

# Saranac Community School

## Board of Education Agenda

### Regular Meeting

February 4, 2016

7:00 PM

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

1. Call to Order\_\_\_\_\_
2. Pledge of Allegiance
3. Approval of Minutes 2
4. Additions & Deletions
5. Comments from Guests - Agenda Items
6. Student Report
7. Administrator's Update
8. Instructional Highlight - June Truswell - Thinking Maps-Writing
9. Action Item
- a. Approve 5 Dimensions of Teaching & Learning 6
10. Reports/Presentations
- a. Website Design Update - John Milewski 7
- b. Accept Gifts 8
- c. Continuing Disclosure Compliance Policy Resolution 9
- d. Student Enrollment 22
- e. Budget Update 24
- f. Mascot Language Review 25
11. Comments from Guests - Non Agenda Items
12. Superintendent's Report
13. Board Requests/Reports
14. Communications
15. Closed Session for Superintendent Evaluation Calendar & Supt/Bd Goals
16. Other
17. Adjournment\_\_\_\_\_

Saranac Community Schools  
Board of Education  
Meeting #12

The regular meeting of the Saranac Community Schools Board of Education was held on Thursday, January 21, 2016 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order by President, Brent Denny at 7:04 p.m.

Present: Denny, Doll, Hawkins, LaWarre, Price, and VanKuiken.

Absent: Coulson

Roy Hawkins led in the Pledge of Allegiance.

**APPROVAL OF MINUTES:** Minutes from regular meeting dated January 7, 2016 were approved as written with one correction under *Board Member Compensation – Motion by LaWarre, supported by VanKuiken and unanimously approved that the Saranac Board of Education change the compensation rate of to \$15.00 per meeting.*

**TREASURER'S REPORT:** The Treasurer's Report for December was accepted as presented.

**ADDITIONS & DELETIONS:** Superintendent, Maury Geiger would like to add as a Presentation Item – M-Step Information to the agenda.

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

**INSTRUCTIONAL HIGHLIGHT:** Spanish teacher, Sara Serne, presented information on her Spanish 3 class and students. The students in this class collaborate with Elementary School teacher, Bridget Harder and her students. They practice Spanish vocabulary units teaching them Spanish words. This year they focused on zoo animals, created a game, made up their own Spanish stories from Christmas, shared stories, and learned how to sing Jingle Bells in Spanish. The kids love the interaction with the older students.

**APPROVE CONSENT ACTION ITEMS:** Motion by Hawkins, supported by Doll and unanimously approved that the Saranac Board of Education accept the Consent Agenda Items as presented:

- ✓ Appoint School Attorney – Thrun Law Firm
- ✓ Approve Bills Paid totaling \$522,208.71 from General Fund for December/January
- ✓ Accept Gifts totaling \$125,365.00

**5 DIMENSIONS OF TEACHING AND LEARNING:** Jr/Sr High Principal, Josh Leader and teacher, Sara Serne presented the new teacher evaluation tool that has been implemented this school year. This is a teacher evaluation rubric developed by the Center for Educational Leadership, steeped in research and best-practices for instruction

and learning. This enables administrators to conduct classroom observations, walkthroughs, formative ratings and summative evaluations in a totally mobile and paperless environment through an iPad app and/or web-based.

PIVOT with 5 Dimensions of Teaching and Learning maintains secure records, generates reports at the teacher, department, grade, school and district levels, and provides users a virtual platform to generate, use and archive preloaded and customized forms.

Administrators can collect evidence from classroom observations, conversations, and student work. It has automated consolidation of coded evidence by indicator and creates student learning objectives and link growth measures for summative evaluations.

This will be brought back for action and approval at the February 4 meeting.

**M-STEP PRESENTATION:** Curriculum Director, Connie Hamilton presented the M-Step information noting that the over all strongest area is ELA with the dimensions of writing and listening being the highest scores within the assessment. The implementation of Thinking Maps Writing at the elementary is likely a contributing factor to the higher writing scores.

The current math curriculum materials were not in place when the M-STEP was given and wouldn't have had an opportunity to impact the scores for Saranac. The 6<sup>th</sup> grade math scores were the highest in the county and exceeded the State average by more than 12% points. The scores we received as a baseline will allow us to set some specific goals for growth in math.

The science and social M-STEP scores are close to state averages in most grades. Many schools throughout the State will need to look more closely at curriculum and assessment resources to improve the level of student's proficiency in these areas.

**NEOLA POLICY REVIEW SECTION 6000 (FINANCES) AND 7000 (PROPERTY):** 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 at a later date.

**LETTER OF UNDERSTANDING – SICK LEAVE BANK:** Superintendent Geiger reported we have a staff member requesting a sick leave bank and will be out for a number of days.

Motion by Price, supported by Hawkins that the Saranac Board of Education waive past practice and approve the Letter of Understanding #2 – Sick Leave Bank as presented.

**MASCOT USAGE GUIDELINES:** The board reviewed the mascot usage guidelines and after much discussion decided it needed a few changes. This will be brought back for more discussion at the February 4 meeting.

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

**SUPERINTENDENT REPORT:** Superintendent Geiger presented the student enrollment numbers noting that we are only down a couple students from the fall count. Our next count day is February 10.

**BOARD REQUESTS/REPORTS:** Board member, Steve LaWarre reviewed minutes from the Finance Committee meeting, which was held on January 19. The next meeting is scheduled for February 2. These minutes will be brought back for approval at the February 4 meeting.

Board member, David Price presented information on “Kids against Hunger Coalition.” This could be a good community service project for our students.

**COMMUNICATIONS:** The board received a thank-you card and cookies from the Jr/Sr High staff for School Board Appreciation Month.

**OTHER:** None

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 9:20 p.m.

Respectfully submitted,

Steve LaWarre  
Secretary

Saranac Community Schools

Finance Committee Meeting

January 19, 2016

The meeting began at 6 pm at Central Office, 88 Pleasant Street, Saranac, MI.

Present: Brent Denny, Sarah Doll, Steve LaWarre & Maury Geiger

Items discussed:

- The Committee reviewed revenues and expenditures as they relate to the 1st budget amendment and the direction needed for the second budget amendment.
- The Committee indicated that the desired fund balance of 5% should be reflected as a % of Expenditures as well as a % of Revenues. Past practice has been to report fund balance only as a % of expenditures. While both revenue and expenditure fund balance percentages are very close, the desire of the committee is to see them both at or above 5%
- Preliminary ideas for consideration in the 2016-2017 budget year were also discussed.
- The committee discussed meeting frequency: Meetings will occur bi-weekly (every two-weeks) unless otherwise needed.

Next Meeting: Tuesday, February 2<sup>nd</sup>, 2016

There being no further business to come before the Finance Committee at this time, and no objection, the meeting adjourned at 7:15 p.m.

Respectfully submitted,

Steve LaWarre

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: 5 Dimensions of Teaching and Learning

At the last board meeting, Jr/Sr High Principal, Josh Leader and teacher, Sara Serne presented the 5 Dimensions of Teaching and Learning. This is a new teacher evaluation rubric the administrators are using this year to evaluate teachers and does need board approval.

Suggested Resolution

I move that the Saranac Board of Education approve the 5 Dimensions of Teaching and Learning Evaluation Rubric 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: Website Design Update

Technology Director, John Milewski will be here to present the website design the Tech Dept. has been working on.

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Accept Gifts

POLICY: 9350 Public Gifts and Bequests

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

- Community Relations

Here are the latest gifts received from various people and organizations.

Margaret's Delicatessen	Gift Certificate Donations for School Board Month	\$ 70.00
Mr. & Mrs. James Darby	Scholarship Donation for EMS/Firefighting/Police Officer	\$ 500.00
Impact Operations	Robotics Program	\$ 1,500.00
Relay for Life	Donations	\$ 1,520.00
The Saranac Promise	Donations	\$ 1,250.00
Total This Month		\$ 4,840.00
Total Gifts for 2015-2016 Including This Month		\$ 145,753.00



TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Continuing Disclosure Compliance Policy Resolution

The purpose of this Policy is to summarize the continuing disclosure responsibilities of the Issuer in connection with the Bonds. This Policy supplements, but does not replace, any other policy or continuing disclosure of the Issuer.

This Policy is something all districts need to pass. This will be brought back for action at the February 18 meeting.

## CONTINUING DISCLOSURE COMPLIANCE CHECKLIST

TO BE COMPLETED ANNUALLY BY DECEMBER 1 AND PLACED IN COMPLIANCE FILE

### I. CONTRACTING WITH OUTSIDE ENTITY FOR COMPLIANCE

Do you have a written contract with that entity and have you reviewed it? Have you or your auditor provided the financial and operating information, audit and events, as described below, to the contracting entity and reviewed the information that the contracting entity plans to post on the Electronic Municipal Market Access ("EMMA") System on your behalf? \_\_\_\_\_

If a contracting entity performs continuing disclosure services for you, complete the checklist below:

- ☐ Has the contracting entity provided us with copies of the audit and operating data submissions to EMMA along with a cover sheet showing the filing date?
- ☐ Have we contacted the contracting entity to verify that all material event notices filings are up to date? This includes both changes to the Issuer's underlying rating and changes to the rating for bond insurers and the State of Michigan.
- ☐ If we received notices of any material events listed in Section V, have we provided those to the contracting entity?
- ☐ Have we received from the contracting entity a copy of the filing of a known material event?

*If you have contracted with an outside compliance entity to post required information to EMMA on your behalf, you do not need to complete sections II, IV & V of this checklist in detail. However, it is important to (a) familiarize yourself with the requirements listed below and (b) post Material Event Notices as they occur. Forward these to your contracting entity immediately upon receipt.*

### II. OUTSTANDING BONDS & AGREEMENTS:

Determine outstanding securities and review related Continuing Disclosure Agreements ("CDAs"):

Name of Bond	Year	CUSIP #s	Final Maturity or Refunded	Subject to CDA?
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

### III. AUDITS

- ☐ Have we received our Audit Report from our auditor and has the Board of Education approved it?
- ☐ Have we checked our Continuing Disclosure Agreement(s) to determine the deadline for filing the audit?
  - **Filing Deadline Confirmed:** \_\_\_\_/\_\_\_\_/\_\_\_\_ (generally 12/27 of every year)
- ☐ Have we marked our calendars for the date by which we expect to receive and file the audit report and have we determined who is responsible for posting to EMMA?
  - **Anticipated Filing Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

### IV. OPERATING DATA

- ☐ Have we checked our Continuing Disclosure Agreement(s) to determine the earliest deadline for filing Operating Data?
  - **Filing Deadline Confirmed:** \_\_\_\_/\_\_\_\_/\_\_\_\_ (generally 12/27 of every year)
- ☐ Have we marked our calendars for the date by which we will file the Operating Data and have we determined who is responsible for posting to EMMA?
  - **Anticipated Filing Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_
- ☐ Have we drafted a written list of Operating Data categories as provided in the section captioned "CONTINUING DISCLOSURE" in the official statement or offering document for each outstanding bond issue?
  - **Operating Data Categories (e.g., taxable value, tax delinquencies, budget, enrollment data/history, debt statement):**
    - 1)
    - 2)
    - 3)
    - 4)
    - 5)
    - 6)
    - 7)
    - 8)
    - 9)
    - 10)

- ☐ Do we have procedures in place to obtain and update the Operating Data?
  - **Responsible party/parties for updating Operating Data:** \_\_\_\_\_
  - **Method of verifying whether update is required:** \_\_\_\_\_
- ☐ Have we contacted any other entities on whom we may have to rely in order to obtain any Operating Data [e.g., county(ies), tax collecting units, Michigan Department of Education, etc.]?

## **V. MATERIAL EVENTS**

Ask yourself and your staff the following questions on a periodic basis, at least quarterly (*note that under SEC Rule 15c2-12 you should report these events within 10 business days of occurrence*):

- ☐ Are we in danger of missing a bond payment?
- ☐ Are we in danger of defaulting on any other major covenants with respect to our bonds?
- ☐ Has the IRS (or any other federal agency) contacted us about our bond issues?
- ☐ Have we approved any new documents which substantially change the rights of bondholders?
- ☐ Have any of our outstanding bonds been refunded or otherwise called for redemption?
- ☐ Have any properties which are mortgaged as part of bond issues been sold, replaced, substituted, or had any other significant changes in title?
- ☐ Has a rating agency, such as Standard & Poor's or Moody's, contacted us about a rating review? Have we received any notifications from a rating agency? Do we have any reason to believe the rating on our outstanding bonds is about to change?
- ☐ Is our entity about to file bankruptcy or any other similar financial duress protection?
- ☐ Is our entity about to merge, consolidate, or change in a similar fashion?
- ☐ Has our trustee bank merged, consolidated, or changed its name in a similar fashion? Have we appointed a new and/or additional trustee?
- ☐ Are any of our outstanding bonds insured? If so, have you checked with our financial advisor or underwriter about any change in rating of the bond insurer?
- ☐ Are any of our outstanding bonds qualified for participation in the Michigan School Bond Qualification and Loan Program? If so, have you checked with our financial advisor or the State of Michigan about any change in the State of Michigan's credit rating?

**If you answered "yes" to any of these questions, consider drafting a Material Event Notice to be posted onto EMMA and/or consulting with your bond counsel or**

**financial advisor as soon as possible to discuss.** The SEC requires a Material Event Notice to be posted within 10 business days of the occurrence of the event.

## **VI. NOTICE OF FAILURE TO FILE**

Have any of your audits or operating data been posted on EMMA materially late? If so, have you posted a Notice of Failure to File? Discuss this with your financial advisor and bond counsel.

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**COMPLIANCE OFFICER**

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**DATE COMPLETED**

\_\_\_\_\_ (the "District").

A \_\_\_\_\_ meeting of the board of education of the District was held in the \_\_\_\_\_, in the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 2015, at \_\_\_\_\_ o'clock in the \_\_\_\_m.

The meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_

**WHEREAS:**

1. The District is authorized by certain provisions of Michigan law, including but not limited to Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, to issue bonds and other municipal securities for public purposes; and

2. Federal securities laws require that underwriters of municipal securities enter into a contract with issuers of municipal securities to require the issuer to annually disclose financial information and operating data and report certain material events related to the municipal securities (a "Continuing Disclosure Agreement"); and

3. The District has entered into one or more Continuing Disclosure Agreements and is subject the obligations contained therein; and

4. For the purpose of maximizing the likelihood that the requirements of the Continuing Disclosure Agreement(s) are met, the District desires to adopt the Continuing Disclosure Compliance Policy attached hereto as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The District's Continuing Disclosure Compliance Policy attached hereto as Exhibit A is approved.

2. This resolution shall take effect immediately as of its adoption.

3. The provisions of the resolutions of the District authorizing the execution of the Continuing Disclosure Agreement(s) shall apply to the documents and actions approved in this resolution, and the provisions of such resolutions are incorporated herein by reference.

4. The District hereby delegates to the \_\_\_\_\_, in consultation with bond counsel, the power to adopt and implement administrative procedures

related to compliance with the attached Continuing Disclosure Compliance Policy on a case-by-case basis, as deemed necessary.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

Ayes: Members

Nays: Members

Motion declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_  
\*\*\*School District Legal Name\*\*\*, certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2015, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education

**EXHIBIT A**

**CONTINUING DISCLOSURE COMPLIANCE POLICY**

**SARANAC COMMUNITY SCHOOLS**

The following policy (the "Policy") is adopted by \_\_\_\_\_ (the "Issuer") in connection with the issuance of securities subject to the requirements of Securities and Exchange Commission Rule 15c2-12 (the "Bonds") by the Issuer. The Issuer has entered into certain Agreements, as defined herein, regarding the Issuer's continuing obligation to disclose certain information after issuance of the Bonds under federal securities laws and regulations. The continuing disclosure responsibilities are described in the Agreements, which appear in the transcript of proceedings prepared in connection with each series of Bonds.

The purpose of this Policy is to summarize the continuing disclosure responsibilities of the Issuer in connection with the Bonds. The **Superintendent or other appropriate school official** ("Compliance Officer") shall be the Issuer's representative responsible for establishing and coordinating compliance with this Policy.

This Policy supplements, but does not replace, any other policy of the Issuer. The Policy may be supplemented or amended at any time and from time to time by the Issuer, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person. Noncompliance with the Policy is permitted, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person, if compliance would impose unreasonable burdens on the Issuer.

**1. General**

- a. The Compliance Officer shall be primarily responsible for monitoring and verifying compliance with the Agreements.
- b. The Compliance Officer shall be provided with training and educational resources necessary to ensure compliance with the Agreements.

**2. Issuance**

- a. In preparation for the issuance of any Bonds, the Compliance Officer shall review any offering materials, including a Preliminary Official Statement, Final Official Statement, or other applicable offering document, prepared by the Issuer, its financial advisor or an underwriter, to ensure that such materials do not (A) contain any untrue statement of a material fact or (B) omit any material fact that would need to be included in order to make the statements contained therein not misleading.



### 3. Post-Issuance

- a. For any Bonds for which a Continuing Disclosure Agreement (each, an "Agreement") has been executed by the Issuer, the Compliance Officer shall review such Agreement and be primarily responsible for ongoing compliance with its continuing disclosure responsibilities and any Agreement. The Compliance Officer agrees to obtain any needed training or professional assistance for himself/herself or staff, in order to fulfill the Issuer's responsibilities under the Agreements. (See each Agreement for exact requirements and timing.)
- b. The Compliance Officer should annually calendar a time to review a checklist to assist with compliance with obligations under any Agreements. Responsibility for ensuring such ongoing compliance shall include, but is not limited to, reporting to proper repositories (as of the date of adoption of this Policy, the repository is the Electronic Municipal Market Access website of the Municipal Securities Rulemaking Board at <http://www.emma.msrb.org>) the following information, where applicable:
  - i. by December 27 of each year (unless the deadline differs in an applicable Agreement):
    - (a) audited financial statements for the most recently ended fiscal year prepared pursuant to State laws, administrative rules and guidelines and pursuant to accounting and reporting policies conforming in all material respects to generally accepted accounting principles as applicable to governmental units as such principles are prescribed, in part, by the Financial Accounting Standards Board and modified by the Government Accounting Standards Board and in effect from time to time;
    - (b) additional annual financial information and operating data as set forth in the relevant Official Statement under the heading "CONTINUING DISCLOSURE."
  - ii. notice of certain reportable events, subject in some cases to a determination of materiality by the Issuer, within 10 business days of the occurrence. See the Agreements for an exact list of events, but typically includes the following:
    - (a) non-payment related defaults, if material;
    - (b) modifications to rights of bondholders, if material;
    - (c) bond calls, if material;
    - (d) release, substitution or sale of property securing repayment of the Bonds, if material;
    - (e) the consummation of a merger, consolidation, or acquisition, or certain asset sales, involving the obligated person, or entry into or termination of a definitive agreement relating to the foregoing, if material;
    - (f) appointment of a successor or additional trustee or the change of name of a trustee, if material;
    - (g) principal and interest payment delinquencies;
    - (h) unscheduled draws on debt service reserves reflecting financial difficulties;
    - (i) unscheduled draws on credit enhancements reflecting financial difficulties;
    - (j) substitution of credit or liquidity providers, or their failure to perform;
    - (k) defeasances;

- (l) rating changes of the Issuer, the Issuer's underlying credit rating or an enhanced rating on any Bonds due to credit enhancement;
  - (m) adverse tax opinions or events affecting the status of the Bonds, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material events, notices or determinations with respect to the tax status of the Bonds;
  - (n) tender offers; and
  - (o) bankruptcy, insolvency, receivership or similar event of the obligated person.
- c. If the Issuer enters into a contract with another person or entity to assist the Issuer in fulfilling its continuing disclosure responsibilities under any Agreement, the Compliance Officer should annually review such contract and verify that all of the Issuer's responsibilities thereunder have been fulfilled.

Adopted on: \_\_\_\_\_

\_\_\_\_\_, Secretary  
Board of Education

\_\_\_\_\_, Compliance Officer

## CONTINUING DISCLOSURE COMPLIANCE POLICY

### SARANAC COMMUNITY SCHOOLS

The following policy (the "Policy") is adopted by \_\_\_\_\_ (the "Issuer") in connection with the issuance of securities subject to the requirements of Securities and Exchange Commission Rule 15c2-12 (the "Bonds") by the Issuer. The Issuer has entered into certain Agreements, as defined herein, regarding the Issuer's continuing obligation to disclose certain information after issuance of the Bonds under federal securities laws and regulations. The continuing disclosure responsibilities are described in the Agreements, which appear in the transcript of proceedings prepared in connection with each series of Bonds.

The purpose of this Policy is to summarize the continuing disclosure responsibilities of the Issuer in connection with the Bonds. The **Superintendent** ("Compliance Officer") shall be the Issuer's representative responsible for establishing and coordinating compliance with this Policy.

This Policy supplements, but does not replace, any other policy of the Issuer. The Policy may be supplemented or amended at any time and from time to time by the Issuer, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person. Noncompliance with the Policy is permitted, with the advice of nationally recognized bond counsel, but without any notice to or consent from any trustee, any bondholder or any other person, if compliance would impose unreasonable burdens on the Issuer.

#### 1. **General**

- a. The Compliance Officer shall be primarily responsible for monitoring and verifying compliance with the Agreements.
- b. The Compliance Officer shall be provided with training and educational resources necessary to ensure compliance with the Agreements.

#### 2. **Issuance**

- a. In preparation for the issuance of any Bonds, the Compliance Officer shall review any offering materials, including a Preliminary Official Statement, Final Official Statement, or other applicable offering document, prepared by the Issuer, its financial advisor or an underwriter, to ensure that such materials do not (A) contain any untrue statement of a material fact or (B) omit any material fact that would need to be included in order to make the statements contained therein not misleading.

### 3. Post-Issuance

- a. For any Bonds for which a Continuing Disclosure Agreement (each, an "Agreement") has been executed by the Issuer, the Compliance Officer shall review such Agreement and be primarily responsible for ongoing compliance with its continuing disclosure responsibilities and any Agreement. The Compliance Officer agrees to obtain any needed training or professional assistance for himself/herself or staff, in order to fulfill the Issuer's responsibilities under the Agreements. (See each Agreement for exact requirements and timing.)
- b. The Compliance Officer should annually calendar a time to review a checklist to assist with compliance with obligations under any Agreements. Responsibility for ensuring such ongoing compliance shall include, but is not limited to, reporting to proper repositories (as of the date of adoption of this Policy, the repository is the Electronic Municipal Market Access website of the Municipal Securities Rulemaking Board at <http://www.emma.msrb.org>) the following information, where applicable:
  - i. by December 27 of each year (unless the deadline differs in an applicable Agreement):
    - (a) audited financial statements for the most recently ended fiscal year prepared pursuant to State laws, administrative rules and guidelines and pursuant to accounting and reporting policies conforming in all material respects to generally accepted accounting principles as applicable to governmental units as such principles are prescribed, in part, by the Financial Accounting Standards Board and modified by the Government Accounting Standards Board and in effect from time to time;
    - (b) additional annual financial information and operating data as set forth in the relevant Official Statement under the heading "CONTINUING DISCLOSURE."
  - ii. notice of certain reportable events, subject in some cases to a determination of materiality by the Issuer, within 10 business days of the occurrence. See the Agreements for an exact list of events, but typically includes the following:
    - (a) non-payment related defaults, if material;
    - (b) modifications to rights of bondholders, if material;
    - (c) bond calls, if material;
    - (d) release, substitution or sale of property securing repayment of the Bonds, if material;
    - (e) the consummation of a merger, consolidation, or acquisition, or certain asset sales, involving the obligated person, or entry into or termination of a definitive agreement relating to the foregoing, if material;

- (f) appointment of a successor or additional trustee or the change of name of a trustee, if material;
  - (g) principal and interest payment delinquencies;
  - (h) unscheduled draws on debt service reserves reflecting financial difficulties;
  - (i) unscheduled draws on credit enhancements reflecting financial difficulties;
  - (j) substitution of credit or liquidity providers, or their failure to perform;
  - (k) defeasances;
  - (l) rating changes of the Issuer, the Issuer's underlying credit rating or an enhanced rating on any Bonds due to credit enhancement;
  - (m) adverse tax opinions or events affecting the status of the Bonds, the issuance by the IRS of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material events, notices or determinations with respect to the tax status of the Bonds;
  - (n) tender offers; and
  - (o) bankruptcy, insolvency, receivership or similar event of the obligated person.
- c. If the Issuer enters into a contract with another person or entity to assist the Issuer in fulfilling its continuing disclosure responsibilities under any Agreement, the Compliance Officer should annually review such contract and verify that all of the Issuer's responsibilities thereunder have been fulfilled.

Adopted on: \_\_\_\_\_

\_\_\_\_\_, Secretary  
Board of Education

\_\_\_\_\_, Compliance Officer

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Student Enrollment Update – DSP (Community Relations)

Our official student count day is Wednesday, February 10<sup>th</sup>, 2016. The breakdown by grade levels is provided in the attached chart.

	Official	Official	Official	Official	Official	Official	Official	Official	Official	Official		
	9/29/10	10/5/11	2/8/12	10/3/12	2/13/13	10/2/13	2/12/14	10/1/14	2/11/15	10/7/15	1/15/16	1/28/16
Grade	Count	Count	Count	Count	Count	Count	Count	Count	Count	Count	Count	Count
ECC	21	16	22	16	16.8	12	14	16	18.2	19	21	21
KDG	96	114	115	97	96.0	96	97	69	69	90.58	90	90
1st	72	85	87	96	95.0	74	74	83	83	53	53	53
2nd	76	78	76	77	70.0	95	96	74	73	91	91	91
3rd	80	84	81	74	73.0	69	67	93	89	76	76	76
4th	83	80	81	82	81.0	73	74.84	69	68.16	89	89	89
5th	80	83	82	77	74.0	84	84	75	75	66	67	67
6th	97	75	77	83	80.0	72	72	78	78	78	78	78
7th	81	94	93	80	76.0	81	79	65	62	75	75	75
8th	86	80	78	87	87.0	75	70	76	75	66	64	64
9th	81	85	87	86	84.0	82	86	68	68	72.17	72	72
10th	107	76	75	90	92.0	81	83	96	89	66	62	62
11th	83	111	108	77	75.0	83	78	81	76.17	78.5	81	81
12th	87	98	96	106	103.7	79	74.32	89	83.67	88	87	87
<b>Total</b>	1,130	1,159	1,158	1,128	1103.47	1,056	1,049	1,032	1,007	1008.25	1006	1006

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ECC-6	605	615	621	602	585.80	575	578.84	557	553.36	562.58	565	565
7-8	167	174	171	167	163.00	156	149	141	137	141	139	139
9-12	358	370	366	359	354.67	325	321.32	334	316.84	304.67	302	302
<b>Total</b>	<b>1,130</b>	<b>1,159</b>	<b>1,158</b>	<b>1,128</b>	<b>1,103.5</b>	<b>1,056</b>	<b>1,049</b>	<b>1,032</b>	<b>1,007</b>	<b>1,008.25</b>	<b>1,006.00</b>	<b>1,006.00</b>

**Fall 2015 Headstart** - Has been cancelled due to lack of students  
 12th grade includes 7 Exchange Students and 3 seat Time Waiver Students

**2015 GSRP** - 36 eligible

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Budget Update – DSP (Community Relations)

A review of the projected budget and 2<sup>nd</sup> amendment options will be reviewed on Tuesday, February 2 by the Finance Committee. This committee will be presenting the budget information at the meeting on Thursday.



TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Mascot Usage Guidelines

The following mascot usage guidelines are being presented for board review. The board has the option of have consensus or taking action to approve the guidelines.

# Saranac Community Schools

## Mascot Usage Guidelines

### Background:

Throughout 2014 and 2015, the Board of Education of Saranac Community Schools collected feedback and opinions from staff, students, parents and community members regarding our mascot. All input, and extensive research was carefully considered.

**On November 19, 2015, the Board of Education of Saranac Community Schools took action to retain the Redskins mascot.** Although we shall remain Redskins, we continue to be culturally sensitive and fiscally responsible. Therefore, the following mascot name and symbol guidelines shall be followed with regard to general fund expenditures.

**SCS funds may be allocated for items that display the following previously approved Saranac icons/images:**



Variations or complimentary versions of the above icons may be submitted for consideration, but must be approved by the superintendent or his designee before being ordered with general district funds and put into use.

In regards to printing the mascot name of "Redskins" on items, it is our opinion that a future governmental action may limit our usage of this mascot name at a later date. Thus, to limit potential unplanned replacement expenses, we will continue to follow past practice and will refrain from placing "Redskins" on apparel, jerseys or official signage when these items are paid with SCS's general funds. We will also refrain from placing "Redskins" or Native American imagery on uniforms, warm ups, etc. that may be part of the teams uniform in future years. We will not, however, restrict student groups, community groups, organizations, teams, clubs, etcetera from printing "Redskins" or Native American imagery on items considered "self-funded" that are considered consumable, and are subject to change on an annual basis.