

Saranac Community School

Board of Education Agenda

Regular Meeting

January 15, 2015

7:00 PM

Library, Saranac Jr/Sr High School

1. Call to Order_____
2. Pledge of Allegiance
3. Approval of Minutes 2
4. Treasurer's Report-December 7
5. Additions and Deletions to the Agenda
6. Comments from Guests-Agenda Items
7. Consent Action Items 11
 - a. Investment of Funds 12
 - b. Depository of Funds 13
 - c. Appoint School Attorney 14
 - d. Pay Bills 15
 - e. Accept Gifts 34
 - f. Appoint JV Baseball Coach
 - g. Approve Medical Leave of Absence
 - h. Approve District Strategic Planning Agreement 35
8. Comments from Guests-Non Agenda Items
9. Superintendent's Report
10. Board Requests/Reports
11. Communications
12. Closed Session for Superintendent Evaluation
13. Closed Session for Negotiations Planning
14. Other
15. Adjournment_____

Saranac Community Schools
Board of Education
Meeting #13

The Organizational/Workshop meeting of the Saranac Community Schools Board of Education was held on Thursday, January 8, 2015 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order at 7:03 p.m.

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

Chris Coulson led in the Pledge of Allegiance.

Present Board President, Steve LaWarre introduced new board members, David Price and Ted VanKuiken, and both took the oath of office for the Saranac Community Schools Board of Education.

ELECTION OF ACTING CHAIRPERSON: Motion by Coulson, supported by Denny and unanimously approved that the Saranac Board of Education appoint Steve LaWarre as acting Chairperson until the election of the President is decided.

Acting Chairperson, Steve LaWarre appointed Roy Hawkins as temporary Secretary until such time as the Secretary of the Board of Education has been elected.

ADDITIONS & DELETIONS: Superintendent Geiger would like to add School Board Recognition Month to the agenda under Reports/Presentations.

COMMENTS FROM GUESTS: None

We will now move to the Annual Organizational Meeting and begin with the Nomination and Election of the President.

Motion was brought by Coulson, supported by Hawkins that Brent Denny be nominated for *President of Saranac Board of Education* for calendar year 2015 and move that the nominations be closed and a unanimous ballot be cast for *Brent Denny for President*.

Motion was brought by Coulson, supported by VanKuiken that Roy Hawkins be nominated for *Vice-President of Saranac Board of Education* for calendar year 2015 and move that the nominations be closed and a unanimous ballot be cast for *Roy Hawkins for Vice-President*.

Motion was brought by Coulson, supported by LaWarre that Sarah Doll be nominated for *Treasurer of Saranac Board of Education* for calendar year 2015 and move that the nominations be closed and a unanimous ballot be cast for *Sarah Doll for Treasurer*.

Motion was brought by Coulson, supported by Hawkins that Steve LaWarre be nominated for *Secretary of Saranac Board of Education* for calendar year 2015 and move

that the nominations be closed and a unanimous ballot be cast for *Steve LaWarre* for *Secretary*.

INVESTMENT OF FUNDS: Superintendent, Maury Geiger reported that the school board needs to annually pass a resolution authorizing the superintendent to invest surplus funds of the district.

This will be brought back for action at the January 15 meeting.

DEPOSITORY OF FUNDS: Superintendent, Maury Geiger reported that the board needs to annually designate the bank(s) or trust companies in which the funds of the district shall be deposited and the proportion of funds to be deposited in each.

This will be brought back for action at the January 15 meeting.

BOARD MEMBER COMPENSATION: Superintendent, Maury Geiger reported that the Board may authorize compensation for its members for attendance at any regular, special or subcommittee meetings of the board, or authorized duty if the duty is related directly to the member's responsibility and is authorized in advance by the board. This will include negotiating sessions, meeting compensation shall be \$20 per meeting.

The board decided not to change the amount per meeting.

APPOINT SCHOOL ATTORNEY: Superintendent Geiger reported we have used Thrun Law Firm for many years as our legal counsel and wish to continue with their service.

This will be brought back for action at the January 15 meeting.

SET MEETING DATES FOR 2015: Superintendent, Maury Geiger presented the 2015 school board calendar making a couple of changes. There will be only one meeting in July.

First meeting of the month is workshop, second meeting is action.

1/8/15	1/15/15
2/5/15	2/19/15
3/5/15	3/19/15
4/2/15	4/16/15
5/7/15	5/21/15
6/4/15	6/18/15
7/9/15	
8/6/15	8/20/15
9/3/15	9/17/15
10/1/15	10/15/15
11/5/15	11/19/15
12/3/15	12/17/15

Motion by Hawkins, supported by LaWarre that the Saranac Board of Education adopt the 2015 Board of Education meeting schedule as listed above.

STUDENT REPORT: None

ADMINISTRATOR'S UPDATE: Jr/Sr High Co-Principal/Special Education Director, Beth Simpson introduced Elise Jorgensen who is the foreign exchange student ambassador for the school. Elise introduced three of our exchange students that attended the meeting. They were Cecilie Feld-Bonde from Denmark staying with host family Steve & Abbigail Hale; Theresia Datu from Indonesia, staying with host family Glenn & Karla Fountain, and Meerim Aitieva from Kyrgyzstan, staying with host family Curt & Millie Ritter. There are 9 exchange students attending the school this year.

Mrs. Simpson also reported that Student Council had a successful blood drive today.

Jr/Sr High Co-Principal/Athletic Director, Josh Leader reported the girls won their basketball game last night. The next few weeks are going to be busy with games.

Elementary Co-Principal/Transportation Director, Jason Smith reported he finished a safety grant today for camera's and other safety equipment for the district. New bus radios were purchased and will be installed on January 19.

Elementary Co-Principal/Curriculum Director, Connie Hamilton reported 15 grants have been completed and submitted to the Ionia County Community Foundation totaling \$34,800. Mrs. Hamilton went through the Math textbook selection process.

Mike Beach, Auditorium & Technical Support Specialist gave an overview of where to find the district calendar and website staff directory.

SCHOOL BOARD RECOGNITION MONTH: Superintendent, Maury Geiger presented certificates of appreciation to all the board members and thanked them for the job they are doing for Saranac Community Schools.

ACCEPT GIFTS: Superintendent Geiger presented the gifts received for November & December totaling \$77,230.00. This will be brought back for action at the January 15 meeting.

JV BASEBALL COACH: Superintendent, Maury Geiger reported that on Tuesday, January 6th, interviews were held to fill the vacant JV baseball coaching position. Athletic Director, Josh Leader, Varsity Baseball Coach, Jason Smith, parent, Kurt Rush, and student-athlete, Kyle Hill interviewed two candidates. Three candidates had applied and were granted interviews, but the third candidate withdrew from the process shortly before the interviews were conducted. The team is excited to recommend Saranac alumnus, Keaton Moyer for the position. Keaton has accepted the position.

Mr. Geiger had a chance to meet with Keaton on Wednesday afternoon and supports the committee's recommendation of hiring Keaton Moyer to the JV Baseball Coaching position.

This will be brought back at the January 15 meeting for action.

MEDICAL LEAVE OF ABSENCE: Superintendent, Maury Geiger reported that Beth Kelly, elementary secretary, has requested a medical leave of absence for care of her husband, she has submitted the appropriate documentation with a doctor's recommendation for medical leave for her to provide for the care of her husband at least 6-9 months, or until July 2015.

Mr. Geiger supports Beth's request for medical leave up to July 1st, 2015, and will be asking for your approval at our January 15 meeting.

SARANAC PROMISE UPDATE: Board member, David Price, gave a power point presentation on the Saranac Promise.

BOARD SELF-EVALUATION RESULTS: Scott Morrell from the Michigan Association of School Boards (MASB) presented results of the online board self-evaluation that was completed last fall.

DISTRICT STRATEGIC PLANNING: Scott Morrell from the Michigan Association of School Boards (MASB) had a power point presentation regarding data driven strategic planning. Mr. Morrell said it's about a 14-16 week process. The board is very interested in getting started on this for Saranac Community Schools.

This will be brought back for approval at the January 15 meeting.

COMMENTS FROM GUESTS: None

SUPERINTENDENT REPORT: Superintendent Geiger reported that Food Service Director, Carmen Smith will be at the February meeting giving an update on the federal requirements in schools.

Honeywell will have preliminary information to us on the energy audit next week.

February 17 is the Countywide Board meeting with MASB presenting, this will be held at Ionia County ISD.

February 13 & 14 there is a New Board Member Institute and Board President Workshops in Lansing if anyone is interested.

Mr. Geiger gave an update on the Ok2Say campaign.

BOARD REQUESTS/REPORTS: None

COMMUNICATIONS: None

CLOSED SESSION FOR SUPERINTENDENT'S EVALUATION: Motion by LaWarre, supported by Hawkins that the Saranac Board of Education go into closed session at 9:35 p.m. for the purpose of the superintendent's evaluation planning returning to open session at 9:58 p.m. Roll call vote was taken: Voting Yes: Coulson, Denny,

Doll, Hawkins, Price, VanKuiken, and LaWarre. Motion Carried.

CLOSED SESSION FOR NEGOTIATIONS PLANNING: Motion by Hawkins, supported by LaWarre that the Saranac Board of Education go into closed session at 9:59 p.m. for the purpose of Negotiations Planning returning to open session at 11:13 p.m. Roll call vote was taken: Voting Yes: Coulson, Denny, Doll, Hawkins, Price, VanKuiken, and LaWarre. Motion Carried.

OTHER: Superintendent Geiger gave a staffing update.

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 11:17 p.m.

Respectfully submitted,

Steve LaWarre
Secretary

SARANAC COMMUNITY SCHOOLS
TRIAL BALANCE
DECEMBER 31, 2014

Cash Checking	\$1,028,026.19
Cash Savings	\$251,688.13
Cash Payroll Checking	\$1,336.69
Petty Cash Petty Cash	\$400.00
Petty Cash Cash on Hand	\$800.00
Due From Other Funds Food Service	\$123.63
Inventory Supplies	\$87,489.49
TOTAL ASSETS	<u>\$1,369,864.13</u>

Accounts Payable	\$1,493.03
Accounts Payable Workers Comp	\$6,815.29
Accounts Payable Priority Health Employee Portion	\$297.12
Tax Anticipation Notes and Loans Payable	\$1,200,000.00
Due to Other Governmental Units Taxes Retirement	\$46,467.22
Payroll Related Accrual Liabilities MESSA Employee Portion	(\$319.19)
Payroll Related Accrual Liabilities Flex - TASC	\$146.69
Payroll Related Accrual Liabilities MESSA Taxes/Fees Employee Portio	\$9.77
Deferred Revenue	\$34,334.52
TOTAL LIABILITIES	<u>\$1,289,244.45</u>

Unassigned Fund Balance	\$651,915.16
Assigned Fund Balance per 06/30/14 Audit	\$357,896.00
Committed Fund Balance	\$230,000.00
Fund Revenues	\$2,213,396.17
Fund Expenses	(\$3,372,587.65)
TOTAL FUND BALANCE	<u>\$80,619.68</u>

TOTAL LIABILITIES AND FUND BALANCE	<u>\$1,369,864.13</u>
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SARANAC COMMUNITY SCHOOLS
GENERAL FUND REVENUE SUMMARY
AS OF DECEMBER 31, 2014

		Amended Budget	Actual	Budget - Actual	% Used/Rec'd
Account Classification 1 Code	100 - Revenue from Local	\$943,002.00	\$122,409.55	\$820,592.45	12.98%
Account Classification 1 Code	300 - Revenue from State	\$7,671,323.00	\$2,088,303.58	\$5,583,019.42	27.22%
Account Classification 1 Code	400 - Revenues from Fede	\$216,080.00	\$0.00	\$216,080.00	0.00%
Account Classification 1 Code	500 - Incoming Transfers	\$259,814.00	\$2,683.04	\$257,130.96	1.03%
		\$9,090,219.00	\$2,213,396.17	\$6,876,822.83	24.35%

SARANAC COMMUNITY SCHOOLS
GENERAL FUND EXPENDITURES
AS OF DECEMBER 31, 2014

Function*	Function* Code	Amended Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function*	1111 - Elementary	\$2,865,466.00	\$0.00	\$885,167.03	\$1,980,298.97	30.89%
Function*	1112 - Middle/Junior High	\$627,472.00	\$0.00	\$222,254.33	\$405,217.67	35.42%
Function*	1113 - High School	\$1,316,897.00	\$0.00	\$468,389.24	\$848,507.76	35.57%
Function*	1119 - Summer School	\$11,813.00	\$0.00	\$11,119.69	\$693.31	94.13%
Function*	1122 - Special Education	\$671,322.00	\$0.00	\$232,877.71	\$438,444.29	34.69%
Function*	1125 - Compensatory Education	\$155,089.00	\$0.00	\$56,578.08	\$98,510.92	36.48%
Function*	1212 - Guidance Services	\$77,879.00	\$0.00	\$28,259.15	\$49,619.85	36.29%
Function*	1215 - Speech Pathology and Audiology Services	\$160,658.00	\$0.00	\$71,611.58	\$89,046.42	44.57%
Function*	1216 - Social Work Services	\$79,944.00	\$0.00	\$35,958.96	\$43,985.04	44.98%
Function*	1221 - Improvement of Instruction	\$73,222.00	\$0.00	\$21,049.50	\$52,172.50	28.75%
Function*	1222 - Educational Media Services	\$46,057.00	\$0.00	\$17,724.40	\$28,332.60	38.48%
Function*	1231 - Board of Education	\$74,350.00	\$0.00	\$32,373.64	\$41,976.36	43.54%
Function*	1232 - Executive Administration	\$234,694.00	\$0.00	\$113,930.10	\$120,763.90	48.54%
Function*	1241 - Office of the Principal	\$353,853.00	\$0.00	\$177,513.23	\$176,339.77	50.17%
Function*	1242 - Junior High Sch Principal Admin	\$156,359.00	\$0.00	\$73,490.24	\$82,868.76	47.00%
Function*	1243 - Senior High Sch Principal Admin	\$185,530.00	\$0.00	\$90,480.20	\$95,049.80	48.77%
Function*	1249 - Other School Administration	\$2,000.00	\$0.00	\$113.18	\$1,886.82	5.66%
Function*	1252 - Fiscal Services	\$187,430.00	\$0.00	\$37,165.89	\$150,264.11	19.83%
Function*	1257 - Internal Services	\$0.00	\$0.00	\$190.88	(\$190.88)	
Function*	1259 - Other Business Services	\$31,095.00	\$0.00	\$20,740.88	\$10,354.12	66.70%
Function*	1261 - Operating Buildings Services	\$741,493.00	\$0.00	\$319,668.64	\$421,824.36	43.11%
Function*	1271 - Pupil Transportation Services	\$541,301.00	\$0.00	\$268,540.02	\$272,760.98	49.61%
Function*	1283 - Staff/Personnel Services	\$17,059.00	\$0.00	\$12,269.20	\$4,789.80	71.92%
Function*	1284 - Non-Instructional Technology Services	\$187,863.00	\$0.00	\$19,416.38	\$168,446.62	10.34%
Function*	1291 - Pupil Activities	\$28,814.00	\$0.00	\$10,501.26	\$18,312.74	36.44%
Function*	1293 - Athletic Activities	\$133,349.00	\$0.00	\$40,835.10	\$92,513.90	30.62%
Function*	1391 - Other Community Services	\$34,535.00	\$0.00	\$9,596.55	\$24,938.45	27.79%
Function*	1411 - Payments to Other Public Schools Within the State of Michigan	\$31,500.00	\$0.00	\$6,324.00	\$25,176.00	20.08%
Function*	1452 - Site Improvement Services	\$87,000.00	\$0.00	\$88,448.59	(\$1,448.59)	101.67%
		\$9,114,044.00	\$0.00	\$3,372,587.65	\$5,741,456.35	37.00%

School Days available	175
Complete to Date	74
% complete	42.29%

TRUST FUND ACCOUNTS

December 31, 2014

Athletic Activities	124,317.57
Athletics-"Catching A Dream"	1,538.66
Auditorium	55.73
Band	9,666.35
Compagner Memorial Fund	14,507.73
Elementary School Activities	27,413.15
E.S. Summer Enrichment Program	1,773.90
High School Activities	49,339.68
High School Spirit Store	233.21
Interest Earned	(466.32)
ICCF Grant	114.82
Jenkins Educational Fund	2,637.53
Middle School Activities	16,758.69
Red & White	2,683.71
Revolving	3,576.14
Robotics	211.08
Saranac Education Foundation	95,978.07
Saranac One	1,965.30
Saranac Promise	50,525.50
Simons Memorial	8,670.25
Teachers Pop - Elementary School	1,059.29
Teachers Pop - High School	1,359.23
Teachers Pop-Middle School	820.71
Allen Scholarship	0.00
Brown Scholarship	1,382.79
Crowley Scholarship	500.00
Draper Scholarship	0.00
Eddy Scholarship	2,264.44
Hammer Scholarship	553.02
Kramer Scholarship	0.00
McGee Scholarship	363.01
Morris Scholarship	(1,359.87)
Raimer Scholarship	559.16
Sachen Scholarship	1,806.95
Sharritts Scholarship	(2,552.77)
Simpson Scholarship	(306.11)
Spens Scholarship	59.16
Total	418,009.76

Cash In Checking	389,517.76
Certificates of Deposit	28,492.00
Total	418,009.76

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Approval of Action Items - Consent Agenda

- Investment of Funds
- Depository of Funds
- Appoint School Attorney
- Bills Paid: \$540,560.82 from General Fund for December/January
- Accept Gifts totaling \$77,230.00
- Appoint JV Baseball Coach- Keaton Moyer
- Medical Leave of Absence – Secretary, Beth Kelly
- Approve District Strategic Planning Agreement

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 _____

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Investment of Funds

POLICY: 3300 Investment of Funds

Board Policy 3300 reads: "Annually, the board shall pass a resolution authorizing the superintendent to invest surplus funds of the district."

We typically invest the proceeds from the operating loan and surplus funds in the Trust, Scholarship, and Debt Funds.

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Depository of Funds

POLICY: 3400 Depository of Funds

Background

Policy 3400, Depository of Funds, states that: "At the annual organizational meeting, the board shall designate the bank(s) or trust companies in which the funds of the district shall be deposited and the proportion of funds to be deposited in each." The banking institutions that we would like approved for our deposits are as follows:

Fund/Bank	Note	Proratio n
Building and Site Funds		
Currently not used		
American Express Financial Advisors, Inc.		
Bank One		0%
Citizens Commercial Savings, Flint		
Commonwealth Financial Network	2006 Bldg & Site Fund	0%
Fifth Third, Grand Rapids		0%
Huntington Bank, Lowell		
Franklin Bank, Southfield		
Ionia County National Bank, Ionia		
J.P. Morgan Trust Co.		0%
Michigan National Bank		0%
Michigan School District Liquid Asset Fund Plus (MILAF)		0%
Multi-Bank, Southfield		
Debt Fund		
U.S. Bank	Payment Only (from Ind. Bank)	0%
The Bank of New York	Payment Only (from Ind. Bank)	0%
General Fund		
Independent Bank, Saranac		100%
Scholarship Funds		
Independent Bank, Saranac		5%
Grand Rapids Community Foundation		95%
School Service Fund (Ath/FS/Trust)		
Independent Bank, Saranac		100%

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Appoint School Attorney

POLICY: 1191 Designation of School Attorney

Policy 1191 deals with legal counsel:

The board shall retain a qualified attorney and/or legal firm to handle all legal matters referred by the board and to receive such compensation as the board may provide....

Compensation for duties and services shall be agreed to by the attorney and the board in the retention agreement which shall set forth the annual retainer and supplemental charges....Only the president and superintendent are authorized to contact the attorney on legal matters concerning the district.

I recommend we use the firm of Thrun Law Firm, P.C., of Lansing, Michigan and approve the annual retainer and supplemental charges as detailed in their letter dated December 18, 2014. This will be brought back at the second meeting in January for action.

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/17/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/19/2014	55631 Accounts Payable	Advanced Pension Solution Inc.		182.00
	Invoice	Date	Description		Amount
		2015-00000254	12/19/2014	ROTH IRA - ROTH IRA	182.00
Check	12/19/2014	55632 Accounts Payable	AFLAC		80.67
	Invoice	Date	Description		Amount
		2015-00000255	12/19/2014	AFLAC Pre-Tax - AFLAC Pre-Tax **	80.67
Check	12/19/2014	55633 Accounts Payable	HealthEquity, Inc.		150.00
	Invoice	Date	Description		Amount
		2015-00000256	12/19/2014	HSA - Health Savings Account *	150.00
Check	12/19/2014	55634 Accounts Payable	HORACE MANN		1,323.94
	Invoice	Date	Description		Amount
		2015-00000257	12/19/2014	H MANN - Horace Mann Insurance	1,323.94
Check	12/19/2014	55635 Accounts Payable	INDEPENDENT BANK		162,192.63
	Invoice	Date	Description		Amount
		2015-00000262	12/19/2014	PR DD EFT'S	162,192.63
Check	12/19/2014	55636 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
		2015-00000258	12/19/2014	FOC - Child Support FOC	201.61
Check	12/19/2014	55637 Accounts Payable	STATE OF MICHIGAN		5,968.17
	Invoice	Date	Description		Amount
		2015-00000259	12/19/2014	MI TAX - Michigan Withholding Tax	5,968.17
Check	12/19/2014	55638 Accounts Payable	TRANSAMERICA WORKSITE , MARKETING		56.11
	Invoice	Date	Description		Amount
		2015-00000260	12/19/2014	TRANS SELECT - Trans Select Life Ins *	56.11
Check	12/19/2014	55639 Accounts Payable	UNITED WAY MONTCALM IONIA COUNTIES		3.00
	Invoice	Date	Description		Amount

User: Kristy Thomas

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Saranac Community Schools
Payment Batch Register
Bank Account: GF CHECKING - General Fund Checking
Batch Date: 12/17/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	2015-00000261	12/19/2014	UNITED WAY - United Way		3.00
GF CHECKING General Fund Checking Totals:			Transactions: 9		<u>\$170,158.13</u>
Checks:		9	\$170,158.13		

User: Kristy Thomas

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12/17/2014 2:22:11 PM

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/18/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/18/2014	55640 Accounts Payable	4imprint, Inc.		433.75
	Invoice		Date	Description	Amount
		3668115	12/09/2014	Neck Wallets	433.75
Check	12/18/2014	55641 Accounts Payable	A PARTS WAREHOUSE		349.23
	Invoice		Date	Description	Amount
		117352	12/09/2014	Parts	50.00
		118548	12/09/2014	Parts	227.00
		118697	12/09/2014	Parts	37.08
		118741	12/09/2014	Parts	35.15
Check	12/18/2014	55642 Accounts Payable	AB SPRING SERVICE, INC.		600.57
	Invoice		Date	Description	Amount
		243390019	12/09/2014	Bus Repairs	600.57
Check	12/18/2014	55643 Accounts Payable	ADA SPORTS, BADMINTON & TENNIS		132.00
	Invoice		Date	Description	Amount
		H2038-14-2	12/09/2014	HS Teaching Supplies	132.00
Check	12/18/2014	55644 Accounts Payable	ARROW UNIFORM		151.46
	Invoice		Date	Description	Amount
		13-569166	12/09/2014	Towels/Uniforms	69.98
		13-576860	12/09/2014	Towels & Uniforms	81.48
Check	12/18/2014	55645 Accounts Payable	AT&T		70.55
	Invoice		Date	Description	Amount
		MG121614	12/09/2014	Phone Bill	70.55
Check	12/18/2014	55646 Accounts Payable	BERT'S GLASS		363.24
	Invoice		Date	Description	Amount
		39275	12/09/2014	Glass Replacement	363.24
Check	12/18/2014	55647 Accounts Payable	C-COMM OF KALAMAZOO, INC.		128.26
	Invoice		Date	Description	Amount
		14603	12/09/2014	Bus Garage Radio Equipment	128.26

User: Chris Updyke

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12/18/2014 2:30:45 PM

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/18/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	12/18/2014	55648 Accounts Payable	Cambridge Educational Services		5,248.89
	Invoice	Date	Description		Amount
	204126	12/09/2014	Testing Preparations		5,248.89
Check	12/18/2014	55649 Accounts Payable	CAPITAL CITY INTERNATIONAL , TRUCKS, INC.		615.28
	Invoice	Date	Description		Amount
	224410	12/09/2014	Parts		395.57
	224871	12/09/2014	Parts		189.38
	224893	12/09/2014	Parts		30.33
Check	12/18/2014	55650 Accounts Payable	CATRELL, MIKE		77.28
	Invoice	Date	Description		Amount
	MG12914	12/18/2014	ES Teaching Supplies		77.28
Check	12/18/2014	55651 Accounts Payable	Cengage Learning		29.70
	Invoice	Date	Description		Amount
	53645282	12/18/2014	Additional Charges		29.70
Check	12/18/2014	55652 Accounts Payable	CRYSTAL FLASH ENERGY		2,819.98
	Invoice	Date	Description		Amount
	208536	12/09/2014	Additive		22.00
	9359011	12/09/2014	Diesel Fuel		2,797.98
Check	12/18/2014	55653 Accounts Payable	FERGUSON SUPPLY COMPANY		35.15
	Invoice	Date	Description		Amount
	711770	12/09/2014	Maint. Supplies		35.15
Check	12/18/2014	55654 Accounts Payable	GEIGER, MAURY		40.00
	Invoice	Date	Description		Amount
	MG1214	12/09/2014	Cell Phone		40.00
Check	12/18/2014	55655 Accounts Payable	GOLOMBISKY, GARY		84.73
	Invoice	Date	Description		Amount
	MG121114	12/09/2014	Maint. Supplies		84.73
Check	12/18/2014	55656 Accounts Payable	HILL-TUTAK, JUDY		280.00

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/18/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Invoice					Amount
MG121514					280.00
Check	12/18/2014	55657 Accounts Payable	JORGENSEN, MAUREEN		28.74
Invoice					Amount
MG12412					28.74
Check	12/18/2014	55658 Accounts Payable	LaPointe & Butler, P.C.		1,037.00
Invoice					Amount
634-02M					1,037.00
Check	12/18/2014	55659 Accounts Payable	LAUER, DAN		180.00
Invoice					Amount
MG121514					180.00
Check	12/18/2014	55660 Accounts Payable	LINDEN LIGHTING SUPPLY		557.80
Invoice					Amount
120058					557.80
Check	12/18/2014	55661 Accounts Payable	M.A.P.T.		10.00
Invoice					Amount
12336					10.00
Check	12/18/2014	55662 Accounts Payable	M.A.S.B.		4,186.80
Invoice					Amount
14801					3,750.00
14809					436.80
Check	12/18/2014	55663 Accounts Payable	M.A.S.S.P.		259.00
Invoice					Amount
171245					259.00
Check	12/18/2014	55664 Accounts Payable	MENARDS-IONIA		133.16
Invoice					Amount
63537					30.45
64164					5.94
64236					96.77

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/18/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	12/18/2014	55665 Accounts Payable	METS		8,284.50
	Invoice	Date	Description		Amount
	8301	12/09/2014	Salaries & Fees		8,284.50
Check	12/18/2014	55666 Accounts Payable	MISS DIG SYSTEM, INC.		335.56
	Invoice	Date	Description		Amount
	20150254	12/09/2014	Membership Fee		335.56
Check	12/18/2014	55667 Accounts Payable	NAPA AUTO & TRUCK PARTS		216.52
	Invoice	Date	Description		Amount
	729844-CR	12/09/2014	Part		(15.98)
	732763	12/09/2014	Parts		26.94
	732897	12/09/2014	Parts		65.26
	731844	12/09/2014	Parts		94.30
	732391	12/09/2014	Parts		46.00
Check	12/18/2014	55668 Accounts Payable	O'Mara Plumbing, Heating & Cooling		197.00
	Invoice	Date	Description		Amount
	68640	12/09/2014	Repair Two Heating Units		197.00
Check	12/18/2014	55669 Accounts Payable	Office Depot		30.83
	Invoice	Date	Description		Amount
	199729	12/09/2014	HS Teaching Supplies		30.83
Check	12/18/2014	55670 Accounts Payable	PATTON PATTI		12.99
	Invoice	Date	Description		Amount
	MG112414	12/09/2014	MS Spec Ed Teaching Supplies		12.99
Check	12/18/2014	55671 Accounts Payable	PCMI		3,496.82
	Invoice	Date	Description		Amount
	35257	12/09/2014	Salaries & Fees		1,620.02
	35360	12/09/2014	Consultant Salaries & Fees		1,876.80
Check	12/18/2014	55672 Accounts Payable	PLAQUES & SUCH, LLC		242.60
	Invoice	Date	Description		Amount
	Q113559	12/09/2014	Varsity Letters		242.60

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/18/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	12/18/2014	55673 Accounts Payable	R.L. DEPPMAN COMPANY		594.00
	Invoice	Date	Description		Amount
	5210003	12/09/2014	Maint. Supplies		594.00
Check	12/18/2014	55674 Accounts Payable	Riverside Repsirs		513.77
	Invoice	Date	Description		Amount
	2974	12/09/2014	Van Repair		513.77
Check	12/18/2014	55675 Accounts Payable	SANDERS STACY		62.49
	Invoice	Date	Description		Amount
	MG12414	12/09/2014	ES Teaching Supplies		52.49
	MG90314	12/09/2014	ES Teaching Supplies		10.00
Check	12/18/2014	55676 Accounts Payable	SCOTTY'S REAL PRO AUTO		50.00
	Invoice	Date	Description		Amount
	0001321	12/09/2014	Wheel Alignment		50.00
Check	12/18/2014	55677 Accounts Payable	SENTINEL STANDARD		243.00
	Invoice	Date	Description		Amount
	300135331	12/09/2014	Ad		108.00
	300136619	12/09/2014	Ad		135.00
Check	12/18/2014	55678 Accounts Payable	SMITH, GREG		20.00
	Invoice	Date	Description		Amount
	MG121114	12/09/2014	Cell Phone		20.00
Check	12/18/2014	55679 Accounts Payable	SMITH, JASON		27.18
	Invoice	Date	Description		Amount
	MG121514	12/09/2014	Maint. Supplies		27.18
Check	12/18/2014	55680 Accounts Payable	SNAP-ON TOOLS , RUSSELL ROSEMA		379.90
	Invoice	Date	Description		Amount
	1125147933	12/09/2014	Tools		379.90
Check	12/18/2014	55681 Accounts Payable	SUNRISE SUPPLIES, INC.		129.17
	Invoice	Date	Description		Amount
	15789	12/09/2014	Custodial Supplies		129.17

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/18/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	12/18/2014	55682 Accounts Payable	SYNCB/Amazon		621.92
	Invoice	Date	Description		Amount
	281710161817	12/09/2014	ES Library Books		97.50
	125321273319	12/09/2014	5th Grade Teaching Supplies		12.23
	281715095737	12/09/2014	ES Library Books		36.00
	125327938102	12/09/2014	5th Grade Teaching Supplies		37.15
	072855965692	12/09/2014	Tech Supplies		232.66
	295184005991	12/09/2014	Tech Supplies		36.98
	193258530421	12/09/2014	Tech Supplies		127.40
	281719420424	12/09/2014	ES Library Books		42.00
Check	12/18/2014	55683 Accounts Payable	THOMAS, KELLI		65.66
	Invoice	Date	Description		Amount
	MG121914	12/09/2014	Reissue Check		65.66
Check	12/18/2014	55684 Accounts Payable	TRANSPORTATION ACCESSORIES CO.		997.16
	Invoice	Date	Description		Amount
	427277	12/09/2014	Parts		226.89
	427278	12/09/2014	Parts		39.60
	429461	12/09/2014	Parts		293.10
	429838	12/09/2014	Parts		437.57
Check	12/18/2014	55685 Accounts Payable	Wall , Steven S		600.00
	Invoice	Date	Description		Amount
	SS/1201	12/09/2014	Work Performed At the MS		600.00
Check	12/18/2014	55686 Accounts Payable	WINZER CORPORATION		132.37
	Invoice	Date	Description		Amount
	5222455	12/09/2014	Maint. Supplies		132.37
GF CHECKING General Fund Checking Totals:			Transactions: 47		\$35,106.01
Checks:	47		\$35,106.01		

Saranac Community Schools
Payment Batch Register
Bank Account: GF CHECKING - General Fund Checking
Batch Date: 12/23/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	12/23/2014	55687 Accounts Payable	M.E.S.S.A.		70,145.17
	Invoice	Date	Description		Amount
	1422015-00000263	12/22/2014	Insurance Premium		70,145.17
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$70,145.17</u>
Checks:	1		\$70,145.17		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 12/30/2014

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	01/02/2015	55688 Accounts Payable	Advanced Pension Solution Inc.		182.00
	Invoice	Date	Description		Amount
		2015-00000273	01/02/2015	ROTH IRA - ROTH IRA	182.00
Check	01/02/2015	55689 Accounts Payable	AFLAC		80.67
	Invoice	Date	Description		Amount
		2015-00000274	01/02/2015	AFLAC Pre-Tax - AFLAC Pre-Tax **	80.67
Check	01/02/2015	55690 Accounts Payable	HealthEquity, Inc.		150.00
	Invoice	Date	Description		Amount
		2015-00000275	01/02/2015	HSA - Health Savings Account *	150.00
Check	01/02/2015	55691 Accounts Payable	HORACE MANN		1,318.79
	Invoice	Date	Description		Amount
		2015-00000276	01/02/2015	H MANN - Horace Mann Insurance	1,318.79
Check	01/02/2015	55692 Accounts Payable	INDEPENDENT BANK		161,364.23
	Invoice	Date	Description		Amount
		2015-00000280	01/02/2015	PR DD EFT'S	161,364.23
Check	01/02/2015	55693 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
		2015-00000278	01/02/2015	FOC - Child Support FOC	201.61
Check	01/02/2015	55694 Accounts Payable	STATE OF MICHIGAN		5,909.49
	Invoice	Date	Description		Amount
		2015-00000279	01/02/2015	MI TAX - Michigan Withholding Tax	5,909.49
GF CHECKING General Fund Checking Totals:			Transactions: 7		\$169,206.79
Checks:	7		\$169,206.79		

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/06/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	01/06/2015	55695 Accounts Payable	Gage , Dean		50.00
	Invoice		Date	Description	Amount
	MG1715		01/05/2015	Athletic Official	50.00
Check	01/06/2015	55696 Accounts Payable	Leveque , Daniel		60.00
	Invoice		Date	Description	Amount
	MG1715		01/05/2015	Athletic Official	60.00
Check	01/06/2015	55697 Accounts Payable	Meyers , Michael		60.00
	Invoice		Date	Description	Amount
	MG1715		01/05/2015	Athletic Official	60.00
Check	01/06/2015	55698 Accounts Payable	Sebald , Tim		50.00
	Invoice		Date	Description	Amount
	MG1715		01/05/2015	Athletic Official	50.00
Check	01/06/2015	55699 Accounts Payable	Wall , Thomas		60.00
	Invoice		Date	Description	Amount
	MG1715		01/05/2015	Athletic 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: 01/06/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	01/06/2015	55700 Accounts Payable	CMC TELECOM INC.		1,108.63
	Invoice	Date	Description		Amount
	143490204	12/22/2014	Phone Bill		1,108.63
Check	01/06/2015	55701 Accounts Payable	SPEEDWAY LLC		333.38
	Invoice	Date	Description		Amount
	MG122214	12/22/2014	Gas		333.38
GF CHECKING General Fund Checking Totals:			Transactions: 2		<u>\$1,442.01</u>
Checks:	2	\$1,442.01			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					50.00
Check	01/12/2015	55702 Accounts Payable	Feldpausch , Lorin		Amount
	Invoice	Date	Description		50.00
	MG11515	01/08/2015	Athletic Official		110.00
Check	01/12/2015	55703 Accounts Payable	Forton , John		Amount
	Invoice	Date	Description		110.00
	MG11315	01/08/2015	Athletic Official		60.00
Check	01/12/2015	55704 Accounts Payable	Fuller , Mike		Amount
	Invoice	Date	Description		60.00
	MG11515	01/08/2015	Athletic Official		60.00
Check	01/12/2015	55705 Accounts Payable	Gillison , Dave		Amount
	Invoice	Date	Description		60.00
	MG11315	01/08/2015	Athletic Official		60.00
Check	01/12/2015	55706 Accounts Payable	Johnson , Jim		Amount
	Invoice	Date	Description		60.00
	MG11515	01/08/2015	Athletic Official		60.00
Check	01/12/2015	55707 Accounts Payable	Mowry , Timothy		Amount
	Invoice	Date	Description		60.00
	MG11515	01/08/2015	Athletic Official		50.00
Check	01/12/2015	55708 Accounts Payable	Nurenberg , Bruce		Amount
	Invoice	Date	Description		50.00
	MG11515	01/08/2015	Athletic Official		110.00
Check	01/12/2015	55709 Accounts Payable	Pier , Thomas		Amount
	Invoice	Date	Description		110.00
	MG11315	01/08/2015	Athletic Official		
GF CHECKING General Fund Checking Totals:					Transactions: 8
Checks: 8					\$560.00

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	01/12/2015	55710 Accounts Payable	AB SPRING SERVICE, INC.		610.39
	Invoice	Date	Description		Amount
	243580013	12/22/2014	Repairs Bus 201		610.39
Check	01/12/2015	55711 Accounts Payable	ARROW UNIFORM		221.44
	Invoice	Date	Description		Amount
	13-584453	12/22/2014	Towels & Uniforms		69.98
	13-591938	12/22/2014	Towels & Uniforms		81.48
	13-599425	12/22/2014	Towels & Uniforms		69.98
Check	01/12/2015	55712 Accounts Payable	AURORA GROUP, INC.		360.00
	Invoice	Date	Description		Amount
	141201	12/22/2014	Troubleshooting Computer System		360.00
Check	01/12/2015	55713 Accounts Payable	BADER & SONS CO.		17.10
	Invoice	Date	Description		Amount
	1433580	12/22/2014	Maint. Supplies		17.10
Check	01/12/2015	55714 Accounts Payable	BERT'S GLASS		279.70
	Invoice	Date	Description		Amount
	39341	12/22/2014	Bus Window		235.60
	39353	01/07/2015	Replace Windows		44.10
Check	01/12/2015	55715 Accounts Payable	BRUNETTE, TERI		26.78
	Invoice	Date	Description		Amount
	MG12914	12/22/2014	Title Supplies		26.78
Check	01/12/2015	55716 Accounts Payable	Capital Equipment Ionia		452.20
	Invoice	Date	Description		Amount
	101013	12/22/2014	Maint. Supplies		452.20
Check	01/12/2015	55717 Accounts Payable	CATRELL, MIKE		8.00
	Invoice	Date	Description		Amount
	MG121914	12/22/2014	ES Teaching Supplies		8.00
Check	01/12/2015	55718 Accounts Payable	CONSUMERS ENERGY		28,751.67

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice	Date	Description		Amount
	MG1615	12/22/2014	District Natural Gas/Electric Cost		28,751.67
Check	01/12/2015	55719 Accounts Payable	CRYSTAL FLASH ENERGY		2,227.03
	Invoice	Date	Description		Amount
	208541	12/22/2014	Disel Additive		22.00
	9368001	12/22/2014	Diesel Fuel		2,205.03
Check	01/12/2015	55720 Accounts Payable	DINGERSON, DENNIS		148.97
	Invoice	Date	Description		Amount
	MG122214	12/22/2014	Tools		148.97
Check	01/12/2015	55721 Accounts Payable	GEIGER, MAURY		60.00
	Invoice	Date	Description		Amount
	MG1615	12/22/2014	Gift Cards-Wellness Winners		60.00
Check	01/12/2015	55722 Accounts Payable	GORDON FOOD SERVICE		27.21
	Invoice	Date	Description		Amount
	MG121814	12/22/2014	ES Teaching Supplies		27.21
Check	01/12/2015	55723 Accounts Payable	GULLIKSON, ROXANNE		26.18
	Invoice	Date	Description		Amount
	MG121714	12/22/2014	ICT Supplies		26.18
Check	01/12/2015	55724 Accounts Payable	Hi-Tech Building Services		4,061.16
	Invoice	Date	Description		Amount
	008699	12/22/2014	Custodial Hours		4,061.16
Check	01/12/2015	55725 Accounts Payable	HONEYWELL , ACS-SERVICE		16,137.89
	Invoice	Date	Description		Amount
	5231179190	01/07/2015	Temperture Control Maintenance		16,137.89
Check	01/12/2015	55726 Accounts Payable	J.W. PEPPER & SON INC.		43.94
	Invoice	Date	Description		Amount
	07590501	12/22/2014	ES Teaching Supplies		43.94
Check	01/12/2015	55727 Accounts Payable	Jenison High School		140.00

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/12/2015

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>					
		10131	01/07/2015	Festival Concert Registration	140.00
Check	01/12/2015	55728 Accounts Payable	LINDEN LIGHTING SUPPLY		2,992.00
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
		120131	12/22/2014	Repair & replace Damaged Light Pole-HS	2,700.00
		120167	12/22/2014	Light Pole Repair-MS	292.00
Check	01/12/2015	55729 Accounts Payable	M.A.S.B.		218.40
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
		14909	12/22/2014	LR-Mileage	218.40
Check	01/12/2015	55730 Accounts Payable	MENARDS-IONIA		400.44
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
		65675	12/22/2014	Maint. Supplies	327.48
		66039	12/22/2014	Maint. Supplies	72.96
Check	01/12/2015	55731 Accounts Payable	METS		8,939.95
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
		8380	12/22/2014	Salaries & Fees	8,939.95
Check	01/12/2015	55732 Accounts Payable	MIDWEST AIR FILTER		602.36
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
		G0604060	12/22/2014	Air Filters	602.36
Check	01/12/2015	55733 Accounts Payable	MONTCALM AREA ISD		310.00
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
		5655	12/22/2014	Conference	310.00
Check	01/12/2015	55734 Accounts Payable	NAPA AUTO & TRUCK PARTS		283.69
<div> <div>Invoice</div> <div>Date</div> <div>Description</div> <div>Amount</div> </div>					
		733540	12/22/2014	Part	151.08
		733609	12/22/2014	Brake Fluid	87.48
		733611	12/22/2014	Parts	18.72
		733620	12/22/2014	Part	7.32
		733716	12/22/2014	Part	19.09

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	01/12/2015	55735 Accounts Payable	PCMI		6,639.65
	Invoice	Date	Description		Amount
	35516	12/22/2014	Salaries & Fees		2,516.21
	35620	12/22/2014	Salaries & Fees		4,123.44
Check	01/12/2015	55736 Accounts Payable	Precision Data Products		1,602.00
	Invoice	Date	Description		Amount
	10000424837	12/22/2014	Headphones		1,602.00
Check	01/12/2015	55737 Accounts Payable	Progressive Heating, Cooling & Refrigeration, Inc.		6,886.00
	Invoice	Date	Description		Amount
	2012248	12/22/2014	Rebuilt Pump-Expansion Tank		6,886.00
Check	01/12/2015	55738 Accounts Payable	REED & HOPPE, INC.		375.00
	Invoice	Date	Description		Amount
	84376	12/22/2014	Towing Charge		375.00
Check	01/12/2015	55739 Accounts Payable	REYNOLDS & SONS, INC		254.83
	Invoice	Date	Description		Amount
	094996	12/22/2014	Athletic Equipment		62.98
	095063	12/22/2014	Athletic Equipment		191.85
Check	01/12/2015	55740 Accounts Payable	S.A. MORMAN & CO.		445.00
	Invoice	Date	Description		Amount
	590354	12/22/2014	Maint. Supplies		445.00
Check	01/12/2015	55741 Accounts Payable	SARANAC COMMUNITY SCHOOLS		165.95
	Invoice	Date	Description		Amount
	MM122214	12/22/2014	Petty Cash		83.16
	CU123014	12/22/2014	Petty Cash		82.79
Check	01/12/2015	55742 Accounts Payable	SARANAC HARDWARE		103.16
	Invoice	Date	Description		Amount
	83230	12/22/2014	Maint. Supplies		86.65
	83259	12/22/2014	Maint. Supplies		16.51
Check	01/12/2015	55743 Accounts Payable	SENTINEL STANDARD		23.30

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice	Date	Description		Amount
	300142147	12/22/2014	Coaches Ad		23.30
Check	01/12/2015	55744 Accounts Payable	Signature Photography Studios		20.00
	Invoice	Date	Description		Amount
	MG1515	12/22/2014	Business Cards		20.00
Check	01/12/2015	55745 Accounts Payable	SIMON ELECTRIC, INC		360.00
	Invoice	Date	Description		Amount
	41215	12/22/2014	Labor		360.00
Check	01/12/2015	55746 Accounts Payable	SIMPSON, BETH		40.00
	Invoice	Date	Description		Amount
	MG1515	12/22/2014	Cell Phone		40.00
Check	01/12/2015	55747 Accounts Payable	SMITH, GREG		20.00
	Invoice	Date	Description		Amount
	MG122214	12/22/2014	Phone		20.00
Check	01/12/2015	55748 Accounts Payable	STAUDER, BARCH & ASSOC. INC.		400.00
	Invoice	Date	Description		Amount
	MG122214	12/22/2014	Filing Fee		400.00
Check	01/12/2015	55749 Accounts Payable	SUNRISE SUPPLIES, INC.		189.69
	Invoice	Date	Description		Amount
	15823	12/22/2014	Batteries		22.80
	15862	12/22/2014	Maint. Supplies		56.40
	15900	12/22/2014	Maint. Supplies		45.34
	15901	12/22/2014	Maint. Supplies		65.15
Check	01/12/2015	55750 Accounts Payable	TASC-CLIENT INVOICES		224.75
	Invoice	Date	Description		Amount
	IN454128	12/22/2014	Admin/Claim Card		224.75
Check	01/12/2015	55751 Accounts Payable	THRUN LAW FIRM, P.C.		1,872.00
	Invoice	Date	Description		Amount
	219779	12/22/2014	Legal Services		72.00

User: Chris Updyke

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 01/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	220309	12/22/2014	Annual Retainer		1,800.00
Check	01/12/2015	55752 Accounts Payable	TRANSPORTATION ACCESSORIES CO.		203.56
	Invoice	Date	Description		Amount
	429858	12/22/2014	Garage Supplies		7.00
	430107	12/22/2014	Part		196.56
Check	01/12/2015	55753 Accounts Payable	VILLAGE OF SARANAC		5,545.74
	Invoice	Date	Description		Amount
	MG1515	12/22/2014	Water & Sewage		5,545.74
Check	01/12/2015	55754 Accounts Payable	WASTE MANAGEMENT OF MI-MIDWEST		945.58
	Invoice	Date	Description		Amount
	7568222-2333-2	12/22/2014	Trash Removal		407.33
	756822123334	12/22/2014	Trash Removal		437.52
	756822323330	12/22/2014	Trash Removal		100.73
GF CHECKING General Fund Checking Totals:			Transactions: 45		\$93,662.71
Checks:	45		\$93,662.71		

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Accept Gifts

POLICY: 9350 Public Gifts and Bequests

These are the gifts received in late November/December.

Mr. & Mrs. William Meyers	Band Uniform Fundraiser	\$ 25.00
Mrs. Shirley Weeks	Band Uniform Fundraiser	\$ 20.00
Mr. & Mrs. Rob Koerner	Band Uniform Fundraiser	\$ 330.00
Mrs. Joyce Ballard	Band Uniform Fundraiser	\$ 100.00
Mr. & Mrs. Matt Young	Band Uniform Fundraiser	\$ 50.00
Mr. & Mrs. Richard Cahoon	Band Uniform Fundraiser	\$ 100.00
Meijer Inc. Offices	Back the Track Fundraiser	\$ 500.00
Mr. & Mrs. Michael Topp	Back the Track Fundraiser	\$ 100.00
Mrs. Lois Wilber	Back the Track Fundraiser	\$ 200.00
Mr. Laurence Biggs, Jr.	Back the Track Fundraiser	\$ 100.00
Anonymous Donor	Athletic Program	\$ 100.00
Mrs. Martha Brown	Band Uniform Fundraiser	\$ 100.00
Mrs. Marilyn Hotchkiss	Back the Track Fundraiser	\$ 100.00
Ms. Diana Brown	Steven Brown Memorial Scholarship	\$ 300.00
Mr. & Mrs. Jim McCarty	Band Uniform Fundraiser	\$ 25.00
Team Cuts	Purple Basketball Game Fundraiser	\$ 50.00
Mr. & Mrs. Ryan Hesche	Saranac Promise from sale of home to Miles Family	\$ 100.00
Mrs. Cheryl Hefron	Back the Track Fundraiser	\$ 10.00
Michigan One	Back the Track Fundraiser	\$ 1,000.00
Michigan One	Donation for Saranac Families in need	\$ 500.00
Mr. & Mrs. David Brown	Steven Brown Memorial Scholarship	\$ 500.00
Mr. Laurence Biggs, Jr.	Band Uniform Fundraiser	\$ 100.00
Pinkney Hill Meat Company	Donation for Saranac Families in need	\$ 500.00
Ladies Auxiliary VFW-Sheridan	In Memory of Joyce Yaw for Track	\$ 10.00
Sandra Brinkman	Band Uniform Fundraiser	\$ 30.00
Mr. & Mrs. Darrell Dunckel	Band Uniform Fundraiser	\$ 30.00
Mr. & Mrs. Raymond Hawkins	Band Uniform Fundraiser	\$ 100.00
Pinnacle Tool	Band Uniform Fundraiser-Sponsor A. Hoag	\$ 450.00
Sandra Brown	Donation to the Jr/Sr High Library in Memory of Joe	\$ 250.00
Jones Farm Market	Band Uniform Fundraiser	\$ 25.00
Mr. Greg Shaffer	Back the Track Fundraiser	\$ 20.00
Mr. & Mrs. Brien Simpson	Back the Track Fundraiser	\$ 100.00
Fred Haight Insurance Agency	Band Uniform Fundraiser	\$ 210.00
Mr. & Mrs. Edward Wood	McGee Memorial	\$ 50.00
Mr. & Mrs. Daniel Laney	Band Uniform Fundraiser	\$ 45.00
YourCause, LLC	Stacy Sachen (U of M Scholarship)	\$ 500.00
Ed Brown (Saranac Ed Foundation)	Saranac Elementary Tutoring Program	\$ 70,000.00
Mr & Mrs. Richard Cahoon	Band Uniform Fundraiser	\$ 500.00
Total This Month		\$ 77,230.00
Total Gifts for 2014-2015 Including This Month		\$ 165,729.55



Data-based Strategic Planning Process January 8, 2015

Strategic Planning Process

Strategic Planning is the process of determining what an organization wants to be at some point in the future, and how it will get there.

In the current environment where school districts are challenged to do more with scarce resources, planning for the future is more important than ever. Sustaining an effective strategic planning process results in stakeholders focusing on critical priorities that will meet the mission of a quality educational program for all students.

Why Michigan Association of School Boards?

The Michigan Association of School Board's (MASB) mission is to "Provide quality educational leadership services for all Michigan boards of education, and to advocate for student achievement and public education." MASB has facilitated strategic planning processes and goal-setting processes with over 100 school districts during the last several years. Our facilitators have extensive experience in strategic planning and are professional educators with backgrounds in education and/or board service. These dual competencies uniquely position MASB to customize a strategic planning process that "fits" Saranac Community Schools.

There are several criteria we use when partnering with a school district to facilitate a strategic planning/renewal process:

- The process must be customized to align with the district's specific needs
- The process must be an inclusive process
- Quantitative data must be used with perceptive data to guide the district in identifying priority goals/strategies
- Board of Education members must be an integral part of the process – providing input, support and commitment
- There must be a process to ensure implementation and evaluation of the plan
- There must be alignment with current plans and processes
- The process should include development/renewal of the vision, mission and beliefs
- The strategic plan should guide resource allocation

Deliverables

The strategic planning process will include:

- Pre-planning session with Superintendent and Board of Education
- Workshop session with Board of Education and administrators to and gain input
- Stakeholder (Staff and Community/Parent) input (Five Sessions)
- Summary of staff and stakeholder input
- Educational data audit – 5-year district trend data and comparing Saranac Schools with 5 reference districts
- Planning and facilitation of strategic planning retreat
- Written documentation summary of the planning process
- One-page summary of the strategic plan
- Recommendations for plan implementation and board monitoring calendar
- Templates for a press release, input sessions and retreat invitations
- One year follow up session (Optional)

Pre-planning Session

A brief work session with the superintendent and Board of Education to review the strategic planning process and make final decisions about the scope of the project.

Community and Staff Input

Staff, community and parent input would be attained through face-to-face sessions and an electronic option for all staff and community members for whom the district has email addresses. The Survey Monkey instrument would be used for electronic input – administered by MASB and ensuring that all responders are anonymous.

Input questions would include:

- Strengths of the district
- Opportunities for improvement
- Vision for the district
- Financial Priorities

The Input Summary will be prepared by MASB staff.

Educational Data Audit

Trend and comparison data will be given for:

- Student Enrollment and Demographics
- Student Learning
- Financial
- Personnel

The data will be compared to 5 reference districts which will be chosen by the board and/or superintendent.

Strategic Formulation – Vision/Mission/Beliefs/Strategic Goals

This takes place at a facilitated Strategic Planning Team Retreat. The planning team varies but often consists of board members, superintendent, select administrators and representatives from teachers, staff, students and community.

A sample agenda for a 5-6 hour strategic planning team retreat would be:

- Review current status/progress of district
- Develop/renew/review vision/mission/values and beliefs
- Review educational data audit summary
- Review stakeholder input summary
- Identify key strategic goal areas
- Identify 12-18 month priorities for each strategic goal
- Communicate plan for implementation and process forward
- Determine process to present the strategic plan to Board of Education for adoption

Implementation/Evaluation

MASB will provide recommendations for the implementation of the strategic plan. The implementation plan will include measurements, timelines, responsibility, resources for the goal areas, and a board monitoring calendar. The superintendent and key staff will be responsible for carrying out plan implementation. Additionally, MASB can conduct a follow-up in one year's time to review the implementation.

Timelines

A comprehensive strategic planning process can be completed in 2-3 months. The proposed timeline for Saranac Comm. Schools to be determined upon signed agreement.

Facilitators

The lead strategic planning facilitator will be Scott Morrell with possible assistance for the input process.

Costs

The total cost for the Strategic Planning Process with MASB facilitating the total process including the completion of the input process and summary, described in this agreement are:

- **\$7200.00 plus expenses**

50% of the total fee due upon signing of the agreement and the remaining 50% plus any incurred expenses will be due at end of process or Eight weeks from Team Session, whichever comes first.(Expenses to not exceed \$1000.00)

Optional Additional Services

- One year Strategic Plan renewal 3 hour work session with administration and the Board.
 - \$1000

Saranac Community Schools

Date

Michigan Association of School Boards

Date