

Saranac Community School

Board of Education Agenda

Regular Meeting

May 21, 2015

7:00 PM

Library, Saranac Jr/Sr High School

6:15 Tour of the Jr/Sr High School

1. Call to Order_____	
2. Pledge of Allegiance	
3. Approval of Minutes	3
4. Treasurer's Reports - April	7
5. Additions & Deletions	
6. Comments from Guests-Agenda Items	
7. Action - Consent Agenda	12
a. Pay Bills	13
b. Accept Gifts	48
c. Best Practice Resolution	49
d. ISD 2015-2016 Budget Resolution	51
e. ISD Biennial Election	57
f. Neola Board Policies and Administrative Guidelines	59
g. Non-Affiliated Compensation	79
h. Teacher's Partial Leave of Absence	80
i. Ionia ISD Technology Services Partnership Agreement	81
j. Ionia ISD Business Services Partnership Agreement	82
k. Retirement Resolutions	87
8. Comments from Guests - Non Agenda Items	
9. Superintendent Report	
a. 2015-2016 Budget Update	
b. Staffing Update	
10. Board Requests/Reports	
11. Communications	
12. Approve Executive Session Minutes	
13. Other	
14. Adjournment_____	

Saranac Community Schools
Board of Education
Meeting #21

The Saranac Community Schools Board of Education held a regular meeting on Thursday, May 7, 2015 in the Library, Saranac Jr/Sr High School, 150 Pleasant Street, Saranac, MI.

The meeting was called to order by President, Brent Denny at 6:09 p.m.

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

Beth Simpson led in the Pledge of Allegiance.

STUDENT HEARING #1: The parents and student requested a closed hearing. Motion by VanKuiken, supported by Coulson that the Saranac Board of Education go into Closed Session for the purpose of a student hearing at 6:10 p.m. returning to open session at 6:38 p.m. Yes Votes: Coulson, Denny, Doll, Hawkins, LaWarre, Price & VanKuiken. Motion Carried.

Motion by Coulson, supported by VanKuiken that the Saranac Board of Education not expel the student, and allows the student to finish his education at Saranac Community Schools. Yes Votes: Coulson, Denny, Doll, Hawkins, LaWarre, Price & VanKuiken. Motion Carried.

STUDENT HEARING #2: The parent requested a closed hearing. Motion by Hawkins, supported by LaWarre that the Saranac Board of Education go into Closed Session for the purpose of a student hearing at 6:40 p.m. returning to open session at 6:53 p.m. Yes Votes: Coulson, Denny, Doll, Hawkins, LaWarre, Price & VanKuiken. Motion Carried.

Motion by Hawkins, supported by LaWarre that the Saranac Board of Education expel the student for up to 180 school days, and that the student not be allowed on school property for any reason without the permission of the superintendent or his or her designee. Yes Votes: Coulson, Denny, Doll, Hawkins, LaWarre, Price & VanKuiken. Motion Carried.

APPROVAL OF MINUTES: Minutes from regular meeting dated April 16, 2015 were approved as written.

ADDITIONS & DELETIONS: Superintendent Geiger would like to add Presentation Item h.1., Ionia Intermediate School District (ISD) Biennial Election Resolution.

COMMENTS FROM GUESTS: The board heard public comment.

STUDENT REPORT: None

ADMINISTRATOR'S UPDATE: Elementary Co-Principal/Curriculum Director, Connie Hamilton reported they have been working on the School Improvement Plan, and have completed the 5D Teacher Evaluation Tool training. They will begin classroom balancing for next school year, and it's Teacher Appreciation Week.

Jr/Sr High Co-Principal/Special Education Director, Beth Simpson reported they had speaker Tom Thelen come and talk with students regarding Victim Proof Bullying. The

students had a Safe Driving Presentation on the dangers of distractions when driving. They had a very successful Prom this year. Seniors last day is next Friday, May 15 with some special activities planned in the morning for them. Sunday, May 31 at 2 p.m. is graduation with Steve LaWarre as guest speaker.

INSTRUCTIONAL HIGHLIGHT – DESTINATION IMAGINATION: Superintendent Geiger reported that we have a team that is moving on to GLOBAL finals in a few weeks and their team would like to do their presentation for the board. Coaches April Steele and Lisa Hooker along with students Julianna Hawkins, Audra Hawkins, Laensa Dibaba, Isaac Hooker and Bethany Steele presented their Service Project presentation. The students did a great job.

ACCEPT GIFTS: Superintendent Geiger presented gifts received for March and April totaling \$6,656.00. This will be brought back for action at the May 21 meeting.

EAGLE SCOUT RESOLUTIONS: Superintendent Geiger reported we have two students who have received their Eagle Scout, and their Court of Honor will be held on May 16th. Mr. Geiger would like to take action tonight and pass these resolutions.

Motion by Coulson, supported by Hawkins and unanimously approved that the Saranac Board of Education waive past practice and approve the resolutions as presented for Eagle Scout Levi Jackson and Colton Trumbull as presented.

RETIREMENT RESOLUTIONS: Superintendent Geiger reported we have two retirements this year, Co-Jr/Sr High Principal/Special Education Director, Beth Simpson and Elementary Secretary, Beth Kelly. To honor them we have prepared retirement resolutions. This will be brought back for action at the May 21 meeting.

NEOLA PRESENTATION ON BOARD POLICIES AND ADMINISTRATIVE GUIDELINES: Superintendent Geiger reported that the last time our policy book was updated was in 1997 with Michigan Association of School Boards. The policies are in need of updating and he has contacted a company that many school districts in Michigan use for their school policies. Mr. Geiger introduced Darlene Dongvillo from Neola who gave a PowerPoint presentation on what services Neola can provide.

PERFORMANCE CONTRACTING UPDATE: Mr. Kurt Carter from Performance Contracting Services presented a PowerPoint presentation regarding the proposal of the Energy Savings Performance Contract. Mr. Carter reviewed the proposal, the key issues, funding for the project and timeline when they would like to get started on the project.

TECHNOLOGY DIRECTOR UPDATE: Technology Director, John Milewski updated the board on what the technology department has been working on for the 2014-15 school year.

SPECIAL EDUCATION DIRECTOR UPDATE: Special Education Director, Beth Simpson updated the board on the special education services the district offers for our students.

ISD 2015-2016 BUDGET RESOLUTION: Deputy Superintendent, Sally Caverley reported on the ISD's proposed budget for next year. Local Boards of Education must

adopt a resolution either in support or not support this budget. This will be brought back at the May 21 meeting for action.

IONIA INTERMEDIATE SCHOOL DISTRICT (ISD) BIENNIAL ELECTION

RESOLUTION: Superintendent Geiger reported that local Boards of Education must adopt a resolution which selects the representative, identifies the candidate(s) that the constituent Board supports for each position; and directs the representative to vote for such individual(s) at least on the first ballot. The election takes place on Monday, June 1, 2015, at 6:00 p.m. at the Ionia County ISD Administration Building. This will be brought back for action at the May 21 meeting.

BEST PRACTICES RESOLUTION: Superintendent Geiger reported the district has met 8 out of 9 best practices. Once this resolution is passed, we will be eligible to receive the “best practice” amount of \$50.00 per student for the 2014-15 school year. This will be brought back for action at the May 21 meeting.

NON-AFFILIATED COMPENSATION: Superintendent Geiger reported on the projected additional costs of non-affiliated increases. The individuals and/or groups are Kitchen Staff, Food Service Director, Custodial Director, Building & Grounds Director, Accounts Payable Assistant, Administrative Assistant and Building Co-Principals, Curriculum Director, and Special Education Director. Transportation is still meeting with their committee and Mr. Geiger and will not have a suggested compensation amount prepared for that group. This will be brought back at the May 21 meeting for action for the other groups.

IONIA ISD TECHNOLOGY AND BUSINESS SERVICES PARTNERSHIP:

Superintendent Geiger reported we have had a partnership with the ISD for Technology and Business Services and this partnership has allowed us to enhance our programs and services in both of these areas while still maintaining fiscal responsibility. Mr. Geiger would like to continue with the services they are providing, so this will be brought back for action at the May 21 meeting.

TEACHER’S PARTIAL LEAVE OF ABSENCE: Superintendent Geiger reported Per the SEA collective Bargaining Agreement any tenured bargaining unit member (teacher) who was at one time a full-time employee and is currently less than full-time is considered to be on a partial leave of absence. An employee on a partial leave of absence is entitled to return to a comparable position for which he/she is certified and qualified, even if such a return necessitates displacement of a bargaining unit member. Those employees on a partial leave of absence must notify the Board of Education in writing by April 15th if they wish to return to full time employment for the following year or request a continued partial leave of absence.

We have notified both teachers and have received their responses, Tina Catrell & Tara Rasmus for the 2015-2016 school year. This request can be handled in one of two ways.

1. Agree to the request as submitted. This will allow the teacher to continue to work half time but have the right to request to return to full time at the end of the year.
2. Deny the request. This will require the teacher to either return to full time employment next year or resign half of their position and become a half time teacher. This would only entitle them to half time employment in future years.

This will be brought back at the May 21 meeting for action.

PRELIMINARY 2015-2016 BUDGET: Superintendent Geiger reviewed the third draft of the 2015-2016 budget projections. Mr. Geiger presented the projected enrollment for fall of 2015. For preliminary 2015-2016 budgeting purposes, our current budget is based on a projected loss of 43 students. Mr. Geiger has revised the projected budget for 2015-2016 to include a loss of another 20 students, bringing the total to 63.

Based on the projected decline in revenue, Mr. Geiger has evaluated current staff vacancies and potential staff reductions for administrative assignments, teacher assignments, and secretary services.

The board doesn't want to make a final decision at this time regarding staffing. Mr. Geiger will provide the board with an updated financial report at the next meeting on May 21.

COMMENTS FROM GUESTS: The board heard public comment.

SUPERINTENDENT REPORT: Superintendent Geiger reported on the Strategic Planning and the work the committees are doing. There was a list of Jr/Sr High Online Classes presented to the board. There is a Legislative Retreat on May 20 if any board member is interested in attending.

BOARD REQUESTS/REPORTS: Board member, Steve LaWarre reported his Strategic Planning Committee has been working on the current mission and vision statement and a suggested mission and vision statement.

The Administrative Committee has been working to clean up some of the language in Mr. Geiger's contract.

COMMUNITCATION: None

OTHER: None

There being no further business to come before the Board at this time, and no objection, the meeting adjourned at 10:53 p.m.

Respectfully submitted,

Steve LaWarre
Secretary

SARANAC COMMUNITY SCHOOLS

TRIAL BALANCE

APRIL 30, 2015

Cash Checking	\$1,021,919.35
Cash Savings	\$251,846.42
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	\$335.97
Inventory Supplies Default	\$87,489.49
TOTAL ASSETS	<u>\$1,364,127.92</u>

Accounts Payable Default	\$2,064.65
Accounts Payable Default Workers Comp	\$11,191.38
Accounts Payable Default Priority Health Employee Portion	\$319.90
Tax Anticipation Notes and Loans Payable Default	\$1,040,000.00
Due to Other Governmental Units Taxes Retirement	\$55,091.26
Due to Other Governmental Units Taxes Retirement - Stabilization 147c	(\$256,165.48)
Payroll Related Accrual Liabilities MESSA Employee Portion	(\$100.85)
Payroll Related Accrual Liabilities Flex - TASC	\$146.69
Payroll Related Accrual Liabilities COBRA Dependent	(\$57.81)
Payroll Related Accrual Liabilities MESSA Taxes/Fees Employee Portio	\$236.72
Deferred Revenue Default	\$34,334.52
TOTAL LIABILITIES	<u>\$887,060.98</u>

Unassigned Fund Balance	\$168,667.16
Projected Assigned Fund Balance as of 05/07/15 presented Projected FY 16 Budget	\$841,144.00
Committed Fund Balance	\$230,000.00
Fund Revenues	\$5,621,106.07
Fund Expenses	(\$6,383,850.29)
TOTAL FUND BALANCE	<u>\$477,066.94</u>

TOTAL LIABILITIES AND FUND BALANCE	<u>\$1,364,127.92</u>
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NOTE:

Committed Fund Balance:

Additional Track items	\$35,000.00
Technology	\$20,000.00
Curriculum	\$75,000.00
Facilities	\$100,000.00
	<u>\$230,000.00</u>

SARANAC COMMUNITY SCHOOLS
GENERAL FUND REVENUE SUMMARY
AS OF APRIL 30, 2015

	Amended Budget	Actual	Budget - Actual	% Used/Rec'd
100 - Revenue from Local Sources Totals	\$969,829.00	\$793,606.50	\$176,222.50	81.83%
300 - Revenue from State Sources Totals	\$7,653,321.00	\$4,821,105.22	\$2,832,215.78	62.99%
400 - Revenues from Federal Sources Totals	\$221,671.00	\$0.00	\$221,671.00	0.00%
500 - Incoming Transfers and Other Transactions Totals	\$259,814.00	\$6,394.35	\$253,419.65	2.46%
	<u>\$9,104,635.00</u>	<u>\$5,621,106.07</u>	<u>\$3,483,528.93</u>	<u>61.74%</u>

SARANAC COMMUNITY SCHOOLS
GENERAL FUND EXPENDITURES
AS OF APRIL 30, 2015

Function*	Function* Code	Amended Budget	Encumbrances	Actual	Budget - Actual	% Used/Rec'd
Function*	1111 - Elementary	\$2,865,466.00	\$0.00	\$1,780,225.05	\$1,085,240.95	62.13%
Function*	1112 - Middle/Junior High	\$627,472.00	\$0.00	\$437,616.77	\$189,855.23	69.74%
Function*	1113 - High School	\$1,288,759.00	\$0.00	\$961,616.58	\$327,142.42	74.62%
Function*	1119 - Summer School	\$11,813.00	\$0.00	\$9,500.51	\$2,312.49	80.42%
Function*	1122 - Special Education	\$672,245.00	\$0.00	\$476,091.57	\$196,153.43	70.82%
Function*	1125 - Compensatory Education	\$159,719.00	\$0.00	\$112,413.88	\$47,305.12	70.38%
Function*	1212 - Guidance Services	\$77,879.00	\$0.00	\$54,243.34	\$23,635.66	69.65%
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	\$74,348.00	\$0.00	\$44,944.80	\$29,403.20	60.45%
Function*	1222 - Educational Media Services	\$46,057.00	\$0.00	\$38,197.04	\$7,859.96	82.93%
Function*	1227 - Academic Student Assessment	\$0.00	\$0.00	\$502.00	(\$502.00)	
Function*	1231 - Board of Education	\$73,850.00	\$0.00	\$58,680.94	\$15,169.06	79.46%
Function*	1232 - Executive Administration	\$235,062.00	\$0.00	\$191,827.17	\$43,234.83	81.61%
Function*	1241 - Office of the Principal	\$369,675.00	\$0.00	\$313,202.41	\$56,472.59	84.72%
Function*	1242 - Junior High Sch Principal Admin	\$157,643.00	\$0.00	\$134,037.85	\$23,605.15	85.03%
Function*	1243 - Senior High Sch Principal Admin	\$186,814.00	\$0.00	\$152,628.08	\$34,185.92	81.70%
Function*	1249 - Other School Administration	\$2,000.00	\$0.00	\$1,202.87	\$797.13	60.14%
Function*	1252 - Fiscal Services	\$187,807.00	\$0.00	\$51,619.73	\$136,187.27	27.49%
Function*	1257 - Internal Services	\$1,278.00	\$0.00	\$381.28	\$896.72	29.83%
Function*	1259 - Other Business Services	\$31,095.00	\$0.00	\$21,832.88	\$9,262.12	70.21%
Function*	1261 - Operating Buildings Services	\$747,771.00	\$0.00	\$652,184.66	\$95,586.34	87.22%
Function*	1271 - Pupil Transportation Services	\$574,324.00	\$0.00	\$486,443.29	\$87,880.71	84.70%
Function*	1283 - Staff/Personnel Services	\$14,710.00	\$0.00	\$13,251.92	\$1,458.08	90.09%
Function*	1284 - Non-Instructional Technology Services	\$190,863.00	\$0.00	\$61,458.19	\$129,404.81	32.20%
Function*	1291 - Pupil Activities	\$28,814.00	\$0.00	\$20,788.02	\$8,025.98	72.15%
Function*	1293 - Athletic Activities	\$133,349.00	\$0.00	\$90,132.86	\$43,216.14	67.59%
Function*	1391 - Other Community Services	\$34,535.00	\$0.00	\$12,047.44	\$22,487.56	34.88%
Function*	1411 - Payments to Other Public Schools Within the State of Michigan	\$31,500.00	\$0.00	\$10,728.90	\$20,771.10	34.06%
Function*	1452 - Site Improvement Services	\$88,449.00	\$0.00	\$88,479.72	(\$30.72)	100.03%
		\$9,153,899.00	\$0.00	\$6,383,850.29	\$2,770,048.71	69.74%

School Days available	175
Complete to Date	150
% complete	85.71%

TRUST FUND ACCOUNTS

April 30, 2015

Athletic Activities	48,288.54
Athletics-"Catching A Dream"	1,538.66
Auditorium	55.73
Band	13,205.75
Compagner Memorial Fund	8,629.93
Elementary School Activities	35,294.10
E.S. Summer Enrichment Program	1,773.90
DI Funds	2,500.97
High School Activities	47,169.77
High School Spirit Store	98.06
Interest Earned	(442.42)
ICCF Grant	4,765.81
Jenkins Educational Fund	4,111.37
Middle School Activities	18,064.88
Red & White	2,683.71
Relay For Life	108.00
Revolving	3,576.20
Robotics	328.02
Saranac Education Foundation	95,898.13
Saranac One	1,965.30
Saranac Promise	3,132.48
Simons Memorial	5,664.50
Teachers Pop - Elementary School	897.42
Teachers Pop - High School	1,197.81
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	488.01
Morris Scholarship	(1,359.87)
Raimer Scholarship	559.16
Sachen Scholarship	1,806.95
Sharritts Scholarship	(2,552.77)
Simpson Scholarship	(306.11)
Slocum Scholarship	1,500.00
Spens Scholarship	59.16
Total	306,222.11
Cash In Checking	277,701.52

TRUST FUND ACCOUNTS

Certificates of Deposit	28,520.59
Total	306,222.11

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Approval of Action Items - Consent Agenda

- Bills Paid: \$663,179.71 from General Fund for April/May
- Accept Gifts totaling \$6,656.00
- Best Practice Resolution
- ISD 2015-2016 Budget Resolution
- ISD Biennial Election Resolution
- Neola Board Policies and Administrative Guidelines
- Non-Affiliated Compensation
- Teacher's Partial Leave of Absence
- Ionia ISD Technology Services Partnership
- Ionia ISD Business Services Partnership
- Retirement Resolutions

Suggested Resolution

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

Motion by _____ Supported by _____

Discussion: Yes _____ No _____

Approved/Denied: Yes _____ No _____

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/14/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/13/2015	56130 Accounts Payable	AT&T		80.58
	Invoice	Date	Description		Amount
		MG41015	04/02/2015	Phone Bill	80.58
Check	04/13/2015	56131 Accounts Payable	BEST PLUMBING SPECIALTIES, INC		46.10
	Invoice	Date	Description		Amount
		5557367	04/02/2015	Maint. Supplies	46.10
Check	04/13/2015	56132 Accounts Payable	CATRELL, MIKE		30.15
	Invoice	Date	Description		Amount
		MG32615	04/02/2015	Es Teaching Supplies	19.48
		MG4215	04/02/2015	ES Teaching Supplies	10.67
Check	04/13/2015	56133 Accounts Payable	CONSUMERS ENERGY		31,138.69
	Invoice	Date	Description		Amount
		MG4215	04/02/2015	District Natural Gas & Electric Bill	31,138.69
Check	04/13/2015	56134 Accounts Payable	Encore Technology Group, LLC		2,599.00
	Invoice	Date	Description		Amount
		116548	04/02/2015	New Phone Equipment	2,599.00
Check	04/13/2015	56135 Accounts Payable	GTW		15.37
	Invoice	Date	Description		Amount
		73426	04/02/2015	Co2	15.37
Check	04/13/2015	56136 Accounts Payable	GULLIKSON, ROXANNE		7.46
	Invoice	Date	Description		Amount
		MG31115	04/02/2015	Teaching Supplies	7.46
Check	04/13/2015	56137 Accounts Payable	HAMILTON, CONNIE		724.40
	Invoice	Date	Description		Amount
		MG32615	04/02/2015	Lodging	495.00
		MG33115	04/02/2015	MS Teaching Supplies	229.40
Check	04/13/2015	56138 Accounts Payable	Hi-Tech Building Services		4,776.78
	Invoice	Date	Description		Amount

User: Chris Updyke

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/14/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	009215	04/02/2015	Custodial Hours		4,776.78
Check	04/13/2015	56139 Accounts Payable	HOOPER PRINTING		149.78
	Invoice	Date	Description		Amount
	44422	04/02/2015	Envelopes		149.78
Check	04/13/2015	56140 Accounts Payable	IONIA COUNTY SHOPPER'S GUIDE		219.30
	Invoice	Date	Description		Amount
	11270	04/02/2015	Ad		219.30
Check	04/13/2015	56141 Accounts Payable	KUBOTA OF WEST MICHIGAN		188.10
	Invoice	Date	Description		Amount
	01-23623	04/02/2015	Maint. Supplies		188.10
Check	04/13/2015	56142 Accounts Payable	LAKESHORE LEARNING MATERIALS		219.14
	Invoice	Date	Description		Amount
	5308570315	04/02/2015	Teaching Supplies		219.14
Check	04/13/2015	56143 Accounts Payable	LANSING SANITARY SUPPLY, INC.		585.57
	Invoice	Date	Description		Amount
	826979-1	04/02/2015	Custodial Supplies		256.77
	827620	04/02/2015	Custodial Supplies		328.80
Check	04/13/2015	56144 Accounts Payable	LINDEN LIGHTING SUPPLY		217.74
	Invoice	Date	Description		Amount
	121027	04/02/2015	Lighting Supplies		217.74
Check	04/13/2015	56145 Accounts Payable	M.E.M.S.P.A.		238.00
	Invoice	Date	Description		Amount
	20934	04/02/2015	Conference		238.00
Check	04/13/2015	56146 Accounts Payable	MENARDS-IONIA		124.79
	Invoice	Date	Description		Amount
	72241	04/02/2015	Custodial Supplies		73.49
	722992	04/02/2015	Maint. Supplies		51.30
Check	04/13/2015	56147 Accounts Payable	METS		8,331.18

User: Chris Updyke

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/14/2015

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>					
Check	8854		04/02/2015	Salaries & Fees	8,331.18
	04/13/2015	56148 Accounts Payable	MF ATHLETIC CO.,		1,650.00
	Invoice		Date	Description	Amount
Check	2025047-00		04/02/2015	Athletic Equipment	460.00
	2025047-01		04/02/2015	Athletic Equipment	1,190.00
	04/13/2015	56149 Accounts Payable	Michigan CEC		1,360.00
Check	Invoice		Date	Description	Amount
	2014637		04/02/2015	Conference	125.00
	2014638		04/02/2015	Conference	305.00
Check	2014639		04/02/2015	Conference	375.00
	2014640		04/02/2015	Conference	180.00
	2014641		04/02/2015	Conference	375.00
Check	04/13/2015		56150 Accounts Payable	MILES, STEVE	40.69
	Invoice		Date	Description	Amount
	MG4215		04/02/2015	HS Teaching Supplies	40.69
Check	04/13/2015		56151 Accounts Payable	Parts Town, LLC	42.75
	Invoice		Date	Description	Amount
	995481		04/02/2015	ES Coffee Pot Part	42.75
Check	04/13/2015		56152 Accounts Payable	PC & MacExchange	152.00
	Invoice		Date	Description	Amount
	92727		04/02/2015	Tech Supplies	152.00
Check	04/13/2015		56153 Accounts Payable	PCMI	8,055.57
	Invoice		Date	Description	Amount
	37189		04/02/2015	Sub Salaries & Fees	4,787.92
Check	37290		04/02/2015	Salaries & Fees	3,267.65
	04/13/2015	56154 Accounts Payable	QUILL CORP.		167.30
	Invoice		Date	Description	Amount
		2830345	04/02/2015	Supplies	167.30

User: Chris Updyke

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/14/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/13/2015	56155 Accounts Payable	R.E. RUEHS GARAGE INC.		27.36
	Invoice	Date	Description		Amount
	74834	04/02/2015	Garage Supplies		27.36
Check	04/13/2015	56156 Accounts Payable	REED, LINETTE		103.92
	Invoice	Date	Description		Amount
	MG33115	04/02/2015	ES Teaching Supplies		103.92
Check	04/13/2015	56157 Accounts Payable	SARANAC HARDWARE		90.37
	Invoice	Date	Description		Amount
	83355	04/02/2015	Misc Maint. Supplies		90.37
Check	04/13/2015	56158 Accounts Payable	SCHOLASTIC, INC.		349.29
	Invoice	Date	Description		Amount
	10686699	04/02/2015	ES Teaching Supplies		349.29
Check	04/13/2015	56159 Accounts Payable	SENTINEL STANDARD		344.25
	Invoice	Date	Description		Amount
	300190937	04/02/2015	Ad		344.25
Check	04/13/2015	56160 Accounts Payable	SIMON ELECTRIC, INC		250.00
	Invoice	Date	Description		Amount
	150309	04/02/2015	Maint. Supplies		250.00
Check	04/13/2015	56161 Accounts Payable	SUNRISE SUPPLIES, INC.		419.15
	Invoice	Date	Description		Amount
	16269	04/02/2015	Maint. Supplies		123.84
	16270	04/02/2015	Maint. Supplies		217.19
	16271	04/02/2015	Maint. Supplies		38.16
	16315	04/02/2015	Custodial Supplies		39.96
Check	04/13/2015	56162 Accounts Payable	TRANSPORTATION ACCESSORIES CO.		428.93
	Invoice	Date	Description		Amount
	434109	04/02/2015	Parts		49.14
	434348	04/02/2015	Parts		160.00
	434803	04/02/2015	Parts		219.79

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/14/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/13/2015	56163 Accounts Payable	U. S. POSTMASTER		294.00
	Invoice	Date	Description		Amount
		TB32615	04/02/2015	Stamps	294.00
Check	04/13/2015	56164 Accounts Payable	United Sign Company		500.00
	Invoice	Date	Description		Amount
		10680	04/02/2015	Back The Track Signage	500.00
Check	04/13/2015	56165 Accounts Payable	VILLAGE OF SARANAC		5,998.42
	Invoice	Date	Description		Amount
		MG4215	04/02/2015	Water Sewage	5,998.42
Check	04/13/2015	56166 Accounts Payable	WEBB, CAROL		30.79
	Invoice	Date	Description		Amount
		MG4215	04/02/2015	ES Teaching Supplies	30.79
Check	04/13/2015	56167 Accounts Payable	WINZER CORPORATION		167.90
	Invoice	Date	Description		Amount
		5306606	04/02/2015	Maint. Supplies	167.90
GF CHECKING General Fund Checking Totals:			Transactions: 38		\$70,164.82
Checks:	38		\$70,164.82		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/20/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/20/2015	56168 Accounts Payable	BERGY, TERI		66.53
	Invoice	Date	Description		Amount
	MG41615	04/17/2015	Boaord Supplies		66.53
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$66.53</u>
Checks:	1	\$66.53			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/22/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/21/2015	56169 Accounts Payable	Baley , Jason		90.00
	Invoice	Date	Description		Amount
	MG42215	04/20/2015	Athletic Official		90.00
Check	04/21/2015	56170 Accounts Payable	Comstock Park High School		175.00
	Invoice	Date	Description		Amount
	MG42015	04/20/2015	Tournament Fee		175.00
Check	04/21/2015	56171 Accounts Payable	Frohriep, , Eric		80.00
	Invoice	Date	Description		Amount
	MG42515	04/20/2015	Athletic Official		80.00
Check	04/21/2015	56172 Accounts Payable	Johnson , Jim		80.00
	Invoice	Date	Description		Amount
	MG42315	04/20/2015	Athletic Official		80.00
Check	04/21/2015	56173 Accounts Payable	Lakewood High School		165.00
	Invoice	Date	Description		Amount
	MG42015	04/20/2015	Tournament Fee		165.00
Check	04/21/2015	56174 Accounts Payable	Mireles , Robert		80.00
	Invoice	Date	Description		Amount
	MG42315	04/20/2015	Athletic Official		80.00
Check	04/21/2015	56175 Accounts Payable	Patmore , Chuck		80.00
	Invoice	Date	Description		Amount
	MG42315	04/20/2015	Athletic Official		80.00
Check	04/21/2015	56176 Accounts Payable	Russell , Darren		80.00
	Invoice	Date	Description		Amount
	MG42315	04/20/2015	Athletic Official		80.00
Check	04/21/2015	56177 Accounts Payable	Service, , Jason		80.00
	Invoice	Date	Description		Amount
	MG42515	04/20/2015	Athletic Official		80.00

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/22/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/21/2015	56178 Accounts Payable	Winston , Tony		90.00
	Invoice	Date	Description		Amount
	MG42215	04/20/2015	Athletic Official		90.00
GF CHECKING General Fund Checking Totals:			Transactions: 10		\$1,000.00
Checks:	10	\$1,000.00			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/22/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/22/2015	56179 Accounts Payable	Lurie , Robert		90.00
	Invoice	Date	Description		Amount
	MG42215	04/22/2015	Athletic Official		90.00
Check	04/22/2015	56180 Accounts Payable	M.A.P.T.		105.00
	Invoice	Date	Description		Amount
	MG42215	04/22/2015	Transportation Conference		105.00
Check	04/22/2015	56181 Accounts Payable	M.E.S.S.A.		71,683.96
	Invoice	Date	Description		Amount
	15-C062477	04/22/2015	Insurance Premium		29.18
	15-0059997	04/22/2015	Insurance Premium		71,654.78
GF CHECKING General Fund Checking Totals:			Transactions: 3		\$71,878.96
Checks: 3 \$71,878.96					

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/23/2015	56182 Accounts Payable	CHIPPEWA HILLS HIGH SCHOOL		125.00
	Invoice	Date	Description		Amount
	MG42315	04/23/2015	VSB Tournament		125.00
Check	04/23/2015	56183 Accounts Payable	Hesche , Keith		110.00
	Invoice	Date	Description		Amount
	MG42515	04/23/2015	Track Starter		110.00
GF CHECKING General Fund Checking Totals:			Transactions: 2		\$235.00
Checks:	2		\$235.00		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/23/2015	56184 Accounts Payable	A B DICK PRODUCTS OF WEST MICHIGAN		2,048.97
	Invoice	Date	Description		Amount
	156732	04/13/2015	Copier Fees		2,048.97
Check	04/23/2015	56185 Accounts Payable	Architectural Openings & Access, Inc.		70.80
	Invoice	Date	Description		Amount
	S1002050	04/13/2015	Lock & Key		70.80
Check	04/23/2015	56186 Accounts Payable	ARROW UNIFORM		153.04
	Invoice	Date	Description		Amount
	13-698069	04/13/2015	Towels & Uniforms		81.48
	13-705767	04/13/2015	Towels & Uniforms		71.56
Check	04/23/2015	56187 Accounts Payable	Barrus , Doug		80.00
	Invoice	Date	Description		Amount
	MG42715	04/23/2015	Umpire		80.00
Check	04/23/2015	56188 Accounts Payable	Carolina Biological Supply Company		103.33
	Invoice	Date	Description		Amount
	49085835RI	04/13/2015	ES Teaching Supplies		37.93
	49088853RI	04/13/2015	ES Teaching Supplies		65.40
Check	04/23/2015	56189 Accounts Payable	CATRELL, TINA		56.78
	Invoice	Date	Description		Amount
	MG41415	04/13/2015	Es Teaching Supplies		56.78
Check	04/23/2015	56190 Accounts Payable	CRYSTAL FLASH ENERGY		2,063.44
	Invoice	Date	Description		Amount
	158926581	04/13/2015	Disel Fuel		2,063.44
Check	04/23/2015	56191 Accounts Payable	EMS of Grand Rapids, Inc		1,029.79
	Invoice	Date	Description		Amount
	0009900	04/13/2015	Motor Replacement-Pump		1,029.79
Check	04/23/2015	56192 Accounts Payable	FERGUSON SUPPLY COMPANY		254.57

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	Invoice		Date	Description		Amount
	727833		04/13/2015	Misc Bathroom Fixtures		254.57
	04/23/2015	56193	Accounts Payable	Frohriep, , Eric		90.00
	Invoice		Date	Description		Amount
Check	MG5115		04/23/2015	Umpire		90.00
	04/23/2015	56194	Accounts Payable	GARTER, STARR , DBA TECHPLEX		131.32
	Invoice		Date	Description		Amount
	3184		04/13/2015	USF Assistance Work		131.32
Check	04/23/2015	56195	Accounts Payable	GEIGER, MAURY		112.60
	Invoice		Date	Description		Amount
	MG41415		04/13/2015	Gift Certificates/Phone Bill		100.00
	MG42115		04/13/2015	Reimb.		12.60
Check	04/23/2015	56196	Accounts Payable	GORDON FOOD SERVICE		579.62
	Invoice		Date	Description		Amount
	162754680		04/13/2015	Community Dinner		579.62
	Check	04/23/2015	56197	Accounts Payable	GREAT LAKES SYSTEMS, INC.	
Invoice			Date	Description		Amount
22388			04/13/2015	ES Roof Repair		980.08
Check		04/23/2015	56198	Accounts Payable	HERBRUCK POULTRY RANCH	
	Invoice		Date	Description		Amount
	502438		04/13/2015	Maint. Supplies		795.00
	Check	04/23/2015	56199	Accounts Payable	Hesche , Keith	
Invoice			Date	Description		Amount
MG42915			04/23/2015	Track Starter		90.00
Check		04/23/2015	56200	Accounts Payable	Higgins , Bob	
	Invoice		Date	Description		Amount
	MG43015		04/23/2015	Umpire		90.00
	Check	04/23/2015	56201	Accounts Payable	HOOPLE, BECKY	

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	Invoice		Description		Amount
	MG41415	04/13/2015	ECC Teaching Supplies		16.99
	04/23/2015	56202 Accounts Payable	HOUSTON, NANCY		159.48
Check	Invoice		Description		Amount
	MG41415	04/13/2015	ES Teaching Supplies		159.48
	04/23/2015	56203 Accounts Payable	JORGENSEN, MAUREEN		24.75
Check	Invoice		Description		Amount
	MG41415	04/13/2015	ES Teaching Supplies		24.75
	04/23/2015	56204 Accounts Payable	LaPointe & Butler, P.C.		115.00
Check	Invoice		Description		Amount
	MG41515	04/13/2015	Legal Services		115.00
	04/23/2015	56205 Accounts Payable	Laughlin, , Robert		80.00
Check	Invoice		Description		Amount
	MG42715	04/23/2015	Umpire		80.00
	04/23/2015	56206 Accounts Payable	Lilly , Art		90.00
Check	Invoice		Description		Amount
	MG5115	04/23/2015	Umpire		90.00
	04/23/2015	56207 Accounts Payable	MENARDS-IONIA		170.77
Check	Invoice		Description		Amount
	73075	04/13/2015	Maint. Supplies		14.05
	73029	04/13/2015	Misc Electrical Supplies		124.45
	73440	04/13/2015	Maint. Supplies		32.27
Check	04/23/2015	56208 Accounts Payable	METS		6,117.70
	Invoice		Description		Amount
Check	8951	04/13/2015	Salaries & Fees		6,117.70
	04/23/2015	56209 Accounts Payable	MF ATHLETIC CO.,		348.68
	Invoice		Description		Amount
	2037841-00	04/13/2015	Athletic Supplies		328.78
	2037841-01	04/13/2015	Athletic Supplies		19.90

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/23/2015	56210 Accounts Payable	NAPA AUTO & TRUCK PARTS		208.09
	Invoice	Date	Description		Amount
	740611	04/13/2015	Transportation Supplies		99.07
	740752	04/13/2015	Transportation Supplies		109.02
Check	04/23/2015	56211 Accounts Payable	NCS PEARSON, INC.		309.26
	Invoice	Date	Description		Amount
	10176016	04/13/2015	ES Teaching Supplies		309.26
Check	04/23/2015	56212 Accounts Payable	OTTAWA AREA ISD		13,988.00
	Invoice	Date	Description		Amount
	9740	04/13/2015	Michigan Virtual High School		13,988.00
Check	04/23/2015	56213 Accounts Payable	Parling , Dean		90.00
	Invoice	Date	Description		Amount
	MG43015	04/23/2015	Umpire		90.00
Check	04/23/2015	56214 Accounts Payable	Patmore , Chuck		90.00
	Invoice	Date	Description		Amount
	MG43015	04/23/2015	Umpire		90.00
Check	04/23/2015	56215 Accounts Payable	PCMI		4,361.80
	Invoice	Date	Description		Amount
	37441	04/13/2015	Sub Pay & Fees		2,489.67
	37545	04/13/2015	Consultanta Salaries & Fees		1,872.13
Check	04/23/2015	56216 Accounts Payable	Russell, , Darren		90.00
	Invoice	Date	Description		Amount
	MG43015	04/23/2015	Umpire		90.00
Check	04/23/2015	56217 Accounts Payable	S & K TROPHIES & PLAQUES, INC.		694.40
	Invoice	Date	Description		Amount
	11619	04/13/2015	Plaques		694.40
Check	04/23/2015	56218 Accounts Payable	SARANAC COMMUNITY SCHOOLS		55.06
	Invoice	Date	Description		Amount
	CU42215	04/13/2015	Petty Cash		55.06

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/23/2015	56219 Accounts Payable	SARANAC HARDWARE		87.95
	Invoice	Date	Description		Amount
	83362	04/13/2015	Maint. Supplies		87.95
Check	04/23/2015	56220 Accounts Payable	SCHOOL SPECIALTY INC.		30.95
	Invoice	Date	Description		Amount
	208114138729	04/13/2015	ES Teaching Supplies		6.08
	308102165641	04/13/2015	ES Teaching Supplies		24.87
Check	04/23/2015	56221 Accounts Payable	Service , Jason		80.00
	Invoice	Date	Description		Amount
	MG42715	04/23/2015	Umpire		80.00
Check	04/23/2015	56222 Accounts Payable	SMITH, CARRIE		49.18
	Invoice	Date	Description		Amount
	MG41415	04/13/2015	ES Teaching Supplies		49.18
Check	04/23/2015	56223 Accounts Payable	SUNRISE SUPPLIES, INC.		172.80
	Invoice	Date	Description		Amount
	16324	04/13/2015	Maint./Transportation Supplies		140.00
	16345	04/13/2015	Maint. Supplies		32.80
Check	04/23/2015	56224 Accounts Payable	SYNCB/Amazon		1,740.72
	Invoice	Date	Description		Amount
	291712378472	04/13/2015	ipad Mini		127.94
	278998564464	04/13/2015	Tech Supplies		808.82
	282979393304	04/13/2015	Tech Supplies		803.96
Check	04/23/2015	56225 Accounts Payable	TRANSPORTATION ACCESSORIES CO.		435.50
	Invoice	Date	Description		Amount
	433878-1	04/13/2015	Parts		352.50
	435044	04/13/2015	Parts		20.50
	435514	04/13/2015	Parts		62.50
Check	04/23/2015	56226 Accounts Payable	U. S. POSTMASTER		98.00
	Invoice	Date	Description		Amount

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		CU42215	04/13/2015	Stamps	98.00
Check	04/23/2015	56227 Accounts Payable	Yarger , Dave		80.00
	Invoice	Date	Description		Amount
		MG42715	04/23/2015	Umpire	80.00
Check	04/23/2015	56228 Accounts Payable	YP		205.68
	Invoice	Date	Description		Amount
		MG41315	04/13/2015	Drivers Ed Ad	205.68
GF CHECKING General Fund Checking Totals:			Transactions: 45		\$38,720.10
Checks:		45	\$38,720.10		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 04/23/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/24/2015	56229 Accounts Payable	Advanced Pension Solution Inc.		182.00
	Invoice	Date	Description		Amount
		2015-00000431	04/24/2015	ROTH IRA - ROTH IRA	182.00
Check	04/24/2015	56230 Accounts Payable	AFLAC		80.67
	Invoice	Date	Description		Amount
		2015-00000432	04/24/2015	AFLAC Pre-Tax - AFLAC Pre-Tax *	80.67
Check	04/24/2015	56231 Accounts Payable	HealthEquity, Inc.		150.00
	Invoice	Date	Description		Amount
		2015-00000433	04/24/2015	HSA - Health Savings Account *	150.00
Check	04/24/2015	56232 Accounts Payable	HORACE MANN		1,596.12
	Invoice	Date	Description		Amount
		2015-00000434	04/24/2015	H MANN - Horace Mann Insurance	1,596.12
Check	04/24/2015	56233 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
		2015-00000435	04/24/2015	FOC - Child Support FOC	201.61
Check	04/24/2015	56234 Accounts Payable	STATE OF MICHIGAN		5,633.32
	Invoice	Date	Description		Amount
		2015-00000436	04/24/2015	MI TAX - Michigan Withholding Tax	5,633.32
Check	04/24/2015	56235 Accounts Payable	TRANSAMERICA WORKSITE , MARKETING		56.11
	Invoice	Date	Description		Amount
		2015-00000437	04/24/2015	TRANS SELECT - Trans Select Life Ins *	56.11
Check	04/24/2015	56236 Accounts Payable	UNITED WAY MONTCALM IONIA COUNTIES		3.00
	Invoice	Date	Description		Amount
		2015-00000438	04/24/2015	UNITED WAY - United Way	3.00
GF CHECKING General Fund Checking Totals:			Transactions: 8		\$7,902.83

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Saranac Community Schools
Payment Batch Register
Bank Account: GF CHECKING - General Fund Checking
Batch Date: 04/23/2015

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
Checks:		8				\$7,902.83

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/04/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	05/01/2015	56237 Accounts Payable	Babbitt , Jeremy		90.00
	Invoice	Date	Description		Amount
	MG5415	04/30/2015	Umpire		90.00
Check	05/01/2015	56238 Accounts Payable	Bravender , Dennis		80.00
	Invoice	Date	Description		Amount
	MG5915	04/30/2015	Tournament Umpire		80.00
Check	05/01/2015	56239 Accounts Payable	Gibbs , Frederick		90.00
	Invoice	Date	Description		Amount
	MG5715	04/30/2015	Umpire		90.00
Check	05/01/2015	56240 Accounts Payable	Gross , James		90.00
	Invoice	Date	Description		Amount
	MG5715	04/30/2015	Umpire		90.00
Check	05/01/2015	56241 Accounts Payable	Justin , David		90.00
	Invoice	Date	Description		Amount
	MG5715	04/30/2015	Umpire		90.00
Check	05/01/2015	56242 Accounts Payable	Kent City Schools		150.00
	Invoice	Date	Description		Amount
	MG42015	04/27/2015	V BB Tournament Fee		150.00
Check	05/01/2015	56243 Accounts Payable	Kovac , Andrew		90.00
	Invoice	Date	Description		Amount
	MG5415	04/30/2015	Umpire		90.00
Check	05/01/2015	56244 Accounts Payable	Laughlin , Roger		80.00
	Invoice	Date	Description		Amount
	MG5915	04/30/2015	Tournament Umpire		80.00
Check	05/01/2015	56245 Accounts Payable	Mascho , Doug		90.00
	Invoice	Date	Description		Amount
	MG5415	04/30/2015	Umpire		90.00

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/04/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	05/01/2015	56246 Accounts Payable	MDTSEA		500.76
	Invoice	Date	Description		Amount
	MG43015	04/30/2015	Drivers Ed Books		500.76
Check	05/01/2015	56247 Accounts Payable	Meilleur , Brett		80.00
	Invoice	Date	Description		Amount
	MG5915	04/30/2015	Tournament Umpire		80.00
Check	05/01/2015	56248 Accounts Payable	Service , Jason		80.00
	Invoice	Date	Description		Amount
	MG5915	04/30/2015	Tournament Umpire		80.00
Check	05/01/2015	56249 Accounts Payable	Simon , Amanda		80.00
	Invoice	Date	Description		Amount
	MG5915	04/30/2015	Tournament Umpire		80.00
Check	05/01/2015	56250 Accounts Payable	Spring Lake Schools		110.00
	Invoice	Date	Description		Amount
	MG42015	04/27/2015	JV BB Tournament Fee		110.00
Check	05/01/2015	56251 Accounts Payable	Stopczynski , Timothy		80.00
	Invoice	Date	Description		Amount
	MG5915	04/30/2015	Tournament Umpire		80.00
Check	05/01/2015	56252 Accounts Payable	White , James		90.00
	Invoice	Date	Description		Amount
	MG5415	04/30/2015	Umpire		90.00
Check	05/01/2015	56253 Accounts Payable	Wright , Fred		90.00
	Invoice	Date	Description		Amount
	MG5715	04/30/2015	Umpire		90.00
Check	05/01/2015	56254 Accounts Payable	Yarger , Dave		80.00
	Invoice	Date	Description		Amount
	MG5915	04/30/2015	Tournament Umpire		80.00
GF CHECKING General Fund Checking Totals:			Transactions: 18		\$2,040.76

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Saranac Community Schools
Payment Batch Register
Bank Account: GF CHECKING - General Fund Checking
Batch Date: 05/04/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
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Checks:		18			\$2,040.76
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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/04/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	05/04/2015	56255 Accounts Payable	Gibbs , Frederick		80.00
	Invoice		Date	Description	Amount
	MG5915		04/30/2015	Tournament Umpire	80.00
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$80.00</u>
Checks:		1	\$80.00		

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/04/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	05/04/2015	56256 Accounts Payable	Szczepaniak , Eric		90.00
	Invoice	Date	Description		Amount
	MG5415	05/04/2015	Umpire		90.00
GF CHECKING General Fund Checking Totals:			Transactions: 1		<u>\$90.00</u>
Checks:	1	\$90.00			

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	04/30/2015	56257 Accounts Payable	4imprint, Inc.		370.56
	Invoice	Date	Description		Amount
	3878418	04/28/2015	Portable Power Banks		370.56
Check	04/30/2015	56258 Accounts Payable	A B DICK PRODUCTS OF WEST MICHIGAN		940.98
	Invoice	Date	Description		Amount
	157275	04/28/2015	HS Copier Supplies		111.58
	157550	04/28/2015	B/W & Color Printer Cost		357.96
	157551	04/28/2015	Printer Cost		471.44
Check	04/30/2015	56259 Accounts Payable	ARROW UNIFORM		154.62
	Invoice	Date	Description		Amount
	13-713516	04/28/2015	Towels/Pants/Shirts		83.06
	13-721264	04/28/2015	Towels/Shirts/Pants		71.56
Check	04/30/2015	56260 Accounts Payable	AURORA GROUP, INC.		1,035.00
	Invoice	Date	Description		Amount
	150403	04/28/2015	Tech Issues		1,035.00
Check	04/30/2015	56261 Accounts Payable	BELDING AREA SCHOOLS		8,019.35
	Invoice	Date	Description		Amount
	2014-15MMMEL	04/28/2015	Mi Migrant Consortium Charges		8,019.35
Check	04/30/2015	56262 Accounts Payable	BERGY, THERESE		31.45
	Invoice	Date	Description		Amount
	MG42015	04/28/2015	ES Office Supplies		31.45
Check	04/30/2015	56263 Accounts Payable	BERT'S GLASS		448.11
	Invoice	Date	Description		Amount
	39786	04/28/2015	Window Installation		448.11
Check	04/30/2015	56264 Accounts Payable	Blough , Tammy		2.97
	Invoice	Date	Description		Amount
	MG42315	04/28/2015	ES Teaching Supplies		2.97

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/30/2015	56265 Accounts Payable	CAPITAL CITY INTERNATIONAL , TRUCKS, INC.		336.32
	Invoice	Date	Description		Amount
	228188	04/28/2015	Parts		42.18
	228340	04/28/2015	Parts		294.14
Check	04/30/2015	56266 Accounts Payable	CATRELL, TINA		7.98
	Invoice	Date	Description		Amount
	MG41515	04/28/2015	Es Teaching Supplies		7.98
Check	04/30/2015	56267 Accounts Payable	CDW GOVERNMENT, INC.		3,631.00
	Invoice	Date	Description		Amount
	TZ81769	04/28/2015	Tech License		3,631.00
Check	04/30/2015	56268 Accounts Payable	CMC TELECOM INC.		1,090.42
	Invoice	Date	Description		Amount
	151050151	04/28/2015	Phone Bill		1,090.42
Check	04/30/2015	56269 Accounts Payable	CONSUMERS ENERGY		23,100.81
	Invoice	Date	Description		Amount
	MG5415	04/28/2015	District Natural Gas & Electric Cost		23,100.81
Check	04/30/2015	56270 Accounts Payable	Couturier , Ray		233.08
	Invoice	Date	Description		Amount
	MG43015	04/28/2015	Athletic Equipment		233.08
Check	04/30/2015	56271 Accounts Payable	CRYSTAL FLASH ENERGY		1,770.90
	Invoice	Date	Description		Amount
	158989585	04/28/2015	Diesel Fuel		1,770.90
Check	04/30/2015	56272 Accounts Payable	ENGINEERED PROTECTION SYSTEMS		187.74
	Invoice	Date	Description		Amount
	A944908	04/28/2015	Quaterly Monitoring-ES		187.74
Check	04/30/2015	56273 Accounts Payable	HEUER PUBLISHING LLC		259.50
	Invoice	Date	Description		Amount
	37082	04/28/2015	Drama Supplies		259.50

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/30/2015	56274 Accounts Payable	IONIA COUNTY INT. SCH. DIST.		1,038.00
	Invoice	Date	Description		Amount
	2015-05	04/28/2015	DP Imagination Library		1,038.00
Check	04/30/2015	56275 Accounts Payable	IONIA COUNTY SHOPPER'S GUIDE		1,598.18
	Invoice	Date	Description		Amount
	11484	04/28/2015	Focal Point		1,550.00
	11498	04/28/2015	Ad		48.18
Check	04/30/2015	56276 Accounts Payable	JOSTENS		1,089.69
	Invoice	Date	Description		Amount
	17536055	04/28/2015	Graduation Supplies		1,068.31
	17544164	04/28/2015	Graduation Supplies		21.38
Check	04/30/2015	56277 Accounts Payable	KENOWA COMPANIES		316.80
	Invoice	Date	Description		Amount
	31692	04/28/2015	Equipment Repairs		316.80
Check	04/30/2015	56278 Accounts Payable	LANSING SANITARY SUPPLY, INC.		920.40
	Invoice	Date	Description		Amount
	823870	04/28/2015	Custodial Supplies		186.92
	822251	04/28/2015	Custodial Supplies		364.48
	824403	04/28/2015	Custodial Supplies		369.00
Check	04/30/2015	56279 Accounts Payable	Litania Sports Group, Inc.		1,131.13
	Invoice	Date	Description		Amount
	0000239309	04/28/2015	Weather Cover		1,131.13
Check	04/30/2015	56280 Accounts Payable	M.A.S.B.		190.00
	Invoice	Date	Description		Amount
	R62190	04/28/2015	New Board Member Class		190.00
Check	04/30/2015	56281 Accounts Payable	MEEKHOF TIRE SALES & SERVICE		323.90
	Invoice	Date	Description		Amount
	292744-09	04/28/2015	Tires		323.90
Check	04/30/2015	56282 Accounts Payable	MENARDS-IONIA		116.77

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice	Date	Description		Amount
	74223	04/28/2015	Maint. Supplies		45.80
	74674	04/28/2015	Maint. Supplies		70.97
Check	04/30/2015	56283 Accounts Payable	METS		9,199.98
	Invoice	Date	Description		Amount
	9020	04/28/2015	Bus Driver Fees & Salaries		9,199.98
Check	04/30/2015	56284 Accounts Payable	MILES, AMY		39.40
	Invoice	Date	Description		Amount
	MG42915	04/28/2015	HS Teaching Supplies		39.40
Check	04/30/2015	56285 Accounts Payable	Miller, Johnson, Snell, & Cumiskey, P.L.C.		210.00
	Invoice	Date	Description		Amount
	1551718	04/28/2015	Legal Services		210.00
Check	04/30/2015	56286 Accounts Payable	Munetrix, LLC		933.00
	Invoice	Date	Description		Amount
	935	04/28/2015	Software		933.00
Check	04/30/2015	56287 Accounts Payable	NAPA AUTO & TRUCK PARTS		210.50
	Invoice	Date	Description		Amount
	740987	04/28/2015	Parts		26.49
	741783	04/28/2015	Parts		117.67
	742196	04/28/2015	Parts		39.99
	742215	04/28/2015	Parts		(14.09)
	742432	04/28/2015	Parts		40.44
Check	04/30/2015	56288 Accounts Payable	Neola, Inc.		1,900.00
	Invoice	Date	Description		Amount
	60861	04/28/2015	1st Billing 20% Bylaws & Policies		1,900.00
Check	04/30/2015	56289 Accounts Payable	PCMI		5,971.91
	Invoice	Date	Description		Amount
	37699	04/28/2015	Sub Salaries & Fees		3,404.64
	37804	04/28/2015	Consultants Salaries & Fees		2,567.27

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	04/30/2015	56290 Accounts Payable	PIONEER		1,074.00
	Invoice		Date	Description	Amount
		INV551532	04/28/2015	Athletic Field Supplies	1,074.00
Check	04/30/2015	56291 Accounts Payable	RASMUS TARA		7.00
	Invoice		Date	Description	Amount
		MG42315	04/28/2015	ES Teaching Supplies	7.00
Check	04/30/2015	56292 Accounts Payable	Rehmann Robson		3,000.00
	Invoice		Date	Description	Amount
		RR271084	04/28/2015	Development of Written Policies & Procedures Districts Financial	3,000.00
Check	04/30/2015	56293 Accounts Payable	REYNOLDS & SONS, INC		29.27
	Invoice		Date	Description	Amount
		095709	04/28/2015	Athletic Equipment	29.27
Check	04/30/2015	56294 Accounts Payable	SANDERS STACY		31.00
	Invoice		Date	Description	Amount
		MG42315	04/28/2015	ES Teaching Supplies	31.00
Check	04/30/2015	56295 Accounts Payable	SARANAC PLUMBING		679.00
	Invoice		Date	Description	Amount
		MG42815	04/28/2015	Hydrant Repairs	679.00
Check	04/30/2015	56296 Accounts Payable	SCHOOL SPECIALTY INC.		173.18
	Invoice		Date	Description	Amount
		308102168249	04/28/2015	ES Teaching Supplies	111.46
		208114161624	04/28/2015	ES Teaching Supplies	61.72
Check	04/30/2015	56297 Accounts Payable	SMITH, CARRIE		76.26
	Invoice		Date	Description	Amount
		MG5115	04/28/2015	ES Teaching Supplies	76.26
Check	04/30/2015	56298 Accounts Payable	SMITH, GREG		40.00
	Invoice		Date	Description	Amount
		MG42815	04/28/2015	Cell Phone	40.00
Check	04/30/2015	56299 Accounts Payable	SPEEDWAY LLC		496.34

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number	Source	Payee Name	EFT Bank/Account	Transaction Amount
	Invoice		Date	Description		Amount
	MG42815		04/28/2015	Gas District Vehicles		496.34
Check	04/30/2015	56300	Accounts Payable	Spring Arbor University		561.00
	Invoice		Date	Description		Amount
	6581718		04/28/2015	Dual Enrollment		561.00
Check	04/30/2015	56301	Accounts Payable	SUNRISE SUPPLIES, INC.		413.07
	Invoice		Date	Description		Amount
	16390		04/28/2015	Maint. Supplies		82.87
	16407		04/28/2015	Maint. Supplies		60.40
	16431		04/28/2015	Maint. Supplies		15.88
	16432		04/28/2015	Maint. Supplies		224.98
	16433		04/28/2015	Maint. Supplies		28.94
Check	04/30/2015	56302	Accounts Payable	SUPERIOR ASPHALT, INC.		175.00
	Invoice		Date	Description		Amount
	44474		04/28/2015	Asphalt Patch		175.00
Check	04/30/2015	56303	Accounts Payable	TASC-CLIENT INVOICES		449.50
	Invoice		Date	Description		Amount
	IN530517		04/28/2015	Fees		224.75
	IN510633		04/28/2015	Admin & Claim Card Fees		224.75
Check	04/30/2015	56304	Accounts Payable	The Monarch Magic Company		168.50
	Invoice		Date	Description		Amount
	2013-217		04/28/2015	Es Teaching Supplies		168.50
Check	04/30/2015	56305	Accounts Payable	TRANSPORTATION ACCESSORIES CO.		293.00
	Invoice		Date	Description		Amount
	435652		04/28/2015	Parts		293.00
Check	04/30/2015	56306	Accounts Payable	WASTE MANAGEMENT OF MI-MIDWEST		1,210.37
	Invoice		Date	Description		Amount
	7599781-2333-0		04/28/2015	Trash Removal		436.57
	7599780-2333-2		04/28/2015	Trash Removal		196.88

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
		7599779-2333-4	04/28/2015	Trash Removal	468.95
		7599782-2333-8	04/28/2015	Trash Removal	107.97
Check	04/30/2015	56307 Accounts Payable	WESTERN TEL-COM, INC.		575.00
		Invoice	Date	Description	Amount
		026520	04/28/2015	Cable Protection Services	575.00
Check	04/30/2015	56308 Accounts Payable	Wilbur-Ellis Company		57.20
		Invoice	Date	Description	Amount
		8926992	04/28/2015	Buccaneer Plus Herbicide	57.20
GF CHECKING General Fund Checking Totals:			Transactions: 52		\$76,319.14
Checks:		52	\$76,319.14		

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/08/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	05/08/2015	56309 Accounts Payable	Advanced Pension Solution Inc.		182.00
	Invoice	Date	Description		Amount
		2015-00000451	05/08/2015	ROTH IRA - ROTH IRA	182.00
Check	05/08/2015	56310 Accounts Payable	AFLAC		80.67
	Invoice	Date	Description		Amount
		2015-00000452	05/08/2015	AFLAC Pre-Tax - AFLAC Pre-Tax *	80.67
Check	05/08/2015	56311 Accounts Payable	HealthEquity, Inc.		150.00
	Invoice	Date	Description		Amount
		2015-00000453	05/08/2015	HSA - Health Savings Account *	150.00
Check	05/08/2015	56312 Accounts Payable	HORACE MANN		1,584.41
	Invoice	Date	Description		Amount
		2015-00000454	05/08/2015	H MANN - Horace Mann Insurance	1,584.41
Check	05/08/2015	56313 Accounts Payable	MICHIGAN STATE DISBURSEMENT UNIT		201.61
	Invoice	Date	Description		Amount
		2015-00000455	05/08/2015	FOC - Child Support FOC	201.61
Check	05/08/2015	56314 Accounts Payable	STATE OF MICHIGAN		6,015.01
	Invoice	Date	Description		Amount
		2015-00000456	05/08/2015	MI TAX - Michigan Withholding Tax	6,015.01
Check	05/08/2015	56315 Accounts Payable	UNITED WAY MONTCALM IONIA COUNTIES		3.00
	Invoice	Date	Description		Amount
		2015-00000457	05/08/2015	UNITED WAY - United Way	3.00
GF CHECKING General Fund Checking Totals:					Transactions: 7
					<u>\$8,216.70</u>
Checks:	7	\$8,216.70			

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	05/11/2015	56316 Accounts Payable	Canada, Maurice		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00
Check	05/11/2015	56317 Accounts Payable	Fox, Damon		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00
Check	05/11/2015	56318 Accounts Payable	Frohriep, Eric		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00
Check	05/11/2015	56319 Accounts Payable	Hernandez, Gabriel		80.00
	Invoice	Date	Description		Amount
	MG51215	05/11/2015	Athletic Official		80.00
Check	05/11/2015	56320 Accounts Payable	Juhas, Jason		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00
Check	05/11/2015	56321 Accounts Payable	Lilly, Art		80.00
	Invoice	Date	Description		Amount
	MG51215	05/11/2015	Athletic Official		80.00
Check	05/11/2015	56322 Accounts Payable	Linman, Bob		80.00
	Invoice	Date	Description		Amount
	MG51215	05/11/2015	Athletic Official		80.00
Check	05/11/2015	56323 Accounts Payable	Mascho, Doug		80.00
	Invoice	Date	Description		Amount
	MG51115	05/11/2015	Athletic Official		80.00
Check	05/11/2015	56324 Accounts Payable	Proper, Chuck		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00

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Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Check	05/11/2015	56325 Accounts Payable	Schrauben , Alex		80.00
	Invoice	Date	Description		Amount
	MG51415	05/11/2015	Athletic Official		80.00
Check	05/11/2015	56326 Accounts Payable	Service , Jason		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00
Check	05/11/2015	56327 Accounts Payable	Shellenbarger , Ed		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00
Check	05/11/2015	56328 Accounts Payable	Sisco , Scott		80.00
	Invoice	Date	Description		Amount
	MG51215	05/11/2015	Athletic Official		80.00
Check	05/11/2015	56329 Accounts Payable	White , James		80.00
	Invoice	Date	Description		Amount
	MG51115	05/11/2015	Athletic Official		80.00
GF CHECKING General Fund Checking Totals:			Transactions: 14		\$1,190.00
Checks:	14		\$1,190.00		

Payment Register

From Payment Date: 4/24/2015 - To Payment Date: 5/8/2015

Number	Date	Status	Void Reason	Reconciled/ Voided Date	Source	Payee Name	Transaction Amount	Reconciled Amount	Difference
GF CHECKING - General Fund Checking									
<u>EFT</u>									
104	04/24/2015	Open			Accounts Payable	TASC-CLIENT INVOICES	\$2,040.28		
105	04/24/2015	Open			Accounts Payable	INDEPENDENT BANK	\$152,113.93		
106	05/04/2015	Open			Accounts Payable	M.P.S.E.R.S.	\$54,829.94		
107	05/01/2015	Open			Accounts Payable	Priority Health	\$9,944.30		
108	05/08/2015	Open			Accounts Payable	TASC-CLIENT INVOICES	\$1,942.21		
109	05/08/2015	Open			Accounts Payable	INDEPENDENT BANK	\$164,234.21		
Type EFT Totals:							\$385,104.87		
GF CHECKING - General Fund Checking Totals							6 Transactions		

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	6	\$385,104.87	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	6	\$385,104.87	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	6	\$385,104.87	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	6	\$385,104.87	\$0.00

EFTs	Status	Count	Transaction Amount	Reconciled Amount
	Open	6	\$385,104.87	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Total	6	\$385,104.87	\$0.00

All	Status	Count	Transaction Amount	Reconciled Amount
	Open	6	\$385,104.87	\$0.00
	Reconciled	0	\$0.00	\$0.00
	Voided	0	\$0.00	\$0.00
	Stopped	0	\$0.00	\$0.00
	Total	6	\$385,104.87	\$0.00

Grand Totals:

Saranac Community Schools
Payment Batch Register
 Bank Account: GF CHECKING - General Fund Checking
 Batch Date: 05/12/2015

Type	Date	Number Source	Payee Name	EFT Bank/Account	Transaction Amount
Bank Account: GF CHECKING - General Fund Checking					
Check	05/12/2015	56330 Accounts Payable	Lilly , Art		80.00
	Invoice	Date	Description		Amount
	MG51415	05/11/2015	Athletic Official		80.00
Check	05/12/2015	56331 Accounts Payable	Linman , Bob		90.00
	Invoice	Date	Description		Amount
	MG51615	05/11/2015	Athletic Official		90.00
GF CHECKING General Fund Checking Totals:			Transactions: 2		<u>\$170.00</u>
Checks:	2	\$170.00			

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Accept Gifts

POLICY: 9350 Public Gifts and Bequests

Team Cuts - Chris & Tami Coulson	Donation to Saranac Robotics Team 5316	\$ 50.00
Mrs. Joyce Ballard	Donation to Saranac Bank Uniform Fund	\$ 1,000.00
Mr. & Mrs. Edward Wood	Donation to the McGee Memorial Scholarship	\$ 25.00
Mr. & Mrs. Steve Curtiss	Donation to Saranac Robotics Team 5316	\$ 100.00
Maternal-Fetal Medicine Assoc., P.C.	Donation for Band Uniform Fundraiser	\$ 15.00
Marilyn Hotchkiss	Donation to D.I. in memory of Brooke Slocum	\$ 100.00
Ed & June Truswell	Donation for Band Uniform Fundraiser	\$ 50.00
Mr. & Mrs. Allen MacDonald	Donation for Band Uniform Fundraiser	\$ 1,840.00
Mr. & Mrs. Eric Jorgensen	Donation for Band Uniform Fundraiser	\$ 50.00
Mr. & Mrs. David Price	Donation to the Saranac Promise	\$ 500.00
Mr. & Mrs. Maury Geiger	Donation to the Saranac Promise	\$ 500.00
Cascade Engineering	Donation to the Robotics Team	\$ 500.00
Mr. & Mrs. James Darby	Donation to the Saranac Promise	\$ 500.00
Saranac Lions Club	Donation to Destination Imagination	\$ 400.00
Saranac Lions Club	Donation for a student to "Play to Pay" Program	\$ 75.00
Sons of the American Legion	Donation to Destination Imagination	\$ 500.00
Saranac Community Association	Donation to Destination Imagination	\$ 250.00
Mr. & Mrs. Ed Truswell	Donation to Destination Imagination	\$ 50.00
Mr. & Mrs. Ed Truswell	Donation for Band Uniform Fundraiser	\$ 51.00
Mr. & Mrs. Maury Geiger	Donation to Destination Imagination	\$ 100.00
Total This Month		\$ 6,656.00
Total Gifts for 2014-2015 Including This Month		\$ 194,955.56

Saranac Community Schools

Maury Geiger, Superintendent
88 Pleasant Street
Saranac, Michigan 48881

www.saranac.k12.mi.us

Telephone 616-642-1400
Fax 616-642-1405

2014-2015 Best Practices Incentive School Board Resolution

WHEREAS, Section 22f of the State School Aid Act provides \$50 per pupil one-time grants to districts that satisfy at least 7 of 9 best practices criteria not later than June 1, 2015 [MCL 388.1622f].

WHEREAS, the board of education of Saranac Community Schools desires to receive the \$50 per pupil incentive payment.

WHEREAS, the Saranac Community Schools has satisfied at least 7 of 9 best practices criteria.

WHEREAS, eligibility for the incentive payment is contingent upon adopting a resolution that states the district has complied with the following 8 of 9 best practice criteria.

Now, therefore, be it resolved as follows:

The board of education of Saranac Community Schools certifies that the district has complied with the following requirements:

- The district is the designated policy holder for medical benefit plan(s) pursuant to Section 22f(1)(a).
 - School board resolution adopted October 20th, 2011.
- The district has obtained a competitive bid on non-instructional services pursuant to Section 22f(1)(b).
 - A request for proposal (RFP) was competitively bid on the non-instructional services area of transportation.
 - School board approval of RFP was October 16th, 2014.
- The district accepts applications for enrollment by non-resident applicants under Section 105 or 105c (MCL 388.1705) pursuant to Section 22f(1)(c). A Public School Academy is considered to have met this requirement.
 - School board approval of Section 105 countywide open enrollment May 1st, 2013.
 - Administratively renewed on an annual basis.
- The district offers online courses or blended learning opportunities to all eligible pupils, and publish course syllabi pursuant to Section 22f(1)(d).
 - Completed September 2nd, 2015.
- The district provides a link on the district's home page to the URL for the MiSchoolData Portal which will contain the required dashboard indicators pursuant to Section 22f(1)(e). If certain data elements for our district are unavailable from state data collections, we agree to provide those data in the form and manner determined by MDE.
 - Completed May 1st, 2015

- The district includes Teacher and Administrator job performance as a significant factor in compensation determination.
 - Completed March 6th, 2015
- The district's collective bargaining agreements do not include provisions contrary to prohibited subjects as outlined in section 15(3) of 1947 PA 336, MCL 423.215.
 - Completed February 6th, 2015
- The district implements a comprehensive guidance and counseling program.
 - Completed September 2nd, 2015

The board of education of Saranac Community Schools authorizes and directs its secretary to file this resolution with the State Aid and School Finance Office of the Michigan Department of Education.

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

Resolved this _____ day of _____, 20__.

Roll Call Vote: Passed: _____ Failed: _____

Brent Denny, President

Roy Hawkins, Vice President

Sarah Doll, Treasurer

Steve LaWarre, Secretary

Chris Coulson, Trustee

Ted VanKuiken, Trustee

David Price, Trustee

Please email a copy of the signed resolution to John A. Hayner at haynerj1@michigan.gov

Saranac Elementary School
 Connie Hamilton, Co-Principal, Curriculum Director
 Jason Smith, Co-Principal, Transportation Director
 Phone 616.642.1200
 Fax 616.642.1205

Saranac Junior Senior High School
 Beth Simpson, Co-Principal, Special Educ. Director
 Josh Leader, Co-Principal, Athletic Director
 Phone 616.642.1100
 Fax 616.642.1105

Preparing youth today for tomorrow...



Ionia County Intermediate School District
Partners in Building Full Potential

Robert J. Kjolhede
Superintendent

Sarah J. Caverley
Deputy Superintendent

James L. Lóser
Assistant Superintendent
Special Education

2191 Harwood Road
Ionia, MI 48846-9458
P: 616-527-4900
F: 616-527-4731
www.ioniaisd.org

TO: LEA's

FROM: Catherine Wilson

DATE: April 24, 2015

SUBJ: **ISD 2015-2016 Proposed Budget**

Find attached, the 2015-2016 Proposed Budget for Ionia County Intermediate School District. Also enclosed, are the Resolutions supporting or not supporting the Budget.

Please have your Board of Education review the budget and adopt one of the Resolutions.

Please return your Resolution to me no later than June 1, 2015.

Thank you for your assistance.

ISD Budget Resolution

_____, Michigan (the "District")

A _____ meeting of the Board of Education of the District was held in the _____ in the District, on _____ day of _____, 2015; at _____ o'clock in the _____.

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. Section 624 of the Revised School Code, as amended, requires the Intermediate School Board to submit its proposed budget not later than May 1 of each year to the Board of each constituent district for review, and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed Intermediate School District budget, shall adopt a Board Resolution expressing its support for or disapproval of the proposed Intermediate School District Budget, and shall submit to the Intermediate School Board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Board of Education has received and reviewed the proposed Intermediate School District Budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this Resolution, expresses its support for the proposed Intermediate School District Budget.

2. The secretary of the Board of Education or his/her designee shall forward a copy of this Resolution to the Intermediate School Board or its superintendent no later than June 1, 2015.

3. All Resolutions insofar as they conflict with this Resolution be and the same are hereby rescinded.

Ayes: Members

Nayes: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a Resolution adopted by the Board of Education 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

Disapproval of Budget

ISD Budget Resolution

_____, Michigan (the "District")

A _____ meeting of the Board of Education of the District was held in the _____ in the District, on _____ day of _____, 2015; at _____ o'clock in the _____.

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. Section 624 of the Revised School Code, as amended, requires the Intermediate School Board to submit its proposed budget not later than May 1 of each year to the Board of each constituent district for review, and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed Intermediate School District budget, shall adopt a Board Resolution expressing its support for or disapproval of the proposed Intermediate School District Budget, and shall submit to the Intermediate School Board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Board of Education has reviewed the proposed Intermediate School District Budget and has determined that it disapproves of certain portions of the proposed Intermediate School District budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.

2. The Superintendent is hereby directed to submit a certified copy of this resolution to the Intermediate School Board and/or to the Intermediate School District Superintendent with the specific objections and proposed changes that this Board of Education has to the budget.

3. All resolutions and parts of Resolutions insofar as they conflict with the provisions of this Resolution be and the same are hereby rescinded.

Ayes: Members

Nayes: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a Resolution adopted by the Board of Education 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

IONIA COUNTY INTERMEDIATE SCHOOL DISTRICT
2015-2016 PROPOSED BUDGET
GENERAL FUND
APRIL 27, 2015

	2013-14 <u>Actual</u>	2014-15 <u>Adopted</u>	2015-16 <u>Proposed</u>	<u>DIFFERENCE</u>
UNDESIGNATED FUND BALANCE JULY 1	\$ 643,396	\$ 391,892	\$ 274,138	
REVENUES				
LOCAL REVENUE	365,189	378,202	321,036	(57,166)
INTERMEDIATE REVENUES	90,580	125,398	181,648	56,250
STATE REVENUES	1,702,020	1,807,898	2,120,664	312,766
FEDERAL REVENUES	627,548	84,599	66,735	(17,864)
TRANSFERS OUT/OTHER TRANS	955,582	1,018,963	966,237	(52,726)
FUND MODIFICATIONS/OTHER	455,000	491,025	441,058	(49,967)
TOTAL REVENUES	\$ 4,195,919	\$ 3,906,085	\$ 4,097,378	\$ 191,293
EXPENDITURES				
ALTERNATIVE EDUCATION	\$ 120,969	\$ 128,611	\$ 133,095	\$ 4,484
GREAT START READINESS PROJECT	641,210	768,810	828,743	59,933
COMPENSATORY EDUCATION	61,135	65,897	61,974	(3,923)
GUIDANCE SERVICES	42,044	43,774	58,280	14,506
SOCIAL WORK SERVICES	306,827	316,175	223,980	(92,195)
IMPROVEMENT INSTRUCTION	329,999	328,175	384,938	56,763
LIBRARY	5,584	5,584	5,584	-
SUPERVISION-DIRECTION I/S	282,768	206,614	283,489	76,875
ACADEMIC STUDENT ASSESSMENT	-	4,855	-	(4,855)
INSTRUCT. STAFF SERVICES	73,807	74,005	10,202	(63,803)
BOARD OF EDUCATION	27,290	35,849	28,897	(6,952)
EXECUTIVE ADMINISTRATION	174,679	176,947	179,262	2,315
OFFICE OF THE PRINCIPAL	10,610	28,991	-	(28,991)
FISCAL SERVICES	586,083	595,240	598,279	3,039
OTHER BUSINESS SERVICES	37,358	32,383	48,994	16,611
OPERATION AND MAINTENANCE	161,360	140,563	144,413	3,850
PUPIL TRANSPORTATION	17,349	8,000	54,433	46,433
PLANNING, RESEARCH & DEV.	120,266	124,337	121,857	(2,480)
COMMUNICATION SERVICES	22,017	23,893	18,109	(5,784)
STAFF/PERSONNEL SERVICES	60,634	56,099	14,545	(41,554)
DATA PROCESSING SERVICES	297,665	363,353	347,761	(15,592)
FOOD SERVICE	10,233	13,000	12,000	(1,000)
COMMUNITY SERVICES DIRECTION	-	4,960	5,600	640
COMMUNITY ACTIVITIES	587,541	90,755	85,350	(5,405)
CARE OF CHILDREN	39,762	39,300	39,900	600
OTHER COMMUNITY SERVICES	133,614	183,899	136,036	(47,863)
PAYMENTS IN STATE SCHOOLS	10,000	-	11,000	11,000
TRANSFERS OUT/OTHER TRANS	215,020	106,720	223,040	116,320
FUND MODIFICATIONS/OTHER	71,599	57,050	57,050	-
TOTAL EXPENDITURES	\$ 4,447,423	\$ 4,023,839	\$ 4,116,811	\$ 92,972
NET CHANGE FROM OPERATIONS	\$ (251,504)	\$ (117,754)	\$ (19,433)	\$ 98,321
UNDESIGNATED FUND BALANCE JUNE 30	\$ 391,892	\$ 274,138	\$ 254,705	\$ 98,321

Notice of Biennial Election for Members of the
Ionia County Intermediate School District
Board of education

6:00 pm

Monday, June 1, 2015

Ionia County ISD Administration Building
2191 Harwood Road
Ionia MI 48846

Vacancy for one (1) position:
Term six (6) years - July 1, 2015 to June 30, 2021

Candidate
(Nominated by Petition)

(1) Bruce Lincoln

Present Board Members

POSITION	TERM ENDING	NAME/ADDRESS	SCHOOL DISTRICT
President	2017	Tom Humphreys 4707 Belding Road Belding MI 48809	Belding Area
Vice President	2017	Allen MacDonald 3232 W Peck Lake Road Saranac MI 48881	Saranac Community
Secretary	2019	S. Tutt Gorman 955 Marshall Street Portland MI 48875	Portland Public
Treasurer	2019	Brian Talbot 242 Oakwood Ct Ionia MI 48846	Ionia Public
Trustee	2015	Bruce Lincoln 14210 Maier Drive Lake Odessa MI 48849	Lakewood Public

S. Tutt Gorman, Secretary
Board of Education
Ionia County Intermediate School District

RESOLUTION

Saranac Community Schools, Michigan

A regular meeting of the Saranac Community Schools Board of Education of said school district was held on the 21st day of May, 2015, at 7 o'clock pm.

The meeting was called to order by Brent Denny, President.

Present:

Absent:

The Board of Education acknowledged receipt of a notice of election to be held on Monday, June 1, 2015, from S Tutt Gorman, Secretary of the Board of Education of Ionia County Intermediate School District, Ionia, Michigan, for the purpose of election of one (1) board member for the Ionia County Intermediate School District.

- a) The Board of Education selects Chris Coulson as representative of said district.
- b) The Board of Education supports Bruce Lincoln Ionia County ISD Trustee and further directs the representative to vote for: Bruce Lincoln on the first ballot.

I, the undersigned, Secretary of the Board of Education, Saranac, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Education Saranac, Michigan, at its regular meeting held on May 21st, 2015, the original of which is part of the Board's minutes.

(Secretary, Board of Education)

(Date)



CORPORATE OFFICE
3914 Clock Pointe Trail, Suite 103
Stow, Ohio 44224
(330) 926-0514
Fax (330) 926-0525

License Agreement with NEOLA, Inc.

I. Parties

This is an agreement (Agreement) between NEOLA, Inc. (NEOLA) and the Board of Education of the Saranac Community Schools (District).

II. Background

NEOLA owns certain materials including materials referred to as "Templates." Among these Templates are

- A. Templates for Board Bylaws and Policies,
- B. Templates for Administrative Guidelines and Forms, and
- C. Templates for Updates to the Board Bylaws and Policies and Administrative Guidelines and Forms.

NEOLA also owns proprietary code for electronic publication of NEOLA materials.

NEOLA licenses certain modified versions of the Templates for Board Bylaws and Policies, which are referred to as Board Adopted Editions of the Bylaws and Policies, and modified versions of the Templates for Administrative Guidelines and Forms, which are referred to as District Approved Editions of the Administrative Guidelines and Forms. These modified versions may include materials specifically tailored for licensees (e.g. a school board in a school district). NEOLA also provides, through an Update Service, certain modified versions of the Templates for Updates, and upon adoption or approval, licenses revisions that supplement or replace portions of the Board Adopted Editions of Bylaws and Policies or District Approved Editions of Administrative Guidelines and Forms. NEOLA also offers an Electronic Publishing Service whereby licensed materials are posted and maintained on the internet by NEOLA for the District.

III. District Intentions

The District desires, through this Agreement, to contemporaneously:

- A. license a modified version of the Templates for Board Bylaws and Policies that will be customized as set forth in Addendum B;

Your one source for school board policies, administrative guidelines, and correlated forms, in electronic or printed format.
We make sure your policies and procedures are up-to-date and in legal compliance.

- B. license a modified version of the Templates for Administrative Guidelines that will be customized as set forth in Addendum C; and
- C. subscribe to NEOLA's Electronic Publishing Service, whereby NEOLA will electronically publish the materials licensed to the District as set forth in Addendum D.

The District acknowledges that the content of NEOLA's Templates is dynamic inasmuch as the passage of new laws and promulgation of new regulations occur continually, and may require revision of the Templates to maintain statutory and/or regulatory compliance. As a result, and in order to protect its investment in the initial license of these materials, the District acknowledges a need to keep the licensed materials current. Accordingly, by entering into this Agreement, the District desires to subscribe to the Update Service, which renews annually as provided below.

IV. Services

In consideration for the District's performance under this Agreement including, but not limited to, payment of the fees provided in the addenda hereto, NEOLA shall, in accordance with the District's desires stated in Section III – District Intentions above:

- A. modify its Templates for Board Bylaws and Policies according to the protocol provided in Addendum B and license, according to the terms herein, a Board Adopted Edition of the Bylaws and Policies;
- B. modify its Templates for Administrative Guidelines according to the protocol provided in Addendum C and license, according to the terms herein, a District Approved Edition of the Administrative Guidelines;
- C. electronically publish the materials licensed to the District, according to the protocol provided in Addendum D.

V. Update Subscription

The District hereby subscribes to NEOLA's Update Service.

NEOLA may, as it deems necessary, prepare revisions or supplements to its Templates. These revisions may be included in Update Templates to Bylaws and Policies and Update Templates to Administrative Guidelines and Forms.

Through the Update Service:

- Step 1: NEOLA shall provide the District with Update Templates corresponding to the materials licensed by the District. The Update Templates will be published in a Regular Update, which will be typically issued twice per year. Special Updates may be issued between the publication of Regular Updates when NEOLA deems them necessary. The parties acknowledge that the standard rate paid by the District for the Update Service, which is set forth in Addendum A, will not change regardless of the number of Special Updates that are issued. The parties further acknowledge that face-to-face consultation by a NEOLA Associate is not provided for the Special Updates, unless the District requests such face-to-face consultation at the established hourly rate.

Step 2: The designated representative(s) of the District shall consider the revisions contained with the Update Templates and accept or reject the revisions contained therein. For any Regular Update, the District may elect, and NEOLA shall provide, face-to-face consultation with a NEOLA Associate during the selection process. NEOLA will provide up to two (2) hours of face-to-face consultation without additional charge to the District. If more than two hours of the Associate's time are requested or required, the District will be billed NEOLA's current rate as set forth in Addendum A, Additional Charges, for the additional time.

Further, for any Regular Update, NEOLA will also provide up to two (2) hours of processing so that the District's policies that are revised as a result of the recommendations in the Update templates can be processed and returned to the District after Board approval, and two (2) hours of processing so that the District's guidelines that are revised by the administration as a result of the recommendations in the Update templates can be processed and returned to the District. If more than two (2) hours are required to process the revisions made by the District to either the policies or the guidelines, the District may be billed the hourly rate for processing set forth in Addendum A.

NEOLA is not obligated to provide any face-to-face consultation to the District concerning Special Updates. If the District requests consultation regarding a Special Update, the District will be billed NEOLA's current rate as set forth in Addendum A for the face-to-face consultation. There will be no charge for processing the documents that are the subject of a Special Update.

If, during this step, the District makes substantive revisions to the Templates provided, the revisions shall be considered District-specific materials per Section VI – License below.

Step 3: The District shall submit, in writing, to NEOLA's Coshocton office, the revisions to the Board Approved Bylaws and Policies adopted by the District (and, if applicable, revisions to the District Approved Administrative Guidelines approved by the District's representative(s)). The District shall also provide NEOLA the date of the adoption of the revisions to the Board Approved Bylaws and Policies.

Step 4: Upon receipt of these revisions, NEOLA shall prepare and deliver to the District a Finalized Version of revisions to the licensed materials.

NEOLA will invoice the District in June and December of each year for the Update Service, and the District shall pay the invoice within 30 days of receipt. NEOLA shall charge the District its standard rate for the Update Service, for which the current amount is set forth in Addendum A.

Furthermore, the District agrees to pay, when invoiced, for additional products and services and for shipping and handling of all materials, as well as any additional services or materials requested by the District. These charges are set forth in Addendum A.

During the term of this Agreement, the District agrees to pay the usual and customary rate for processing documents, as set forth in Addendum A, for requests made by the District for changes to NEOLA materials licensed to the District that are not associated with a Regular or Special Update.

As provided in Section VIII – Termination herein, the District may cancel the Update Service by providing written notice.

VI. License

NEOLA hereby grants the District a personal, non-exclusive, non-transferable perpetual license to the District’s Board Adopted Editions of the Bylaws and Policies and District Approved Editions of the Administrative Guidelines and Forms consistent with the District’s intentions as set forth in Section III – District Intention above.

This license is limited and restricted to those rights that are necessary for the District to conduct its business and are specifically limited and restricted pursuant to the Limitations and Prohibitions provided in Section VII herein.

NEOLA owns all copyrights and other intellectual property rights in the Templates and modified versions thereof including the Board Adopted Edition of the Bylaws and Policies, and District Approved Edition of the Administrative Guidelines and Forms, and all intermediary drafts leading thereto.

NEOLA is not obligated to assign any rights, including copyrights, in any materials to the District. NEOLA specifically retains title and ownership in all copies of the Templates and modified versions thereof including the Board Adopted Edition of the Bylaws and Policies, the District Approved Edition of the Administrative Guidelines and Forms, and all intermediary drafts leading thereto.

Any “work” made pursuant to this Agreement is not a “work for hire” within the context of Title 17 of the United States Code, and therefore NEOLA retains all ownership in all “works” that it creates. To the extent that the District collaborates in the creation of any work under this Agreement, the District hereby agrees to assign its rights therein to NEOLA except as provided below.

NEOLA acknowledges that the District maintains all ownership in District-specific materials. District-specific materials include the following:

- A. materials from the District’s existing materials that the District requests be incorporated during the drafting process;
- B. new materials that the District develops in their entirety and exclusive of NEOLA; and
- C. revisions or deletions that substantively depart from NEOLA’s Templates.

The District acknowledges that NEOLA does not recommend the use or incorporation of District-specific materials, and while NEOLA will, at the request of the District, incorporate District-specific materials into the licensed materials, the District acknowledges that it bears all risks associated with the District’s decision to request

that such District-specific materials be incorporated. NEOLA reserves the right to, but is not obligated to, advise the District to seek its own legal review of District-specific materials.

Should NEOLA choose to use District-specific materials for purposes outside this Agreement, the District hereby grants NEOLA a non-exclusive, perpetual license to use, copy, distribute, prepare derivative works of, publicly perform, and publicly display the District-specific materials. The District, however, may limit or restrict any license of District-specific materials by providing NEOLA a written communication at the time the materials are provided to NEOLA regarding the limitation or restriction.

VII. Limitations and Prohibitions

A. Copying

The District is hereby granted permission to make and distribute copies of the Templates, the Board Adopted Edition of the Bylaws and Policies, the District Approved Edition of the Administrative Guidelines and Forms, and any intermediary drafts leading thereto, so long as the copies are made for use by the District, or as may otherwise be required by the law, without the express written permission of NEOLA.

All other copying or distributing of any NEOLA material, licensed or otherwise, is expressly prohibited without written consent from NEOLA. Requests for additional copying should be made in writing to NEOLA in a timely manner.

B. No Transferring

The District is prohibited from assigning, licensing, sub-licensing, or otherwise transferring this license in whole or part. Furthermore, the District is prohibited from selling, renting, leasing, or otherwise transferring the Templates or modified version thereof including the Board Adopted Edition of the Bylaws and Policies, the District Approved Edition of the Administrative Guidelines and Forms, and all intermediary drafts leading thereto.

VIII. Termination

This Agreement is effective upon its signing by both parties.

Either party may elect to terminate or cancel this Agreement at any time. The party wishing to terminate this Agreement must do so by providing notice of its intention in writing to the other party.

If the District wishes to terminate the Update Service, the District must provide written notice of the same to NEOLA on or before November 1 or May 1 of any succeeding year. If the District elects to terminate this Agreement, the District is obligated to pay any and all charges for services rendered before the date of the notification.

If the District elects to terminate this Agreement prior to completing its payment obligations under this Agreement, NEOLA and the District shall jointly determine the amount due and payable by the District based upon materials provided to the District as well as the amount of consultation provided to the District.

Except in the event of a breach by the District, and so long as the District completes its payment obligations under this Agreement, then the District may continue to use the Board Adopted Edition of the Bylaws and Policies or District Approved Edition of the Administrative Guidelines and Forms so long as the use is consistent with terms and conditions provided herein.

Likewise, except in the event of a breach by the District, and so long as the District has made payment for any Finalized Version of revisions obtained under the Update Service, then the District may continue to use the Finalized Version of the revisions so long as the use is consistent with terms and conditions provided herein.

If NEOLA elects to terminate this Agreement prior to delivery of the licensed materials, a partial refund may be made upon receipt of all drafting materials from the District. If NEOLA elects to terminate this Agreement during the Update Service, then the District may use the materials as provided by NEOLA so long as the use is consistent with terms and conditions provided herein.

Except in the event of a breach by NEOLA, while the District may continue to use the materials after termination of this Agreement subject to the terms and conditions herein, NEOLA's obligations under this Agreement will cease upon the termination.

Even if the District has subscribed to NEOLA's Electronic Publishing Service, NEOLA will not be obligated to continue to provide the District electronic access to any materials in the event the District terminates this Agreement.

IX. Defenses

NEOLA agrees to provide legal assistance or consultation to the District, its officers, and employees so that the District, its officers, and employees can better defend a third party claim that arises out of NEOLA's alleged failure to license materials that accurately reflect compliance with applicable State or Federal law. Nothing herein, however, obligates NEOLA to provide the sole or primary defense to the District, its officers, and employees. NEOLA may, at its sole discretion, withdraw its assistance in the event that NEOLA determines that its legal assistance is no longer of value to NEOLA or the District, its officers, or its employees. Furthermore, nothing herein obligates NEOLA to provide any defense to the District, its officers, and employees to defend a third party claim that arises out of District-specific materials.

NEOLA shall provide the primary defense only with regard to any third party claim of infringement of intellectual property based upon content of the licensed materials that is recommended by NEOLA and subsequently included in the District's Board Adopted Edition of the Bylaws and Policies. The District shall provide the primary defense to any third party claims of infringement of intellectual property based upon the content of the District-specific materials or upon the content of any other materials contributed by the District and subsequently incorporated into the District's version of

a NEOLA template, even though it was determined that the content contributed by the District did not substantively alter the NEOLA template.

X. Money-Back Guarantee

To the extent the District, its officers, or employees are found to be liable for a claim arising out of the fact that the licensed materials do not accurately reflect compliance with the applicable State or Federal law, then NEOLA shall pay the District an amount equal to, but not exceeding, the price paid for the Bylaws and Policy Development Service, which is set forth in Section 2 of Addendum B.

XI. Limited Liability and Hold Harmless

To the extent permitted by the applicable law, NEOLA will not be liable to the District, its officers, and employees for any third party claim, damage, injury, or cost arising from the following:

- A. the District's, its officers', and employees' failure to use or implement the licensed materials;
- B. the District's, its officers', and employees' failure to correctly interpret the licensed materials; or
- C. the District's, its officers', and employees' decision to make substantive changes or revisions to the licensed materials.

Although not obligated, NEOLA may recommend that the District seek its own legal review of any District-specific materials. Whether or not the recommendation is made, the District, its officers, and employees agree that NEOLA has no obligation to verify or approve the accuracy, validity, or completeness of the District-specific materials, and they agree to hold NEOLA harmless for any third party claim, damage, injury, or cost arising from the District-specific materials.

NEOLA shall indemnify and hold the District harmless for any damages arising from a third party claim of infringement of intellectual property that was based solely upon content of the licensed materials that was recommended by NEOLA and subsequently included in the District's Board Adopted Edition of the Bylaws and Policies. The District shall indemnify and hold NEOLA harmless for any damages arising from a third party claim of infringement of intellectual property based upon the content of the District-specific materials or upon the content of any other materials contributed by the District and subsequently incorporated into the District's version of a NEOLA template, even though it was determined that the content contributed by the District did not substantively alter the NEOLA template.

XII. Confidentiality

Nothing in this agreement obligates either party to disclose confidential information.

Each party acknowledges that, during the term of this agreement, it may inadvertently gain access to certain confidential information of the other party concerning the other party's business plans, employees and students' personal information, clients, technology, and products. Confidential information will include, but not be limited to,

each party's proprietary software and customer, employee, and/or student information. Each party agrees that it will not use in any way, for its own account or the account of any third party, except as expressly permitted by this agreement, nor disclose to any third party (except as required by law or to that party's attorneys, accountants and other advisors on a need to know basis), any of the other party's confidential information, will take reasonable precautions to protect the confidentiality of such confidential information, and in the unlikely event of an accidental disclosure of confidential information, immediately notify the other party and return or destroy the information as directed by the other party.

XIII. General

This agreement is interpreted under Michigan law, and, where applicable, Federal law, is severable and divisible, and is enforceable in law or equity.

This Agreement represents the only agreement between the parties with respect to the subject matter described herein. All other prior oral or written agreements respecting this subject matter are superseded. Further, any revisions to this Agreement must be made in writing and approved by both parties.

This Agreement is effective as of the date of the last signature of the individuals who have signed below. By their signature, the individuals acknowledge their individual authority to bind their respective party and by their signature so bind their respective party to the duties and obligations defined herein.

Saranac Community Schools

Manny Geiger
signature

Printed Name: Manny Geiger

Title: Superintendent

Date: 4/17/15

NEOLA, Inc.

Sandra E. Krueger
signature

Sandra E. Krueger

Corporate Secretary

Date: January 28, 2015

Please note, this Agreement will be considered void if not executed by April 30, 2015.

Addendum A

Additional Charges

The District agrees to pay, when invoiced, for additional products and services, as described herein, at the following rates:

- | | | |
|----|--|---|
| A. | Subscription to Update Service | \$1,095.00 per update |
| B. | Hourly rate for consultation in excess of the time provided in conjunction with the Bylaws and Policy Development Service, Administrative Guidelines Development Service, and/or the Update Subscription | \$125.00 per hour |
| C. | Hourly rate for any additional processing as required during the Bylaws and Policy Development Service, Administrative Guidelines Development Service, and/or in conjunction with the Update Subscription | \$36.00 per hour |
| D. | Per draft cost for additional copies of any draft or Finalized Edition of the Bylaws and Policies, Administrative Guidelines, and/or Update Templates in excess of the number provided pursuant to this Agreement and any Addenda thereto | \$35.00 per manual |
| E. | Per book cost for additional copies of Board Approved Editions of the Bylaws and Policies or District Approved Editions of the Administrative Guidelines in excess of the number provided pursuant to this Agreement and any Addenda thereto | \$35.00 per manual |
| F. | Additional per unit cost for D or E above if provided in a notebook with tabs | \$15.00 per manual |
| G. | Per page cost for copying any excess materials requested by the District | \$0.05 per page |
| H. | Shipping and handling | \$6.00 per shipment plus actual UPS charges |
| I. | Annual maintenance fee for electronic publishing | \$550.00 |

NEOLA reserves all rights to modify any of the scheduled prices above.

These prices are effective as of January 1, 2014.

Addendum B

Bylaws and Policies Development Service

1. Development

The Board Approved Edition of the Bylaws and Policies that is licensed to the District will be developed as follows:

Step 1: The Board shall designate a representative who will coordinate the District's involvement in the development process. The District shall notify NEOLA of this representative no later than four weeks from the effective date of the License Agreement. The District's representative shall confer with a NEOLA Associate no later than eight weeks from the effective date of the License Agreement.

During this initial consultation, the District's representative and the NEOLA Associate shall do the following:

- A. develop a timeline for the project in accordance with NEOLA's standard procedures for such timelines;
- B. identify the degree to which the Board will be involved in the sessions described in Step 3 below;
- C. identify any additional, key individuals who shall also participate in the sessions described in Step 3 below;
- D. develop a tentative schedule of the sessions that will be facilitated by the NEOLA Associate; and
- E. reduce the timeline and schedule to writing.

A NEOLA Associate will be available for up to twenty-four (24) hours of face-to-face consultation during the development process for the bylaws and policies at no additional cost to the District. If more than twenty-four (24) hours of face-to-face consultation are required to complete the development process for the bylaws and policies, then the District will be billed for the additional face-to-face consultation at the hourly rate for the additional consultation set forth in Addendum A.

The schedule will provide for the work to be accomplished in up to five (5) sessions. If more than five (5) sessions are needed, or requested, then the District will be billed for the Associate's travel time and expenses.

Also, included in the base price of the Bylaws and Policies Development Service is up to fifty (50) hours of processing time so that the modified

templates and any District-specific materials, as defined in Section VI – License, developed during the drafting process can be processed by NEOLA’s production staff. If more than fifty (50) hours are required to process the modified templates and District-specific materials, the District will be billed the hourly rate for processing set forth in Addendum A.

No later than this initial consultation, the District shall provide its current bylaws and policies in hard copy and, if possible, an electronic copy in Microsoft Word for Windows, IBM compatible.

Step 2: The NEOLA Associate will submit the timeline and schedule to NEOLA’s Stow Office for review (modification, if necessary) and approval. Upon notification from NEOLA that the timeline and schedule, or any modifications thereto, have been approved, the parties hereby agree that the approved timeline and schedule shall be incorporated herein as Appendix A, and the terms thereof shall operate as terms and conditions herein.

Step 3: In accordance with the approved timeline, the designated staff members shall meet with the NEOLA Associate for the scheduled sessions so that the choices provided in NEOLA’s templates can be made.

If the District decides to include some District-specific materials, as defined in Section VI – License, during this drafting, the NEOLA Associate will mark the material as “District Specific” and forward the same to NEOLA for processing into the new manuals.

The District will receive benefit of two Regular Updates as well as any Special Updates published during the period covered by those two updates, and these updated policies will be incorporated into the drafts as part of the base price of the Bylaws and Policy Development Service.

Step 4: The NEOLA Associate will ship the work product from Step 3 to NEOLA’s Coshocton office, and these materials will be processed as the First Draft of the District’s new Board Bylaws and Policies Manual. NEOLA shall provide six copies of the First Draft (one for each Board member and one for the Superintendent, or eight copies if the Board has seven members). Additional copies of the First Draft are available at the cost set forth in Addendum A.

Step 5: The appropriate District personnel shall review the First Draft. The District shall note any text that is to be added on the appropriate page in the First Draft and/or shall line out any text to be deleted. The District shall return the First Draft, in its entirety, no later than four months from the date the First Draft was received by the District, to NEOLA’s Coshocton office.

Step 6: Before processing, NEOLA will review this marked up copy of the First Draft and contact the District’s representative to discuss the desired changes, if necessary. After this review, NEOLA will prepare a Proof Draft of the District’s Board Bylaws and Policies Manual and return two copies to the District for final review. Additional copies of the Proof Draft are available at the cost set forth in Addendum A.

Step 7: The appropriate District personnel shall review the Proof Draft. If no additional revisions are needed, the Proof Draft should be formally adopted by the Board of Education.

However, if any additional revisions are deemed necessary, the District shall note in the same manner as in Step 5 and return these revisions to NEOLA's Coshocton office no later than four weeks from the date the Proof Draft was received by the District. The District need only return to NEOLA's Coshocton office the individual policies of the Proof Draft for which additional revisions are deemed necessary.

In the event revision must be made to the Proof Draft, NEOLA shall prepare revised copies of the individual policies and return them to the District. Upon receipt of the replacement policies that reflect these revisions, the revised Proof Draft should be formally adopted by the Board of Education.

Step 8: After Board adoption of the Proof Draft, the District shall return one copy to NEOLA together with the date of adoption by the Board of Education. NEOLA will then prepare the Board Adopted Edition of the Bylaws and Policies. Up to ten copies of the adopted manual are included in the base price. NEOLA will return these manuals to the District within four weeks of the date that the adopted copy is received in NEOLA's Coshocton office.

2. Payment Options

In consideration for the License to the Board Adopted Edition of the Bylaws and Policies, NEOLA's consultation, and other good and valuable consideration provided by NEOLA, the District shall pay NEOLA

(Note: Choose one of the following options.)

() Option #1

\$9,250.00, which is due and payable within thirty days of receipt of an invoice from NEOLA.

☒ Option #2

\$9,500.00 according to the following schedule:

- ☐ 20% (\$1,900.00) upon execution of this Agreement.
- ☐ 20% (\$1,900.00) three (3) months after execution of this Agreement.
- ☐ 20% (\$1,900.00) six (6) months after execution of this Agreement.
- ☐ 20% (\$1,900.00) nine (9) months after execution of this Agreement.
- ☐ 20% (\$1,900.00) twelve (12) months after execution of this Agreement.

(Note: End of options.)

The District agrees to pay the hourly rate charged for consulting time that is set forth in Addendum A, Additional Charges, if more than the twenty-four (24) hours of consultation that are included in the base price above is required to complete the documents that comprise the District's Board Adopted Edition of the Bylaws and Policies.

The District agrees to pay the hourly rate charged for processing documents that is set forth in Addendum A, Additional Charges, if more than the fifty (50) hours of processing that are included in the base price above is required to process the documents that comprise the District's Board Adopted Edition of the Bylaws and Policies.

Furthermore, the District agrees to pay, when invoiced, for additional products and services, as described herein, and for shipping and handling of all materials, as well as any additional services or materials requested by the District. These charges are set forth in Addendum A.

The undersigned acknowledge that this is an Addendum to a License Agreement with NEOLA, Inc. and by his/her signature, acknowledges his/her individual authority to bind the Board of Education to the duties and obligations defined herein.

Saranac Community Schools

NEOLA, Inc.

Manny Geiger
signature

Sandra E. Krueger
signature

Printed Name: Manny Geiger

Sandra E. Krueger

Title: Superintendent

Corporate Secretary

Date: 4/17/15

Date: January 28, 2015

The following information is needed for our records. Please provide this information now, if possible.

Contact Person/Title Manny Geiger, Superintendent

Telephone Number 616.642.1400

His/Her E-Mail Address geigerm@scs-staff.org

District Web Site Address www.saranac.k12.mi.us

Please note, this Agreement will be considered void if not executed by April 30, 2015.

Addendum C

Administrative Guidelines Development Service

1. Development

The District Approved Edition of the Administrative Guidelines that is licensed to the District will be developed as follows:

Step 1: The Superintendent shall designate a representative who will coordinate the District's involvement under this Agreement. The District shall notify NEOLA of this representative no later than four weeks from the effective date of the License Agreement or Board adoption of the Board Adopted Edition of the Bylaws and Policies, whichever is later. The District's representative shall confer with a NEOLA Associate no later than eight weeks from the effective date of the License Agreement or Board adoption of the Board Adopted Edition of the Bylaws and Policies, whichever is later.

During this initial consultation, the Superintendent's representative and the NEOLA Associate shall do the following:

- A. develop a timeline for the project;
- B. identify the key administrative staff members who will participate in the sessions described in Step 3 below;
- C. develop a tentative schedule of the sessions that will be facilitated by the NEOLA Associate; and
- D. reduce the timeline and schedule to writing.

A NEOLA Associate will be available for up to twenty-four (24) hours of face-to-face consultation during the development process for the administrative guidelines at no additional cost to the District. If more than twenty-four (24) hours of face-to-face consultation is required to complete the development process for the administrative guidelines, then the District will be billed for the additional face-to-face consultation at the hourly rate for the additional consultation set forth on Addendum A.

The schedule will provide for the work to be accomplished in up to five (5) sessions. If more than five (5) sessions are needed, or requested, then the District will be billed for the Associate's travel time and expenses.

Also included in the base price of the Administrative Guidelines Development Service is up to sixty (60) hours of processing time so that the modified templates and any District-specific materials, as defined in Section VI – License, developed during the drafting process can be processed by NEOLA's

production staff. If more than sixty (60) hours is required to process the modified templates and District-specific materials, the District will be billed the hourly rate for processing set forth in Addendum A.

No later than this initial consultation, the District shall provide its current guidelines, procedures, and/or regulations in hard copy and, if possible, an electronic copy in Microsoft Word for Windows, IBM compatible.

Step 2: The NEOLA Associate will submit the timeline and schedule to NEOLA's Stow Office for review (modification, if necessary) and approval. Upon notification from NEOLA that the timeline and schedule, or any modifications thereto, have been approved, the parties hereby agree that the approved timeline and schedule shall be incorporated herein as Appendix A, and the terms thereof shall operate as terms and conditions herein.

Step 3: In accordance with the approved timeline, the designated staff members shall meet with the NEOLA Associate for the scheduled sessions.

NEOLA will provide copies of its templates for Administrative Guidelines for the District's consideration during this process. The NEOLA Associate will be available, as necessary, to consult with the appropriate administrators as they make selections from the Templates.

If the District decides to include some District-specific materials, as defined in Section VI – License, during this drafting, the NEOLA Associate will mark the material as "District Specific" and forward the same to NEOLA for processing into the new manuals.

Step 4: The NEOLA Associate will ship the work product from Step 3 to NEOLA's Coshocton office, and NEOLA will prepare a draft of the Administrative Guidelines within ten weeks from the date that the work product was received by NEOLA. NEOLA shall provide two copies of this draft to the District. Additional copies will be available at a cost as set forth in Addendum A.

Step 5: The District shall note any revisions, additions, or deletions that are deemed necessary on one copy of the Draft and return the same to NEOLA's Coshocton office in its entirety.

Step 6: Before processing, NEOLA will review this marked up copy of the draft and contact the Superintendent's designated representative to discuss any desired changes, if necessary.

Step 7: NEOLA will then prepare the District Approved Edition of the Administrative Guidelines, and will return one master copy to the District.

2. Forms

NEOLA will provide, at no additional charge, a license to use NEOLA's Forms that complement the templates for Administrative Guidelines. This license is consistent

with the privileges and obligations provided with the other licenses being granted to the District.

If the District chooses to modify or customize the template forms in any way, the District will be charged NEOLA's hourly rate for processing as set forth in Addendum A, Additional Charges.

3. Payment Options

In consideration for the License to the Board Adopted Edition of the Administrative Guidelines, NEOLA's consultation, and other good and valuable consideration provided by NEOLA, the District shall pay NEOLA

(Note: Choose one of the following options.)

() Option #1

\$9,250.00, which is due and payable within thirty days of receipt of an invoice from NEOLA.

(X) Option #2

\$9,500.00 according to the following schedule:

- ☐ 20% (\$1,900.00) upon execution of this Agreement.
- ☐ 20% (\$1,900.00) three (3) months after execution of this Agreement.
- ☐ 20% (\$1,900.00) six (6) months after execution of this Agreement.
- ☐ 20% (\$1,900.00) nine (9) months after execution of this Agreement.
- ☐ 20% (\$1,900.00) twelve (12) months after execution of this Agreement.

(Note: End of options.)

If the District signs this License Agreement for Administrative Guidelines Development Service at the same time as the License Agreement for Bylaws and Policies Development Service and payment Option #1 is selected, then the payment listed in Option #1 in this Addendum will become due one year after the invoice for the Bylaws and Policies Development Service was issued. If the District signs this License Agreement for Administrative Guidelines Development Service at the same time as the License Agreement for Bylaws and Policies Development Service and payment Option #2 is selected, then the payments listed in Option #2 in this Addendum will become due three months after the last invoice for the Bylaws and Policies Development Service was issued, unless the District requests to be invoiced sooner.

The District agrees to pay the hourly rate charged for consulting time that is set forth in Addendum A, Additional Charges, if more than the twenty-four (24) hours of consultation that are included in the base price above is required to complete the documents that comprise the District Approved Edition of the Administrative Guidelines.

The District agrees to pay the hourly rate charged for processing documents that is set forth in Addendum A, Additional Charges, if more than the sixty (60) hours of processing that are included in the base price above is required to process the documents that comprise the District Approved Edition of Administrative Guidelines.

Furthermore, the District agrees to pay, when invoiced, for additional products and services, as described herein, and for shipping and handling of all materials, as well as any additional services or materials requested by the District. These charges are set forth in Addendum A.

The undersigned acknowledge that this is an Addendum to a License Agreement with NEOLA, Inc. and by his/her signature, acknowledges his/her individual authority to bind the Board of Education to the duties and obligations defined herein.

Saranac Community Schools

Manny Geiger
signature

Printed Name: Manny Geiger

Title: Superintendent

Date: 4/17/15

NEOLA, Inc.

Sandra E. Krueger
signature

Sandra E. Krueger

Corporate Secretary

Date: January 28, 2015

Please note, this Agreement will be considered void if not executed by April 30, 2015.

Addendum D

Electronic Publishing Service

The electronic publishing of NEOLA's materials that are licensed to the District, as set forth below, will be completed within five weeks of NEOLA's receipt, in their Stow office, of:

- A. written notification of the Board's adoption of the Board Adopted Bylaws and Policies Manual, and, if applicable, written notification of the Superintendent's approval of the District Approved Administrative Guidelines;
- B. this Addendum, and
- C. the District's written authorization to proceed.

1. Service

Step 1: As authorized to do so by the District, NEOLA will create a web site and format and upload the NEOLA materials licensed to the District to the web site.

Step 2: Upon completion of Step 1, NEOLA will notify the District, in writing, that their NEOLA web site URL has been posted on the internet, and that the District has the option of password protecting their NEOLA web site. A range of password options will be available for selection.

Despite the option of password protecting the web site, NEOLA **does not** recommend password protecting this public information.

Step 3: Upon receiving the notification set forth in Step 2, the District must submit a written request to NEOLA if the District intends to have password protection.

Upon receipt of such written notice from the District, NEOLA will complete the programming to password protect the web site within two weeks of receipt of the notice.

Step 4: A designated NEOLA Associate will provide an orientation program to acquaint personnel designated by the District with the use of the web site.

Step 5: In accordance with the Update Service, NEOLA will post Finalized Versions of revisions to NEOLA materials licensed to the District.

When the Board Adopted Edition of the Bylaws and Policies has been posted on-line, NEOLA will provide only **two printed copies of the updated documents** for the District's two master copies of the Board Adopted Edition of the Bylaws and Policies. If the District chooses to maintain more than two hard copies of this manual, the District must notify NEOLA of the number of additional copies of the updated documents that are desired. These additional copies of the updated documents will be invoiced at the copy charge set forth in Addendum A, Additional Charges.

If the District is a guidelines client or becomes a guidelines client, when the District Approved Edition of the Administrative Guidelines has been posted on-line, NEOLA will continue to provide one printed copy of the updated documents for the District's master copy of the District Approved Edition of the Administrative Guidelines. If the District chooses to maintain more than one hard copy of this manual, the District must notify NEOLA of the number of additional copies of the updated documents that are desired. These additional copies of the updated documents will be invoiced at the copy charge set forth in Addendum A.

The District's NEOLA web site will be hosted on multiple servers, and all changes to the District's documents on that web site will be made by NEOLA personnel. NEOLA retains all proprietary rights associated with the electronic publishing of the District's documents.

NEOLA's obligation to electronically publish the materials licensed from NEOLA is subject to the District maintaining its subscription to the Update Service and paying the annual electronic maintenance fee. NEOLA reserves the right to and may cease electronic publication of the licensed materials if the District fails to maintain its subscription to the Update Service or fails to pay the annual maintenance fee.

2. Payment Options

The fees due and payable to NEOLA for the work described herein are four thousand nine hundred dollars (\$4,900.00) and the District agrees to pay

- ☒ \$2,450.00 when the District is notified of the URL for its web site, and
- ☒ \$2,450.00 one year after the District is notified of the URL for its web site

or the entire amount may be paid at the time of the initial billing.

The District must pay the current maintenance fee for its NEOLA web site commencing with the first anniversary of the date that the District's documents are electronically published by NEOLA and annually thereafter. On the first anniversary, the invoice amount will be prorated to August. Subsequent invoicing for this annual maintenance fee will be in August.

Furthermore, the District agrees to pay, when invoiced, for additional products and services, as described herein, and for shipping and handling of all materials, as well as any additional services or materials requested by the District. These charges are set forth in Addendum A.

The undersigned acknowledge that this is an Addendum to a License Agreement with NEOLA, Inc. and by his/her signature, acknowledges his/her individual authority to bind the Board of Education to the duties and obligations defined herein.

Saranac Community Schools

Mary Geiger
signature

Printed Name: Mary Geiger

Title: Superintendent

Date: 4/17/15

NEOLA, Inc.

Sandra E. Krueger
signature

Sandra E. Krueger

Corporate Secretary

Date: January 28, 2015

Please note, this Agreement will be considered void if not executed by April 30, 2015.

Saranac Community Schools

Maury Geiger, Superintendent
88 Pleasant Street
Saranac, Michigan 48881

www.saranac.k12.mi.us

Telephone 616-642-1400
Fax 616-642-1405

Projected Additional Costs of Non-affiliated increases: May 7th, 2015

Projected costs include FICA, Retirement, W/C, Longevity, etc.
Projected start date of April 13th, 2015
Assuming same Third Party fees

	<u>2014-2015</u>	<u>2015-2016</u>	<u>TOTAL</u>
<u>HOURLY STAFF</u>	\$0.30	\$0.35	
Last hourly increase was the 2008-2009 school year. (Includes steps)			
Kitchen (11 staff)	\$1,624.51	\$14,083.11	\$15,707.62
Transportation (19 staff)			<i>In Process</i>
Central Office (2 staff)	\$366.79	\$4,667.73	<u>\$5,034.52</u>
		SUB TOTAL:	\$20,742.14

DIRECTOR/SUPERVISORY STAFF

Compared w/SEA - \$1,000.00/year off schedule payment for two years plus increase in longevity

Carmen Smith	\$1,339.60	\$2,019.45	\$3,359.05
Greg Smith	\$1,339.60	\$2,292.27	\$3,631.87
Gary Golombisky (METS)	\$1,271.20	\$1,271.20	<u>\$2,542.40</u>
		SUB TOTAL:	\$9,533.32

BUILDING ADMINISTRATORS

\$1,000.00 off schedule payment for one year plus \$1,500.00 cash in lieu of tuition reimbursement

Connie Hamilton	\$3,349.00		\$3,349.00
Josh Leader	\$3,349.00		\$3,349.00
Jason Smith	\$1,339.60*		\$1,339.60
Beth Simpson	\$3,349.00		<u>\$3,349.00</u>
*Received \$1,500.00 tuition reimbursement		SUB TOTAL	\$11,386.60

APPROXIMATE TOTAL COST: \$41,662.06

Saranac Elementary School
Connie Hamilton, Co-Principal, Curriculum Director
Jason Smith, Co-Principal, Transportation Director

Saranac Junior Senior High School
Beth Simpson, Co-Principal, Special Educ. Director
Josh Leader, Co-Principal, Athletic Director

Preparing youth today for tomorrow...

TO: Board of Education

FROM: Maury Geiger, Superintendent

SUBJECT: Teachers Partial Leave of Absence

Per the SEA collective Bargaining Agreement any tenured bargaining unit member (teacher) who was at one time a full-time employee and is currently less than full-time is considered to be on a partial leave of absence. An employee on a partial leave of absence is entitled to return to a comparable position for which he/she is certified and qualified, even if such a return necessitates displacement of a bargaining unit member. Those employees on a partial leave of absence must notify the Board of Education in writing by April 15th if they wish to return to full time employment for the following year or request a continued partial leave of absence.

We have notified both teachers and have received their responses, Tina Catrell & Tara Rasmus for the 2015-2016 school year. This request can be handled in one of two ways.

1. Agree to the request as submitted. This will allow the teacher to continue to work half time but have the right to request to return to full time at the end of the year.
2. Deny the request. This will require the teacher to either return to full time employment next year or resign half of their position and become a half time teacher. This would only entitle them to half time employment in future years.

**SARANAC COMMUNITY SCHOOLS
And
IONIA COUNTY INTERMEDIATE SCHOOL DISTRICT**

TECHNOLOGY SUPPORT SERVICES AGREEMENT

2015-2016 & 2016-17 School Years

This agreement is between Saranac Community Schools, hereinafter called SARANAC and Ionia County Intermediate School District, hereinafter called Ionia County ISD.

SARANAC and Ionia County ISD acknowledge that the following items to the agreement may be altered with mutual consent of the parties when and where applicable. The elements of the agreement are as follows:

1. Ionia County ISD agrees to provide Technology Support Services to SARANAC for the 2015-2016 and 2016-17 school years.
2. Ionia County ISD agrees to charge SARANAC \$135,022 for this service for the 2015-2016 school year. Charges for the 2016-17 school year will be mutually agreed upon by June 30, 2016.
3. The person or person(s) hired to perform the services shall be hired, employed, supervised and evaluated by Ionia County ISD. Input from SARANAC will be valued when making staffing decisions.
4. All personnel costs, including salary and benefits shall be the responsibility of Ionia County ISD, conference expenses, continuing education expenses and certification costs shall be the responsibility of Ionia County ISD .
5. All costs that are directly attributable to the services provided on behalf of SARANAC, such as supplies and materials, travel, equipment, etc shall be the responsibility of SARANAC. Ionia County ISD shall invoice SARANAC as needed for such costs.
6. Any unforeseen expenditures that are directly attributable to this agreement shall be discussed and decided upon at that time.
7. Ionia County ISD shall invoice SARANAC for the charges outlined in number 2 in two equal payments of \$67511.00 for the 2015-16 school year, 2016-17 school year will be mutually agreed upon by June 30, 2016. The first invoice will be sent in December and the second will be sent in June. Any expenditures outlined in number 5 above will be invoiced as needed.
8. Termination of this agreement by either district requires a one hundred and twenty (120) day written notification. It is understood that this agreement shall automatically roll over each fiscal year if no notification by either party is received by March 1.

Maury Geiger
Superintendent
Saranac Community Schools

Date

Sally Caverley
Deputy Superintendent
Ionia County ISD

Date

BUSINESS SERVICES CONTRACT

This Business Services Contract to provide business operational services is made by and between Saranac Community Schools, 88 S Pleasant St, Saranac, MI 48881, hereinafter referred to as "SCS", and the Ionia County Intermediate School District, Ionia, MI 48846, hereinafter referred to as "ICISD".

Preamble

- A. *Revised School Code Section 627(4) generally authorizes intermediate school districts to provide to constituent districts business services that can be accomplished more cost effectively by an intermediate school district, and to charge a fee for such services.*
- B. *The parties, after careful consideration, have concluded that ICISD can furnish SCS certain business services on a more cost-effective basis.*
- C. *ICISD is willing to furnish, and SCS desires to receive, such services for the consideration and on the terms and conditions stated in this Contract.*

Effective Dates: July 1, 2015 through June 30, 2017

- 1. ICISD and SCS mutually agree that ICISD will provide Business Services for SCS as set forth in Appendix A. Further Appendix A may be amended by mutual agreement of the parties.
- 2. ICISD and SCS also mutually agree as follows:
 - a. ICISD shall be responsible for ensuring that the individuals assigned to perform services for SCS adhere to professional standards and perform all services in a manner consistent with generally accepted proficiency and competency for the type of services rendered.
 - b. ICISD shall be regarded at all times as performing services as an independent contractor of SCS. SCS shall not have the right to exercise control or direction over the means and methods utilized by ICISD in providing services.
 - c. All individuals assigned by ICISD to perform services for SCS shall be considered employees of ICISD and shall not be considered employees, individual agents, or contractors of SCS. ICISD shall be solely responsible for compensating, hiring, evaluating, disciplining, dismissing, and otherwise regulating the employment conditions and rights relative to all individuals whom ICISD utilizes to provide services to SCS.
 - d. The term of this contract shall commence on July 1, 2015 and remain in full force and effect through June 30, 2017. Unless SCS provides written notice of non-renewal at least 60 (sixty) days before the contract

termination date, this contract will, without further action, be automatically renewed for an additional one year period, on each June 30th.

- e. Early Termination. This contract may be terminated for any reason by either party upon 60 (sixty) days written notice to the other Party. In the event this Contract is terminated during its term, SCS will pay ICISD for services provided up to and including the date of termination.
- f. Compensation and Payment. In consideration of the services provided to SCS by ICISD as specified in Appendix A, SCS will compensate ICISD eighty two thousand dollars (\$82,000) for fiscal year 2015-16 and eighty three thousand, five hundred dollars (\$83,500) for fiscal year 2016-17. Further it is mutually agreed that this fee does not include any cost associated with additional work that may result from the district incurring a deficit fund balance.
- g. Invoice Procedure. ICISD shall submit invoices to SCS on a periodic basis. SCS will remit payment to ICISD within thirty (30) days of receipt. If SCS disputes the accuracy of any invoice delivered by ICISD, SCS shall deliver a written notice and explanation to ICISD within sixty (60) days of receipt. ICISD will meet with SCS to review the invoice and attempt to resolve the dispute within ten (10) business days of receipt of the notice of dispute.
- h. Indemnification. Each party to this Contract must seek its own legal representative and bear its own costs, including judgments, in any litigation which may arise from performance of this contract. It is specifically understood and agreed that neither party will indemnify the other in litigation.
- i. Minimum Insurance. ICISD shall carry comprehensive general liability insurance with limits of not less than one million dollars (\$1,000,000) per occurrence, combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect ICISD and SCS against liability or claims of liability which may arise out of ICISD provision of services under this contract.
- j. Confidentiality. ICISD shall observe the policies and directives of SCS to preserve the confidentiality of SCS records and information, including student records and student information, to the extent ICISD (its employees and agents) are permitted to access such records or information.
- k. Notice of Non-Discrimination. The parties shall not discriminate against any employee, applicant for hire, student, or other recipient of service

under this contract due to race, color, religion, sex, national origin, age, height, weight, or disability in the delivery of services rendered under this contract.

- l. Entire Agreement. This contract, and its attached Appendices, constitute the entire contract between the parties regarding its subject matter and supersedes any prior understandings or agreements with respect to the services.
 - m. Amendments. None of the terms and provisions of this contract or its appendices may be modified or amended in any way except by an instrument in writing executed by authorized representatives of ICISD and SCS.
 - n. Governance. This Agreement, and all amendments, modification, and changes hereto will be governed by the laws of the State of Michigan.
2. Authorization and Signer's Representation. This contract has been duly authorized, executed and delivered by the parties and constitutes a legal, valid and binding obligation upon each of them, enforceable in accordance with its terms. The representatives of Ionia County ISD and Saranac Community Schools affirm that they are authorized to execute and bind their respective parties to the Agreement.

Ionia County ISD

By: Robert Kjolhede Date: 5-11-15
Robert Kjolhede
Superintendent

Saranac Community Schools

By: _____ Date: _____
Maury Geiger
Superintendent

Appendix A (Scope of Services)

ICISD will provide the following services to SCS under the terms of this contract:

- Review Current Processes, Identify Areas for Improvement, Develop Plan to Address Issues, Prepare Timeline, and Implement Plan
 - Payroll
 - Payroll related Accounts Payable
 - Accounts Payable
 - Cash Receipts
 - Financial & Regulatory Reporting
- Cash Management
 - Receipt State Aid deposits (via wire transfer)
 - Allow for the recording of deposits into the General Ledger (All cash and local collections to be deposited by LEA)
 - Invest excess funds in compliance with state law
 - Prepare and maintain cash flow
 - Initiate and request federal cash draws
 - Bank Reconciliations
- Financial and Regulatory Reporting
 - Create/complete the monthly, quarterly and annual financial reporting:
 - Monthly Board of Education/Administrative financial reports
 - Quarterly Medicaid financial reports
 - Annual Special Education report – SE4096
 - Annual Special Education Transportation report –SE4094
 - Annual FID Report
 - Grant Final Expenditure Reports
 - Lead and coordinate the annual audit
 - Lead and coordinate the budget development and amendment process
 - Lead and coordinate the cash flow borrowing process
 - Prepare and file the Annual Disclosure Statement
- Other
 - Assist with contract computations as needed
 - Review and monitor the payroll system
 - Review monthly, quarterly and annual reports (941, MPSERS, etc.)
 - Review W-2s and their tie outs to various payroll reports
 - Assist if needed with unemployment claims
 - Process all related year-end payroll accruals
 - Provide financial support for negotiations
 - Coordinate all month-end and year-end close outs
 - Provide assistance with millage renewals
 - Provide assistance with bond refundings

SCS Responsibilities include but not limited to:

- Deposit district funds that are collected at the district and submit documentation to ICISD for recording and bank reconciliation purposes
- Process checks for Student Activities and Athletic Officials and submit documentation weekly to ICISD for recording and bank reconciliation purposes
- Assist in the development and implementation of internal controls for business operations and assure continued compliance of such procedures
- Pupil accounting and days and clock hour reporting
- Food Service Reporting
- Input time sheets and attendance information
- Student Injury Reporting
- Personnel responsibilities including:
 - Hiring
 - Firing
 - Contract negotiations
 - Employee fingerprinting – prior to date of hire
 - Register of Educational Personnel (REP)
 - Change of status for personnel (new hires, changes, terminations)
 - (Personnel hire/contract information including, but not limited, employee position and rate of pay)
 - FMLA paperwork and notices
- Complete and/or transfer of information to ICISD in a timely manner including:
 - Deposits/transfer of receipts and documentation
 - Annual Personnel Roster with employee assignment(s)
 - Initial employee hire/set-up information (W-4s, Retirement information, voluntary deductions, etc.)
 - Maintain employee absence information (including but not limited to, sick, vacation, personal time, conference and bereavement leave for all staff)

RESOLUTION

WHEREAS: Mrs. Beth Simpson has decided to retire after 27 years with Saranac Community Schools. She started her career in the resource room at the Middle School in 1988. In 2002 she continued Special Education services along with the Student Services Coordinator at the High School, then in 2006 she became Co-Principal/Special Education Director at the Jr/Sr High School, and

WHEREAS: Her guidance and leadership with the transition to a 7th thru 12th grade school has worked well with making a smooth transition. She has always worked hard and with deep concern for the students of Saranac Community Schools starting many innovative programs such as the GO Program, E2020, PASS Parent Meetings, and many more. She continues to be at many Jr/Sr High events where, she positively represents the district, and

WHEREAS: Her genuine interest in the students, her understanding, and her expertise bespeaks professionalism of the highest rank, and forever will leave a lasting impression upon the many students and staff whose lives she has touched, and

NOW THEREFORE BE IT RESOLVED: That this Board of Education go on record as officially recognizing the many achievements of Beth Simpson, and express our profound appreciation to her and thanks for a job well done. She will be remembered for many years to come for her unselfish accomplishments. We will miss her. She has our best wishes for a long and happy retirement.

RESOLUTION

WHEREAS: Mrs. Beth Kelly started her career as an Elementary School Secretary in 1991 at Saranac Community Schools, and

WHEREAS: Each year she was ready to greet students to a new year dedicating herself and taking pride in the work she did to manage the office with so many daily interruptions, and a smile on her face. She has performed her tasks with dedicated professionalism; giving inspiration to all of us. Her caring attitude, and her knowledge benefited many students and staff who walked through the office, guiding them in good times and bad with her warm and friendly demeanor, and

WHEREAS: It has been a pleasure to know and work with Beth. She is an outstanding human being who will be missed not only by the staff, but also by the many students of today and yesteryear, and

NOW THEREFORE BE IT RESOLVED: That the Saranac Board of Education go on record thanking Beth Kelly for so many years of faithful service and wishing her much happiness in retirement. She positively impacted the lives of many students, parents & staff. She enters retirement with our very best wishes.