

# Saranac Community School

## Board of Education Agenda

### Regular Meeting

December 17, 2015

7:00 PM

**Library, Saranac Jr/Sr High School**

1. Call to Order\_\_\_\_\_
2. Pledge of Allegiance
3. Approval of Minutes
  - a. December 3, 2015 Minutes 2
  - b. December 10, 2015 Minutes 6
4. Additions & Deletions
5. Comments from Guests - Agenda Items
6. Consent Action Items 7
  - a. Pay Bills 8
  - b. Approve Organizational Meeting Date
7. Action Item - Superintendent's Evaluation 31
8. Reports/Presentations
  - a. District Strategic Planning - Facilities and Learning Environment 32
  - b. Board Policy Reading - 4000 (Support Staff) - 5000 (Students) 36
  - c. 1st Budget Amendment 37
9. Comments from Guests - Non Agenda Items
10. Superintendent's Report
11. Board Requests/Reports
12. Communications
13. Approval of Executive Session Minutes
14. Other
15. Adjournment\_\_\_\_\_

Saranac Community Schools  
Board of Education  
Meeting #9

The Saranac Community Schools Board of Education held a regular meeting on Thursday, December 3, 2015 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The board had a “Meet and Greet” with our Foreign Exchange students at 6:30 p.m. before the regular meeting began.

The meeting was called to order by President, Brent Denny at 7:00 p.m.

Present: Coulson, Denny, Doll, Hawkins, LaWarre, Price & VanKuiken.

Roy Hawkins led in the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Minutes from regular meeting dated November 19, 2015 were approved as written.

**ADDITIONS & DELETIONS:** None

**COMMENTS FROM GUESTS- AGENDA ITEMS:** None.

**STUDENT REPORT:** Josie Manion, Student Council Mayor reported student council will be donating \$200 for Toys for Tots and \$500 for the Purple-Out Game, which is January 29. Mock Rock will on Friday, December 18 with 23 acts. They will be holding another American Red Cross Blood Drive on February 2, and will be holding a Snow Coming Dance on February 13.

**ADMINISTRATOR’S UPDATE:** Josh Leader, Jr/Sr High School Principal introduced the exchange students and their host families. McKenzie Barna is the Exchange Student Ambassador who helps the students adjust to the school life here at Saranac. Mr. Leader reported that she has been a tremendous help for these students.

Winter sports are underway. There is a home event every night next week. The 8<sup>th</sup> grade students took a tour of Heartlands Institute of Technology and will have another tour when they are in 10<sup>th</sup> grade.

There will be a band concert on Monday, December 14<sup>th</sup> at 7 p.m. with the Jr High, Sr High bands, and the Sr High Vocal Ensemble performing. Spencer Terpstra, Counselor has arraigned a panel of recent graduates come in to speak with this year’s seniors on what to expect their first year of college, and life after high school. This will be held in the Auditorium on December 15 at 9:45 a.m.

The Jr/Sr High is looking very festive, which has been all student driven. Students can participate in decorating the outside of their lockers which will be judged tomorrow. It has been great team building by our students and it has been fun watching all the excitement going on.

**INSTRUCTIONAL HIGHLIGHT:** Elementary School teachers, Stephanie Smith and Tara Rasmus presented information on the new math program called “Bridges”.

**SET BOARD MEETING DATES:** The board was presented with meeting dates for the 2016 calendar year. The board will need to take action to set the organizational meeting date at the December 17 meeting.

**DISTRICT STRATEGIC PLAN – TECHNOLOGY GOAL:** Technology Director, John Milewski, chaired this committee to help provide an environment conducive to a positive learning environment. Goal #1 – Computing Devices – Develop & Implement a plan for an ongoing replacement cycle for all devices, working towards increasing quantity.

Goal #2 – Infrastructure with three objectivess – Objective # 1; Develop & Implement a plan for the ongoing replacement of content filter, allowing for additional bandwidth and flexibility in responding to requests for changes. Objective #2; Develop & Implement a plan to consolidate the firewall and intrusion detection systems, allowing local staff the capacity to make necessary changes. Objective #3; Develop & Implement a plan for the replacement of network switches to a managed switch capable of traffic management (telephones & devices).

Goal #3 – Training/Professional Development – Objective #1; Develop & Implement a plan to offer additional training opportunities to students and staff on current devices. Objective #2; Develop & Implement a plan to provide on-going Student Information System & Electronic Gradebook training for staff. Objective #3; Develop & Implement a plan to have a technology/instructional coach available. Objective #4; Website Redesign is a Board of Ed Request.

**NEOLA BOARD POLICY SECTION 4000 (SUPPORT STAFF) & 5000 (STUDENTS):**

This is the first reading of these two sections. Any changes or concerns to these two sections should be given to Central Office to compile the information from board members. The second reading will come back in January.

Below is the schedule to get through the new board policies.

The board felt the timeline was too tight to get everything read with changes into Central Office. They have decided to move the remaining dates to give them more time to get through the policies.

November 5 <sup>th</sup> board meeting	Sections 0000 (Bylaws) and 1000 (Administration)
November 19 <sup>th</sup> board meeting	Sections 2000 (Programs) and 3000 (Prof. Staff)
<del>December 3<sup>rd</sup></del> - Dec 17 board meeting	Sections 4000 (Support Staff) and 5000 (Students)

<del>December 17<sup>th</sup></del> – January 21 board meeting	Sections 6000 (Finances) and 7000 (Property)
<del>January 7<sup>th</sup></del> - February 18 board meeting	Sections 8000 (Operations) and 9000 (Relations)
<del>January 21<sup>st</sup></del> - Date to be determined	Second reading and adoption

**1<sup>ST</sup> BUDGET AMENDMENT:** Superintendent, Maury Geiger presented the proposed 1<sup>st</sup> budget amendment to the board reviewing some of the budget considerations. The board will receive a budget showing each line item at the next meeting with approval at the first meeting in January. The fund balance as of the 1<sup>st</sup> proposed budget amendment shows 4%.

**COMMENTS FROM GUESTS- NON AGENDA ITEMS:** The Board heard public comment.

**SUPERINTENDENT REPORT:** Superintendent Geiger reported that Mr. Leader will be meeting with the Varsity Volleyball Coach as the next step in the appeal process. Mr. Geiger presented staff ID badges to all board members. The Promise Committee Campaign is going strong and will be holding breakfast meetings next Tuesday in each building.

**BOARD REQUESTS/REPORTS:** A board member requested a copy of the Cultural Audit.

A board member would like to request the board hold a Saturday workshop meeting to decide what should happen with the Middle School.

Thursday, December 10 at 7 p.m. the board will hold a special meeting to conduct the Superintendent's Evaluation.

Mr. Geiger reported they received one resume for the mechanic position. Mr. Greg Smith, Transportation Director will have a team that will interview this person next week.

**COMMUNICATION:** None

**APPROVE EXECUTIVE SESSION MINUTES:** Minutes from executive session meeting dated November 19, 2015 were approved as written.

**CLOSED SESSION FOR THE SUPERINTENDENT'S EVALUATION:** Motion by Hawkins, supported by LaWarre that the Saranac Board of Education go into closed session at 9:19 p.m. for the purpose of the superintendent's evaluation returning to open session at 9:31 p.m. Roll Call Vote was taken: Yes Votes: Coulson, Denny, Doll, Hawkins, LaWarre, Price and VanKuiken. Motion Carried.

**OTHER:** The subcommittee to review the superintendent's contract needs to reconvene to review the language.

The board treasurer met with Mr. Geiger to review the budget and discussed how to get the fund balance between 5-10%.

Superintendent Geiger reported that they may need to add some additional health care aides for a few students.

A board member would like to make sure Mr. Geiger adds the loss of revenue from the Middle School in the 1<sup>st</sup> budget amendment.

Next Wednesday, December 9 there is a Christmas dinner at the Housing Commission.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 9:47 p.m.

Respectfully submitted,

Steve LaWarre  
Secretary

Saranac Community Schools  
Board of Education  
Special Meeting

The Saranac Community Schools Board of Education held a special meeting on Thursday, December 10, 2015 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order by President, Brent Denny at 7:02 p.m.

Present: Coulson, Denny, Doll, LaWarre, Price & VanKuiken.  
Absent: Hawkins

Steve LaWarre led in the Pledge of Allegiance.

**COMMENTS FROM GUESTS – AGENDA ITEMS:** None

**CLOSED SESSION FOR SUPERINTENDENT’S EVALUATION:** Motion by LaWarre, supported by Doll that the Saranac Board of Education go into closed session at 7:02 p.m. for the purpose of the superintendent’s evaluation returning to open session at 10:08 p.m. Roll Call Vote was taken: Yes Votes: Coulson, Denny, Doll, LaWarre, Price and VanKuiken. Motion Carried.

**COMMENTS FROM GUESTS – NON AGENDA ITEMS:** None

**OTHER:** The board discussed the recent decision in regards to our Native American Mascot. The board will continue to be carefully sensitive and fiscally responsible as it relates to our mascot. The consensus in moving forward is that all items purchased with school funds will have the name Saranac. Items purchased with donated funds may display the mascot name or the currently used logos.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 10:27 p.m.

Respectfully submitted,

Steve LaWarre  
Secretary

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Approval of Action Items - Consent Agenda

- Bills Paid: \$831,673.90 from General Fund for November/December
- Approve Organizational Meeting Date – Thursday, January 7, 2016 at 7 pm

Suggested Resolution

I move that the Saranac Board of Education approve the Consent Agenda Items as listed.

Motion by \_\_\_\_\_ Supported by \_\_\_\_\_

Discussion: Yes \_\_\_\_\_ No \_\_\_\_\_

Approved/Denied: Yes \_\_\_\_\_ No \_\_\_\_\_

Saranac Community Schools  
**Payment Batch Register**  
Bank Account: GF CHECKING - General Fund Checking  
Batch Date: 11/17/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	11/17/2015	57152 Accounts Payable	HAMILTON, CONNIE		351.84
	Invoice	Date	Description		Amount
	MG111615	11/16/2015	ES Teaching Supplies/Title IIA Books		351.84
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$351.84</u>
Checks:		1	\$351.84		



**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/18/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	11/20/2015	57153 Accounts Payable	Advanced Pension Solution Inc.		180.00
	Invoice	Date	Description		Amount
	2016-00000192	11/20/2015	ROTH IRA - ROTH IRA		180.00
Check	11/20/2015	57154 Accounts Payable	AFLAC		80.67
	Invoice	Date	Description		Amount
	2016-00000193	11/20/2015	AFLAC Pre-Tax - AFLAC Pre-Tax **		80.67
Check	11/20/2015	57155 Accounts Payable	HealthEquity, Inc.		150.00
	Invoice	Date	Description		Amount
	2016-00000194	11/20/2015	HSA - Health Savings Account *		150.00
Check	11/20/2015	57156 Accounts Payable	HORACE MANN		1,743.09
	Invoice	Date	Description		Amount
	2016-00000195	11/20/2015	H MANN - Horace Mann Insurance		1,743.09
Check	11/20/2015	57157 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
	2016-00000196	11/20/2015	FOC - Child Support FOC		201.61
Check	11/20/2015	57158 Accounts Payable	STATE OF MICHIGAN		5,518.13
	Invoice	Date	Description		Amount
	2016-00000197	11/20/2015	MI TAX - Michigan Withholding Tax		5,518.13
Check	11/20/2015	57159 Accounts Payable	TRANSAMERICA WORKSITE , MARKETING		56.11
	Invoice	Date	Description		Amount
	2016-00000198	11/20/2015	TRANS SELECT - Trans Select Life Ins *		56.11
GF CHECKING General Fund Checking Totals:			Transactions: 7		<u>\$7,929.61</u>
Checks:	7	\$7,929.61			

User: Kristy Thomas

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Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/19/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	11/19/2015	57160 Accounts Payable	ARROW UNIFORM		76.70
	Invoice	Date	Description		Amount
	13-942603	11/10/2015	Uniforms		38.35
	13-950369	11/10/2015	Bus Garage Uniforms		38.35
Check	11/19/2015	57161 Accounts Payable	AT&T		90.40
	Invoice	Date	Description		Amount
	MG111615	11/10/2015	Phone Bill		90.40
Check	11/19/2015	57162 Accounts Payable	BERGY, THERESE		299.48
	Invoice	Date	Description		Amount
	MG111015	11/10/2015	Mileage & Meals		299.48
Check	11/19/2015	57163 Accounts Payable	BERT'S GLASS		579.33
	Invoice	Date	Description		Amount
	40988	11/10/2015	Window Repair-HS		579.33
Check	11/19/2015	57164 Accounts Payable	BUYERS GUIDE		29.85
	Invoice	Date	Description		Amount
	MG111115	11/10/2015	Ads		29.85
Check	11/19/2015	57165 Accounts Payable	CATRELL, TINA		8.37
	Invoice	Date	Description		Amount
	MG111615	11/10/2015	ES Teaching Supplies		8.37
Check	11/19/2015	57166 Accounts Payable	CPM Educational Program		9,434.25
	Invoice	Date	Description		Amount
	1507609-IN2	11/10/2015	HS Math Text Books 2nd Payment		9,434.25
Check	11/19/2015	57167 Accounts Payable	CRYSTAL FLASH ENERGY		2,332.17
	Invoice	Date	Description		Amount
	159023544	11/10/2015	Diesel Fuel		2,332.17
Check	11/19/2015	57168 Accounts Payable	Eric's Lock & Key		26.39
	Invoice	Date	Description		Amount

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Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/19/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	2396	11/10/2015	Keys		26.39
Check	11/19/2015	57169 Accounts Payable	GAME TIME		22,201.00
	Invoice	Date	Description		Amount
	PJI-0024479	11/10/2015	Engineered Wood Fiber-ES		22,201.00
Check	11/19/2015	57170 Accounts Payable	GEIGER, MAURY		40.00
	Invoice	Date	Description		Amount
	MG111615	11/10/2015	Cell Phone		40.00
Check	11/19/2015	57171 Accounts Payable	GRAND RAPIDS COMMUNITY COLLEGE		2,479.50
	Invoice	Date	Description		Amount
	MG111315	11/10/2015	Dual Enrollment		2,479.50
Check	11/19/2015	57172 Accounts Payable	GULLIKSON, ROXANNE		34.88
	Invoice	Date	Description		Amount
	MG111615	11/10/2015	ES Spec Ed Teaching Supplies		34.88
Check	11/19/2015	57173 Accounts Payable	HONEYWELL , ACS-SERVICE		1,355.26
	Invoice	Date	Description		Amount
	5234572373	11/10/2015	Parts & Labor-HS Boiler Repair		1,355.26
Check	11/19/2015	57174 Accounts Payable	HOWE, TAMMY		62.97
	Invoice	Date	Description		Amount
	MG111015	11/10/2015	ES Teaching Supplies		62.97
Check	11/19/2015	57175 Accounts Payable	IONIA COUNTY SHOPPER'S GUIDE		94.30
	Invoice	Date	Description		Amount
	12489	11/10/2015	Special Meeting Ad		80.30
	12388	11/10/2015	JV Softball Coach Ad		14.00
Check	11/19/2015	57176 Accounts Payable	J.W. PEPPER & SON INC.		160.00
	Invoice	Date	Description		Amount
	07685065	11/10/2015	HS Music		40.00
	07685614	11/10/2015	HS Music		33.75
	07685640	11/10/2015	HS Music		28.50
	07677056	11/10/2015	HS Music		57.75

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Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/19/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	11/19/2015	57177 Accounts Payable	JOSTENS		10.62
	Invoice	Date	Description		Amount
		18009792	11/10/2015	Diploma	10.62
Check	11/19/2015	57178 Accounts Payable	LANSING SANITARY SUPPLY, INC.		311.18
	Invoice	Date	Description		Amount
		858740	11/10/2015	Vacuum Parts	311.18
Check	11/19/2015	57179 Accounts Payable	LINDEN LIGHTING SUPPLY		1,168.65
	Invoice	Date	Description		Amount
		122678	11/10/2015	HS Parking Lighting Repair	436.90
		122725	11/10/2015	District Electrical Repairs	731.75
Check	11/19/2015	57180 Accounts Payable	M.E.S.S.A.		84,119.06
	Invoice	Date	Description		Amount
		15-0063718	11/19/2015	Dec Insurance Premium	84,119.06
Check	11/19/2015	57181 Accounts Payable	MEEKHOF TIRE SALES & SERVICE		2,366.26
	Invoice	Date	Description		Amount
		351177-29	11/10/2015	Tires & Materials/ Bus 209 & Bus 982	2,016.26
		352232-29	11/10/2015	Tires-Vehicle	350.00
Check	11/19/2015	57182 Accounts Payable	MENARDS-IONIA		121.20
	Invoice	Date	Description		Amount
		89776	11/10/2015	Transportation Supplies	50.22
		90434	11/10/2015	Maint. Supplies	70.98
Check	11/19/2015	57183 Accounts Payable	METS		7,021.29
	Invoice	Date	Description		Amount
		9838	11/10/2015	Transportation Salaries & Fees	7,021.29
Check	11/19/2015	57184 Accounts Payable	MICHIGAN MUSIC CONFERENCE		120.00
	Invoice	Date	Description		Amount
		MG11915	11/10/2015	Conference-Dawn Peterson	120.00
Check	11/19/2015	57185 Accounts Payable	MUTSCHLER, MANDY		124.49
	Invoice	Date	Description		Amount

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**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/19/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	MG11515	11/10/2015	Mileage		124.49
Check	11/19/2015	57186 Accounts Payable	NAPA AUTO & TRUCK PARTS		281.94
	Invoice	Date	Description		Amount
	755672	11/10/2015	Part		11.04
	756511	11/10/2015	Parts/Battery/Supplies		172.05
	757366	11/10/2015	Parts		98.85
Check	11/19/2015	57187 Accounts Payable	O'Mara Plumbing, Heating & Cooling		350.00
	Invoice	Date	Description		Amount
	71648	11/10/2015	Clogged Classroom Sink-ES		125.00
	71588	11/10/2015	HS Drain Cleaning		225.00
Check	11/19/2015	57188 Accounts Payable	OTTAWA AREA ISD		15,716.00
	Invoice	Date	Description		Amount
	10515	11/10/2015	MVU Consortium Purchase		15,716.00
Check	11/19/2015	57189 Accounts Payable	PCMI		4,658.25
	Invoice	Date	Description		Amount
	39949-2	11/10/2015	Salary & Fee		34.09
	40743	11/10/2015	Salaries & Fees		2,470.13
	40632	11/10/2015	Sub Salaries & Fees		2,154.03
Check	11/19/2015	57190 Accounts Payable	Performance Contracting Owner's Rep. LLC		10,887.10
	Invoice	Date	Description		Amount
	MG111615	11/10/2015	Consulting Energy Performance Contract		10,887.10
Check	11/19/2015	57191 Accounts Payable	QUILL CORP.		30.50
	Invoice	Date	Description		Amount
	8034174	11/10/2015	Transportation Office Supplies		30.50
Check	11/19/2015	57192 Accounts Payable	R.E. RUEHS GARAGE INC.		6,089.53
	Invoice	Date	Description		Amount
	7617	11/10/2015	Rebuilt Front End & Brakes-Ford Pick Up		2,680.37
	7622	11/10/2015	Air Brake Repair-Bus 982		1,595.16
	77540	11/10/2015	Part		84.99

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Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/19/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	7613	11/10/2015	Brake Repair-Bus 960		1,729.01
Check	11/19/2015	57193 Accounts Payable	RASMUS TARA		76.81
	Invoice	Date	Description		Amount
	MG111615	11/10/2015	ES Teaching Supplies		76.81
Check	11/19/2015	57194 Accounts Payable	RENAISSANCE LEARNING, INC.		86.80
	Invoice	Date	Description		Amount
	INV4220186	11/10/2015	AR Add on & Star Addon		74.40
	INV4220906	11/10/2015	AR & SR Add On		12.40
Check	11/19/2015	57195 Accounts Payable	Riverside Repairs		29.00
	Invoice	Date	Description		Amount
	3351	11/10/2015	Oil Change-Uplander		29.00
Check	11/19/2015	57196 Accounts Payable	SCOTTY'S REAL PRO AUTO		26.75
	Invoice	Date	Description		Amount
	0028623	11/10/2015	Oil Change-G Uplander		26.75
Check	11/19/2015	57197 Accounts Payable	SEG WORKERS COMPENSATION FUND		5,152.00
	Invoice	Date	Description		Amount
	MG111915	11/10/2015	Workers Comp Installment		5,152.00
Check	11/19/2015	57198 Accounts Payable	STATE OF MICHIGAN		50.00
	Invoice	Date	Description		Amount
	BLR380738	11/10/2015	Boiler Inspection		50.00
Check	11/19/2015	57199 Accounts Payable	SYNCB/Amazon		2,171.48
	Invoice	Date	Description		Amount
	034920238930	11/10/2015	Universal Projector Drop in		129.99
	034924047398	11/10/2015	50ft Cables		55.56
	034929760635	11/10/2015	Universal Projector		129.99
	034920603601	11/10/2015	Universal Projector		129.99
	034921650607	11/10/2015	Universal Projector		129.99
	034926923988	11/10/2015	Camera/Infocus Projector		605.99
	034921802558	11/10/2015	Infocus Projector		989.97
Check	11/19/2015	57200 Accounts Payable	TBD Repair Service		100.00

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## Batch Date: 11/19/2015

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice		Date	Description		Amount
	287516		11/10/2015	Heater Control-Grand Am		100.00
Check	11/19/2015	57201	Accounts Payable	The Math Learning Center		17,750.03
	Invoice		Date	Description		Amount
	BA15637-IN2		11/10/2015	ES Math Text Books		2,750.97
	BA15638-IN2		11/10/2015	ES Math Text Books		3,537.42
	BA15627-IN2		11/10/2015	ES Math Text Books		2,619.36
	BA15602-IN2		11/10/2015	ES Math Text Books		(885.96)
	BA15601-IN2		11/10/2015	ES Math Text Books		2,744.55
	BA15589-IN2		11/10/2015	ES Math Text Books		450.00
	BA15599-IN2		11/10/2015	ES Math Text Books		2,852.89
	BA15600-IN2		11/10/2015	ES Math Text Books		3,680.80
Check	11/19/2015	57202	Accounts Payable	TOM HAGEN STUDIO		75.00
	Invoice		Date	Description		Amount
	MG111615		11/10/2015	Piano Tuning		75.00
Check	11/19/2015	57203	Accounts Payable	TRANSPORTATION ACCESSORIES CO.		441.90
	Invoice		Date	Description		Amount
	445774		11/10/2015	Bus Cushions		427.50
	445842		11/10/2015	Pre Spaced Numbers		14.40
Check	11/19/2015	57204	Accounts Payable	TRUSWELL, JUNE		19.92
	Invoice		Date	Description		Amount
	MG111015		11/10/2015	ES Teaching Supplies		19.92
Check	11/19/2015	57205	Accounts Payable	United Sign Company		1,200.00
	Invoice		Date	Description		Amount
	11047		11/10/2015	Labor & Materials Install Scoreboards In Gym		1,200.00
Check	11/19/2015	57206	Accounts Payable	Video-Tech-Tronics, Inc		6,120.38
	Invoice		Date	Description		Amount
	149434		11/10/2015	Labor & Materials Install Clock System-ES		2,419.06
	149435		11/10/2015	Service Tech-Clock Was Not Keeping Time		348.75
	149522		11/10/2015	Clocks & Batteries-ES		3,352.57

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Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/19/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	11/19/2015	57207 Accounts Payable	Vinyl Repair Of America		510.00
	Invoice	Date	Description		Amount
	329	11/10/2015	Seat Cushions/Foam Backs/repairs-Bus 951		510.00
GF CHECKING General Fund Checking Totals:			Transactions: 48		\$206,490.99
Checks:	48	\$206,490.99			



Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 11/24/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account:</b> GF CHECKING - General Fund Checking					
Check	11/24/2015	57208 Accounts Payable	LANSING COMMUNITY COLLEGE		610.00
	Invoice	Date	Description		Amount
	fall2015	11/24/2015	Dual Enrollment-Branden Smith		610.00
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$610.00</u>
Checks:	1	\$610.00			

**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/02/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	11/30/2015	57209 Accounts Payable	Young , Susann		21.06
	Invoice	Date	Description		Amount
		MG111615	11/23/2015	HS Teaching Supplies	21.06
Check	11/30/2015	57210 Accounts Payable	A B DICK PRODUCTS OF WEST MICHIGAN		116.09
	Invoice	Date	Description		Amount
		167344	11/23/2015	Copy Machine Supplies-HS	116.09
Check	11/30/2015	57211 Accounts Payable	Architectural Openings & Access, Inc.		4.14
	Invoice	Date	Description		Amount
		S1003797	11/23/2015	Maint. Supplies	4.14
Check	11/30/2015	57212 Accounts Payable	ARROW UNIFORM		31.56
	Invoice	Date	Description		Amount
		13-958128	11/23/2015	Bus Garage Uniforms	31.56
Check	11/30/2015	57213 Accounts Payable	CATRELL, MIKE		20.86
	Invoice	Date	Description		Amount
		MG112015	11/23/2015	ES Teaching Supplies	20.86
Check	11/30/2015	57214 Accounts Payable	FOWLER HIGH SCHOOL		130.00
	Invoice	Date	Description		Amount
		MG112415	11/23/2015	XC Invite-HS	130.00
Check	11/30/2015	57215 Accounts Payable	GALAXY SIGNS & AWARDS		443.00
	Invoice	Date	Description		Amount
		2226	11/23/2015	Plaques Fall Athletics	443.00
Check	11/30/2015	57216 Accounts Payable	KENOWA COMPANIES		549.00
	Invoice	Date	Description		Amount
		32545	11/23/2015	Drained Lawn Sprinkler System/Installed Antifreeze	549.00
Check	11/30/2015	57217 Accounts Payable	KENT I.S.D. , ACCOUNTS RECEIVABLE		280.00
	Invoice	Date	Description		Amount
		16716	11/23/2015	Conference	280.00

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**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/02/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	11/30/2015	57218 Accounts Payable	Partlow , Hope		600.00
	Invoice	Date	Description		Amount
		MG112015	11/23/2015	Training-Becky Griffin & Lori Smith	600.00
Check	11/30/2015	57219 Accounts Payable	Pioneer Drama Service		316.00
	Invoice	Date	Description		Amount
		521083	11/23/2015	Scripts-HS	316.00
Check	11/30/2015	57220 Accounts Payable	R.E. RUEHS GARAGE INC.		486.68
	Invoice	Date	Description		Amount
		7627	11/23/2015	Parts Labor/Air Leak-Bus 202	486.68
Check	11/30/2015	57221 Accounts Payable	SARANAC HARDWARE		81.91
	Invoice	Date	Description		Amount
		83785	11/23/2015	Maaint. Supplies	81.91
Check	11/30/2015	57222 Accounts Payable	SCHOOL SPECIALTY INC.		49.99
	Invoice	Date	Description		Amount
		208115390988	11/23/2015	ES Office Supplies	19.08
		208115528001	11/23/2015	ECSE Teaching Supplies	30.91
Check	11/30/2015	57223 Accounts Payable	SPEEDWAY LLC		488.94
	Invoice	Date	Description		Amount
		MG112315	11/23/2015	Gas District & Drivers Ed Vehicles	488.94
Check	11/30/2015	57224 Accounts Payable	TASC-CLIENT INVOICES		696.00
	Invoice	Date	Description		Amount
		IN676156	11/23/2015	Admin Fee/Renewal Fee/Claim Card Few	696.00
Check	11/30/2015	57225 Accounts Payable	U. S. POSTMASTER		147.00
	Invoice	Date	Description		Amount
		CU112015	11/23/2015	Stamps	147.00
GF CHECKING General Fund Checking Totals:			Transactions: 17		\$4,462.23
Checks:	17		\$4,462.23		

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**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/03/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	12/03/2015	57226 Accounts Payable	A PARTS WAREHOUSE		124.00
	Invoice	Date	Description		Amount
	124632	12/02/2015	Parts		124.00
Check	12/03/2015	57227 Accounts Payable	APPLE INC.		379.00
	Invoice	Date	Description		Amount
	4364252434	12/02/2015	Personalized Ipad-SE		379.00
Check	12/03/2015	57228 Accounts Payable	ArbiterPay Trust Account		5,500.00
	Invoice	Date	Description		Amount
	MG12215	12/02/2015	Athletic Official Pay		5,500.00
Check	12/03/2015	57229 Accounts Payable	BIGGS, HAUSSERMAN, THOMPSON		4,225.00
	Invoice	Date	Description		Amount
	84630	12/02/2015	Audit Services		4,225.00
Check	12/03/2015	57230 Accounts Payable	Brown-Postle , Rachael		148.65
	Invoice	Date	Description		Amount
	MG111615	12/02/2015	Presenter Fee & Mileage		148.65
Check	12/03/2015	57231 Accounts Payable	CRYSTAL FLASH ENERGY		1,771.46
	Invoice	Date	Description		Amount
	208588	12/02/2015	Diesel Additive		18.80
	9710001	12/02/2015	Diesel Fuel		1,752.66
Check	12/03/2015	57232 Accounts Payable	Encore Technology Group, LLC		1,829.06
	Invoice	Date	Description		Amount
	121301	12/02/2015	District Phone Service		1,829.06
Check	12/03/2015	57233 Accounts Payable	GORDON FOOD SERVICE		26.68
	Invoice	Date	Description		Amount
	166605608/2	12/02/2015	Graham Crackers		26.68
Check	12/03/2015	57234 Accounts Payable	Grand River Prep High School		100.00
	Invoice	Date	Description		Amount

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**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/03/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	MG12315	12/02/2015	Refund XC Invite Fee		100.00
Check	12/03/2015	57235 Accounts Payable	HAMILTON, CONNIE		642.05
	Invoice	Date	Description		Amount
	MG113015	12/02/2015	Mileage/Cell Phone/Conference Supplies		642.05
Check	12/03/2015	57236 Accounts Payable	HONEYWELL , ACS-SERVICE		4,582.24
	Invoice	Date	Description		Amount
	5234653746	12/02/2015	Boiler Repaire-Parts & Labor-HS		2,807.51
	5234667835	12/02/2015	Boiler Repairs-HS		1,774.73
Check	12/03/2015	57237 Accounts Payable	Jenison Public Schools		90.00
	Invoice	Date	Description		Amount
	MG111615	12/02/2015	Sub Cost		90.00
Check	12/03/2015	57238 Accounts Payable	LEADER, JOSHUA		240.00
	Invoice	Date	Description		Amount
	MG12115	12/02/2015	Cell Phone Reimb.		240.00
Check	12/03/2015	57239 Accounts Payable	Magee , Mike		150.00
	Invoice	Date	Description		Amount
	MG12315	12/02/2015	Student Athlete Leadership Workshop		150.00
Check	12/03/2015	57240 Accounts Payable	MENARDS-IONIA		118.56
	Invoice	Date	Description		Amount
	90986	12/02/2015	Maint. Supplies		118.56
Check	12/03/2015	57241 Accounts Payable	METS		9,055.28
	Invoice	Date	Description		Amount
	9899	12/02/2015	Salaries & Fees		9,055.28
Check	12/03/2015	57242 Accounts Payable	MILES, AMY		43.37
	Invoice	Date	Description		Amount
	MG112315	12/02/2015	MS Teaching Supplies		43.37
Check	12/03/2015	57243 Accounts Payable	MISS DIG SYSTEM, INC.		335.56
	Invoice	Date	Description		Amount

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**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/03/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	20161050	12/02/2015	Membership Renewal		335.56
Check	12/03/2015	57244 Accounts Payable	Munetrix, LLC		1,243.85
	Invoice	Date	Description		Amount
	1299	12/02/2015	Renewal Fee-Alien for State Funding		1,243.85
Check	12/03/2015	57245 Accounts Payable	NAPA AUTO & TRUCK PARTS		216.15
	Invoice	Date	Description		Amount
	757860	12/02/2015	Parts		216.15
Check	12/03/2015	57246 Accounts Payable	PCMI		6,746.96
	Invoice	Date	Description		Amount
	41006	12/02/2015	Salaries & Fees		2,616.93
	40899	12/02/2015	Sub Salaries & Fees		4,130.03
Check	12/03/2015	57247 Accounts Payable	R.E. RUEHS GARAGE INC.		1,012.59
	Invoice	Date	Description		Amount
	7630	12/02/2015	Bus Repairs-Parts & Labor/Bus 960		607.71
	7633	12/02/2015	Bus Repairs-Parts & Labor/Bus 201		404.88
Check	12/03/2015	57248 Accounts Payable	REYNOLDS & SONS, INC		122.13
	Invoice	Date	Description		Amount
	096736	12/02/2015	Athletic Supplies		122.13
Check	12/03/2015	57249 Accounts Payable	SCHOOL SPECIALTY INC.		41.77
	Invoice	Date	Description		Amount
	208115544432	12/02/2015	HS Office Supplies		41.77
Check	12/03/2015	57250 Accounts Payable	SMITH, GREG		40.00
	Invoice	Date	Description		Amount
	MG12115	12/02/2015	Cell Phone Reimb.		40.00
Check	12/03/2015	57251 Accounts Payable	STATE OF MICHIGAN		15.00
	Invoice	Date	Description		Amount
	MG112015	12/02/2015	50/50 Raffle License Fee		15.00
Check	12/03/2015	57252 Accounts Payable	SUNRISE SUPPLIES, INC.		204.00

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Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/03/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
<div> <div>17430</div> <div>12/02/2015</div> <div>Transporation Supplies</div> <div>204.00</div> </div>					
Check	12/03/2015	57253 Accounts Payable	THRUN LAW FIRM, P.C.		1,472.34
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
<div> <div>227603</div> <div>12/02/2015</div> <div>Legal Services</div> <div>96.00</div> </div>					
<div> <div>227689</div> <div>12/02/2015</div> <div>Legal Services</div> <div>1,376.34</div> </div>					
Check	12/03/2015	57254 Accounts Payable	TRANSPORTATION ACCESSORIES CO.		19.63
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
<div> <div>445774-1</div> <div>12/02/2015</div> <div>Parts</div> <div>19.63</div> </div>					
Check	12/03/2015	57255 Accounts Payable	U'Ren , Michelle		100.00
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
<div> <div>MG111615</div> <div>12/02/2015</div> <div>Presenter Fee</div> <div>100.00</div> </div>					
Check	12/03/2015	57256 Accounts Payable	WASTE MANAGEMENT OF MI-MIDWEST		1,185.88
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
<div> <div>7649862-2333-8</div> <div>12/02/2015</div> <div>Trash Removal-ES</div> <div>427.74</div> </div>					
<div> <div>7649861-2333-0</div> <div>12/02/2015</div> <div>Trash Removal-MS</div> <div>192.90</div> </div>					
<div> <div>7649860-2333-2</div> <div>12/02/2015</div> <div>Trash Removal-HS</div> <div>459.46</div> </div>					
<div> <div>7649863-2333-6</div> <div>12/02/2015</div> <div>Trash Removal-BG</div> <div>105.78</div> </div>					
GF CHECKING General Fund Checking Totals:			Transactions: 31		\$41,781.21
Checks:		31	\$41,781.21		



**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/07/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	12/04/2015	57257 Accounts Payable	Advanced Pension Solution Inc.		180.00
	Invoice	Date	Description		Amount
		2016-00000212	12/04/2015	ROTH IRA - ROTH IRA	180.00
Check	12/04/2015	57258 Accounts Payable	AFLAC		80.67
	Invoice	Date	Description		Amount
		2016-00000213	12/04/2015	AFLAC Pre-Tax - AFLAC Pre-Tax **	80.67
Check	12/04/2015	57259 Accounts Payable	HealthEquity, Inc.		150.00
	Invoice	Date	Description		Amount
		2016-00000214	12/04/2015	HSA - Health Savings Account *	150.00
Check	12/04/2015	57260 Accounts Payable	HORACE MANN		1,726.28
	Invoice	Date	Description		Amount
		2016-00000215	12/04/2015	H MANN - Horace Mann Insurance	1,726.28
Check	12/04/2015	57261 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
		2016-00000216	12/04/2015	FOC - Child Support FOC	201.61
Check	12/04/2015	57262 Accounts Payable	STATE OF MICHIGAN		6,172.84
	Invoice	Date	Description		Amount
		2016-00000217	12/04/2015	MI TAX - Michigan Withholding Tax	6,172.84
<b>GF CHECKING General Fund Checking Totals:</b>					<b>\$8,511.40</b>
Checks: 6			\$8,511.40		

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**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	12/07/2015	57263 Accounts Payable	Feldpausch , Lorin		50.00
	Invoice	Date	Description		Amount
	JV12815	12/04/2015	JV Boys Basketball Official		50.00
Check	12/07/2015	57264 Accounts Payable	Forton , Jim		50.00
	Invoice	Date	Description		Amount
	JV12815	12/04/2015	JV Boys Basketball Official		50.00
Check	12/07/2015	57265 Accounts Payable	Fuller , Mike		60.00
	Invoice	Date	Description		Amount
	V12815	12/04/2015	Varsity Boys Basketball Official		60.00
Check	12/07/2015	57266 Accounts Payable	Swain , Tim		60.00
	Invoice	Date	Description		Amount
	V12815	12/04/2015	Varsity Boys Basketball Official		60.00
Check	12/07/2015	57267 Accounts Payable	Willis , Paul		60.00
	Invoice	Date	Description		Amount
	V12815	12/04/2015	Varsity Boys Basketball Official		60.00
GF CHECKING General Fund Checking Totals:			Transactions: 5		\$280.00
Checks:	5	\$280.00			

Saranac Community Schools  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	12/08/2015	57268 Accounts Payable	CONSUMERS ENERGY		24,949.85
	Invoice	Date	Description		Amount
	MG12715	12/07/2015	Electric & Natural Gas Usage		24,949.85
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$24,949.85</u>
Checks:	1		\$24,949.85		

**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/09/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	12/08/2015	57269 Accounts Payable	Bernath , Terry		60.00
	Invoice	Date	Description		Amount
	V12915	12/04/2015	Varsity Girls Basketball Official		60.00
Check	12/08/2015	57270 Accounts Payable	Chubb , Don		50.00
	Invoice	Date	Description		Amount
	JV12915	12/04/2015	JV Girls Basketball Official		50.00
Check	12/08/2015	57271 Accounts Payable	Fuller , Mike		50.00
	Invoice	Date	Description		Amount
	JV12915	12/04/2015	JV Girls Basketball Official		50.00
Check	12/08/2015	57272 Accounts Payable	Gillison , Dave		60.00
	Invoice	Date	Description		Amount
	V12915	12/04/2015	Varsity Girls Basketball Official		60.00
Check	12/08/2015	57273 Accounts Payable	Hayes , Graig		60.00
	Invoice	Date	Description		Amount
	V12915	12/04/2015	Varsity Girls Basketball Official		60.00
GF CHECKING General Fund Checking Totals:			Transactions: 5		<u>\$280.00</u>
Checks:	5	\$280.00			

**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/10/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	12/09/2015	57274 Accounts Payable	Chubb , Don		50.00
	Invoice	Date	Description		Amount
	JV121015	12/04/2015	JV Boys Basketball Official		50.00
Check	12/09/2015	57275 Accounts Payable	Gibbs , Fredrick		60.00
	Invoice	Date	Description		Amount
	V121015	12/04/2015	Varsity Boys Basketball Official		60.00
Check	12/09/2015	57276 Accounts Payable	Hayes , Graig		60.00
	Invoice	Date	Description		Amount
	V121015	12/04/2015	Varsity Boys Basketball Official		60.00
Check	12/09/2015	57277 Accounts Payable	Schoenfelder , Mark		60.00
	Invoice	Date	Description		Amount
	V121015	12/04/2015	Varsity Girls Basketball Official		60.00
Check	12/09/2015	57278 Accounts Payable	Schranben , Alex		120.00
	Invoice	Date	Description		Amount
	VG121015	12/04/2015	Varsity Girls Basketball Official		60.00
	VB121015	12/04/2015	Varsity Boys Basketball Official		60.00
Check	12/09/2015	57279 Accounts Payable	Weber , Mike		50.00
	Invoice	Date	Description		Amount
	JV121015	12/04/2015	JV Boys Basketball Official		50.00
Check	12/09/2015	57280 Accounts Payable	Youngs , Bob		60.00
	Invoice	Date	Description		Amount
	V121015	12/04/2015	Varsity Girls Basketball Official		60.00
GF CHECKING General Fund Checking Totals:			Transactions: 7		\$460.00
Checks:		7	\$460.00		

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**Saranac Community Schools**  
**Payment Batch Register**  
 Bank Account: GF CHECKING - General Fund Checking  
 Batch Date: 12/10/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
<b>Bank Account: GF CHECKING - General Fund Checking</b>					
Check	12/10/2015	57281 Accounts Payable	Adams , Rachel		60.00
	Invoice	Date	Description		Amount
		V121115	12/04/2015	Varsity Girls Basketball Official	60.00
Check	12/10/2015	57282 Accounts Payable	Forton , Jim		50.00
	Invoice	Date	Description		Amount
		JV121115	12/04/2015	JV Girls Basketball Official	50.00
Check	12/10/2015	57283 Accounts Payable	Hansen , Gordon		50.00
	Invoice	Date	Description		Amount
		JV121115	12/04/2015	JV Girls Basketball Official	50.00
Check	12/10/2015	57284 Accounts Payable	Swain , Tim		60.00
	Invoice	Date	Description		Amount
		V121115	12/04/2015	Varsity Girls Basketball Official	60.00
Check	12/10/2015	57285 Accounts Payable	Wideman , James		60.00
	Invoice	Date	Description		Amount
		V121115	12/04/2015	Varsity Girls Basketball Official	60.00
GF CHECKING General Fund Checking Totals:			Transactions: 5		\$280.00
Checks:		5	\$280.00		



Saranac Community Schools

# Payment Register

From Payment Date: 11/16/2015 - To Payment Date: 12/11/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
GF CHECKING - General Fund Checking									
EFT									
180	11/20/2015	Open			Accounts Payable	TASC-CLIENT INVOICES	\$1,942.21		
181	11/20/2015	Open			Accounts Payable	INDEPENDENT BANK	\$150,672.23		
182	11/24/2015	Open			Accounts Payable	M.P.S.E.R.S.	\$91,196.93		
183	11/24/2015	Open			Accounts Payable	M.P.S.E.R.S.	\$54,796.27		
184	12/04/2015	Open			Accounts Payable	TASC-CLIENT INVOICES	\$1,942.21		
185	12/04/2015	Open			Accounts Payable	INDEPENDENT BANK	\$166,830.29		
186	12/09/2015	Open			Accounts Payable	M.P.S.E.R.S.	\$59,316.01		
187	12/01/2015	Open			Accounts Payable	Priority Health	\$8,590.62		
Type EFT Totals:							\$535,286.77		
GF CHECKING - General Fund Checking Totals							8 Transactions		

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$535,286.77	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	8	\$535,286.77	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$535,286.77	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	8	\$535,286.77	\$0.00

Grand Totals:

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$535,286.77	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	8	\$535,286.77	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	8	\$535,286.77	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	8	\$535,286.77	\$0.00

TO: Board of Education

FROM: Brent Denny, Board President

SUBJECT: Superintendent's Evaluation

On Thursday, December 10<sup>th</sup>, 2015, the board held a special meeting for the purposes of conducting the Superintendent evaluation. The board and superintendent worked very closely with the Michigan Association of School Boards (MASB) facilitator, Scott Morrell, in reviewing the MASB Superintendents Evaluation Form. Michigan State Law, Section 1249 of the Revised School Code, currently requires school boards to evaluate their superintendent's job performance using multiple rating categories that take into account data on student growth as a significant factor.

The superintendent's evaluation identified areas of strong performance as well as areas that can be improved upon. Moving forward, this information will be utilized for superintendent and district goal setting.

Considering all of the information received and reviewed for the superintendent's evaluation, the board has determined through consensus that our superintendent receive an effective rating for the 2015-2016 school year.

Suggested Resolution

I move that the Saranac Board of Education approve the superintendent's evaluation as effective for the 2015-2016 school year.

Motion by \_\_\_\_\_ Supported by \_\_\_\_\_

Discussion: Yes \_\_\_\_\_ No \_\_\_\_\_

Approved/Denied: Yes \_\_\_\_\_ No \_\_\_\_\_

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: District Strategic Plan – Facilities and Learning Environment

Our District Strategic Plan continues to be developed and I have met with all of the chairs and co-chairs to further develop strategies, responsibilities, timelines, measurements of success, and projected costs.

Upon review of the four goals, I have decided to have each group update the board over the next four board meetings on the specifics of each goal. I believe this will allow us time to thoroughly review and discuss the plans and progress in each of these areas.

The projected board meeting review of the four District Strategic Planning goals is as follows:

November 5 <sup>th</sup> , 2015	Community Relations – Josh Leader
November 19 <sup>th</sup> , 2015	Student Achievement – Connie Hamilton
December 3 <sup>rd</sup> , 2015	Technology
December 17 <sup>th</sup> , 2015	Facilities & Learning Environment

Many thanks to our chairs and co-chairs for their leadership in each of these areas.



		Strategy/Plan	Person/Team Responsible	Timeline	What evidence of Success	Cost Analysis
Facilities and Learning Environment						
Goal: Facilities and Grounds	The district will promote a positive school environment through the maintenance of school facilities and grounds.					
Object #1	Develop a process for review of needs within district property and equipment			Start 2016	Inspection notes from committee	Time for district employees
		i. Have annual inspections for needs within the district	Director of Grounds/Maintenance		Inspection information provided by outside entities	Possible cost for outside entity inspection
		ia. Establish a team of people to participate in inspections.	Director of Grounds/Maintenance		Documentation of preventative maintenance schedule	
		ib. Establish a timeframe for inspections to take place on an annual basis.	Director of Grounds/Maintenance			
		ii. Collaborate with outside professionals	Director of Grounds/Maintenance			
		iiia. Identify individuals who have expertise in areas of need.	Director of Grounds/Maintenance			
		iiib.				
		iiic.				
Object #2	Develop a systematic process for preventative measures within district property and equipment			Start 2016	Schedule for replacement	Time for district employees
		i. Have an established rotation schedule to replace and/or update school property and	Director of Grounds/Maintenance		Annual review/timeline for preventative maintenance	
		ia. Identify items and/or systems within the district that would be part of a preventative maintenance rotation.	Director of Grounds/Maintenance			
		ib. Establish a timeline for conducting preventative maintenance measures.	Director of Grounds/Maintenance			
33		ii.				
		iiia.				
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		iiie.				
Object #3	Develop a positive relationship between the district and community that fosters collaboration in regard to the needs of the district			2016-17	Document that will be available on website for volunteers	Time for district employees
		i. Use entities within the community and county to service district needs when applicable.	Superintendent; District Administration; Directors		Accounts established with local entities/businesses	
		ia. Establish a system that ensures the district is contacting local entities for repairs within the district as applicable.	Director of Grounds/Maintenance			
		ib.				
		ii. Post volunteer opportunities within the district on school web page for community members to	Technology Department			
		iiia. Create a system for reporting volunteer opportunities to the technology department	Administration; Technology Department			
		iiib. Appoint a person to update volunteer opportunities on a regular basis	Administration			
		iiic.				

		i. Update and make available the student and staff handbook.	Administration		Committee agenda & notes from handbook meetings	
		ia. Ensure handbook is consistent with board policy and state/federal guidelines.	Board of Education			
		ib. Inform staff of handbook policies and procedures.	Administration			
		ii.				
		iia.				
		iib.				
		iii.				
		iiia.				
		iiib.				
		iiic.				
	<b>Object #2</b>	Develop relationships within each building, the district, and the community that are based on trust		Start 2016	Agenda & notes from community outreach meetings	Time for district employees
		i. Hold quarterly community outreach activities which may include coffee and refreshments where community members may be updated on school events and ask questions.	Board of Education; Administration; Directors			Cost of refreshments
		ia. Determine method of communicating outreach activities to the community.	Superintendent; Building Administration			
		ib. Determine meeting time and location.	Superintendent			
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		iib.				
		iii.				
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		iiic.				
<b>Goal: Future Development</b>	The district will continue to seek opportunity for future development and growth					
	<b>Object #1</b>	Develop a process for continued support of early childhood programs		2017-	Copies of documents that were sent to pre-school entities	Time for district employees
		i. Continue to advocate and promote our facilities for early childhood programs.	Superintendent; Building Administration		Copy and data from pre-school interest survey	Possible survey cost
		ia. Contact early childhood program directors to let them know of availability within our facilities.	Superintendent			
		ib.				
		ii. Provide resources to families through collaboration with local entities such as the Great Start Collaborative and Early On program at ICISD.	Superintendent; Building Administration			
		iia. Collect information from families within the community in regard to early childhood opportunities.	Superintendent; Building Administration			
		iib.				
		iii.				
		iiia.				
		iiib.				
		iiic.				
	<b>Object #2</b>	Develop a process to research the needs of the community that could be provided through the use of		2016-17	Copy of community interest survey for facility use	Time for district employees
		i. Conduct an interest survey within the community to identify opportunities for the community that could be held within district	Superintendent		Copy of document sent to businesses to partner with facility data	Possible survey cost
		ia. Partnership with local community agencies including businesses.	Superintendent			
		ib.				
		ii.				
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		iib.				
		iii.				
		iiia.				

		iiib.				
		iiic.				
<b>Object #3</b>	Develop partnerships with community members and other entities that foster additional academic and extra-curricular opportunities for students			2017-	Copy of survey to students/community	Time for district employees
		i. Provide community education services.	Superintendent			Possible survey cost
		ia. Conduct a student interest survey to identify academic and/or extra-curricular topics that could be offered to students outside the regular school day.	Building Administration		Agenda & notes from meeting with businesses and community ex	Possible cost of after-school activity
		ib. Conduct a community interest survey to identify areas in which the district could partner with the members of the community to offer sessions to meet interests.	Superintendent			
		ic. Partner with community members and businesses who have the expertise to offer services to meet student and community	Superintendent; Building Administration; Staff			
		ii.				
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		iii.				
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		iiib.				

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: NEOLA Policy Review Section 4000 (Support Staff) and 5000 (Students)

This is directly related to the following areas of the District Strategic Plan:

- Student Achievement
- Technology
- Facilities and Learning Environment
- Community Relations

As was the consensus of the Board at our last regularly scheduled board meeting, the Board decided to review two sections of the new NEOLA school board policies over the next five board meetings. The projected schedule is as follows:

The timelines dates have been changed to give the board more time to review the policies.

November 5 <sup>th</sup> board meeting	Sections 0000 (Bylaws) and 1000 (Administration)
November 19 <sup>th</sup> board meeting	Sections 2000 (Programs) and 3000 (Professional Staff)
<del>December 3<sup>rd</sup> board meeting</del>	<del>Sections 4000 (Support Staff) and 5000 (Students)</del>
December 17 <sup>th</sup> board meeting	Sections 4000 (Support Staff) and 5000 (Students)
<del>December 17<sup>th</sup> board meeting</del>	<del>Sections 6000 (Finances) and 7000 (Property)</del>
January 21 <sup>st</sup> board meeting	Sections 6000 (Finances) and 7000 (property)
<del>January 7<sup>th</sup> board meeting</del>	<del>Sections 8000 (Operations) and 9000 (Relations)</del>
February 18 board meeting	Sections 8000 (Operations) and 9000 (Relations)
<del>January 21<sup>st</sup> board meeting</del>	<del>Second reading and adoption</del>
Date to be determined	Second reading and adoption

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: 1<sup>st</sup> Budget Amendment

The first budget amendment was presented at our previous meeting. I will be working with Jammie Sprank, our Finance Director, to finalize the changes in revenues and expenditures for your review at our board meeting.