

August Board Meeting  
Tuesday, August 10, 2021 7:00 PM Eastern

Bear Lake Media Center  
7748 Cody St  
Bear Lake, MI 49614

1. **Call To Order - President, Bethany Merrill**
2. **Routine Business**
  - 2.A. Pledge of Allegiance
  - 2.B. Adoption of Agenda
  - 2.C. Consent Calendar Items - B & C
3. **Items from the Audience**
4. **Correspondence/Communication**
  - 4.A. Mike Cox

On Fri, Jul 30, 2021 at 11:51 AM [mikec\\_52@hotmail.com](mailto:mikec_52@hotmail.com) <[mikec\\_52@hotmail.com](mailto:mikec_52@hotmail.com)> wrote:

After taking time to think and reflect, I have decided to resign from the position of Varsity boys basketball coach at Bear Lake. It has been a pleasure working with the kids of Bear Lake these past 12 years, and I hope someday to be back on the sidelines with them again. Thank you for the time and support, and Go Lakers.

4.B. Angela Eisenlohr

August 9, 2021

Bear Lake School Board

Please except this letter as formal notification that I am resigning from my position on the Bear Lake School Board as of August 11, 2021. I've greatly enjoyed and appreciated the time I have served with the Board. I wish the Board success in the future.

Best Regards,

A handwritten signature in black ink, appearing to read "Angela S. Eisenlohr". The signature is stylized with large, sweeping loops and a long horizontal stroke extending to the left.

Angela S. Eisenlohr

5. **Board Reports**

5.A. Principal's Report

6. **Superintendent's Report**

6.A. Personnel

***BEAR LAKE SCHOOL DISTRICT  
BOARD OF EDUCATION***

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

**Hire**

Jennifer Tomey - Classroom Aide

Annie Leffew - Classroom Aide

**Resignation:**

Mike Cox - Varsity Basketball Coach

6.B. Clay/Skeet Shooting Club

6.C. Transportation Contract - BL/KND

**KALEVA NORMAN DICKSON SCHOOL DISTRICT  
CONTRACT FOR VEHICLE REPAIRS AND MAINTENANCE  
WITH  
BEAR LAKE SCHOOLS  
FOR  
SCHOOL YEAR 2021-2022**

\_\_\_\_\_  
**(JULY 1, 2021 – JUNE 30, 2022)**  
\_\_\_\_\_

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**THIS CONTRACT** is entered into this 10th day of August 2021 by and between the Board of Education of the **KALEVA NORMAN DICKSON SCHOOL DISTRICT**; Manistee, Lake & Mason Counties, Michigan, hereinafter called **KND**, and the **BEAR LAKE SCHOOLS**, hereinafter called **BEAR LAKE**.

**WHEREAS**, the **KND** Board of Education believes a written contract is necessary to specifically describe their relationship with **BEAR LAKE** and to serve as the basis of effective communication between them as they fulfill their commitment to affect vehicle repairs and maintenance for **BEAR LAKE**;

**NOW, THEREFORE, KND and BEAR LAKE**, for the consideration herein specified, agree as follows:

- All parts/oil/grease used for vehicle repairs and maintenance will be billed back to **BEAR LAKE** at **KND**'s cost for purchase, with no mark-up added.
- (Outside) contracted repairs will be billed back to **BEAR LAKE** at actual cost.
- Labor costs will be billed back to **BEAR LAKE** at \$1,625 per quarter.
- Labor costs above and beyond routine maintenance will be billed at \$70/hour.

It is agreed that the terms of this contract are subject to review and/or renegotiation on an annual basis for each successive school year hereinafter.

**FOR KALEVA NORMAN DICKSON  
SCHOOL DISTRICT**

**FOR BEAR LAKE SCHOOLS**

\_\_\_\_\_  
Karen McIntire  
President – KND Board of Education

\_\_\_\_\_  
Bethany Merrill  
President – BLS Board of Education

6.D. Board Member Resignation

6.E. NEOLA - First Read

#### 4. Pupil Accounting Manual Updates

### **BYLAWS AND POLICIES**

#### **Policy 2210 – Curriculum Development - Approved Courses (Revised)**

This policy revision is based on additional requirements put forth in MDE's Pupil Accounting Manual 2019-2020.

This revision should be adopted to maintain accurate policies.

#### **Policy 2412 - Homebound Instruction Program (Revised)**

This policy revision is based on changes in MDE's Pupil Accounting Manual 2019-2020 that allow certification by a licensed physician's assistant for count purposes.

This revision should be adopted to maintain accurate policies.

#### **Policy 2414 – Reproductive Health and Family Planning (Revised)**

This correction is consistent with the policy revisions (Policy 2410/2414/2418) issued as a Special Update in October 2019 to comply with a revision to Section 166. This correction of a scrivener's error may be processed as a Technical Correction.

This revision is recommended for adoption.

#### **Policy 3362.01 - Threatening Behavior toward Staff Members (Revised)**

Revision of this policy is in response to client requests to provide more clarity to the characterization of "threatening behavior".

This revision is recommended for adoption.

#### **Policy 4162 - Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers and Other Employees Who Perform Safety-Sensitive Functions (Revised)**

See Legal Alert - Annual Random Drug Testing Rate Increase and New FMCSA Clearinghouse. Specific notification and reporting requirements have been added in response to audit recommendations from the Department of Transportation officials.

Revisions to this policy reflect current Federal regulations and should be adopted.

#### **Policy 5200 – Attendance (Revised)**

This policy revision is based on additional requirements (definition of the full-time status student) put forth in MDE's Pupil Accounting Manual 2019-2020.

This revision should be adopted to maintain accurate policies.

#### **Policy 5335 - Care of Students with Chronic Health Conditions (NEW)**

This new policy is provided at the request of clients wanting a structure and implementation guidance for the growing demand for accommodations/modifications/interventions for students with chronic health conditions.

This policy should be considered for adoption.

#### **Policy 6107 - Authorization to Accept and Distribute Electronic Records and to Use Electronic Signatures (Revised)**

This revision recognizes and authorizes the use of electronic signatures and electronic records for the broader range of applications and transactions that are part of the school business function. Such specific authorization has been requested by clients when dealing with Medicaid assistance for IEP services. It should be noted that the District should implement procedures with the use of electronic signatures and electronic records that protect the integrity and security of the information included in such records.

This revision is recommended for adoption.

#### **Policy 8210 - School Calendar (Revised)**

This policy revision is based on additional requirements put forth in MDE's Pupil Accounting Manual 2019-2020.

This revision should be adopted to maintain accurate policies.

#### **Policy 8400 - School Safety Information (Revised)**

This policy has been revised to reflect the latest reporting and posting requirements of the statute regarding disciplinary action taken and incidents of crime occurring at school.

These revisions reflect current State law and should be adopted to maintain accurate policies.

#### **Policy 8462 - Student Abuse and Neglect (Revised)**

Revisions to this policy include updating the name of the reporting agency to the Michigan Department of Health and Human Services (MDHHS) and delineating the specific reporting requirements of mandatory reporters from reporting responsibilities of other individuals. Optional language is provided to address the prevention of sexual abuse of children. Currently, districts are not required to have a policy addressing sexual abuse of children, but if a district has such a policy, it must comply with statutory requirements as set out in this proposed revision (M.C.L. 380.1505).

Revisions to this policy should be reviewed and considered for adoption.

#### **Policy 8600 - Transportation (Revised)**

This policy has been revised as a part of the regular review and update of policy templates. Revisions reflect current statutory provisions and MDE regulations. Transportation provisions required by Federal law for homeless students and children in foster care (Policies 5111.01 and 5111.03 have been added).

These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

## **ADMINISTRATIVE GUIDELINES**

#### **AG 2412 - Homebound Instruction (Revised)**

See note on Policy 2412.

#### **AG 4162B - Handling of Test Results, Record Retention, and Confidentiality (Revised)**

See note on Policy 4162.

#### **AG 5460.01 - Graduation Requirements Career and Technical Education (CTE) (Revised)**

This AG is revised to include all requirements for graduation, including English Language Arts.

#### **AG 8431A - Integrated Pest Management (Revised)**

This AG is revised to reflect the most recent model policy issued by the Michigan Department of Agriculture and Rural Development (MDARD).

## **FORMS**

#### **4162 F4 - Authorization to Conduct Limited Query (NEW)**

This form has been provided to facilitate recent changes in DOT regulations (see Policy 4162). Although this form does not need to be used, each applicable employee must provide authorization before the district can comply with its obligation to query the Clearinghouse.

6.F. School Re-opening Plan

7. **Treasurer's Report**

# Bear Lake School District

## Treasurer's Report June 2021

### General Fund Accounts

Milaf	\$721,361.09
Payroll	1,695.25
Building & Site	536,447.33
Huntington	145,953.19

<b>Total General Fund</b>	<b>\$1,405,456.86</b>
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### Food Service Fund Accounts

Milaf	\$169,329.40
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### Debt Retirement Accounts

2015 Debt Retire.	25,050.59
2016 Debt Retire.	14,617.45

<b>Total Debt Retirement</b>	<b>\$39,668.04</b>
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### Bear Lake School District - Prepays

August 10, 2021

Check Number	Date Paid	Amount Paid	Vendor - Payee	Check Description
EFT	7/9/2021	260.00	Health Equity (MESSA)	Health Equity Contributions *HSA*
EFT	7/13/2021	16,671.64	MPSERS	Pension Plus DC
EFT	7/23/2021	260.00	Health Equity (MESSA)	Health Equity Contributions *HSA*
EFT	7/23/2021	17,871.29	MPSERS	MPSERS UAAL Rate Stabilization
EFT	7/26/2021	3,330.83	State of Michigan - Dept Of Treasury	Payroll - State Tax Payable
EFT	7/27/2021	16,336.94	MPSERS	Pension Plus DC
125230	7/1/2021	1,900.00	EMS LINQ Inc.	21/22 Subscription Renewal
125231	7/1/2021	145.00	EZ-Pay	EZ Pay Annual Maintenance Agreement 21-2
125232	7/1/2021	4,462.00	Frontline Technologies	Absence & Time Solution
125233	7/1/2021	2,295.00	Meal Magic Corporation	Back Office/Sales Register License 21-22
125234	7/1/2021	970.00	S & L Turfcare LLC	Turf Care 2021 - Fields
125235	7/1/2021	5,768.00	Set Seg Workers' Compensation Fund	1st Quarter 2021/2022
125236	7/12/2021	16,803.00	1st Agency, A Gallagher Company	BLS Blanket Accident Insurance/Catastrop
125237	7/12/2021	3,878.99	Consumers Energy	Utilities
125238	7/12/2021	774.88	Kaleva Norman Dickson School District	Utilities And Custodian For GSRP Four Star
125239	7/12/2021	229.53	Pleasanton Valley Greenhouses	Landscaping - High School Grad.
125240	7/12/2021	1,853.42	PNC Bank VISA	Credit Card Charges-GSRP
125241	7/12/2021	871.08	Republic Services	Waste Services
125242	7/12/2021	236.52	Scholastic Inc.	School Text Books
125243	7/14/2021	2,563.60	Village of Bear Lake	Water
125244	7/14/2021	39,946.00	MASB-Set Seg Property/Casualty Pool	Property/Casualty Pool - 0000051020
125245	7/16/2021	210.69	Kaleva Norman Dickson School District	Bus Repair Work
125246	7/16/2021	19,171.25	MESSA	Ins Prem Aug 21
125247	7/16/2021	2,274.00	Michigan Dept of Education	ICD 250, Grant #1920, 51020
125248	7/16/2021	2,151.00	Michigan Dept of Education	ICD 250, Grant #2021, 51020
125249	7/16/2021	2,693.00	Mystery Science	2021-2022 Mystery Packs; District Member
125250	7/16/2021	2,085.00	Northwest Evaluation Association	MAP Growth Test
125251	7/16/2021	2,851.00	Stanley Steemer Of NW Michigan, Inc.	Carpet Cleaning
125252	7/16/2021	240.31	Superior Energy Co LLC	Utilities
125253	7/26/2021	2,637.00	Apple Computer, Inc.	Macbook Air
125254	7/26/2021	165.52	Auto Value BTB Parts Stores	Supplies
125255	7/26/2021	273.85	Bear Lake Hardware	Supplies
125256	7/26/2021	39.71	Blarney Castle Oil Co	Fluid And Main.
125257	7/26/2021	2,500.00	Centra Wellness Network	Safenet Bridges Program Partial Year
125258	7/26/2021	278.18	Filer Credit Union VISA	VISA Charges
125259	7/26/2021	600.78	KSS Enterprises	Custodial Supplies
125260	7/26/2021	690.75	Level Data, Inc.	Contracted Tech Assistance
125261	7/26/2021	430.00	Manistee County Transportation	Contracted Transportation

**Bear Lake School District - Prepays**

**August 10, 2021**

Check Number	Date Paid	Amount Paid	Vendor - Payee	Check Description
125262	7/26/2021	261.50	Our Field Of Dreams, LLC	Flowers For Graduation; Admin Flowers
125263	7/26/2021	140.64	The Pioneer Group	Advertising
125264	7/26/2021	1,008.50	Purchase Power	Postage
125265	7/26/2021	362.50	School Equity Caucus	Membership Dues 2021-22
125266	7/26/2021	203.49	TK Elevator Corporation	Service Period 07.01.21 To 09.30.21
125267	7/26/2021	98.00	Varsity Athletic Apparel	Athletic Pins
125268	7/26/2021	1,121.14	X-Cel Chemical Specialites Co.	Custodial Supplies
125269	7/26/2021	833.26	Xerox Corporation	Meter Usage- 5DA-841864; Meter Usage- 3T
125270	7/29/2021	503.51	BP	Bus Fuel
125271	7/29/2021	240.00	Jackpine Business Centers	Supplies
125272	7/29/2021	2,311.02	Kaleva Norman Dickson School District	Smart Projector Purchase; Utilities And
125273	7/29/2021	1,398.50	Neola, Inc	Continuing Update Service
125274	7/29/2021	821.79	Pioneer Manufacturing Company	B&G Supplies
125275	7/29/2021	258.36	Scholastic Inc.	School Text Books
125276	7/29/2021	221.37	Trophy House	Batting Helmet
		<b>186,503.34</b>		
General Fund - 11				183,561.34
Food Service Fund - 25				2,942.00
Debt Retirement - 31				-
Debt Retirement - 32				-
Building and Site Fund - 42				-
				<b>186,503.34</b>

REVENUES		June 2021	
	Amount Received		Payor
<b>General Fund - 11</b>	0.00	Property Taxes	
	42,675.80	Local Misc. Revenue	
	180,359.56	State Aid	
	92,468.02	Federal	
	37,157.39	Transfers In	
	<u>352,660.77</u>		
<b>Food Service - 25</b>	41,248.33	Lunch/Breakfast Sales/Fed	
<b>Debt Retirement - 31</b>	0.00	Property Taxes	
<b>Debt Retirement - 32</b>	0.00	Property Taxes	
<b>Building &amp; Site - 42</b>	0.00	Tower Lease	
<b>Total</b>	<b>393,909.10</b>		

8. **Minutes**

**BEAR LAKE SCHOOLS  
BOARD OF EDUCATION MEETING  
BEAR LAKE MEDIA CENTER  
JULY 21, 2021  
7:00 PM**

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**MEMBERS PRESENT:**

President, Bethany Merrill; Vice President, Eric Smith; Secretary, Rebecca Fink; and Trustees Angela Eisenlohr, Shad Buckner and Connie Ledford

**MEMBERS ABSENT:**

Treasurer, Greg Babinec

**CALL TO ORDER**

Board President Bethany Merrill called the meeting to order at 7:00 PM in the Bear Lake Media Center.

**AGENDA**

The agenda was adopted as presented.

**AUDIENCE PARTICIPATION**

None

**CORRESPONDENCE**

None

**BOARD REPORTS**

Sarah Harless presented the Principal's Report.

**SUPERINTENDENT'S REPORT**

- A. Depositories of School Funds
- B. Appointment of Legal Council
- C. Miscellaneous Memberships
- D. Personnel
- E. Superintendent Credit Card
- F. Handbook Changes
- G. Educational Operations Plan (EOP)
- H. School Re-opening Discussion
- I. NMSLA Update

**BUSINESS ITEMS FOR ACTION**

Moved by Smith, supported by Fink, that the Consent Calendar Items B, C, D, E & F be approved as presented; carried 6-0.

Moved by Smith, supported by Fink, that the Treasurer's Report of monies on hand -

General Fund	\$ 134,749.18
Food Service Fund	15,368.34
Debt Retirement Funds	500.00
Capital Projects	-
Total All Funds	<u>\$ 150,617.52</u>

be accepted that bills totaling \$150,617.52 and check numbers 125184-125229 be approved for payment; carried 6-0.

Moved by Smith, supported by Fink, that the minutes of the General Fund Budget Hearing and Regular Business Meeting held June 16, 2021 be approved as presented; carried 6-0.

Moved by Smith, supported by Fink, to approve the depositories of school funds for the 2021/2022 school year as recommended; carried 6-0.

Moved by Smith, supported by Fink, to approve the appointment of legal counsel for the 2021/2022 school year as recommended; carried 6-0.

Moved by Smith, supported by Fink, to approve the miscellaneous memberships for the 2021/2022 school year as recommended; carried 6-0.

Moved by Fink, supported by Eisenlohr, to hire Tony Shrum, Athletic Director for the 2021/2022 school year, as recommended; carried 6-0.

Moved by Eisenlohr, supported by Fink, to hire Hannah Harrington, Girls Varsity Basketball Coach, as recommended; carried 6-0.

Moved by Smith, supported by Buckner, to approve the credit card from Filer Credit Union in the name of Jakob Veith, to be used solely for school purchases; carried 6-0.

Moved by Smith, supported by Fink, to approve the 2021/2022 elementary/secondary handbook changes as presented; carried 6-0.

Moved by Buckner, supported by Smith, to approve the purchase of a new fire alarm panel from Summit Fire Protection as recommended; carried 6-0.

Moved by Smith, supported by Eisenlohr, to adjourn at 7:37 PM with no objections.

Board Secretary \_\_\_\_\_

## 9. Action Items

**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 \_\_\_\_\_,  
that the Treasurer's Report of monies on hand -

General Fund	\$ 183,561.34
Food Service Fund	2,942.00
Debt Retirement Funds	-
Capital Projects	-
Total All Funds	<u>\$ 186,503.34</u>

be accepted that bills totaling \$186,503.34 and check numbers 125230-125276 be approved for payment.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

■ **C. Adoption of Minutes – July 21, 2021**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_,  
that the minutes of the Regular Business Meeting held July 21, 2021 be approved as presented/amended.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

**D. Personnel**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to accept the resignation of Mike Cox, Varsity Basketball Coach, as presented.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to hire Jennifer Tomey, Classroom Aide, as recommended.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to hire Annie Leffew, Classroom Aide, as recommended.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

**E. Transportation Contract**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the transportation contract between Kaleva Norman Dickson School District and Bear Lake Schools as presented/amended.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

**F. Board Member Resignation**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the resignation of Angela Eisenlohr from the Bear Lake Board of Education effective August 11, 2021 as presented.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

**G. Closed Session**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to move into closed session at \_\_\_\_\_ PM for the purpose of discussing negotiations.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to reconvene to open session at \_\_\_\_\_ PM.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

**H. Letter of Agreement Approval**

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, to approve the Letter of Agreement with the Bear Lake Education Association through August 31, 2023.

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Motion \_\_\_\_\_

**I. Adjournment**

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

10. **Board Requests**

10.A. Closed Session

11. **Announcements**

11.A. Next Board Meeting - September 15, 2021

12. **Adjournment**