

Bear Lake Board of Education
Wednesday, December 15, 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**
5. **Board Reports**
 - 5.A. Principal's Report
6. **Superintendent's Report**
 - 6.A. NEOLA - Final Read

Book	Policy Manual
Section	Policies for Board 36-1
Title	Vol. 36, No. 1 - September 2021 - OVERVIEW
Code	1 - OVERVIEW
Status	



POLICY UPDATE SERVICE

PROVIDED BY NEOLA, INC.

Local Policy Update

VOLUME 36 NUMBER 1

SEPTEMBER 2021

MASB Policy Services Provided by Neola

Effective policies are at the core of successful school district governance. Maintaining policies that reflect both local oversight and ever-changing state and federal laws is an enormous task. School board members can rely on the MASB-Neola Partnership to keep their policy manuals up-to-date. Under this partnership, Neola provides comprehensive policy services for MASB members on behalf of MASB. Working together, MASB and Neola produce uniform school policies and guidelines to better serve all Michigan school districts.

Policy Development and Updating

Neola, with assistance from MASB if and when needed, will work with the board, administrators and committee(s) to develop a comprehensive policy manual that suits your district's needs. Each manual is based on templates that have been thoughtfully prepared, then vetted by Neola's outside counsel and MASB's legal counsel. These templates are customized to the district's unique circumstances through choices made by the board and administrative team. The bylaws, policies and administrative rules/regulations are a unique collection assembled by educators and attorneys. The end result will be a policy manual that's in line with law and court decisions containing legal citations, footnoted reference material, and will be searchable by keyword or phrase.

OVERVIEW AND COMMENTS

All production related materials and questions should be directed to the Coshocton Office at 632 Main Street, Coshocton, Ohio 43812 (phone 800-407-5815, fax 740-622-2557). Billing questions should be directed to the Stow Office at 3914 Clock Pointe Trail, Suite 103, Stow, Ohio 44224 (phone 330-926-0514, fax 330-926-0525).

Please do not retype Neola materials before returning them for processing. We prefer to have the original materials returned after you have marked them indicating which changes and additions you choose to have/not have for your District. If a District chooses not to adopt a policy or an administrative guideline, the District is still obligated to follow applicable Federal and State laws relating to that section.

The proposed new, revised, and replacement policies, administrative guidelines and forms included in this update have been thoughtfully prepared and reviewed by Neola's legal counsel for statutory compliance. If you make changes, or substitute in its entirety policies or other materials of your own drafting, those materials should be reviewed by your legal counsel to verify compliance. Neola does not review district-specific edits to update materials or District-specific policies for statutory compliance.

If a policy or guideline is marked as a revision, the changes have been marked in bold (to add material) and crossed out (to delete material). As you review a revised policy or guideline, you may choose to accept one, many or all of the changes provided. If a policy or guideline is marked as a replacement, that means there have been enough changes made that justify a complete, clean replacement copy. As you review a replacement policy or guideline, you should also check the materials you have in your current policy or guideline to see if there is some specific wording you want included in the replacement policy. If so, any wording from the current policy should be added using "Track Changes" or the editing tools in the BoardDocs platform in the replacement policy or guideline before returning it electronically to the Coshocton office for processing.

If the District alters language and adds it to a policy template or deletes content that is not marked as a choice in the policy template, then these actions will constitute District-specific edits.

Policies that are to be deleted from the policy manual require Board action to rescind the policy.

As the Update "season" gets underway, Neola offers some suggestions for accessing the comprehensive policy services through your Neola Associate. While "in-person" consultation sessions are the preferred method for Neola Update "visits", the means by which you and your Neola associate accomplish this review should be mutually determined based on availability and level of comfort with the consultation process. Overall, health and safety are the primary concerns. Your Neola associate will be in contact with you soon to discuss these options with you and to schedule an appointment to review this update and ensure you are current on this and previous updates. Please consider the following options:

1. Schedule an appointment date/time to review the update materials during an in-person conference,
2. Schedule/reschedule update or drafting visits for a later time,
3. Schedule an appointment date/time to review the update materials via virtual meeting, such as Google Meeting or other electronic options, or
4. Schedule an appointment date/time to review the update materials in a telephone conference.

If you are not an administrative guidelines client, you did not receive those materials in this packet. Contact your Associate for more information about becoming an administrative guidelines client.

Processing Update Materials

If you will be making changes to these Update documents electronically, use "Track Changes" or editing tool in the BoardDocs platform to mark the Neola materials indicating which of the proposed revisions and additions you choose to include or not include for your District, or to make additional edits, before returning them electronically for processing. Be sure to leave the "track changes" and marked up version as the one you submit to the production office in Coshocton, Ohio.

District-Specific Material

If the District chooses, during any step of the Update process, to incorporate District-specific material into a new policy or guideline that has been proposed or to insert District-specific material into a current policy or guideline for which revisions have been proposed in an update issued by Neola, then the District agrees to hold Neola harmless for those District-specific edits and acknowledges that Neola's warranty for legal challenges to that District-specific language in that policy or guideline will not be in effect. In addition, Neola retains ownership of the text from the original policy template that remains in a policy to which District-specific material has been added. 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.

Further, Neola does not recommend the use or incorporation of District-specific materials. Neola will, at the request of the District, incorporate District-specific materials into the licensed materials, with the implicit understanding that the District 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.

Notice Regarding Legal Accuracy

Neola is vigilant in providing policy language to clients that has been vetted for legal accuracy by outside legal counsel. Should questions arise as to the legal compliance or accuracy of Neola materials, it is our expectation that Neola's counsel would have the opportunity to assist in the resolution of such a claim. Please notify the Neola corporate office if an issue arises in which such a review or assistance is necessary.

Policies in this update have been reviewed by Varnum, LLP (Grand Rapids, MI) for consistency with Federal and State law.

Emergency Resolutions 2020-2021

In April 2020 Neola provided sample resolutions to allow Boards to delegate powers and discretion to Superintendents to comply with existing Executive Orders and state and local health and safety mandates related to COVID 19. Currently there are no Executive Orders relating to COVID 19 in effect and health issues are generally being handled on a local level. For that reason the prior sample resolutions are not appropriate to address any district specific local issues, existing or prospective, and Neola recommends that districts do not reutilize the sample resolutions provided for 2020-2021 for the 2021-2022 school year.

LEGAL ALERTS

Included with this update are several legal alerts and other resource materials. These include:

- 3 - Legal Alert: Diversity, Equity, and Inclusion in Public Schools
- 4 - Legal Alert: Update on Title IX Implementation and Enforcement Under the Biden Administration
- 5 - Legal Alert: [Federal court vacates Title IX provision that prohibits a decision-maker from relying on statements that are not subject to cross-examination during a hearing](#)
- 6 - Legal Alert Regarding School Goals Requirements
- 7 - Legal Alert: U.S. Supreme Court Addresses Student Off-Campus Speech
- 8 - Legal Alert: Sixth Circuit Addresses Public Participation at Board Meetings
- 9 - Toolkit for Review and Adoption of Replacement Policy 5722 - School-Sponsored Student Publications and Productions

BYLAWS AND POLICIES

Bylaw 0100 - Definitions (Revised)

The definition of "Voting" has been revised to reflect the change in statute regarding allowable exceptions to "in person" voting at meetings of the Board. After December 31, 2021 only the military duty exception remains. The Board chair should only approve a request that complies with the law.

This revision should be adopted to maintain accurate policies.

Bylaw 0167.3 - Public Participation at Board Meetings (Revised)

Revisions to this bylaw are in line with the recent decision of the U.S. District Court for the 6th Circuit. Some of the optional language has been deleted, so as to remove the authority of the presiding officer at board meetings where public participation is permitted to regulate speakers on the basis of comments that are "abusive," "frivolous," and/or "harassing." These measures are intended to prevent districts from engaging in viewpoint discrimination for remarks that are oppositional in nature, perceived as hostile to the direction of the board and/or merely offensive. In addition, options (which were deemed acceptable regulations by the Court) have been added for preregistration, including prohibiting individuals from signing up to speak for others. Finally, there are options for districts who livestream meetings to determine whether or not they will facilitate public participation remotely.

These revisions and options should be considered for adoption.

Policy 3120 - Employment of Professional Staff (Revised)

<https://go.boarddocs.com/mi/kndsdl/Board.nsf/Private?open&login#>

This policy has been revised to reflect recent changes in certification/licensure statutes and regulations. Outdated "highly qualified" language has been deleted.

Revisions to this policy should be adopted in order to maintain accurate policies.

Policy 5722 – School-Sponsored Publications and Productions (Replacement)

This replacement policy is proposed because of the wide variety of school-sponsored student media that are present in schools today and due to the many technological advances that have occurred.

The policy, as before, provides several options available to the Board regarding the type of forum that will be provided and what level of review and regulation will occur. The language in the policy has been modified to encompass the newer online electronic forms of school-sponsored student media. The policy provides four options to consider for the classification and regulation of such publications and production.

A toolkit has been provided to assist district staff in their review of the replacement policy and revisions to the administrative guideline.

The recommendations made in this policy should be carefully considered when addressing the evolving student media environment and language should be adopted that best fits the district's needs.

Policy 6114 - Cost Principles - Spending Federal Funds (Revised)

This policy has been revised to provide greater detail in allowability guidance for districts regarding expenditure of federal funds. There has been a significant increase in funding through for school districts through the third pandemic stimulus bill dubbed the American Rescue Plan, providing \$122 billion in Elementary and Secondary School Emergency Relief (or ESSER III) funds. While the policy has accurately referenced definitions and restrictions cited in various sections of 2 C.F.R. 200, greater specificity has been requested by program reviewers and auditors.

Revisions to this policy should be adopted in order to maintain accurate policies.

Policy 6152 - Student Fees, Fines, and Supplies

This policy has been revised to provide the authorization to allow for online payment of fees, fines, and charges.

This revision is recommended for adoption if online payment is allowed.

Policy 7450 - Property Inventory (Revised)

A drafting note has been added to this policy noting the federal threshold of \$5,000 for differentiating between supplies/materials and a capital expenditure for equipment purchase. See the note on Policy 6114 - Cost Principles - Spending Federal Funds.

This policy may need to be revised if the district's current policy uses an equipment/inventory threshold higher than \$5,000.

Policy 8310 - Public Records (Revised)

Policy 8320 Personnel Files (Revised)

These policies have been revised to comply with the obligation not to disclose the address of a student or an employee who provides the District with notice that they have received a participation card issued by the attorney general under the address confidentiality program act.

These revisions should be adopted in order to remain compliant with Michigan law.

Policy 8330 - Student Records (Revised)

This policy has been revised to reflect the change in federal rule (2021 Solomon Amendment: Subtitle C—General Service Authorities and Correction of Military Records SEC. 521). If the district issues student email addresses, it must release such email addresses to military recruiters as part of directory information, as requested, unless prohibited by student or parent request in writing.

This revision should be adopted in order to maintain accurate policies.

ADMINISTRATIVE GUIDELINES

AG 1630.01/3430.01/4430.01 - FMLA Leave (Revised)

These AGs have been revised to include additional language from the federal regulation regarding optional benefit coverages during periods of unpaid leave, costs associated with medical certification, and periodic status reports. While there has been no change in the Family Medical Leave Act (FMLA), the U.S. Department of Labor (DOL) has issued new forms for use in administering the Act. Those forms can be accessed at: [FMLA: Forms | U.S. Department of Labor \(dol.gov\)](#)

AG 3131 - Staff Reductions/Recalls (NEW)

This new guideline provides details, procedures, and definitions related to the Teachers' Tenure Act, specifically regarding staff reduction and recall.

AG 5460 - Graduation Requirements (Revised)

The guideline was revised to delete phase-in language and to include graduation requirement options.

AG 5722 – School-Sponsored Publications and Productions (Revised)

See note on Policy 5722.

AG 6423 - Use of Credit/Debit Cards (Revised)

AG 6424 - Purchasing Cards (NEW)

AG 7450 - Inventory Procedure (Revised)

See note on Policy 7450 and Policy 6114.

AG 8310A - Public Records (Revised)
AG 8310D - Transmission of Records and Other Communications (Revised)
AG 8320- Personnel Records (Revised)

See note on Policy 8310/8320.

AG 8330 - Student Records (Revised)

See note on Policy 8330.

AG 8330 - Student Records (Revised)

See note on Policy 8330.

COMMENTS

Reviewing Board Minutes

A feature of your subscription to the Update Service is the review of your District's Board minutes to identify actions that result in new policy or revision to existing policy. If such action has been taken and copies of the related materials have not been submitted to the Coshocton Office, the District will be contacted and additional information regarding the action will be requested. Please take advantage of this valuable service by sending copies of your Board minutes to the Coshocton Office for review.

6.B. Review Bullying Policy / School Safety

Bear Lake Middle/High School Handbook
2021-2022

Every student should, and every staff member **must** report any situation that they believe to be improper harassment of a student. Reports may be made to those identified above.

If the investigation finds harassment occurred it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employee, exclusion for parents, guests, volunteers and contractors, and removal from any officer position and/or a request to resign for Board members.

Retaliation against any person for complaining about harassment, or participating in a harassment investigation, is prohibited. Suspected retaliation should be reported in the same manner as harassment. Intentionally false harassment reports, made to get someone in trouble, are also prohibited. Retaliation and intentionally false reports may result in disciplinary action as indicted above.

The following definitions are provided for guidance only. If a student or other individual believes there has been harassment, regardless of whether it fits a particular definition, s/he should report it and allow the administration to determine the appropriate course of action.

Harassment

- A. submission to such unwelcomed conduct or communication is made either an explicit or implicit condition of utilizing or benefiting from the services, activities, or programs of the School District;
- B. submission to, or rejection of, the unwelcomed conduct or communication is used as the basis for a decision to excluded, expel or limit the harassed student in the terms, conditions or privileges of the School District;
- C. the unwelcomed conduct or communication interferes with the student's education, creates an intimidating, hostile or offensive environment, or otherwise adversely affects the student's educational opportunities. This may include racial slurs, mocking behavior, or other demeaning comments.

Sexual Harassment, may include, but is not limited to:

- A. verbal harassment or abuse;
- B. pressure for sexual activity;
- C. repeated remarks with sexual or demeaning implications;
- D. unwelcome touching;
- E. sexual jokes, posters, cartoons, etc.;
- F. suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades, or safety,;
- G. a pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliation to another;
- H. remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history.

Bullying and Other Aggressive Behavior

It is the policy of the District to provide a safe and nurturing educational environment for all of its students.

This policy protects all students from bullying/aggressive behavior regardless of the subject matter or motivation for such impermissible behavior.

Bullying or other aggressive behavior toward a student, whether by other students, staff, or third parties, including Board members, parents, guests, contractors, vendors, and volunteers, is strictly prohibited. This prohibition includes written, physical, verbal, and psychological abuse, including hazing, gestures,

Bear Lake Middle/High School Handbook
2021-2022

comments, threats, or actions to a student, which cause or threaten to cause bodily harm, reasonable fear for personal safety or personal degradation.

Demonstration or appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of administrators, faculty, staff, and volunteers to provide positive examples for student behavior.

This policy applies to all “at school” activities in the District, including activities on school property, in a school vehicle, and those occurring off school property if the student or employee is any school-sponsored, school-approved or school-related activity or function, such as field trips or athletic events where students are under the school’s control, or where an employee is engaged in school business. Misconduct occurring outside of school may also be disciplined if it interferes with the school environment.

Notification

Notice of this policy will be annually circulated to and posted in conspicuous locations in all school buildings and departments within the District and discussed with students, as well as incorporated into the teacher, student, and parent/guarding handbooks. State and Federal rights posters on discrimination and harassment shall also be posted at each building. All new hires will be required to review and sign off on this policy and the related complaint procedure.

Parents or legal guardians of the alleged victim(s), as well as of the alleged aggressor(s), shall be promptly notified of any complaint or investigation as well as the results of the investigation to the extent consistent with student confidentiality requirements. A record of the time and form of notice or attempts at notice shall be kept in the investigation file.

To the extent appropriate and/or legal permitted, confidentiality will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations. Further, the appropriate authorities may be notified, depending on the nature of the complaint and/or the results of the investigation.

Implementation

The Superintendent is responsible to implement this policy, and may develop further guidelines, not inconsistent with this policy

This policy is not intended to and should not be interpreted to interfere with legitimate free speech rights of any individual. However, the District reserves the right and responsibility to maintain a safe environment for students, conducive to learning and other legitimate objectives of the school program.

Procedure

Any student who believes s/he has been or is the victim of bullying. Hazing or other aggressive behavior should immediately report the situation to the Principal. The student may also report concerns to a teacher or counselor who will be responsible for notifying the appropriate administrator or Board official. Complaints against the building principal should be filed with the Superintendent. Complaints against the Superintendent should be filed with the Board President.

Every student is encouraged, and every staff member is required, to report any situation that they believe to be aggressive behavior directed toward a student. Reports shall be made to those identified above. Reports may be made anonymously, but formal disciplinary action may not be taken solely on the basis of any anonymous report.

The Principal (or other administrator as designated) shall promptly investigate and document all complaints about bullying, aggressive or other behavior that may violate this policy. The investigation must be completed as promptly as the circumstances permit and should be completed within three (3) school days after a report or complaint is made.

Bear Lake Middle/High School Handbook
2021-2022

If the investigation finds an instance of bullying or aggressive behavior has occurred, it will result in prompt and appropriate remedial action. This may include up to expulsion for students, up to discharge for employees, exclusion for parents, guests, volunteers and contractors, and removal from any official position and/or a request to resign for Board members. Individuals may also be referred to law enforcement or other appropriate officials.

The individual responsible for conducting the investigation shall document all reported incidents and report all verified incidents of bullying, aggressive or other prohibited behavior, as well as any remedial action taken, including disciplinary actions and referrals, to the Superintendent. The Superintendent shall submit a compiled report to the Board of an annual basis.

Non-Retaliation/False Reports

Retaliation of false allegations against any person who reports, is thought to have reported, files a complaint, participates in an investigation or inquiry concerning allegations of bullying or aggressive behavior (as a witness or otherwise), or is the target of the bullying or aggressive behavior being investigated, is prohibited and will not be tolerated. Such retaliation shall be considered a serious violation of Board policy, independent of whether a complaint of bullying is substantiated. Suspected retaliation should be reported in the same manner as bullying/aggressive behavior.

Making intentionally false reports about bullying/aggressive behavior for the purpose of getting someone in trouble is similarly prohibited and will not be tolerated. Retaliation and intentionally false reports may result in disciplinary action as indicted above. The Superintendent shall establish a program or other initiatives involving school staff, students, clubs or other student groups, administrators, volunteers, parents, law enforcement, community members, and other stakeholders, aimed at the prevention of bullying or other aggressive behavior.

Definitions

The following definitions are provided for guidance only. If a student or other individual believes there has been bullying, hazing, harassment or other aggressive behavior, regardless of whether it fits a particular definition, s/he should report it immediately and allow the administration to determine the appropriate course of action.

“Aggressive behavior” is defined as inappropriate conduct that is repeated enough, or serious enough, to negatively impact a student’s educational, physical, or emotional well-being. Such behavior includes, for example, bullying, hazing, stalking, intimidation, menacing, coercion, name-calling, taunting, making threats, and hitting/pushing/shoving.

“At School” is defined as 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. It also includes conduct using a telecommunications access device or telecommunications service provider that occurs off school premises if either owned by or under the control of the District.

“Bullying” is defined as any gesture or written, verbal, graphic, or physical act (including electronically transmitted acts – i.e. internet, telephone or cell phone, personal digital assistant (PDA), or wireless hand held device) that, without regard to its subject matter or motivating animus, is intended or that a reasonable person would know is likely to harm one (1) or more students either directly or indirectly by doing any of the following:

- A. substantially interfering with educational opportunities, benefits, or programs of one (1) or more students;
- B. adversely affecting the ability of a student to participate in or benefit from the school district’s educational programs or activities by placing the student in reasonable fear of physical harm or by causing substantial emotional distress;

Bear Lake Middle/High School Handbook
2021-2022

- C. having a n actual and substantial detrimental effect on a student’s physical or mental health; and/or
- D. causing substantial disruption in, or substantial interference with, the orderly operation of the school

Bullying can be physical, verbal, psychological, or a combination of all three. Some examples of bullying are:

- A. Physical – hitting, kicking, spitting, pushing, pulling, taking and/or damaging, personal belongings or extorting money, blocking or impeding student movement, unwelcome physical contact.
- B. Verbal – taunting, malicious teasing, insulting, name calling, making threats.
- C. Psychological – spreading rumors, manipulating social relationships, coercion, or engaging in social exclusion/shunning, extortion, or intimidation. This may occur in a number of different ways, including but not limited to notes, emails, social media posting, and graffiti.

“Harassment” includes, but is not limited to, any act which subjects an individual or group to unwanted, abusive behavior of a nonverbal, verbal, written or physical nature, often on the basis of age, race, religion, color, national origin, marital status or disability, but may also include sexual orientation, physical characteristics (e.g., height, weight, complexion) cultural background, socioeconomic status, or geographic location (e.g., from rival school, different state, rural area, city, etc.).

“Intimidation/Menacing” includes but is not limited to, any threat or act intended to: place a person in fear of physical injury or offensive physical contact; to substantially damage or interfere with person’s property; or to intentionally interfere with or block a person’s movement without good reason.

“Staff” includes all school employees and Board members.

“Third parties” include, but are not limited to, coaches, school volunteers, parents, school visitors, service contractors, vendors, or others engaged in District business, and others not directly subject to school control at inter-district in intra-district athletic competitions or other school events.

Confidentiality

To the extent appropriate and/or legally permitted, confidentiality will be maintained during the investigation process. However, a proper investigation will, in some circumstances, require the disclosure of names and allegations.

1st Occurrence: One-three (1-3) day(s) suspension

2nd Occurrence: Five (5) days suspension

3rd Occurrence: Ten (10) days suspension/recommendation to the Board for expulsion

17. Indecency/Obscenity

Offensive acts, which include acts of immoral conduct, against commonly recognized standards of propriety or good taste as interpreted by the administration and/or teaching staff; also vulgar acts in verbal or written form, pictures, gestures, caricatures, sexting, or suggestive/inappropriate clothing during the school day or during any school activity shall be deemed inappropriate.

1st Occurrence: One-Three (1-3) days suspension/parent notification/possible recommendation to guidance department and/or local authorities

Changes in Elementary/Middle/High School
Student Handbook
12/15/21

Changing

Letter H from Dress and Grooming

From:

H. **Hats shall be stored in a student's locker immediately upon arrival at school. They are not to be worn again until after the school day is over.** (Exceptions will be made for verified religious or health reasons,) Blankets and pillows are to be stored in lockers during the school day.

To:

H. **Hats, jackets, and backpacks** shall be stored in a student's locker immediately upon arrival at school. They are not to be worn again until after the school day is over. (Exceptions will be made for verified religious or health reasons,) Blankets and pillows are to be stored in lockers during the school day.

6.C. Combined Board Dinner

6.D. ESSER III Funds Update

6.E. Mask Update

6.F. NMSLA Meeting

7. **Treasurer's Report**

Bear Lake School District

Treasurer's Report November 2021

General Fund Accounts

Milaf	\$1,326,420.20
Payroll	5,483.37
Building & Site	536,481.56
Huntington	140,478.98

Total General Fund	\$2,008,864.11
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Food Service Fund Accounts

Milaf	\$169,339.25
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Debt Retirement Accounts

2015 Debt Retire.	298,063.39
2016 Debt Retire.	119,020.64

Total Debt Retirement	\$417,084.03
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Bear Lake School District - Prepays

December 15, 2021

Check Number	Date Paid	Amount Paid	Vendor - Payee	Check Description
EFT	11/2/2021	22,830.95	MPSERS	Pension Plus DC
EFT	11/12/2021	300.00	Health Equity (MESSA)	Health Equity Contributions *HSA*
EFT	11/10/2021	6,794.66	State of Michigan - Dept Of Treasury	Payroll - State Tax Payable
EFT	11/10/2021	16.37	State of Michigan - Dept Of Treasury	October 2021 Sales Tax
EFT	11/26/2021	300.00	Health Equity (MESSA)	Health Equity Contributions *HSA*
EFT	11/19/2021	26,476.57	MPSERS	Pension Plus DC
EFT	11/30/2021	25,028.89	MPSERS	Pension Plus DC
125431	11/2/2021	2,834.86	BP	Bus Fuel
125432	11/4/2021	110.48	Schmidt, Sara	Supplies
125433	11/5/2021	2,045.00	Cintas Corporation	Custodial Supplies
125434	11/5/2021	62.37	Bear Lake Hardware	Supplies
125435	11/5/2021	31.16	Blarney Castle Oil Co	Fluid And Main.
125436	11/8/2021	79.00	Apple Computer, Inc.	Board Ipad
125437	11/8/2021	152.64	Auto Value BTB Parts Stores	Supplies
125438	11/8/2021	4,891.88	Consumers Energy	Utilities
125439	11/8/2021	3,100.00	Dennis Gartland & Niergarth, Pc	Final Billing On Audited Financial Statements
125440	11/8/2021	4,699.70	Gordon Food Service	Food Purchases
125441	11/8/2021	60.00	Danielle Hodson	Reimbursement For Fingerprints
125442	11/8/2021	798.52	Kaleva Norman Dickson School District	Utilities And Custodian For GSRP Four Star
125443	11/8/2021	652.88	Kendall Electric, Inc	Lighting Supplies; Credit Memo
125444	11/8/2021	1,214.34	KSS Enterprises	Custodial Supplies
125445	11/8/2021	358.05	Pitney Bowes	Postage Machine Rental
125446	11/8/2021	44.39	John Prokes	Science Supplies
125447	11/8/2021	407.00	Temperature Control, Inc.	Service Call-Smoke Detector
125448	11/8/2021	9,574.00	West Shore Community College	Fall 2021 Dual Enrollment Tuition
125449	11/12/2021	63.93	Blarney Castle Oil Co	Fluid And Main.
125450	11/12/2021	431.81	Cadillac Institue Of Cosmetology, LLC	Tech Prep Class
125451	11/12/2021	170.49	Cintas Corporation	Custodial Supplies
125452	11/12/2021	394.88	Filer Credit Union VISA	VISA Charges
125453	11/12/2021	2,572.25	Gordon Food Service	Food Purchases
125454	11/12/2021	177.45	Grand Rental Station	Lift, 43' Telescoping
125455	11/12/2021	200.00	Jackpine Business Centers	Supplies
125456	11/12/2021	692.34	Kaleva Norman Dickson School District	Bus Repair Work
125457	11/12/2021	1,131.25	Manistee County Transportation	Contracted Transportation
125458	11/12/2021	1,927.96	Manistee ISD	Illuminate DNA Software License
125459	11/12/2021	155.52	The Pioneer Group	Advertising
125460	11/12/2021	861.00	Republic Services	Waste Services
125461	11/12/2021	43.48	Saddle Up Grocery	Fuel

Bear Lake School District - Prepays				December 15, 2021
Check Number	Date Paid	Amount Paid	Vendor - Payee	Check Description

125462	11/12/2021	51.38	Security Sanitation, Inc.	Portable Service For Ball Fields
125463	11/12/2021	1,891.97	Superior Energy Co LLC	Utilities
125464	11/12/2021	35.84	Mark Ward	Mileage
125465	11/12/2021	1,066.18	Xerox Corporation	Xerox Supplies; Meter Usage- 5DA-841864;
125466	11/17/2021	3,617.00	Krispy Kreme	Great Beginnings Fall Fundraiser
125467	11/22/2021	5,000.00	Centra Wellness Network	Safenet Bridges Program 09/01/21 To 08/3/21
125468	11/22/2021	134.18	Lynette Crystal Harthun	Reimburse For Supplies/Mileage
125469	11/22/2021	194.18	Kaleva Norman Dickson School District	Sept 21 Vended Meals
125470	11/22/2021	580.16	Kaleva Norman Dickson School District	Sept 21 After School Supper Meals
125471	11/22/2021	1,413.41	Somsel Lumber Company	B&G Supplies
125472	11/29/2021	21,401.75	MESSA	Ins Prem. Dec 21
125473	11/29/2021	342.00	PlanbookEdu LLC	PlanbookEdu Subscription 2021
		157,414.12		

General Fund - 11	150,125.80
Food Service Fund - 25	7,288.32
Debt Retirement - 31	-
Debt Retirement - 32	-
Building and Site Fund - 42	-
	157,414.12

REVENUES		October 2021
	Amount Received	Payor
General Fund - 11	90,570.46	Property Taxes
	4,940.75	Local Misc. Revenue
	175,973.29	State Aid
	108.51	Federal
	0.00	Transfers In
	271,593.01	
Food Service - 25	3,311.04	Lunch/Breakfast Sales/Fed
Debt Retirement - 31	33,926.37	Property Taxes
Debt Retirement - 32	12,565.28	Property Taxes
Building & Site - 42	0.00	Tower Lease
Total	321,395.70	

8. **Minutes**

**BEAR LAKE SCHOOLS
BOARD OF EDUCATION MEETING
BEAR LAKE MEDIA CENTER
NOVEMBER 10, 2021
7:00 PM**

MEMBERS PRESENT:

President, Bethany Merrill; Vice President, Eric Smith; Secretary, Rebecca Fink; Treasurer, Greg Babinec; and Trustees Shad Buckner and Bryan Kidd

MEMBERS ABSENT:

Trustee, Connie Ledford

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

The Student Discipline Committee reported on their meeting. Sarah Harless presented the Principal's Report.

SUPERINTENDENT'S REPORT

- A. Personnel
- B. Juul Labs, Inc. Litigation
- C. Summer Tax Resolution
- D. Kitchen Renovation (Spend-down) Plan
- E. ESSER III Funds
- F. NEOLA - First Read
- G. Covid Update / Discussion
- H. NMSLA Update

BUSINESS ITEMS FOR ACTION

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

Moved by Buckner, supported by Eric, that the Treasurer's Report of monies on hand -

General Fund	\$ 119,438.79
Food Service Fund	15,988.63
Debt Retirement Funds	-
Capital Projects	-
Total All Funds	<u>\$ 135,427.42</u>

be accepted that bills totaling \$135,427.42 and check numbers 125382-125430 be approved for payment; carried 6-0.

Moved by Buckner, supported by Smith, that the minutes of the Regular Business Meeting held October 13, 2021 be approved as presented; carried 6-0.

Moved by Fink, supported by Smith, to approve the recommendation of the Policy Committee for Student A. Student A will be suspended until January 24, 2022 and will continue counseling services at the school; carried 6-0.

Moved by Babinec, supported by Buckner, to hire Danielle Hodson, Teacher Aide, as recommended; carried 6-0.

Moved by Smith, supported by Kidd, to hire Taylor Anderson, JV Girls Basketball Coach, as recommended; carried 6-0.

Moved by Smith, supported by Babinec, to approve the resolution to enter into an Attorney-Client Fee Contract with Franz Law Group, APLC (a California professional law corporation) to provide legal services in connection with pursuing claims in the JUUL(R) and Electronic Cigarette Litigation, (e-cigarette) Case No. 3:19-md-2913-WHO in United States District Court for the Northern District of California; carried 6-0.

Moved by Babinec, supported by Buckner, to approve the Summer Tax Resolution as presented; carried 6-0.

Moved by Buckner, supported by Smith, to approve the kitchen renovations bid from APS at an amount not to exceed \$160,000.00 as presented; carried 6-0.

Moved by Fink, supported by Kidd, that a mask mandate will begin on November 29, 2021 through January 17, 2022. While masking, the quarantine will not be enforced unless the attendance percentage falls below 75%

CLOSED SESSION

Moved by Smith, supported by Buckner, to move into closed session at 8:04 PM for the purpose of discussing the superintendent evaluation goals and characteristics; carried 6-0.

Moved by Smith, supported by Buckner, to reconvene to open session at 8:27 PM.

SUPERINTENDENT EVALUATION GOALS & CHARACTERISTICS

Moved by Smith, supported by Fink, to approve the School Advanced goals and characteristics for the Superintendent evaluation as recommended by the hiring committee; carried 6-0.

ADJOURNMENT

Moved by Kidd, supported by Smith, to adjourn at 8:55 p.m. 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	\$ 150,125.80
Food Service Fund	7,288.32
Debt Retirement Funds	-
Capital Projects	-
Total All Funds	<u>\$ 157,414.12</u>

be accepted that bills totaling \$157,414.12 and check numbers 125431-125473 be approved for payment.

Ayes _____ Nays _____ Motion _____

■ **C. Adoption of Minutes – November 10, 2021**

Moved by _____, supported by _____, that the minutes of the Regular Business Meeting held November 10, 2021 be approved as presented/amended.

Ayes _____ Nays _____ Motion _____

Moved by _____, supported by _____, that the minutes of the Closed Business Meeting held November 10, 2021 be approved as presented/amended.

Ayes _____ Nays _____ Motion _____

D. NEOLA - Final Read

Moved by _____, supported by _____, to approve the NEOLA policies as presented/amended.

Ayes _____ Nays _____ Motion _____

E. Handbook Revision

Moved by _____, supported by _____, to approve the changes in the handbook indicating that hats, jackets, and backpacks shall be stored in a student's locker immediately upon arrival at school. In addition, they are not to be worn again until after the school day is over.

Ayes _____ Nays _____ Motion _____

F. Combined Board Dinner

Moved by _____, supported by _____, to schedule a combined board meeting/dinner on _____ to be held at Kaleva Norman Dickson School District at _____ PM.

Ayes _____ Nays _____ Motion _____

G. Adjournment

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

10. **Board Requests**

11. **Announcements**

11.A. Next Board Meeting - January 12, 2022

12. **Adjournment**