

Agenda of Regular

The Board of Trustees Bear Lake School District

A Bear Lake Board of Education will be held October 12, 2020, beginning at 7:00 PM Brethren Media Center
4400 North Highbridge Road
Brethren, Michigan 49619.

1. **Call To Order - President, Heather Stapley**
2. **Routine Business**
 - A. Pledge of Allegiance
 - B. Adoption of Agenda
 - C. Consent Calendar Items - B & C
3. **Items from the Audience**

This portion of the meeting is for persons who wish to address the Board of Education. Please remember that your question or request may require further study by the Board or it may be subject to a local, state, or federal statute that will not make it possible to give you an answer or take action on your request at this meeting. However, the Board will endeavor to respond in a reasonable length of time.
4. **Correspondence/Communication**

Bernice Beatty
5. **Board Reports**
 - A. Principal's Report
 - B. Athletic Report
6. **Superintendent's Report**
 - A. Personnel
 - B. Snowplow Bids
 - C. Count Day
 - D. Extended COVID-19 Plan Update
 - E. Return to Learn Plan Discussion
 - F. NEOLA - First Read
 - G. Bond Update
 - H. Manistee County School Management Cooperative - Succession Plan
 - I. Northern Michigan School Legislative Association (NMSLA) Update
7. **Treasurer's Report**
8. **Minutes**
9. **Action Items**
10. **Board Requests**
11. **Announcements**
 - A. Next Board Meeting - November 9, 2020
12. **Adjournment**

Oct 8, 2020

As of Friday Oct 3, 2020
I resign my position in KND
kitchen.

Bernice Beatty

10-8-2020

***KALEVA NORMAN DICKSON SCHOOL DISTRICT
BOARD OF EDUCATION***

We will have the following personnel items for tonight's meeting:

Hire:

Jennifer Redman – Food Service

Resignation

Bernice Beatty – Food Service

Pricing Structure: Per Hour Pricing

From November 1, 2019 thru April 1, 2020, the services defined in the attached Scope of Work will be conducted by Anthony's Outdoor Services, LLC at the following rates:

Per hour of service, pricing as follows:

\$65.00 per hour for snow plowing with Truck w/ plow

\$70.00 per hour for snow plowing with Truck w/ plow and back blade

\$85.00 per hour for snow plowing with Loader w/ snow pusher

\$85.00 per hour for snow plowing with Tractor w/ snow pusher

\$85.00 per hour for de-icing services with Truck w/ salter box

\$.27 per pound for Ice Melting product (Go Melt - melts down to -5 degrees)

\$85.00 per hour for snow removal with Loader

\$85.00 per hour for snow removal with Tandem Dump Truck

\$45.00 per hour for sidewalk clearing with hand labor w/shovel or snowblower

Services will commence once snow and ice accumulations reach TRIGGER DEPTH 2"-3".

Customer acknowledges that product and material shortages or other circumstances beyond Contractor's control may require Contractor, if Contractor finds it necessary or expedient to do so, to make material/substance substitutions and/or modifications to substance mix.

By signing below both parties agree to obligations within the attached Agreement, including the contract Terms & Conditions, Scope of Work, and Pricing Structure sections. No person has authority to make any claim, representation, promise or condition on our behalf that is not documented within the attached Agreement. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications, involving extra costs will become an extra charge over and above the estimate. All invoices to be paid within 10 days of receipt.

Authorized For:
Kaleva Norman Dickson School

Anthony's Outdoor Services, LLC

Signature
Date _____ Contact: _____

Signature Anthony Ganss - President
Date _____



Main - (231) 794-9150 Fax - (231) 887-4163
Address - 1395 Lakeshore Rd. Manistee, MI 49660
Email - anthonysootdoorservices@gmail.com
Web - www.anthonysoutdoorservices.com

Pricing Structure: Per Hour Pricing

From November 1, 2020 thru April 1, 2021, the services defined in the attached Scope of Work will be conducted by Anthony's Outdoor Services, LLC at the following rates:

Per hour of service, pricing as follows:

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- \$70.00 per hour for snow plowing with Truck w/ plow and back blade
- \$85.00 per hour for snow plowing with Loader w/ snow pusher
- \$85.00 per hour for de-icing services with Truck w/ salter box
- \$.27 per pound for Ice Melting product (melts down to -20 degrees)
- \$85.00 per hour for snow removal with Loader
- \$85.00 per hour for snow removal with Tandem Dump Truck
- \$45.00 per hour for sidewalk clearing with hand labor w/shovel or snowblower

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Customer acknowledges that product and material shortages or other circumstances beyond Contractor's control may require Contractor, if Contractor finds it necessary or expedient to do so, to make material/substance substitutions and/or modifications to substance mix.

By signing below both parties agree to obligations within the attached Agreement, including the contract Terms & Conditions, Scope of Work, and Pricing Structure sections. No person has authority to make any claim, representation, promise or condition on our behalf that is not documented within the attached Agreement. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications, involving extra costs will become an extra charge over and above the estimate. All invoices to be paid within 10 days of receipt.

NOTE: This proposal may be withdrawn by us if not accepted by October 26, 2020.

Authorized For:

Kaleva Norman Dickson School 4400 N Highbridge Rd. Anthony's Outdoor Services, LLC

Signature
Date _____ Contact: _____

Michelle Ganss
Signature Anthony Ganss - President
Date _____

Scope of Work: Snow & Ice Services

This Scope of Work represents the snow and ice services that will be provided for the following location:

CUSTOMER NAME: Kaleva Norman Dickson School

CUSTOMER ADDRESS(S): 4400 N High Bridge Rd Brethren, MI 49619

Level of Service

Customer agrees to allow the Contractor to decide if snow plowing is warranted based upon snow accumulations at customer's particular location. Customer understands that snow accumulations may vary throughout the local area, and that accumulations in one section of the area are not necessarily indicative of the accumulation at the customer's particular location. Customer also understands that drifting snow may necessitate plowing of their particular location, regardless of the total snowfall at that location. In any event, customer agrees to allow the contractor to decide if snow plowing and or deicing services are necessary.

- Trigger Depth to respond: 2"-3"
- Additional fee will be applied for: Sidewalk clearing (\$45.00 per hour) and will call customers will have a \$10.00 fee applied to the per service price.

Concealed Conditions/Extreme Conditions/Property Preparation

Contractor is not responsible due to concealed conditions (poor drainage, rocks, underground utilities) as well as Acts of God or Blizzard/whiteout provisions, below freezing conditions.

The Customer is presumed to know his/her own property boundaries. The Customer will clearly stake the areas to be plowed. In the event the areas staked are erroneous or not at all, the Customer agrees to defend and hold harmless the contractor for any and all trespasses or damage that may result from the Customer's failure to properly stake his property. At the request of the Customer the contractor will stake the property for an additional charge, and the Customer agrees to pay such charges.

Communication

Anthony's Outdoor Services, LLC encourages customers to contact our company with any and all means of communicating information/complaints/concerns/hazardous conditions/salting requests or services. The customer is to contact 231-794-9150 for these requests.

Weather Clarification & Reporting

Weather information is determined by the National Weather Service and Weather Underground. These weather stations are how trigger depths are determined, how snow accumulations are measured (i.e.

weather reporting service, airport totals, etc.) and how these relate to billing, and clauses related to microclimates/special conditions due to region/location (example: lake effect snow, blowing winds due to exposure etc.).

Monitoring:

Anthony's Outdoor Services, LLC monitors the current weather conditions from the National Weather Service and Weather Underground.

Customer will notify Contractor if Customer wishes Contractor to return to Customer's premises to perform additional services, including inspection for melt and freeze and additional snow accumulation. Contractor shall not be expected to service potentially dangerous conditions for which it has not been given reasonable notice. Customer acknowledges Contractor is not engaged, nor does it accept engagement, as a continuing monitor of potentially dangerous or unsafe conditions which may arise by reason of thawing and refreezing of previously plowed or treated areas.

Customer will be charged additional fees should additional equipment be deemed necessary to provide snow plowing and de-icing services.

Onsite Storage:

Customer shall permit Contractor to place a temporary storage container on Customer's premises, for the purpose of storage of snow removal equipment and materials.

Snow Removal:

Customer shall permit Contractor to remove snow piles from Customer's premises if there is no more room for additional snow piling. Customer will be charged additional fees for snow removal equipment and labor.

Definition of Terms:

- Snow plowing – to clear away snow and pile on property
- Snow Removal – to clear and remove snow from property
- De-icing – melt ice from specified locations on property
- Will call customers – customer who are not on a routine basis and who call to request services

Rick's snowplowing

(231) 723-7534 or (231) 233-5753

I, Kaleva Norman Dickson School District @ Brethren High School agree to pay Rick Briske \$ → SEE BELOW *

For each time plowed for the 2020-2021 winter season. If loader is needed for snow removal the hourly rate will be \$. If snow needs to be removed from the premises, trucking fee will be \$ per hour.


Rick Briske

Customer

** Rick's plowing will take full responsibility for any damage made by the plow truck, and will make the necessary repairs.

- * Fully Insured
- * \$45.00 per hour For Snowplowing with TRUCK w/plow
- * \$85.00 per hour For Snowplowing with loader & Snow pusher
- * SERVICES will commence once snow & ice reach 2"-3" inches

STUDENT COUNT 10/7/2020

| Grade | Students | Virtual | | % Virtual |
|--------------|------------|------------|--|------------|
| K | 36 | 8 | | |
| 1 | 53 | 17 | | |
| 2 | 38 | 9 | | |
| 3 | 44 | 11 | | |
| 4 | 29 | 7 | | |
| 5 | 39 | 9 | | |
| 6 | 34 | 8 | | |
| Total | 273 | 69 | | 25% |
| | | | | |
| 7 | 47 | 19 | | |
| 8 | 46 | 12 | | |
| Total | 93 | 31 | | 33% |
| | | | | |
| 9 | 55 | 12 | | |
| 10 | 53 | 19 | | |
| 11 | 39 | 12 | | |
| 12 | 30 | 15 | | |
| Total | 177 | 58 | | 33% |
| | | | | |
| TOTAL | 543 | 158 | | 29% |

MCC - 65

| | |
|--------------|--|
| Book | Policy Manual |
| Section | Policy for Board 35-1 |
| Title | Copy of EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS |
| Code | po5610 |
| Status | |
| Adopted | February 10, 1992 |
| Last Revised | January 14, 2019 |

5610 - **EMERGENCY REMOVAL, SUSPENSION, AND EXPULSION OF STUDENTS**

The Board of Education is continually concerned about the safety and welfare of District students and staff and, therefore, will not tolerate behavior that creates an unsafe environment, a threat to safety or undue disruption of the educational environment.

Factors to be Considered Before Suspending or Expelling a Student

The Board of Education also recognizes that exclusion from the educational program of the schools is a severe sanction that should only be imposed after careful and appropriate consideration.

Except as otherwise noted below with respect to possession of a firearm in a weapon free school zone, if suspension or expulsion of a student is considered, the Board (Superintendent) shall consider the following factors prior to making a determination of whether to suspend or expel:

- A. the student's age
- B. the student's disciplinary history
- C. whether the student has a disability
- D. the seriousness of the violation or behavior
- E. whether the violation or behavior committed by the student threatened the safety of any student or staff member
- F. whether restorative practices will be used to address the violation or behavior
- G. whether a lesser intervention would properly address the violation or behavior

The Board and/or Superintendent will exercise discretion over whether or not to suspend or expel a student. In exercising that discretion for a suspension of more than ten (10) days or expulsion, there is a rebuttable presumption that a suspension or expulsion is not justified unless the Board and/or Superintendent can demonstrate that it considered each of the factors listed above. For a suspension of ten (10) days or fewer, there is no rebuttable presumption, but the Board and/or Superintendent will still consider these factors in making the determination.

Restorative Practices

The Board and/or Superintendent shall consider using restorative practices as an alternative to or in addition to suspension or expulsion. If the District determines that it will utilize restorative practices in addition to or as an alternative to suspension or expulsion of a student, it will engage in restorative practices which emphasize repairing the harm to the victim and school community caused by the student's misconduct.

Restorative practices should be the first consideration to remediate offenses such as interpersonal conflicts, bullying, verbal and physical conflicts, theft, damage to property, class disruption and harassment and cyberbullying.

If the Board and/or Superintendent decides to utilize restorative practices as an alternative to or in addition to suspension or expulsion, the restorative practices may include victim-offender conferences that:

- A. are initiated by the victim;
- B. are approved by the victim's parent or legal guardian or, if the victim is at least fifteen (15), by the victim;
- C. are attended voluntarily by the victim, a victim advocate, the offender, members of the school community, and supporters of the victim and the offender (the "restorative practices team");
- D. would provide an opportunity for the offender to accept responsibility for the harm caused to those affected, and to participate in setting consequences to repair the harm, such as requiring the student to apologize; participate in community service, restoration of emotional or material losses, or counseling; pay restitution, or any combination of these.

The selected consequences and time limits for their completion will be incorporated into an agreement to be signed by all participants.

Due Process

The Board recognizes exclusion from the educational programs of the District, whether by suspension or expulsion, is the most severe sanction that can be imposed on a student and is one that cannot be imposed without appropriate due process, since exclusion deprives a child of the right to an education. The Board also recognizes that it may be necessary for a teacher to remove a student from class for conduct disruptive to the learning environment, and that such removals are not subject to a prior hearing, provided the removal is for a period of less than twenty-four (24) hours. However, if an emergency removal may result in a suspension, then due process must be ensured.

In all cases resulting in short-term suspension, long-term suspension or expulsion, appropriate due process rights described in Policy 5611 and AG 5610 must be observed. The principal shall check to make sure the student is not classified as disabled under Section 504. Students with disabilities under IDEA or Section 504 shall be expelled only in accordance with their rights under Federal law.

For purposes of this policy, suspension shall be either short-term (not more than ten (10) days) or long-term (for more than ten (10) days but less than permanent expulsion) removal of a student from a regular District program. The Superintendent may suspend a student for a period not to exceed 10 school days.

For purposes of this policy, unless otherwise defined in Federal and/or State law, expulsion is defined as the permanent exclusion of a student from the District. Students who are expelled may petition for reinstatement as provided below.

Emergency Removal or Short-Term Suspension

A student may be removed from a class, subject, or activity for one (1) day by his/her teacher for certain conduct as specified in the Code of Conduct, or he/she may be given a short-term suspension by the Superintendent. A student so removed may be allowed to attend other classes taught by other teachers during the term of the one (1) day removal. A student removed from the same class for ten (10) days will be entitled to the process for short-term suspensions outlined in AG 5610. A student removed from the same class for more than ten (10) days will be entitled to the process for long-term suspensions outlined in AG 5610. A The Board designates the Superintendent as its representative at any hearings regarding the appeal of a suspension.

Long-Term Suspension or Expulsion

Due process set out in Policy 5611 and AG 5610 shall be followed in all circumstances in which a student may be expelled or suspended for a period of more than ten (10) days.

The Superintendent may recommend to the Board a long-term suspension or that a student be expelled.

In all cases resulting in short-term suspension, long-term suspension, or expulsion, appropriate due process rights must be observed.

[In determining whether a student is to be suspended or expelled, District Administrators shall use a preponderance of evidence standard.](#)

The Superintendent shall develop procedures to implement this policy that shall include the following:

- A. strategies for providing special assistance to students in danger of being expelled and not achieving the academic outcomes of the District's core curriculum;
- B. standards of behavior for all students in accordance with District Board policy on student discipline;
- C. procedures that ensure due process; and
- D. provision for make-up work at home, when appropriate.

When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")) created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

Persistent Disobedience or Gross Misconduct/CSC Against Another District Student

Any student may be removed from the classroom, and/or, after consideration of the factors identified above, suspended or expelled for persistent disobedience or gross misconduct or if the student commits criminal sexual conduct against another student enrolled in the District regardless of the location of the conduct. A student may not be expelled or excluded from the regular school program based on pregnancy status.

In recognition of the negative impact on a student's education, the Board encourages the District's administrators to view suspensions, particularly those over ten (10) days, and permanent expulsions as a discipline of last resort, except where these disciplines are required by law. Alternatives to avoid or to improve undesirable behaviors should be explored when possible prior to implementing or requesting a suspension or expulsion.

Physical and Verbal Assault

Unless a different determination is made after consideration of the factors identified above, the District shall permanently expel a student in grade six or above if that student commits physical assault at school against a staff member, a volunteer, or a contractor.

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above for up to one hundred eighty (180) school days if the student commits physical assault at school against another student.

Physical assault is defined as "intentionally causing or attempting to cause physical harm to another through force or violence."

Unless a different determination is made after consideration of the factors identified above, the District shall suspend or expel a student in grade six or above and may discipline, suspend or expel at student in grade five and below for a period of time as determined at the Board's discretion if the student commits verbal assault at school against a District employee, volunteer, or contractor or makes a bomb threat or similar threat directed at school building, property, or at a school-related activity.

Verbal assault is a communicated intent to inflict physical or other harm on another person, with a present intent and ability to act on the threat.

"At school" means in a classroom, elsewhere on school premises, on a school bus or other school-related vehicle, or at a school-sponsored activity or event whether or not it is held on school premises.

The District may provide appropriate instructional services at home for an expelled student not placed in an Alternative Education Program. The instructional services provided shall be similar to those provided to homebound or hospitalized students and shall be contracted for in the same manner.

Weapons, Arson, Criminal Sexual Conduct

In compliance with State and Federal law, and unless a different determination is made after consideration of the factors identified above, the District shall expel any student who possesses a dangerous weapon, other than a firearm, in the District's weapon-free school zone (except as noted below), commits either¹² arson or criminal sexual conduct in a school building or on

school property, including school buses and other District transportation, or pleads to, is convicted of or is adjudicated of criminal sexual conduct against another student enrolled in the District.

In compliance with State and Federal law, the District shall expel any student who possesses a firearm in the District's weapon-free school zone in violation of State law, unless the student can establish the mitigating factors relating to possession of a dangerous weapon set out below, by clear and convincing evidence.

For purposes of this policy, a "dangerous weapon" is defined by law as a firearm, dagger, dirk, stiletto, knife with a blade over three (3) inches in length, pocket knife opened by a mechanical device, iron bar, or brass knuckles. This definition also includes other devices designed to (or likely to) inflict bodily harm, including, but not limited to, air guns and explosive devices. The term "firearm" is defined as any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of the explosive, the frame, or the bearer of any such weapon, as well as a firearm muffler, firearm silencer, or any such destructive device.

The District need not expel a student for possession of a dangerous weapon, including a firearm, if the student can establish in a clear and convincing manner the following mitigating factor(s) to the satisfaction of the Board the:

- A. object or instrument was not possessed for use as a weapon, or for direct (or indirect) delivery to another person for use as a weapon; or
- B. weapon was not knowingly possessed; or
- C. student did not know (or have reason to know) that the object or instrument in his/her possession constituted a dangerous weapon; or
- D. weapon was possessed at the suggestion, request, direction of, or with the express permission of the Superintendent or the police.

There is a rebuttable presumption that expulsion for possessing the weapon is not justified if the Board and/or Superintendent determines in writing that the student has established that he or she fits under one of the exceptions above by clear and convincing evidence, and that the student has no previous history of suspension or expulsion.

For expulsions for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor, the Superintendent shall provide that the expulsion is duly noted in the student's record, the student is referred to the Department of Human Services or Department of Community Health within three (3) school days after the expulsion, and the parents are informed of the referral. Furthermore, if a student who is expelled is below the age of sixteen (16), the Superintendent shall ensure notification of the expulsion is given to the Juvenile Division of the Probate Court. In compliance with Federal law, the Superintendent shall also refer any student (regardless of age) expelled for possession of a dangerous weapon to the criminal justice or juvenile delinquency system serving the District. In addition, the Superintendent shall send a copy of this policy to the State Department of Education and shall include a description of the circumstances surrounding the expulsion of the student for possessing a firearm or weapon in the District's weapon-free school zone, together with the name of the District, the number of students so expelled, and the types of firearms or weapons brought into the weapon-free school zone.

A student expelled under this policy for dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may apply for reinstatement in accordance with the following guidelines:

- A. If the student is in grade five (5) or below at the time of the expulsion and was expelled for possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after sixty (60) school days from the date of expulsion, but the student may not be reinstated before ninety (90) school days from the expulsion date.
- B. If the student is in grade five (5) or below at the time of the expulsion and was expelled for a reason other than possessing a firearm or threatening another person with a dangerous weapon, the parents, legal guardian, or emancipated minor may submit a request for reinstatement at any time, but the student may not be reinstated before ten (10) school days from the expulsion date.
- C. If the student is in grade six (6) or above at the time of the expulsion, the parents, legal guardian, adult student, or emancipated minor may submit a request for reinstatement after 150 school days from the date of the expulsion, but the student may not be reinstated before 180 school days from the expulsion date.
- D. The parent, adult student, or emancipated minor shall submit the request for reinstatement to the Superintendent.

- E. Within ten (10) school days after receiving the petition, the Board shall appoint a committee consisting of two (2) Board members, a school administrator, a teacher, and a school-parent representative. During this time period, the Superintendent shall prepare and submit for consideration by the committee information concerning the circumstances of the expulsion and any factors mitigating for or against reinstatement.
- F. Within ten (10) school days after being appointed, the committee shall review all pertinent information and submit its recommendation to the Board. The recommendation may be for unconditional reinstatement, conditional reinstatement, or non-reinstatement, based on the committee's consideration of the following the:
1. extent to which reinstatement would create a risk of harm to students or school staff;
 2. extent to which reinstatement would create a risk of school or individual liability for the Board or school staff;
 3. age and maturity of the student;
 4. student's school record before the expulsion incident;
 5. student's attitude concerning the expulsion incident;
 6. student's behavior since the expulsion and the prospects for remediation;
 7. The degree of cooperation and support the parent has provided and will provide if the student is reinstated (if the request was filed by a parent), including, but not limited to the parent's receptiveness toward any conditions placed on the reinstatement. Such conditions, for example, might include a written agreement by the student and/or a parent who filed the reinstatement request to accomplish the following:
 - a. abide by a behavior contract involving the student, his/her parents, and an outside agency;
 - b. participate in an anger management program or other counseling activities;
 - c. cooperate in processing and discussing periodic progress reviews;
 - d. meet other conditions deemed appropriate by the committee;
 - e. accept the consequences of not fulfilling the agreed upon conditions.
 8. student's behavior since the expulsion and the prospects for remediation.

The Board shall make its decision no later than the next regular Board meeting following the committee's submission of its recommendations. The Board's decision shall be final and is not subject to appeal.

In the event a student who has been permanently expelled from another school requests admission to this District, in making its decision, the Board shall follow the same procedure it has established in paragraphs A-F, above, for the reinstatement of a student.

Students expelled for reasons other than dangerous weapons, arson, criminal sexual conduct or assault upon an employee, volunteer or contractor may also petition the Board for reinstatement. The Board may, at its discretion, consider the petition in accordance with the procedures set forth above.

The Superintendent shall ensure Board policies and procedures regarding a student's rights to due process are followed when dealing with a possible suspension or expulsion under this policy.

In-School Discipline

The purpose of this policy is to provide an alternative to out of school suspension. The availability of in-school discipline options is dependent upon the financial ability of the Board to support such a program.

In-school discipline will only be offered at the discretion of the Superintendent for offenses found in the Student Code of Conduct.

The Superintendent is to establish procedures for the proper operation of such a program and to ensure appropriate due-process procedures are followed as applicable. (See Policy 5630.01)

Due Process Rights

The Board recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following:

A. Students Subject to Short-Term Suspension

Except when emergency removal is warranted, a student must be given at least oral notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The Superintendent or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. An appeal may be addressed to the Superintendent whose decision will be final.

B. Students Subject to Long-Term Suspension and Expulsion

A student and his/her parent or guardian must be given written notice of the intention to suspend or expel and the reasons therefore, and must also be given an opportunity to appear before the Board with a representative to answer the charges. The student and/or his/her guardian must also be provided a brief description of the student's rights and the hearing procedure, a list of the witnesses who will provide testimony to the Board, and a summary of the facts to which the witnesses will testify. At the student/parent's request, the hearing shall be held in closed session, but the Board must act publicly. The Board shall act by providing a written decision on any appeal of an expulsion, a request for reinstatement, or a request for admission after permanent expulsion from another school.

The Superintendent shall develop procedures to ensure all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights shall be placed in all student handbooks, in a manner that facilitates understanding by students and their parents.

Corporal Punishment

While recognizing that students may require disciplinary action in various forms, the Board does not condone the use of unreasonable force and fear as an appropriate procedure in student discipline.

Staff shall not use physical force or violence to compel obedience. If all other means fail, staff members may always resort to the removal of the student from the classroom or District through suspension or expulsion procedures.

Within the scope of their employment, all staff may use reasonable force and apply restraint to accomplish the following:

- A. restrain or remove a student who refuses to comply with a request to behave or report to the office;
- B. quell a disturbance threatening physical injury to self or others;
- C. obtain possession of weapons or other dangerous objects within the control of the student, for either self-defense; or
- D. the protection of persons or property.

In accordance with State law, corporal punishment shall not be permitted. If any staff member (full-time, part-time, or substitute) deliberately inflicts, or causes to be inflicted, physical pain upon the student (by hitting, paddling, spanking, slapping or any other kind of physical force) as a means of discipline, the staff member may be subject to discipline and possibly criminal assault charges. This prohibition also applies to volunteers and those with whom the District contracts for services.

The Superintendent shall provide guidelines, including a list of alternatives to corporal punishment.

Removal, Suspension, and Expulsion of Students with Disabilities

The District shall abide by Federal and State laws in matters relating to discipline, suspension, and expulsion of disabled students.

Revised 10/10/94
Revised 11/11/99
Revised 5/00

Revised 11/10/08

Revised 7/8/13

Revised 6/19/17

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Legal

M.C.L. 380.1301, 380.1309, 380.1310d, 380.1311

20 U.S.C. 3351

State Board of Education, Resolution to Address School Discipline Issues

Impacting Student Outcomes, Adopted June 12, 2012

| | |
|--------------|----------------------------|
| Book | Policy Manual |
| Section | Policy for Board 35-1 |
| Title | Copy of DUE PROCESS RIGHTS |
| Code | po5611 |
| Status | |
| Adopted | February 10, 1992 |
| Last Revised | January 14, 2019 |

5611 - **DUE PROCESS RIGHTS**

The Board of Education recognizes the importance of safeguarding a student's constitutional rights, particularly when subject to the District's disciplinary procedures.

To better ensure appropriate due-process is provided a student, the Board establishes the following guidelines which District Administrators shall use when dealing with students:

-
:

A. Students subject to short-term suspension:

Except when emergency removal is warranted, a student must be given oral or written notice of the charges against him/her and the opportunity to respond prior to the implementation of a suspension. When emergency removal has been implemented, notice and opportunity to respond shall occur as soon as reasonably possible. The principal or other designated administrator shall provide the opportunity to be heard and shall be responsible for making the suspension decision. An appeal may be addressed to the Superintendent whose decision will be final.

B. Students subject to long-term suspension and expulsion:

A student and his/her parent or guardian must be given written notice of the intention to suspend or expel and the reasons, therefore, and an opportunity to appear with a representative before the Board to answer the charges. The student and/or his/her guardian must also be provided a brief description of the student's rights and of the hearing procedure, a list of the witnesses who will provide testimony to the Board and a summary of the facts to which the witnesses will testify. At the student's request, the hearing may be private, but the Board must act publicly. The Board shall act on any appeal, which must be submitted in writing, to expulsion, to a request for reinstatement, or to a request for admission after being permanently expelled from another district (Policy 5610).

When making a determination whether or not a student will be expelled or permanently excluded under this policy, the Superintendent shall retain all documents, electronically stored information ("ESI"), and electronic media (as defined in Policy 8315 - Information Management (i.e. "Litigation Hold")), created and/or received as part of an investigation.

The documents, ESI, and electronic media (as defined in Policy 8315) retained may include public records and records exempt from disclosure under Federal (e.g., FERPA, ADA) and/or State law – e.g., student records and confidential medical records.

The documents, ESI, and electronic media (as defined in Policy 8315) shall be retained in accordance with Policy 8310, Policy 8315, Policy 8320, and Policy 8330 for not less than three (3) years, but longer if required by the District's records retention schedule.

The Superintendent shall establish procedures so that all members of the staff use the above guidelines when dealing with students. In addition, this statement of due process rights is to be placed in all student handbooks in a manner that will facilitate understanding by students and their parents.

Revised 1/12/04

| | |
|---------|---------------------------|
| Book | Policy Manual |
| Section | Policy for Board 35-1 |
| Title | Copy of FACILITY SECURITY |
| Code | po7440 |
| Status | |
| Adopted | February 10, 1992 |

7440 - **FACILITY SECURITY**

Buildings constitute the greatest financial investment of the District. It is in the best interest of the Board of Education to protect the District's investment adequately. The buildings and equipment owned by the Board shall be protected from theft and vandalism in order to maintain the optimum conditions for carrying out the educational programs.

The Superintendent shall develop and supervise a program for the security of the District's students, staff, visitors, school buildings, school grounds, and school equipment in compliance with State and Federal law. Such a program may include the use of video surveillance and electronic monitoring equipment in appropriate public areas in and around the schools and other District facilities, and on school buses.

Every effort shall be made to apprehend those who knowingly cause serious physical harm to students, staff, visitors and Board property and to require prosecution of those who bring harm to persons and/or property. The Board will seek repair to rectify the damage or payment of a fee to cover the cost of repair or replacement from the person(s) responsible. A reward may be offered for apprehending such persons.

Appropriate authorities may be contacted in the case of serious offenses.

The Superintendent with Board approval is authorized to install metal detectors and video surveillance/electronic monitoring equipment on school property in order to protect the health, welfare, and safety of students, staff, visitors and Board property, and other security devices that would assist in the detection of guns and dangerous weapons in school buildings; on District property; and/or at Board-sponsored/controlled events.

[x.] The Superintendent is authorized to install temporary door locking devices as permitted by law in order to protect the health, welfare, and safety of students, staff, visitors and Board property. Notification of the local fire department and law enforcement agency and required inspection in accordance with M.C.L. 388.851d shall be provided before use of the device or system. Training of staff working in the building on the use of the device or system shall be provided and documented.

-

The Superintendent shall report to the Board, no later than the next Board meeting, any significant incident involving vandalism, theft, personal safety or other security risk and the measures being taken to address the situation.

Revised 6/9/97
Revised 11/13/07

M.C.L. 388.851d

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Executive Succession Plan

INTRODUCTION The following guidelines are written to outline the process that Bear Lake and Kaleva Norman Dickson School Districts will follow when the time comes to begin looking for a new superintendent.

Each Board of Education entered into a cooperative agreement in 1996 and further agreed in 1999 to hire a Dual Superintendent that would provide executive leadership for both districts. This cooperative arrangement has been deemed successful and it is the desire of each Board to continue.

POLICY

Board Policy 1264

The *Bear Lake School District* in conjunction with the Kaleva Norman Dickson School District is committed to maintain a state of readiness for the eventuality of a planned or unplanned change of the district's executive leadership. To that end, it is the policy of each Board of Education to establish and maintain a Succession Plan to ensure the orderly transition of leadership and the achievement of the district's mission and goals. Within this framework, the Manistee County School Management Cooperative shall place primary emphasis on maintaining the dual superintendent.

It is also the policy of this board to periodically assess the future leadership needs of the organization to ensure continuity of leadership by the selection of a qualified and capable leader who is a good fit for the district's culture, as reflected by its mission, vision, goals and objectives.

At such time as permanent leadership change is necessary, the Boards of Education shall consider the implementation of an external recruitment and selection process, while at the same time encouraging all interested internal candidates to submit their qualifications for review and consideration according to the guidelines of the recruitment and selection process.

The *Kaleva Norman Dickson School District* in conjunction with the Bear Lake School District is committed to maintain a state of readiness for the eventuality of a planned or unplanned change of the district's executive leadership. To that end, it is the policy of each Board of Education to establish and maintain a Succession Plan to ensure the orderly transition of leadership and the achievement of the district's mission and goals. Within this

framework, the Manistee County School Management Cooperative shall place primary emphasis on maintaining the dual superintendent.

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GUIDELINES

Board Guideline 1264

Succession Plan

Announcement of Resignation / Retirement

Upon announcement of resignation of current superintendent, the Boards of Education will put the Succession Plan into effect.

Transition Team

The Manistee County School Management Cooperative Council will serve on the transition team. One additional member will be appointed by each Board.

The transition team will make recommendations to each Board of Education and have the responsibility for communications with MASB, Boards of Education, community and staff.

EXECUTIVE SEARCH PROGRAM

The Bear Lake and KND Boards of Education have established a positive working relationship with the Michigan Association of School Boards (MASB). The Transition Team will recommend MASB perform the superintendent search.

It is agreed by both Boards of Education that during the executive search the following assumptions will be adhered to:

- The hiring a full-time superintendent in each district is cost prohibitive.
- Both internal and external candidates will be considered for the position.
- When potential executive leadership exists within the organization, the Boards should consider the following elements of a development plan:
 - Mentoring
 - Individual Development Plans
 - Developmental Assignments
 - Job Shadowing

COMMUNICATION PLAN

Announcement of resignation will immediately be shared with staff and community. A statement of the Succession Plan will be announced at the same time. The communication plan must be:

- Clear
- Consistent
- Credible
- Provide information the public needs to know

Information will be communicated through the following channels:

- Newspaper
- Web Page
- Parent Newsletter
- Public Meetings

The official spokesperson representing the districts in all media contacts and external inquiries will be the President of the MCSMC Council working in conjunction with the Board Presidents and the interim superintendent. **see addendum A and B*

CANDIDATE PROFILE

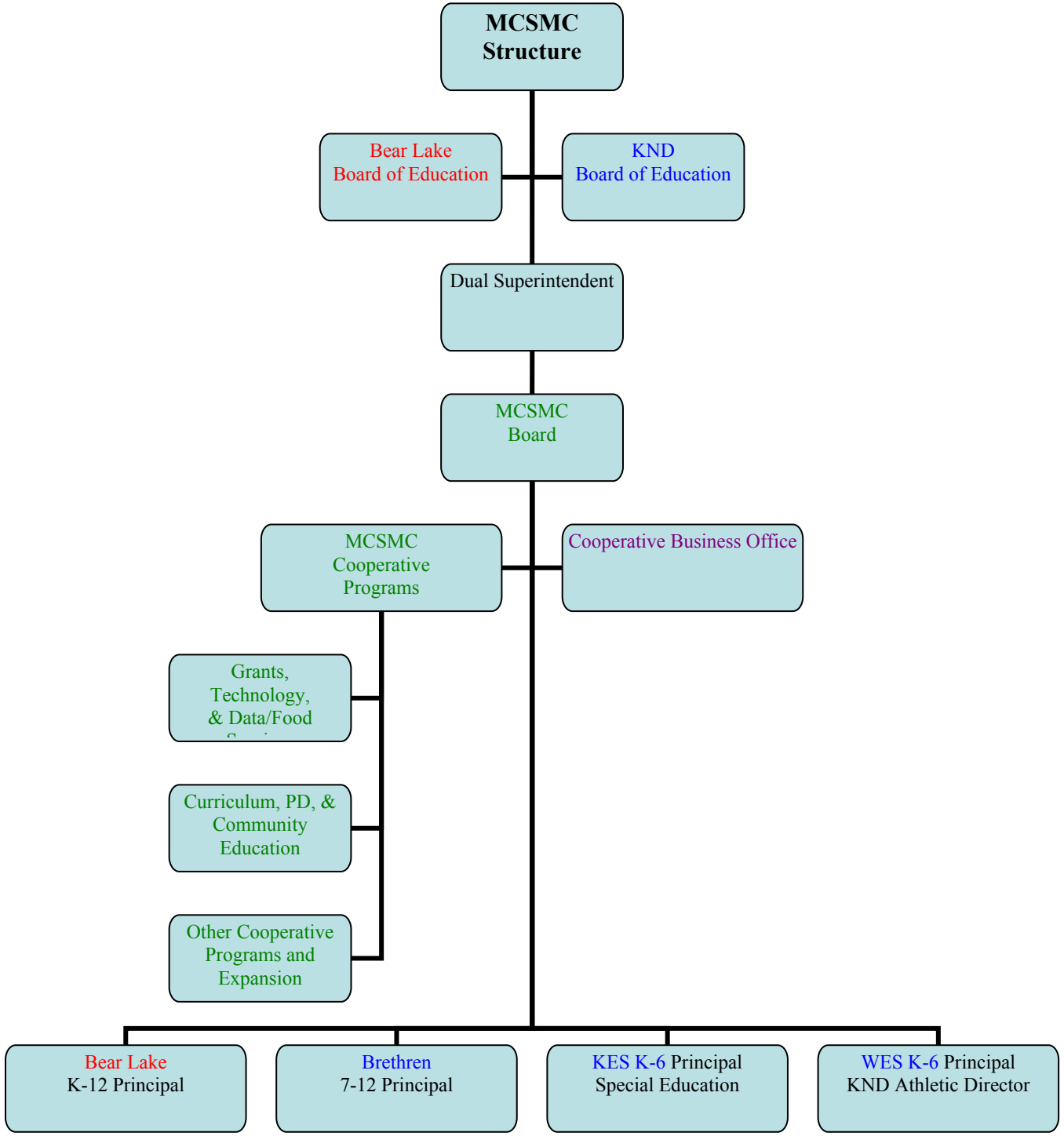
Bear Lake and KND School Districts are seeking a leader who possess the following characteristics and skills:

- Visionary leadership, with experience in communicating and building coalitions to achieve the vision
- Demonstrated success in raising achievement for all students
- Skilled in creative problem-solving and collaborative decision-making processes
- Customer-focused; highly visible in the community and in classrooms
- Strong political and public relations skills; ability to articulate issues and advocate for K-12 education on public policy issues
- Successful experience in the effective management of resources; understanding of school finance; experience in collaboration for the provision of services
- Data-driven decision-making skills
- High moral and ethical character; impeccable integrity and trustworthiness
- Excellent communication skills, including listening and the ability to forge consensus
- A strong commitment to northern Michigan
- Proven track record of leadership in progressively more responsible roles
- Minimum of a Master's Degree

SEARCH ASSUMPTIONS

The configuration of executive leadership for both districts is based on eight years of successful experience with the Cooperative Dual Superintendent position. The Dual Superintendent position is supported in Board Policy, the Manistee County School Management Interlocal Agreement and the Joint Superintendency Cooperative Agreement. The Dual Superintendent will be provided a contract with each school district. The format for these contracts is found within these documents.

Each Board of Education retains full powers as expressed within the Michigan School Code. The Manistee County School Management Cooperative Council will continue to be the body that discusses cooperative issues and makes recommendations to each Board of Education. The Dual Superintendent / Board of Education / Cooperative Structural Configuration follows:



TIMELINES

Schedule A

First 30 Days

1. Announce resignation to staff and community
2. Announce transition plan
3. Board decision on Interim CEO
4. Board decision on MASB / hire internal
5. MASB process begins

Second 30 Days

1. If internal candidate is chosen, he/she takes over (*see Schedule B*)
2. Interim CEO manages Board, district and community relations/communications.
3. MASB superintendent search begins:
 - a. Preparation
 - timelines
 - staff and community input
 - b. Recruitment
 - solicitations of applications
 - c. Board leadership and support
 - screening of applicants
 - visitations
 - discuss contract language

Third 30 Days

1. Continue MASB superintendent search process
2. Interim continues with Board, community and district relations/communications
3. Communications:
 - Press releases on search process
 - Communication to staff

Fourth 30 Days

1. Culminate superintendent search process
 - Hold interviews
 - Visitations
 - Write contract
2. Appoint new superintendent
3. Superintendent takes over transition and begins to detail his/her transition process/plan

Schedule B ***(after assuming office)***

First 30 Days

1. The new superintendent reports to both Boards at a combined meeting on the transition plan and discuss the development by the incoming superintendent of his/her “Vision Plan for the Future”
 - Vision – how the organization will unfold under new leadership
 - Organizational Plan – what will be the steps to constant improvement under new leadership
2. Schedule individual Board member meetings
3. Meet with Business office to go over budgets
4. Review all Union Contracts
5. Schedule a series of dialogues with union leaders
6. Meet with administrative team
7. Continue review and visitation of instructional programs
8. Post any needed administrative positions

Second 30 Days

1. Begin union leadership dialogues
2. Further develop vision plan for the future including process to solicit feedback from stakeholders
3. Develop posting of any administrative position
4. Develop objectives for and designate participants in a district-wide transition team that meets monthly
5. Schedule and begin staff and community meetings to determine:
 - What makes a district great?
 - What do I, as a superintendent need to know about the district?

- What steps can we take together to make this an even better district
6. Interview and hire needed administrators
 7. Initiate dialogues with community leaders, state legislators, and “key communications”
 8. Continue staff and community meetings on three questions

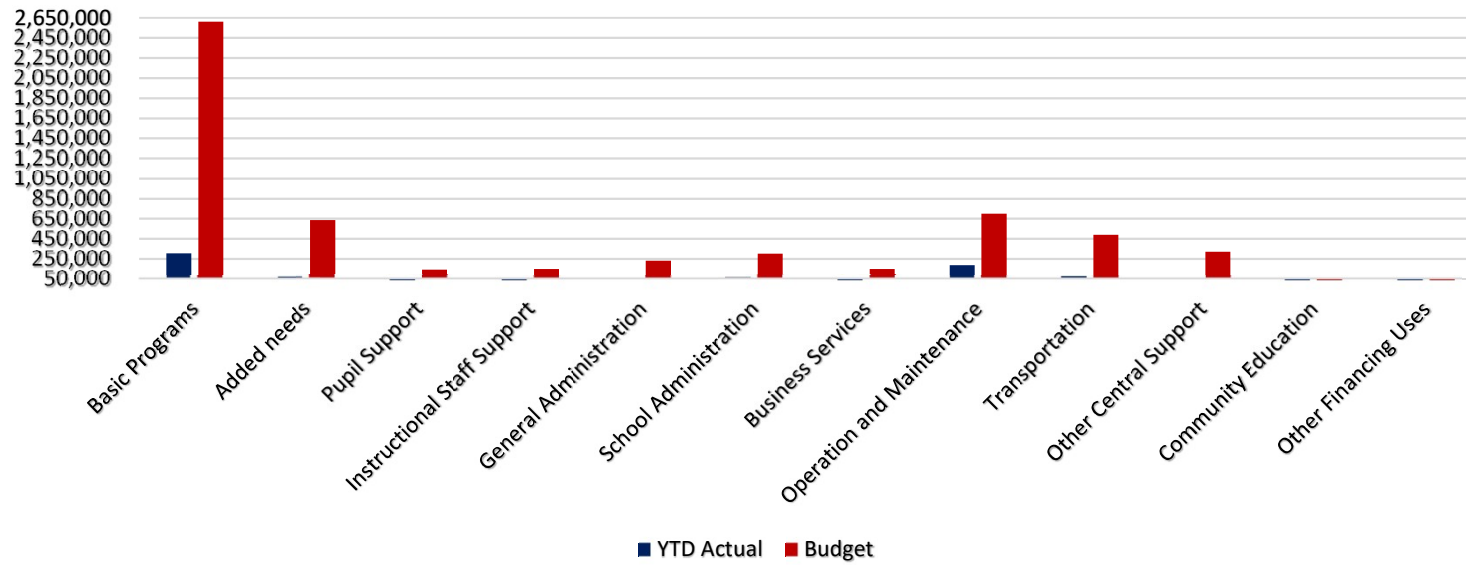
Third 30 Days

1. Refine the vision plan for the future and the organizational deployment for MCSMC Council and share the plan with each Board.
2. Develop a summary report of feedback from the community and staff on the three questions. Share with the Board of Education
3. With Superintendent input, begin development of district goals with the each Board for the next fiscal year.
4. Continue dialogue with community leaders, state legislators and “key communicators”
5. Complete district goals, objectives and measurables for the next fiscal year.
6. Develop communication plan to staff, “key communicators”, community and media on:
 - Superintendent transition
 - Vision plan for the future
 - Summary report of staff and community feedback on three questions
 - District goals for the next fiscal year
7. Complete and implement all aspects of district direction for the next fiscal year.
 - Completion of vision plan for the future
 - Approval of organizational plan
 - Approval of goals

KALEVA NORMAN DICKSON SCHOOL DISTRICT SUMMARY OF BUDGET REVENUE AND EXPENDITURES

| | Opening Budget | Actual as of 9/30/2020 | Balance Remaining | % of Budget Used | % of Budget Remaining |
|------------------------------------|---------------------------|---------------------------|----------------------|---------------------|--------------------------|
| Revenues: | | | | | |
| Local | 2,470,999 | 4,630 | 2,466,369 | 0.19% | 99.81% timing issue |
| State | 2,390,028 | - | 2,390,028 | 0.00% | 100.00% |
| Federal | 438,234 | 186,636 | 251,598 | 42.59% | 57.41% timing issue |
| Incoming Transfers/Other | 47,100 | - | 47,100 | 0.00% | 100.00% timing issue |
| Total Revenues | 5,346,361 | 191,266 | 5,155,095 | | |
| Expenditures: | | | | | |
| Instructional Services | | | | | |
| Basic Programs | 2,610,393 | 302,755 | 2,307,638 | 11.60% | 88.40% |
| Added Needs | 634,573 | 69,515 | 565,058 | 10.95% | 89.05% |
| Support Services | | | | | |
| Pupil Support | 142,973 | 23,434 | 119,539 | 16.39% | 83.61% |
| Instructional Staff Support | 147,211 | 14,608 | 132,603 | 9.92% | 90.08% |
| General Administration | 231,558 | 54,184 | 177,374 | 23.40% | 76.60% |
| School Administration | 300,724 | 61,202 | 239,522 | 20.35% | 79.65% |
| Business Services | 147,676 | 29,187 | 118,489 | 19.76% | 80.24% |
| Operation and Maintenance | 700,239 | 186,705 | 513,534 | 26.66% | 73.34% |
| Transportation | 489,201 | 71,280 | 417,921 | 14.57% | 85.43% |
| Other Central Support | 318,925 | 47,448 | 271,477 | 14.88% | 85.12% |
| Community Education | 950 | - | 950 | 0.00% | 100.00% |
| Other Financing Uses | 26,420 | - | 26,420 | 0.00% | 100.00% |
| Total Expenditures | 5,750,843 | 860,319 | 4,890,524 | 14.96% | 85.04% |
| Excess Revenue/Expenditures | (404,482) | (669,052) | 264,570 | | |

Kaleva Norman Dickson Year to Date Expenditures Compared to Budget September 2020



**Treasurer's Report
September-20**

September Payrolls

| | |
|------------------|--------------------|
| 9/11/2020 | |
| Direct Deposit | \$60,728.54 |
| FIT/FICA | <u>13,465.90</u> |
| | \$74,194.44 |
| | |
| 9/25/2020 | |
| Direct Deposit | \$78,455.83 |
| FIT/FICA | <u>16,798.32</u> |
| | \$95,254.15 |

..... "moved _____, support _____, to approve the below listed checks and amounts, as presented."

Kaleva Norman Dickson School District October 12, 2020

| Check Number | Date Paid | Amount Paid | Vender - Payee | Check Description |
|--------------|-----------|-------------|---------------------------------------|--|
| EFT | 9/11/2020 | 595.00 | Health Equity, Inc | Health Equity ***HSA*** |
| EFT | 9/11/2020 | 518.04 | MPERSERS | Pension Plus DC |
| EFT | 9/11/2020 | 24,825.45 | MPERSERS | TDP - W/H #1 |
| EFT | 9/11/2020 | 7,311.47 | STATE OF MICHIGAN - MPERSERS | MIP 7% |
| EFT | 9/25/2020 | 6,615.56 | State Of Mich | Payroll - State Tax Payable |
| EFT | 9/25/2020 | 595.00 | Health Equity, Inc | Health Equity ***HSA*** |
| EFT | 9/25/2020 | 654.15 | MPERSERS | Pension Plus DC |
| EFT | 9/25/2020 | 31,171.47 | MPERSERS | TDP - W/H #1 |
| EFT | 9/25/2020 | 8,506.75 | STATE OF MICHIGAN - MPERSERS | MIP 7% |
| 24247 | 9/3/2020 | 289.75 | Kirsten L. Amstutz | Reimb Classrooms Supplies |
| 24248 | 9/3/2020 | 359.49 | Consumers Energy | Utilities |
| 24249 | 9/3/2020 | 1,899.24 | Gordon Food Service | Food Purchase |
| 24250 | 9/3/2020 | 779.42 | Jack Pearl's Team Sports | Football Equipment |
| 24251 | 9/3/2020 | 1,347.95 | Kaleva Telephone Co | Telephone Fiber Link-Up 9/20 |
| 24252 | 9/3/2020 | 108.01 | PNC Bank | Credit Card Charges Thru 8/19/20 |
| 24253 | 9/3/2020 | 800.00 | Purchase Power | Postage Meter Refill (2) |
| 24254 | 9/3/2020 | 39.85 | School Specialty Education Essentials | Folders |
| 24255 | 9/3/2020 | 189.78 | Verizon Wireless | Cell Phone Acct#783735923-00001 |
| 24256 | 9/11/2020 | 777.85 | Brett N. Rodgers, Trustee | Garnishment |
| 24257 | 9/11/2020 | 343.00 | Aventric Technologies | AED Supply Maintenance |
| 24258 | 9/11/2020 | 637.78 | Custom Sheet Metal and Heating | Contracted Repairs |
| 24259 | 9/11/2020 | 13,045.00 | Daktronics | Football Scoreboard |
| 24260 | 9/11/2020 | 3,240.10 | Gordon Food Service | Food Purchase |
| 24261 | 9/11/2020 | 158.70 | Hartman, Darrel | Mileage Expense |
| 24262 | 9/11/2020 | 97,729.00 | Interkal, LLC | Bleacher Upgrades |
| 24263 | 9/11/2020 | 5,650.00 | IXL Learning | 2020/21 License |
| 24264 | 9/11/2020 | 249.78 | Jackpine Business Center | Office Supplies |
| 24265 | 9/11/2020 | 120.00 | Kaleva Water Department | Water Usage 4th Quarter |
| 24266 | 9/11/2020 | 1,447.08 | Lake County Treasurer | Chargeback 2019/Oper; Chargeback 2018/ |
| 24267 | 9/11/2020 | 175.10 | Krystal Magee | Classroom Supplies |
| 24268 | 9/11/2020 | 2,985.00 | Northwoods Products, LLC | Scoreboard Fabrication Items |
| 24269 | 9/11/2020 | 57.87 | Vivian M. Peck | 20/21 Classroom Supplies |
| 24270 | 9/11/2020 | 158.64 | Pitney Bowes Inc | Postage Meter- Supplies |
| 24271 | 9/11/2020 | 335.63 | Republic Servies #239 | August Garbage Service |
| 24272 | 9/11/2020 | 263.45 | April Schmit-Benson | Reimburse For Classroom Supplies 20-21 |
| 24273 | 9/11/2020 | 6,426.81 | Superior Energy Co | Utilities |
| 24274 | 9/16/2020 | 89.00 | ABC Fastener Group | Bus Repair Parts |
| 24275 | 9/16/2020 | 436.75 | Blarney Castle Oil Co | Bus Fuel |
| 24276 | 9/16/2020 | 363.06 | CINTAS Corporation #729 | Trans - Mats & Gloves |
| 24277 | 9/16/2020 | 238.65 | Custom Sheet Metal and Heating | Contracted Repairs |
| 24278 | 9/16/2020 | 102.45 | Decker Equipment | B&G Supplies |

| | |
|--|-------------------------|
| Kaleva Norman Dickson School District | October 12, 2020 |
|--|-------------------------|

| Check Number | Date Paid | Amount Paid | Vender - Payee | Check Description |
|--------------|-----------|-------------------|--|---------------------------------|
| 24279 | 9/16/2020 | 279.96 | Freeman Creek Equipment | B&G Supplies & Repair |
| 24280 | 9/16/2020 | 103.83 | Krystal Magee | Classroom Supplies |
| 24281 | 9/16/2020 | 1,150.00 | The Pioneer Group | Advertising - Acct # 41102855 |
| 24282 | 9/16/2020 | 101.77 | 9PE-Praxair Distribution Inc | Bus Repair Parts |
| 24283 | 9/16/2020 | 262.70 | Laura Terry | Class Supplies |
| 24284 | 9/16/2020 | 68.48 | Thirby Automotive | Bus Repair Parts |
| 24285 | 9/25/2020 | 777.85 | Brett N. Rodgers, Trustee | Garnishment |
| 24286 | 9/24/2020 | 68.65 | Andrew G. Amstutz | 20-21 Classroom Supplies |
| 24287 | 9/24/2020 | 66.29 | Art's Auto & Truck Parts | Bus Repair Parts |
| 24288 | 9/24/2020 | 5.99 | Auto Value Bear Lake | Bus Parts |
| 24289 | 9/24/2020 | 22.40 | Ball Monique | Lunch Refund 9/24 |
| 24290 | 9/24/2020 | 189.92 | Cadillac Plumbing-Heating & Electric | B&G Supplies - Acct KND SCHOOLS |
| 24291 | 9/24/2020 | 14,423.00 | Floor Care Concepts | Gym Floor Maintenance |
| 24292 | 9/24/2020 | 5,027.00 | Gordon Food Service | Food Purchase |
| 24293 | 9/24/2020 | 106.00 | Great Lakes Water Quality Laboratory, In | Water Sample |
| 24294 | 9/24/2020 | 1,000.00 | IXL Learning | 2020/21 License |
| 24295 | 9/24/2020 | 780.00 | Jus-Green | 2020 Pest Control Plan |
| 24296 | 9/24/2020 | 593.00 | Krolczyk Electric | Contracted Services |
| 24297 | 9/24/2020 | 731.00 | Legacy Fire & Safety LLC | Fire Ext Inspection |
| 24298 | 9/24/2020 | 13.30 | Lucky Lizard Awards & Gifts LLC | Engravable Plate |
| 24299 | 9/24/2020 | 90.00 | MASB | Registration For 10/7 Webinar |
| 24300 | 9/24/2020 | 50,879.60 | MESSA | Ins Prem October 20 |
| 24301 | 9/24/2020 | 40.17 | Carol L Rackow | Classroom Supplies 20-21 |
| 24302 | 9/24/2020 | 27.45 | Scholastic, Inc | Teaching Supplies/Materials |
| 24303 | 9/24/2020 | 357.19 | Somsel Lumber Co | B & G Supplies |
| 24304 | 9/24/2020 | 262.50 | Sports Addix LLC | 2020 Spit Guard |
| 24305 | 9/24/2020 | 132.42 | Unity School Bus Parts | Bus Repair Parts |
| 24306 | 9/24/2020 | 787.41 | Xerox Corporation | SER. #A2M-737495 |
| | | 299,984.96 | | |
| | | | General Fund - 11 | 175,108.24 |
| | | | Food Service Fund - 25 | 10,524.72 |
| | | | Debt Service Fund - 31 | 0.00 |
| | | | Capital Projects Fund - 43 | 114,352.00 |
| | | | | 299,984.96 |

| | |
|--|--------------------------------------|
| Kaleva Norman Dickson School District | August 2020 Revenues Received |
|--|--------------------------------------|

| | | |
|----------------------------|-------------------|-----------------------------|
| Fund 11 - General Fund | 0.00 | Local Property Taxes |
| | 220.96 | Local Miscellaneous Revenue |
| | 0.00 | Intermediate Source Revenue |
| | 167,242.38 | State Source Revenue |
| | 186,636.42 | Federal Source Revenue |
| | 0.00 | Transfers in |
| | <u>354,099.76</u> | |
| Fund 25 - KND FSF | 55,213.49 | |
| Fund 31 - Debt Return | 0.00 | |
| Fund 41 - Capital Projects | 0.00 | |
| Fund 42 - Building & Site | 0.00 | |

**Kaleva Norman Dickson School District
Board of Education Meeting
September 14, 2020
7:00 PM**

Members Present: President, Heather Stapley; Vice President, Karen McIntire; Secretary Kathleen Fairbanks; Treasurer Ashley Gutowski and Trustees William Edmondson, Jessica Ward & Arthur Fraly

Members Absent: None

CALL TO ORDER

Board President Heather Stapley called the meeting to order at 7:05 PM.

AGENDA

The agenda was adopted as presented.

AUDIENCE PARTICIPATION

None

CORRESPONDENCE

Kelli Morrison

BOARD REPORTS

Jakob Veith presented the Principal's and Athletic Reports.

SUPERINTENDENT'S REPORT

- A. Personnel
- B. First Day Recap
- C. Bond Update
- D. Student Count

BUSINESS ITEMS FOR ACTION

Moved by Fairbanks, supported by Ward, that the Consent Calendar Items B & C be approved as presented; carried 7-0.

Moved by Fairbanks, supported by Ward, to approve the checks and amounts as presented; carried 7-0.

Moved by Fairbanks, supported by Ward, that the minutes of the regular business meeting held August 12, 2020 be approved as presented; carried 7-0.

Moved by Fairbanks, supported by Ward, that the minutes of the special business meeting held August 20, 2020 be approved as presented; carried 7-0.

Moved by Gutowski, supported by McIntire, to hire Helen Fairbanks, Title I Aide, as recommended; carried 7-0.

Moved by Fairbanks, supported by Fraly, to hire Pam Papenfuss, Title I Aide, as recommended; carried 7-0.

Moved by Gutowski, supported by Fairbanks, to accept the leave of absence request from Kelli Morrison for the first semester, as presented; carried 7-0.

ADJOURNMENT

Moved by Fairbanks, supported by McIntire, to adjourn at 7:35 p.m. with no objections.

A. CONSENT CALENDAR ITEMS

Moved by _____, supported by _____,
that the Consent Calendar Items B & C be approved as presented/amended.

AYES _____ NAYS _____ MOTION _____

***B. TREASURER'S REPORT**

Moved by _____, supported by _____, to
approve the checks and amounts as presented.

AYES _____ NAYS _____ MOTION _____

***C. ADOPTION OF MINUTES – September 14, 2020**

Moved by _____, supported by _____,
that the minutes of the regular meeting held September 14, 2020 be approved as
presented/amended.

AYES _____ NAYS _____ MOTION _____

D. PERSONNEL

Moved by _____, supported by _____, to accept
the resignation of Bernice Beatty, food service, as presented.

AYES _____ NAYS _____ MOTION _____

Moved by _____, supported by _____, to hire
Jennifer Redman, food service, as recommended.

AYES _____ NAYS _____ MOTION _____

E. SNOWPLOW BID

Moved by _____, supported by _____, to accept
the snowplow bid from _____ as recommended.

AYES _____ NAYS _____ MOTION _____

F. ADJOURNMENT

Moved by _____, supported by _____, to
adjourn at _____ p.m. with no objections.