

# Saranac Community School

## Board of Education Agenda

### Regular Meeting

April 14, 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. Administrative Update
8. Instructional Highlight - Archery Club
9. Reports/Presentations
  - a. Consumers Energy Environmental Mitigation Project (EMP) Participation Agreement 4
  - b. Curriculum Update - Mindset Learning Styles 7
  - c. Accept Gifts 8
  - d. 2016 Scholarships 9
  - e. Eagle Scout Resolutions 12
  - f. Preliminary 2nd Draft of 2016-2017 Budget 13
10. Comments from Guests - Non Agenda Items
11. Superintendent's Report
12. Board Requests/Reports
13. Communications
14. Other
15. Adjournment\_\_\_\_\_

Saranac Community Schools  
Board of Education  
Meeting #16

The regular meeting of the Saranac Community Schools Board of Education was held on Thursday, March 17, 2016 in the Cafeteria, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order by President, Brent Denny at 5:51 p.m.

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

Absent: Doll

Brent Denny led in the Pledge of Allegiance.

**DISTRICT STRATEGIC PLAN ANNUAL REVIEW:** Superintendent Geiger reported the board, administrators, community & students have been working this past year on the District Strategic Plan and would like to update everyone on the progress that has been made. The board reviewed the Mission, Vision & Belief Statements with everyone. The four categories the committee members came up with were:

**Student Achievement** – Co-Chairs are Connie Hamilton and Stephanie Smith

This group came up with three goal areas of curriculum, instruction and professional development. Mrs. Hamilton reviewed what they have accomplished over the past year and what is planned for 2016-2017 school year.

**Technology** – Chair is John Milewski

This group came up with three goal areas of Computing Devices, Infrastructure, and Training/Professional Development. Mr. Milewski reviewed what has been accomplished over the past year and what is planned for 2016-2017 school year.

**Facilities and Learning Environment** – Co-Chairs are Jason Smith and Greg Smith

This group came up with three goal areas of Facilities and Grounds, Learning Environment, and Future Development. They both reviewed what has been accomplished over the past year and what is planned for 2016-2017 school year.

**Community Relations** – Co-Chairs are Josh Leader and Sara Serne

This group came up with three goals of Promotion, Communication & Involvement. Mr. Leader reviewed what has been accomplished over the past year and what is planned for 2016-2017 school year.

One of the things the board would like to start doing is a “Recognition of Excellence” award as part of recognizing staff who always go above and beyond their normal duties. The very first award was presented tonight to Jr/Sr High School Secretary, Mandy Mutschler for her continuous dedication to the Saranac Community Schools, specifically for her efforts in coordinating the Purple Game and in her work with the Ionia County Relay for Life.

**APPROVAL OF MINUTES:** Minutes from regular meeting dated March 3, 2016 were approved as written.

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

**ADDITIONS & DELETIONS:** None

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

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

- ✓ Accept Gifts totaling \$3,486.75
- ✓ Approve 2<sup>nd</sup> Budget Amendment for 2015-2016
- ✓ Approve Bills Paid totaling \$939,191.56 from General Fund for February/March

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

**SUPERINTENDENT REPORT:** Mr. Geiger has been meeting with the various staff groups presenting the first draft of the 2016-2017 budget. Mr. Geiger has invited board members to a couple of professional learning opportunities that are free of charge – April 12<sup>th</sup> – Thrun Law annual update and April 26 – MASB Legislative retreat in Lansing with legislators on the status of educational topics and current legislation. There is a team of administrators and teachers attending a conference in June, so the June 23 meeting will need to be changed to either the June 16 or June 30 date.

**BOARD REQUESTS/REPORTS:** Board members, David Price, Sarah Doll & Roy Hawkins attended the Labor Relations Conference, and will provide a report at the next meeting.

**COMMUNICATIONS:** None

**OTHER:** None

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 8:26 p.m.

Respectfully submitted,

Steve LaWarre  
Secretary

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Consumers Energy Environmental Mitigation Project (EMP) Participation Agreement

A school district energy group consisting of Rob Richter, Maintenance, Greg Smith, Director of Operations, Jammie Sprank, Finance Director, Roy Hawkins, Board Member, and Maury Geiger, Superintendent, met with a group from Consumers Energy to review the possibilities for energy improvements for our facilities.

As a result, Saranac Community Schools has been selected as the recipient of approximately \$425,000 worth of energy improvements. This is part of a Consent Decree between Consumers Energy and the U.S. EPA and U.S. DOJ in November 2014, and includes the obligation to undertake several Environmental Mitigation projects (EMP's) designed to reduce emissions, improve air quality, and support changes that have sustainable long-term benefits.

Kathryn Ross, Senior Environmental Planner for Consumers Energy, and Marty Morgan, Senior Engineer for Consumers Energy Business Energy Efficiency Programs, will be here to present the participation agreement and answer any questions the board may have at this time.

## **Energy Efficiency Environmental Mitigation Project (EMP) Participation Agreement**

This participation agreement between Saranac Community Schools District (Customer) and Consumers Energy Company (Consumers Energy) confirms Consumers Energy's selection of the Customer as the intended recipient of approximately \$425,000 worth of energy efficiency improvements (i.e. installations) at Customer locations. In November of 2014, Consumers Energy entered a Consent Decree (CD) with the U.S. EPA and U.S. DOJ which includes the obligation to undertake several Environmental Mitigation Projects (EMPs) designed to reduce emissions, improve air quality and support changes that have sustainable long-term benefits. The intent of this document is to ensure each party understands their respective responsibilities associated with this Energy Efficiency EMP. This EMP will not provide any direct monetary funds or rebates to the Customer, nor will the Customer receive any items of cash value that are not associated with energy efficiency installations for this EMP.

This EMP shall be implemented in accordance with the requirements of the CD and the October 19, 2015 EPA-approved Energy Efficiency EMP Project Plan (documents available upon request).

### **The Project Intent:**

- Consumers Energy must use good faith efforts to secure as much environmental benefit as possible for the Project Dollars expended, consistent with the applicable requirements and limits of the CD.
- Implement energy efficiency improvements which target Customer district-wide 25% reduction of energy use over a ten-year period.

### **The Customer will:**

- Develop and support an Energy Team to lead energy efficiency activities within the Customer district, including but not limited to facilitating capital project installations and implementing low cost/no cost energy efficiency improvement measures recommended by this EMP.
- Assist Consumers Energy and its authorized contractors in the completion of assessment activities with personnel support as required to access equipment being considered for replacement by this EMP, and assume proper operation and maintenance of new equipment after installation.
- Support implementation through adoption of and continued employment of behavioral recommendations focused on energy efficiency gains, as recommended by Consumers Energy.
- Assist Consumers Energy in the post-construction verification of long-term energy savings by providing documentation as requested.
- Provide timely access to the District's facilities as necessary to complete the EMP in a timely manner.
- Not make any public statement or press release regarding Consumers Energy's actions or expenditures for this EMP without the express written consent of Consumers Energy.

### **Consumers Energy will:**

- Benchmark each of the Customer district's buildings larger than 5,000 square feet using the Energy Star Portfolio Manager.
- Provide an American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Level 1 or 2 audit of targeted building(s) resulting in a comprehensive list of energy efficiency recommendations (including any low cost/no cost improvements) prioritized to achieve the highest level of energy use reductions. The list of recommendations will be developed into a Project Implementation Plan (PIP).
- Provide a list of qualifying Trade Allies within the Consumers Energy Business Solutions program.
- Fund the PIP as the EMP. Oversee PIP work to ensure targeted energy reductions will be met. Release payment to Trade Allie(s) upon satisfactory review of invoices.

- In addition to the PIP energy efficient improvements, work with Customer to maximize incentives available from the Consumers Energy Business Energy Efficiency Program. These incentives are independent from the EMP and are not guaranteed. Incentives on energy efficiency projects are subject to all program terms and conditions as listed in the Consumers Energy Business Energy Efficiency Program application and catalog.

## Terms & Conditions

Consumers Energy determines the participant for this EMP in its sole discretion.

**VERIFICATION AND INSPECTION:** Consumers Energy reserves the right to verify all project installations resulting from this EMP. No additional warranty is implied by this inspection.

**ENDORSEMENT:** Consumers Energy does not endorse any particular manufacturer, product, system design, claim or Trade Ally as part of this EMP. Consumers Energy does not guarantee the energy savings and does not make warranties associated with the measures eligible for incentives as a result of this EMP. Consumers Energy has no obligations regarding and does not endorse or guarantee any claims, promises, work or equipment made, performed or furnished by any Trade Allies or equipment vendors that sell or install energy efficiency measures.

**INFORMATION RELEASE:** Participant agrees that Consumers Energy may obtain energy data collected by operation of equipment for the purpose of sharing that information, or other energy information available to Consumers Energy, with a third party contractor to perform evaluation of the energy savings impact of this EMP. Consumers Energy and all third party contractors will treat information gathered for evaluations as confidential.

**LIMITATION OF LIABILITY:** Consumers Energy IS NOT LIABLE FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES OR FOR ANY DAMAGES CONNECTED WITH OR RESULTING FROM PARTICIPATION IN THIS EMP.

**WARRANTIES:** Manufacturer warranties for products installed apply to defects in materials and workmanship under normal use and service. The Trade Ally performing installation warranties proper installation and labor. Any problems related to the installed equipment must first be communicated to the installing trade ally to arrange service or repair by the appropriate party, and failure to inform trade ally will void the trade ally labor warranty.

**CUSTOMER CERTIFICATION:** Customer certifies that he/she has agreed to this EMP being performed at the defined location(s).

\_\_\_\_\_  
(Customer)

\_\_\_\_\_  
(Consumers Energy Company)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name & Title)

\_\_\_\_\_  
(Name & Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Curriculum Update

Curriculum Director, Connie Hamilton will update the board on Mindset Learning Styles. She will be attending the ASCD conference and will bring back information from Carol Dweck, the researcher known for Mindset.

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.

Casey & Maddie McGee Memorial Scholarship	Donation	\$ 25.00
Relay for Life	Donation	\$ 350.00
The Saranac Promise	Donation	\$ 250.00
The Saranac Promise	Donation	\$ 500.00
Appreciation Dinner	Donation	\$ 400.00
The Saranac Promise	Donation	\$ 100.00
The Saranac Promise	Donation	\$ 500.00
Total This Month		\$ 2,125.00
Total Gifts for 2015-2016 Including This Month		\$ 151,364.75



TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: 2016 Scholarships

The Board has the responsibility of setting the amounts of the Draper, Morris, Sharritts and Simpson Scholarships, and choosing the recipients of the Morris and Simpson Scholarships.

Information on the funds available this year is attached. The amount available for scholarships is up from last year. Also, please note that we have awarded scholarships to all applicants for three consecutive years.

Action on setting these amounts for Draper, Morris, Sharritts, and Simpson scholarships will be requested at the April 21 board meeting.

The Simons, Compagner and Eddy Scholarship Committees will be meeting in May to make their selections. Whatever the amount, once again we are extremely fortunate to be able to provide these opportunities for our students.

# Saranac Community Schools

December 31, 2015

	Amount of Fund Transferred to GRCC	Percentage of Beginning Total	Available Dec 31, 2015/GRCF	Amount Available for Distribution	Available Trust Fund	Total Available	Proposed Scholarship Amount	Remaining in Account
			\$ 15,340.57	\$ 9,500.00				
Draper	\$ 4,882.38	2.02%	\$ 309.57	\$ 191.71	\$ -	\$ 191.71		\$ 191.71
Hammer	\$ 11,550.00	4.77%	\$ 732.34	\$ 453.52	\$ 45.01	\$ 498.53	\$ 500.00	\$ (1.47)
Morris	\$ 86,528.49	35.76%	\$ 5,486.46	\$ 3,397.62	\$ 1,000.00	\$ 4,397.62	\$ 2,000.00	\$ 2,397.62
Sharritts	\$ 11,803.26	4.88%	\$ 748.40	\$ 463.47	\$ (2,975.82)	\$ (2,512.35)		\$ (2,512.35)
Simpson	\$ 17,128.46	7.08%	\$ 1,086.05	\$ 672.56	\$ 1,100.00	\$ 1,772.56	\$ 1,000.00	\$ 772.56
Kramer	\$ 35,000.00	14.47%	\$ 2,219.23	\$ 1,374.31	\$ -	\$ 1,374.31	\$ 1,000.00	\$ 374.31
UM (Sachen)	\$ 20,250.00	8.37%	\$ 1,283.98	\$ 795.13	\$ 2,556.95	\$ 3,352.08	\$ 3,000.00	\$ 352.08
McGee	\$ 5,232.60	2.16%	\$ 331.78	\$ 205.46	\$ 63.01	\$ 268.47		\$ 268.47
Spens	\$ 14,030.00	5.80%	\$ 889.59	\$ 550.90	\$ 59.16	\$ 610.06	\$ 500.00	\$ 110.06
Raimer	\$ 14,530.00	6.01%	\$ 921.30	\$ 570.53	\$ 59.16	\$ 629.69	\$ 500.00	\$ 129.69
Brown	\$ 21,005.00	8.68%	\$ 1,331.85	\$ 824.78	\$ 82.79	\$ 907.57	\$ 500.00	\$ 407.57
	\$ 241,940	100.00%	\$ 15,340.57	\$ 9,500.00	\$ 1,990.26	\$ 11,490.26	\$ 9,000.00	\$ 2,490.26
Allen	\$ 40,950.00	100.00%	\$ 6,894.10		\$ 50.00	\$ 6,000.00	\$ 6,000.00	\$ 320.40

xfer 114.73 into Sharritts + xfer 1.47 into Hammer

xfer into Sharritts

	2003 Scholarships	2004 Scholarships	2005 Scholarships	2006 Scholarships	2007 Scholarships	2008 Scholarships	2009 Scholarships	2010 Scholarships	2013 Scholarships	2014 Scholarships	2015 Scholarships	2016 Scholarships
Draper	1 @ \$400	0	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$500	1 @ \$500	1 @ \$1,000	1 @ \$1,000	0	0
Hammer				1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$1,000	1 @ \$1,000	1 @ \$500	1 @ \$1,000	1 @ \$500
Morris	4 @ \$1,000	4 @ \$1,000	4 @ \$1,000	5 @ \$1,000	4 @ \$1,000	3 @ \$1,000	2 @ \$1,000	5 @ \$1,000	5 @ \$1,000	3 @ \$1,000	2 @ \$1,000	4 @ \$500
Sharritts	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	2 @ \$1,000	2 @ \$1,000	1 @ \$1,000	6 @ \$1,000	1 @ \$1,000	0	0
Simpson	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$500	0	2 @ \$500
Kramer	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$500	1 @ \$500	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	2 @ \$500
Sachen	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	3 @ \$1,000
Spens					1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500
Raimer						1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500
Brown							1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$500	1 @ \$1,000	1 @ \$500
Slocum											3 - \$500	
Allen								1 @ \$1,000	1 @ \$1,000	1 @ \$1,000	6 @ \$1,000	12 @ \$500
Total	\$8,500	\$8,000	\$9,000	\$10,500	\$10,000	\$10,500	\$9,500	\$12,500	\$17,500	\$10,500	\$14,500	\$15,000

Send to GRCF	22-Jun-09
Hammer	\$ 750.00
Simpson	\$ 500.00
Sachen	\$ 250.00
Spens	\$ 750.00
Raimer	\$ 750.00
Total	\$ 3,000.00

Send to GRCF	24-Jun-09
Brown	\$ 1,250.00

Sent to GRCF	12/7/10	5/30/12	9/30/2015
Brown	\$15,500	\$1,100	\$ 1,300

Received at GRCF	
Paul/Alberta Allen	\$40,000

Sent to GRCF	6/1/12	5/30/12	9/30/2015
Spens	\$1,000.00	\$ 280.00	\$ 500.00
Raimer	\$1,000.00	\$ 280.00	\$ 500.00

Sent to GRCF	5/30/2012	5/15/2013	9/30/2015
McGee	\$ 912.60	\$ 275.00	\$ 500.00

Send to GRCF	18-Jun-10
Brown	\$ 1,000.00
McGee	\$ 1,200.00
Spens	\$ 2,000.00
Raimer	\$ 2,000.00
Total	\$ 6,200.00

Sent to GRCF	12/7/10	5/30/12	Sent to GRCF	9/30/2015
Brown	\$15,500	\$1,100	Allen	\$ 950.00

Sent to GRCF	6/1/12	5/30/12
Spens	\$1,000.00	\$ 280.00
Raimer	\$1,000.00	\$ 280.00

Sent to GRCF	5/30/2012
McGee	\$ 912.60

Morris Scholarship and Hubbard Fund

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Eagle Scout Resolutions

We have three students who have earned their Eagle Scout Award. I will have resolutions ready for the board to review and sign. We will take action at the meeting on April 21<sup>st</sup>, and will plan on presenting the students with the resolutions at the board meeting on May 5<sup>th</sup>.

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Projected 2<sup>nd</sup> Draft of 2016-2017 Budget Update

The second draft of the 2016-2017 budget will be shared with the Board Finance Committee on April 12<sup>th</sup>, and then presented at the board meeting for your review. As always, the goal is to have a balanced budget of projected expenditures to anticipated revenues, and the Board has established a goal of a minimum of a 5 % fund balance.

The budget timeline for presentation and approval is as follows:

April 14<sup>th</sup> – Update 2016-2017 budget projections (Second draft)

- Review current revenue/expenditure projections
- Review student projections
- Review additional projected revenues/expenditures for next year
- Update on current legislative projections

May 5<sup>th</sup> – Update 2016-2017 budget projections (Third draft)

- Review 3<sup>rd</sup> amendment of the 2015-2016 school year
- Review student projections
- Review additional projected revenues/expenditures for next year
- Update on current legislative projections
- Make staffing recommendations

June 2<sup>nd</sup> – Update 2016-2017 budget projections (Final draft)

- Review 4<sup>th</sup> amendment of the 2015-2016 school year
- Review student projections
- Review additional projected revenues/expenditures for next year
- Update on current legislative projections

June 16<sup>th</sup> – Final 2016-2017 budget projections – Budget Hearing

- Approve 4<sup>th</sup> amendment of the 2015-2016 school year
- Review student projections
- Review additional projected revenues/expenditures for next year
- Update on current legislative projections
- Approve the 2016-2017 budget with a minimum of a 5% fund balance