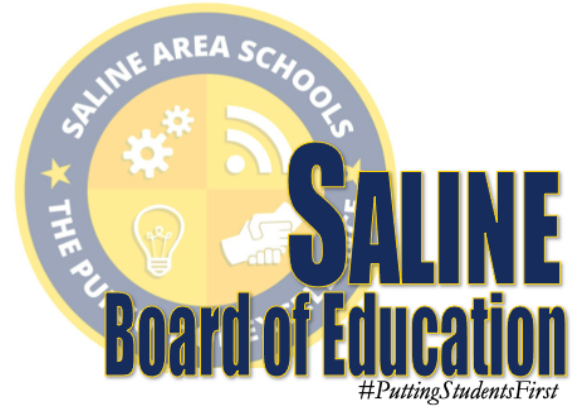


Board of Education Meeting

Liberty School Board Room
December 14, 2021 at 6:30 PM



AGENDA

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

OPENING

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PUBLIC COMMENT**

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting. Please note that students will be given priority to speak on any topic. The first public participation portion of the meeting will be limited to one-half hour (30 minutes) normally and limited to agenda items. A second public participation portion will be offered at the end of the agenda to allow for any other comment.

Individuals addressing the Board should take into consideration the rules of common courtesy. The public participation portion of the meeting cannot be used to make personal attacks against a Board Member, District Employee, or Student.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

4. **RESPONSE TO PREVIOUS PUBLIC COMMENT**

AGENDA

5. REVISIONS/APPROVAL OF AGENDA

Items may be added or deleted from the meeting agenda, and/or the order of items may be changed, at the request of an individual Board member or the Superintendent. The agendas must be approved before proceeding further.

RECOMMENDED MOTION . . . move to approve the agenda as printed/ revised.

6. SUPERINTENDENT'S MESSAGE - SAFETY

Superintendent Laatsch

7. SCHEDULED REPORTS

A. FSAS Update

Executive Director, Annherst Kreitz

B. Continue to Learn Plan, 2021/22 School Year

Superintendent, Steve Laatsch

SHS Assistant Principals, Musetta Daneen & Theresa Stager

C. Policy Committee Update

Chair, Secretary Estep

D. Finance Committee Update

Chair, Trustee Valenti

8. ACTION ITEMS

A. RECOMMENDED MOTION ... to approve the minutes from the November 23, 2021 Closed Session for the purpose of Superintendent Evaluation.

B. RECOMMENDED MOTION ... to approve the 2021 Board Stipends as submitted by Superintendent Laatsch.

C. RECOMMENDED MOTION ... to approve the January 11, 2022 Board of Education Organizational Meeting and 2022 Board of Education Meeting dates as submitted by Superintendent Laatsch.

D. RECOMMENDED MOTION ... to approve the 2022/23 Saline High School New Courses as submitted by District Teaching & Learning Lead, Kara Davis

*Board of Education Meeting Agenda
December 14, 2021*

- E. **RECOMMENDED MOTION ... to approve the Contract Awards for the MS Gym & Boiler Remodel to Clark Construction (\$444,749.00) and the following subcontractors: Axiom Construction (\$245,000.00), Foster Specialty Floors (\$434,970.00), Interkal (\$144,078.00), John Darr Mechanical (\$1,165,000.00) and Huron Valley Electric (\$143,860.00) as submitted by Assistant Superintendent Owsley.**
- F. **RECOMMENDED MOTION ... to approve the following MS Gym & Boiler Project Management & Abatement as provided by Nova Environmental Inc. (\$70,016.00) and Total Environmental Services (\$468,000.00) as submitted by Assistant Superintendent Owsley.**
- G. **RECOMMENDED MOTION ... to approve the Roofing Replacement Contracts Awards to CEI Michigan, LLC (\$1,306,460.00), Quality Roofing (\$1,001,967.00), Lecole Planners (\$376,264.00) and Roofing Technology Associates (\$154,188.00) as submitted by Assistant Superintendent Owsley**
- H. **RECOMMENDED MOTION ... to approve the Apple Quote of \$374,279.10 for 480 new teacher devices as recommended by Director of Technology, Troy Wissink.**
- I. **RECOMMENDED MOTION ... to approve revisions to Board Policy 0167.3 Public Participation at Board Meetings as recommended by the Policy Committee**

9. **DISCUSSION ITEMS**

- A. **MASB Board of Directors**
Vice President McVey

10. **ADMINISTRATION/BOARD UPDATES**

11. **CONSENT AGENDA**

The following are offered as part of the Consent Agenda. The motion noted will allow for the authorization of all listed items, without discussion, unless a member of the Board requests that any one or all be considered individually.

RECOMMENDED MOTION . . . move to authorize the following items as part of the Consent Agenda:

- A. **Approval** of the Board of Education Regular Meeting Minutes of November 23, 2021
- B. **Approval** of the Board Policy Committee Meeting Minutes of December 9, 2021

*Board of Education Meeting Agenda
December 14, 2021*

- C. **Approval of Payment** of the General Fund Accounts Payable of December 14, 2021, in the amount of \$2,948,230.87

- D. **Approval of Payment** of the Bond Series III Accounts Payable of December 14, 2021, in the amount of \$511,083.65

- E. **Receive and File** Curriculum and Human Resources Reports

- F. **Approval** to Adopt Neola Revisions as recommended by the Policy Committee for the following Board Policies:

 - 7450: Property Inventory*
 - 5722: School-Sponsored Publications & Productions*
 - 6152: Student Fees, Fines, and Supplies*

- G. **Approval** of Overnight and/or Out of State Field Trips as submitted by Superintendent Laatsch
 - 1. FT 2021-0000058 Science Olympiad Invitational: Solon High School, Solon, OH

- H. **Approval** of the Superintendent Evaluation metrics as reported in the minutes and meeting of Nov. 23, 2021 which rated Dr. Laatsch at an effective rating of 91% or 3.658 out of 4 using the MASB Superintendent Evaluation Tool.

CLOSING

12. ITEMS SCHEDULED ON NEXT AGENDA

13. PUBLIC COMMENT

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

14. NEXT MEETING

The next Board of Education Meeting will be held on January 11, 2022, at 6:30 PM.

*Board of Education Meeting Agenda
December 14, 2021*

15. **RECOMMENDED MOTION ... to enter Closed Session of the Board of Education at _____ PM, with the intent to re-enter Open Session at _____ PM, for the purpose of Collective Bargaining 8(c) of the Open Meetings Act. Under Section 8(c) a simple majority vote is sufficient to enter into a closed session.**

16. **RECOMMENDED MOTION to re-enter Open Session of the Regular Board of Education Meeting at (?) pm**

17. **ADJOURNMENT**

RECOMMENDED MOTION ... to adjourn the Board of Education Meeting of December 14, 2021, at _____ PM.

Board Stipends (\$30 per service to be paid out by 12/24/21)

DATE	Boatswain	Estep	Gerbe	McVey	Miller	Steben	Valenti	Jones
1/12/2021 Organizational Mtg	1	1	1	1	1	1	1	
1/12/2021 Regular Mtg	1	1	1	1	1	1	1	
1/26/2021 Regular Mtg	1	1	1	1	1	1	1	
2/2/2021 Special Mtg	1	1	1	1	1	1	1	
2/9/2021 Special Mtg	1	1	1	1	1	1	1	
2/23/2021 Regular Mtg	1	1	1	1	1	1	1	
3/9/2021 Regular Mtg	1	1	1	1	1	1	1	
3/23/2021 Regular Mtg	1	1	1	1	1	1	1	
4/8/2021 Special Mtg	1	1	1	1	1	1	1	
4/13/2021 Regular Mtg	1	1	1	1	1	1	1	
4/26/2021 Interview Session #1	1	1	1	1	1	1	1	
4/27/2021 Regular Mtg	1	1	1	1	1	1	1	
4/28/2021 Interview Session #2	1	1	1	1	1	1	1	
4/29/2021 Interview Session #3	1	1	1	1	1	1	1	
5/11/2021 Regular Mtg	1	1	1	1	1	1	1	
5/24/2021 Special Mtg		1	1	1	1	1	1	
5/25/2021 Truth in Taxation Mtg		1	1	1	1	1	1	
5/25/2021 Regular Mtg		1	1	1	1	1	1	
6/8/21 Regular Mtg		1	1	1	1	1	1	1
6/22/2021 Budget Hearing Mtg		1	1	1	1	1	1	1
6/22/2021 Regular Mtg		1	1	1	1	1	1	1
7/13/2021 Regular Mtg		1	1	1	1		1	
8/10/2021 Regular Mtg		1	1	1	1	1	1	1
8/24/2021 Special Board Retreat		1	1	1	1	1	1	1
9/7/2021 Board PD Session (MASB)		1	1	1	1	1	1	1
9/14/2021 Regular Mtg		1	1	1	1	1		1
9/28/2021 Regular Mtg		1	1	1	1	1	1	1
10/12/2021 Regular Mtg		1	1	1	1	1	1	1
10/26/2021 Regular Mtg		1	1	1	1	1	1	1
11/9/2021 Regular Mtg		1	1	1	1	1	1	1
11/23/2021 Regular Mtg		1	1	1	1	1	1	1
12/14/2021 Regular Mtg		1	1	1	1	1	1	1
TOTAL	15	32	32	32	32	31	31	13

MEETING SCHEDULE 2022

NOTICE OF SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF EDUCATION of Saline Area Schools to be held during the year commencing January 1, 2022 and ending December 31, 2022.

To all persons interested in the meetings of the Board of Education of Saline Area Schools of Washtenaw County:



PLEASE TAKE NOTICE that the Board of Education of Saline Area Schools, 7265 North Ann Arbor Street, Saline, Michigan 48176, Telephone 734-401-4000, will hold regular meetings at the following dates, times, and places during the year commencing January 1, 2022 and ending December 31, 2022.

Date	Time	Place
January 11, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
January 25, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
February 8, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
February 22, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
March 8, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
March 22, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
April 12, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
April 26, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
May 10, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
May 24, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
June 14, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
July 12, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
August 9, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
August 23, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
September 13, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
September 27, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
October 11, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
October 25, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
November 8, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street
December 13, 2022	6:30 PM	Liberty School Board Room, 7265 North Ann Arbor Street

Draft minutes of each of the meetings listed above shall be available for public inspection during regular business hours at the Superintendent's Office, 7265 North Ann Arbor Street, Saline, Michigan 48176, not more than eight (8) business days after the date of the meeting to which the draft minutes refer; and approved Minutes of each meeting shall be available for public inspection during business hours, at the same location, no later than five (5) business days after the meeting at which the Minutes are approved. Copies of the Minutes shall also be available at the reasonable estimated cost for printing or copying.

Upon oral or written request for a subscription and payment of a fee established by the Board, Minutes shall be mailed to any person or business by First Class Mail. The subscription may be valid for up to six (6) months.

Upon request to the Superintendent's Office, the District shall make reasonable accommodations for a person with disabilities to be able to participate in open meetings.

This notice is given in compliance with the Michigan Open Meetings Act, as amended.

Susan Estep, Secretary



Submit ***New Course Application Form*** to teacher leader for initial approval. New course should be discussed with the department and collective approval made before moving on to next steps with building administration and final Board of Education Approval.

Name: Kara Davis (on behalf of Katie O'Keeffe)

Date: 12/02/2021

Course Title: English Learning (EL)

Department: EL // English

Trimesters: 1 2 3 (check all that apply)

Proposed Date of Implementation: 2022-23 School Year

Required for Graduation? Yes No

Required by Department? Yes No

Grade Level(s) Available: 9 10 11 12 (check all that apply)

Prerequisites:

1. Briefly provide a rationale for the course (what is the need and student interest?):

The EL Class is intended for Ss with a WIDA composite score of 4.0 or below. All levels of students will be allowed to register for the course. Students arrive here in Middle School or High School as an EL Student, and it is a struggle. They feel frustrated and are behind almost the entire school year. Students in English 9, English 10 are lost, in need of support. Students are sent to EL room for assistance with writing, vocabulary, reading. Students are not familiar with Google Classroom, printing notes, and taking notes. The teachers teach the topic but not the language that allows the student access to the material.

2. Briefly describe the course, including major units or topics to be covered:

EL Students will make gains and maintain listening, speaking, reading and writing competency in English as outlined in WIDA standards and measured by ACCESS for ELs assessment. Strategy: Data from WIDA Access will be used to determine students' competency and lessons will be designed in order to support. Certified English Language Art Teacher, EL Tutor and ESL Teacher will use the program Cengage in order to assist EL students in the advancement of English. EL students will demonstrate proficiency according to state, local and curricular-based benchmarks as measured by state standardized assessments and curriculum-based measures such as formative and summative assessments.

3. How will the course align with/compliment the departmental/grade level curriculum and HSCE's, Common Core, or Career and College Readiness Standards? Is there a connection with the District Strategic Framework? (Compass Attributes)

The WIDA Can-Do Key Uses for Grades 9-12 guide expectations for the work students in EL courses. Students read literature and informational texts, write creatively and analytically, and communicate in a variety of modes. Students develop their literacy analysis skills by studying a variety of authors and works, including world literature. Composition skills are developed by applying writing processes to essays of reflection, argumentation, and critical analysis focus on the history of the English language.

4. List budget considerations for implementation of the course, including supplies, materials, and any additional staffing needs.

Requires additional curriculum and literacy materials - see information on this document:
https://docs.google.com/document/d/1tmwBemkdlem34rO1IX_6UrJfo7fnEsAHKDYxFJw1LtA/edit
What Will it Cost? (Estimate \$ amounts)

Textbook: \$

Field trip: \$

Computer software: \$ ²⁰⁰⁰

Supplies: \$ ¹²⁰⁰

Supplemental texts: \$ ⁴⁰⁰

Equipment: \$

Other: \$ ⁴⁰⁰

5. Staffing

a) Will the course add staff to the department? (FTE) Yes No

b) Is someone interested in teaching the class? Yes No

If Yes, teacher name(s): The class must be co-taught by an ESL-endorsed teacher (Katie O'Keeffe will fill this role) and and ELA-endorsed secondary teacher (TBD).

6. Facility

Would specific room or equipment would be required? Yes No

If so, what?

7. Replacement

Would the class replace an existing class? Yes No

If yes, what?

Approval Routing:

1. Application Submission

Teacher Signature: *Kara Davis*

2. Department Approval

Yes

No

Teacher Leader Signature: *Jen Denzin*

3. Building Administration Approval

Yes

No

Administrator Signature: *Theresa Stager*

4. Board of Education Approval

Yes

No

Final Step:

Submit to Bldg Secretary for Course Number, Course Description and Submission into the Course Catalog.



Submit **New Course Application Form** to teacher leader for initial approval. New course should be discussed with the department and collective approval made before moving on to next steps with building administration and final Board of Education Approval.

Name: Trisca Beasley

Date: 11/11/2021

Course Title: Introduction to Statistics

Department: Math

Trimesters: 1 2 3 (check all that apply)

Proposed Date of Implementation: Fall 2022

Required for Graduation? Yes No

Required by Department? Yes No

Grade Level(s) Available: 9 10 11 12 (check all that apply)

Prerequisites:

1. Briefly provide a rationale for the course (what is the need and student interest?):

THIS IS NOT A NEW COURSE. We are proposing merging Applied Statistics and Statistics. I am not sure how to check things above. This is a 1 trimester class and would be offered each trimester. This is an elective course designed to give seniors another option for their senior math class. This is not a feeder class into AP Statistics and would keep the same prerequisite (Alg 2).

Since making AP Statistics a full year course, there is really no need to separate Statistics and Applied Stat. They have the same learning targets, same target audience.

2. Briefly describe the course, including major units or topics to be covered:

Collecting Data, Organizing and describing data, making some inference with data, and probability. (No change from the current units/topics)

3. How will the course align with/compliment the departmental/grade level curriculum and HSCE's, Common Core, or Career and College Readiness Standards? Is there a connection with the District Strategic Framework? (Compass Attributes)

Students will be able to select classes more easily as they will not have as many descriptions to choose from.

4. List budget considerations for implementation of the course, including supplies, materials, and any additional staffing needs.

Another set of text books purchased for Applied Stat would be needed as only 1 set was ordered. It is not helpful to use an AP textbook in regular Statistics, and therefore need a new text anyway.
What will it cost? (Estimate \$ amounts)

Textbook: \$

Field trip: \$

Computer software: \$

Supplies: \$

Supplemental texts: \$

Equipment: \$

Other: \$

5. Staffing

a) Will the course add staff to the department? (FTE) Yes No

b) Is someone interested in teaching the class? Yes No

If Yes, teacher name(s): Blake, Leslie, Trisca

6. Facility

Would specific room or equipment would be required? Yes No

If so, what?

7. Replacement

Would the class replace an existing class? Yes No

If yes, what?

Statistics and Applied Statistics

Approval Routing:

1. Application Submission

Teacher Signature: *Trisca D Beasley*

2. Department Approval

Yes

No

Teacher Leader Signature: *Heather Meloche*

3. Building Administration Approval

Yes

No

Administrator Signature: *David W. Raft*

4. Board of Education Approval

Yes

No

Final Step:

Submit to Bldg Secretary for Course Number, Course Description and Submission into the Course Catalog.



Submit ***New Course Application Form*** to teacher leader for initial approval. New course should be discussed with the department and collective approval made before moving on to next steps with building administration and final Board of Education Approval.

Name: Brandon Smith

Date: 11/11/2021

Course Title: Public Policy Analysis

Department: Social Studies

Trimesters: 1 2 3 (check all that apply)

Proposed Date of Implementation: 2022-2023 School Year

Required for Graduation? Yes No

Required by Department? Yes No

Grade Level(s) Available: 9 10 11 12 (check all that apply)

Prerequisites:

1. Briefly provide a rationale for the course (what is the need and student interest?):
There are two issues that are becoming of increasing worry to our future generations: our ability to have discourse, and our ability to ground our beliefs in facts and evidence. As Social Studies teachers, that is really our goal in all of our courses: to teach our students to have a thought and defend it. This class drives that point home. The topics that will be covered are real-life issues that our society, and students, are dealing with right now, and that they WANT to talk about. This provides them an outlet in an educational environment.

2. Briefly describe the course, including major units or topics to be covered:
This class will teach students to think critically about media and source bias before using sources to research a variety of public policy topics. After research, through argumentative essays and other modes of persuasion, students will defend their thoughts on real-life and engaging issues. Topics such as Healthcare, Police Reform, Affirmative Action, Minimum Wage, Gun Rights, and Voting Rights are potential conversation pieces. These are all issues that students care about and are on the forefront of everyone's mind today.

3. How will the course align with/compliment the departmental/grade level curriculum and HSCE's, Common Core, or Career and College Readiness Standards? Is there a connection with the District Strategic Framework? (Compass Attributes)
This class is the Compass come to life. Students will be learning skills they can apply to all aspects of their lives both personally and professionally. Critical Thinking, Communication, and Collaboration are all core tenants of this course. Additionally, it aligns perfectly with both our department's instructional goals as well those prescribed by the state. Because of the high level of discourse, this would not quite fit freshman and sophomores, but would meet Juniors and Seniors as a great extension after US Gov.

4. List budget considerations for implementation of the course, including supplies, materials, and any additional staffing needs.

There would be no additional budget considerations for this course.

What will it cost? *(Estimate \$ amounts)*

Textbook: \$

Field trip: \$

Computer software: \$

Supplies: \$

Supplemental texts: \$

Equipment: \$

Other: \$

5. Staffing

a) Will the course add staff to the department? *(FTE)* Yes No

b) Is someone interested in teaching the class? Yes No

If Yes, teacher name(s): Brandon Smith, and many in department agreed they would also teach the course if the schedule works out that way.

6. Facility

Would specific room or equipment would be required? Yes No

If so, what?

7. Replacement

Would the class replace an existing class? Yes No

If yes, what?

Approval Routing:

1. Application Submission

Teacher Signature: *Brandon C Smith*

2. Department Approval

Yes

No

Teacher Leader Signature: *JA Kazee*

3. Building Administration Approval

Yes

No

Administrator Signature: *David W. Raft*

4. Board of Education Approval

Yes

No

Final Step:

Submit to Bldg Secretary for Course Number, Course Description and Submission into the Course Catalog.



Submit ***New Course Application Form*** to teacher leader for initial approval. New course should be discussed with the department and collective approval made before moving on to next steps with building administration and final Board of Education Approval.

Name: Dave Ostrander

Date: 11/29/2021

Course Title: Weight Training 1

Department: Physical Education

Trimesters: 1 2 3 (check all that apply)

Proposed Date of Implementation: 22-23 Year

Required for Graduation? Yes No

Required by Department? Yes No

Grade Level(s) Available: 9 10 11 12 (check all that apply)

Prerequisites:

1. Briefly provide a rationale for the course (what is the need and student interest?):

This course is being designed for the student that has some prior knowledge of wight lifting and aspects of fitness, but is not an athlete at SAS looking for a competitive edge. The intention is to divide Fitness for Athletes, which is all levels of safety/lifting/fitness knowledge, into Weight Training 1, and Advanced Weight Training.

2. Briefly describe the course, including major units or topics to be covered:

This is an elective course for the Saline High School student-athlete. The basis of this course is to take knowledge and experience from Intro to Weight Training (Fitness for Freshmen) and expand on the principles of the weight room. Students will cover: Weight room safety, dynamic warm-ups, plyometric exercises, core olympic lifts, core balance/stability, auxiliary exercises. All instruction will be done at an intermediate pace, adjusting to individual students as needed. This class is intended as a step to Advanced Weight Training and for the noncompetitive students that want the ability learn fitness techniques and lift weights at a slower pace.

3. How will the course align with/compliment the departmental/grade level curriculum and HSCE's, Common Core, or Career and College Readiness Standards? Is there a connection with the District Strategic Framework? (Compass Attributes)

This course will help separate the basic student lifter, and the more competitive students-athlete lifter. It is designed to teach Weight Training (Fitness) at a slower pace, with more time spent on technique, safety, and working at student athletic levels. This course will attach itself to the Districts Strategic Framework by developing a Motivated and Self Directed student in the weight room and through life long fitness. This course will divide the student who is looking for a basic, less competitive class, and those that are more competitive and serious student-athletes. Helping achieve a happier, self-motivating SAS student.

4. List budget considerations for implementation of the course, including supplies, materials, and any additional staffing needs.

This course will not require any budget adjustment. No additional staff.

What will it cost? (Estimate \$ amounts)

Textbook: \$

Field trip: \$

Computer software: \$⁰

Supplies: \$⁰

Supplemental texts: \$⁰

Equipment: \$⁰

Other: \$⁰

5. Staffing

a) Will the course add staff to the department? (FTE) Yes No

b) Is someone interested in teaching the class? Yes No

If Yes, teacher name(s): All four PE teachers see a need for this class and would like to teach it.

6. Facility

Would specific room or equipment would be required? Yes No

If so, what?

7. Replacement

Would the class replace an existing class? Yes No

If yes, what?

This class will split Fitness for Athletes into Weight Training 1 (basic less competitive), and Advanced Weight Training.

Approval Routing:

1. Application Submission

Teacher Signature: *David A Ostrander*

2. Department Approval

Yes

No

Teacher Leader Signature: *Nikki Hotopp*

3. Building Administration Approval

Yes

No

Administrator Signature: *Theresa Stager*

4. Board of Education Approval

Yes

No

Final Step:

Submit to Bldg Secretary for Course Number, Course Description and Submission into the Course Catalog.



Headquarters
 3535 Moores River Drive
 Lansing, MI 48911
 517.372.0940 phone | 517.372.0668 fax
www.clarkcc.com

Southeast MI Office
 2660 Superior Court
 Auburn Hills, MI 48326
 248.286.1000 phone

Northern MI Office
 3432 US 23 South
 Alpena, MI 49707
 989.278.2272 phone

Saline Area Schools - Bid Package 1

December 8, 2021

Mr. Rex Clary, Director of Operations
 Saline Area Schools
 7265 North Ann Arbor Street
 Saline, Michigan 48176

Re: Saline Area Schools - Middle School - Gym & Boiler Room Modeling
 Contract Award Recommendations Bid Pack #1
 (6) Bid Categories: 06A, 09A, 12A, 22A, 23A, and 26A

Dear Mr. Clary,

BID PACK #1A – OVERVIEW

After reviewing the overall Bid results, discussing Scope with the Bidders, and assessment of the Project budget, Clark Construction Company recommends that the Board of Education approves Bid Pack #1 Contract awards.

- Bid Pack #1 will consist of Trade Contractor Contracts including Base Bid Alternate #1 (\$2,132,908), General Conditions (\$53,323), Construction Contingency (\$149,304), and Construction Manager Fees (\$242,122) totaling \$2,577,656.

Bids for Bid Pack #1 were received on December 3, 2021 for Plans and Specifications issued by Kingscott Associates dated 11/5/21 and includes Addendums 1, 2 and 3 dated 11/23/21, 11/30/21 and 12/1/21, respectively. Clark Construction Company, Kingscott Associates, Strategic Energy Solutions, and Mr. Clary have conducted pre-award interview meetings with the low qualified recommended Bidders. Bidders have also been through our pre-qualification process. We have received each Contractor's assurance that they are committed to meeting the requirements of the Contract Documents.

In addition to the direct Trade Contractor costs, Clark Construction Company recommends including a Construction Contingency amount of 7% for any unforeseen issues and General Condition budget amount of 2.5% related to items such as building permits, security and safety requirements, temporary utilities, etc. No costs will be committed without prior approval of the District Administration for each item.

The Scope of Work includes new athletic gym flooring, motorized interior bleachers, gym destratification fans, electrical for gymnasium equipment, electric drinking fountains, masonry rework, storefront & glazing, new chilled/heating hot water system, commercial boilers, domestic hot water heaters, unit heater, glycol makeup unit, chemical shot feeders, sewage ejector sump pump at the Saline Middle School.



Michigan's First
Platinum Contractor

2017, 2015 & 2013 AGC
National Safety
Excellence Award

An Equal Opportunity
Employer



Headquarters
 3535 Moores River Drive
 Lansing, MI 48911
 517.372.0940 phone | 517.372.0668 fax
www.clarkcc.com

Southeast MI Office
 2660 Superior Court
 Auburn Hills, MI 48326
 248.286.1000 phone

Northern MI Office
 3432 US 23 Souh
 Alpena, MI 49707
 989.278.2272 phone

BID PACK #1 – AWARD RECOMMENDATIONS

Listed below are the Bidders for which we recommend Board of Education approval to issue contracts and enclosed are Bid tabulations for the recommended Bid Categories of Work.

Bid Category & Description	Contractor	Location	Bid Amount
06A General Trades	Axiom Construction	Whitmore Lake, MI	\$ 245,000
09A Athletic Flooring	Foster Specialty Floors	Wixom, MI	\$ 434,970
12A Interior Bleachers	Interkal	Kalamazoo, MI	\$ 144,078
22A Plumbing	John Darr Mechanical	Ann Arbor, MI	\$1,165,000 *
23A HVAC	John Darr Mechanical	Ann Arbor, MI	
26A Electrical	Huron Valley Electric	Ann Arbor, MI	\$ 143,860

Trade Contracts	\$ 2,132,908
Field GC's (2.5%)	\$ 53,323
Contingency (7%)	\$ 149,304
CM Fees	\$ 242,122
Subtotal **	\$ 2,577,656

* For cost savings, we recommended that John Darr Mechanical be awarded both Bid Category 22A and 23A. The Base Bid starting Contract amount for John Darr Mechanical will be inclusive of Base Bid Alternate #1 (i.e. \$1,128,000 + \$37,000 = \$1,165,000). Base Bid Alternate #1 will provide a 10-year extended parts warranty for the new commercial boilers.

** Excluded in this Board of Education recommendation is gymnasium equipment, abatement costs, and Architect fees.

Please contact me with any questions at (517) 643-1148 or via email (jwarner@clarkcc.com).

Sincerely,

Jade M. Warner
 Clark Construction Company



Michigan's First
 Platinum Contractor

2017, 2015 & 2013 AGC
 National Safety
 Excellence Award

An Equal Opportunity
 Employer

NOVA
ENVIRONMENTAL, INC.
5300 PLYMOUTH ROAD
ANN ARBOR, MICHIGAN 48105
734-930-0995

December 1, 2021

Mr. Rex Clary
Director of Operations
Saline Area Schools
7265 N. Ann Arbor St.
Saline, MI 48176

RE: Abatement Contractor Recommendation Letter

Dear Mr. Clary:

Pursuant to your request, Nova Environmental, Inc. is providing a recommendation regarding the selection of the Abatement Contractor for the Summer 2022 projects at Saline Middle School.

BID NO. 1

School:	Saline Middle School
Contractor:	Total Environmental Services, LLC
Bid #1:	\$468,000.00

This recommendation is based upon the following factors among others:

1. The Bid from the recommended Contractor was the low bid for the project.
2. The Contractor, Total Environmental Services, LLC, has successfully worked at Saline Area Schools.
3. Nova Environmental, Inc. has worked with the Contractor, Total Environmental Services, LLC, on several projects of a similar and more difficult nature. The Contractors should be able to provide safe and effective project within the time parameters of the specification. Nova Environmental, Inc., along with a Representative of Saline Area Schools, met with Representatives of Total Environmental Services, LLC. They expressed that their company is willing and able to perform the project.

For the above-noted reasons, along with others, Nova recommends the bid proposal from the above-noted Contractor be accepted for the project at Saline Area Schools. This recommendation is conditioned upon proper submittals from the company in keeping with the requirements of the bid documents and the contract between the School District and the company being mutually agreed upon.

If you have any questions or if I can be of further service, please contact me.

Thank you,
NOVA ENVIRONMENTAL, INC.



Adam Amin
Environmental Consultant



NOVA
ENVIRONMENTAL, INC.
5300 PLYMOUTH ROAD
ANN ARBOR, MICHIGAN 48105
734-930-0995

October 21, 2021

Mr. Rex Clary
 Director of Operations
 Saline Area Schools
 7265 Saline-Ann Arbor Rd.
 Saline, MI 48176

RE: Proposal# - P21116 Cost Estimate for Saline MS 2022 Project – Project Management and Air Monitoring

Dear Mr. Clary:

Pursuant to your request, the following are the Nova Environmental, Inc. cost estimates for Project Management and Air Monitoring at Saline Middle School. Cost Estimate does not include Spec Development.

Saline Middle School

Boiler Room:

12 days (12.0 hours/day)	144 hrs @ \$58.00/hr	\$8,352.00
187 Phase Contrast Microscopy (PCM) samples	187 @ \$10.00/sample	1,870.00
5 Transmission Electron Microscopy (TEM) samples	5 @ \$150.00/sample	750.00
Project Oversight		500.00

Gymnasium:

39 days (12.0 hours/day)	468 hrs @ \$58.00/hr	\$27,144.00
30 Phase Contrast Microscopy (PCM) samples	30 @ \$10.00/sample	300.00
12 Lead Air samples	12 @ \$25.00/sample	300.00
Lumex (real time mercury sampling)		7,800.00
Sorbent Tube (personal mercury sampling)		21,000.00
Project Oversight		2,000.00

TOTAL ESTIMATE \$70,016.00

It should be noted that if less time is necessary on-site, Saline Area Schools will realize the cost savings.

If you have any questions or if I can be of any further assistance, feel free to contact me.

Sincerely,
NOVA ENVIRONMENTAL, INC.

A handwritten signature in black ink, appearing to read 'Adam Amin', with a long horizontal flourish extending to the right.

Adam Amin
Environmental Consultant

SALINE AREA SCHOOLS

Abatement Bid Tabulation

November 18, 2021

BID NO. 1 Saline Middle School

CONTRACTOR	BID BOND	ADDENDUM	FAMILIAL STATEMENT	SUSPENDED OR DEBARRED VENDOR FORM	IRAN SANCTION ACT CERTIFICATE FORM	BID NO: 1
QUALITY ENVIRONMENTAL SERVICES	✓	NA	✓	✓	✓	\$709,000.00
ENVIRONMENTAL MAINTENANCE ENGINEERS						NO BID
TRUST THERMAL ABATEMENT						NO BID
GLOBAL GREEN SERVICE GROUP	✓	NA	✓	✓	✓	\$795,000.00
TOTAL ENVIRONMENTAL SERVICES	✓	NA	✓	✓	✓	\$468,000.00
HYGIENIC EARTH ENVIRONMENTAL SOLUTION						NO BID

SALINE AREA SCHOOLS

Abatement Bid Tabulation – T & M Prices

November 18, 2021

BID NO. 1 Saline Middle School

CONTRACTOR	T & M M - F	T & M SATURDAY	T & M SUNDAY & HOLIDAY
QUALITY ENVIRONMENTAL SERVICES	\$89.00	\$109.00	\$129.00
ENVIRONMENTAL MAINTENANCE ENGINEERS	NO BID	NO BID	NO BID
TRUST THERMAL ABATEMENT	NO BID	NO BID	NO BID
GLOBAL GREEN SERVICE GROUP	\$89.00	\$133.50	\$178.00
TOTAL ENVIRONMENTAL SERVICES	\$90.00	\$110.00	\$130.00
HYGIENIC EARTH ENVIRONMENTAL SOLUTION	NO BID	NO BID	NO BID



145 North Center Street, Suite B
Northville, MI 48167
(248) 921-3929, (248) 880-6791

December 8, 2021

Mr. Stephen Laatsch, Superintendent of Schools
Saline Area Schools
7265 North Ann Arbor Street
Saline, MI 48176

Re: Saline Area Schools -- 2022 Roofing Replacement
Contract Award Recommendation

Dear Mr. Laatsch:

On November 2, 2021, bid documents prepared by our roofing consultant, Roofing Technology Associates, were issued for bid for the roofing replacement at Pleasant Ridge Elementary, Woodland Meadows Elementary, Heritage, and Liberty Schools. Bids were received and publicly read on November 23, 2021. This work is part of the 2016 Bond Program. Attached is the bid tabulation and bid summary.

Three vendors submitted proposals. Proposals were reviewed by Rex Clary, Jim Watson from Roofing Technology Associates, and I. We conducted a post bid interview with the recommended companies. References were contacted.

Based upon the cost outlined in their submitted proposal, we recommend CEI Michigan, LLC be awarded a contract in the amount of \$1,306,460.00 for the Metal and EDPM roofing replacement at Pleasant Ridge Elementary School and Quality Roofing be awarded a contract in the amount of \$1,001,967 for the EDPM roofing replacement at Woodland Meadows Elementary, Heritage, and Liberty Schools. Additional, we requesting for a 15% contingency to address any unforeseen conditions.

Please contact me should you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Mark Paulus". The signature is written in a cursive, slightly slanted style.

Mark Paulus

cc: Mr. Rex Clary – Saline Area Schools
Ms. Miranda Owsley – Saline Area Schools

Attachments

SALINE AREA SCHOOLS - 2022 ROOFING REPLACEMENT
BID DUE DATE AND TIME: NOVEMBER 23, 2021 AT 11:00 AM

Bidders Name	Bidders Location in Michigan	Bid Security	Addendums 1 Noted	Familial Relationship Affidavit	Iran Linked Business Affidavit	Project #1-Pleasant Ridge Elementary School - Metal Roof Grand Total	Project #2-Pleasant Ridge Elementary School - EDPM Grand Total	Project #3-Woodland Meadows Elementary School - EDPM Grand Total	Project #4-Hertigate School - EDPM Grand Total	Project #5-Liberty School - EDPM Grand Total	Remarks
Bloom Roofing Systems, Inc	Brighton	Y	Y	Y	Y		\$328,844	\$697,997	\$633,532	\$483,903	
CEI Michigan, LLC	Whitmore Lake	Y	Y	Y	Y	\$1,112,630	\$193,830	\$487,840	\$407,670	\$308,650	
Quality Roofing	Whitmore Lake	Y	Y	Y	Y		\$174,767	\$430,931	\$318,055	\$252,981	Contractor provided a credit of \$2,500 to combined any 2 EDPM projects
Royal Roofing Company, Inc	Orion	Y	Y	Y	Y	\$2,046,867					

SALINE AREA SCHOOLS - 2022 ROOFING REPLACEMENT BID SUMMARY

Project	Square Feet	Budget	Bid	Difference	Contractor
Metal Roofing - Pleasant Ridge Elementary School	59,400	\$1,871,100	\$1,112,630	-\$758,470	CEI Michigan, LLC
EDPM Roofing - Pleasant Ridge Elementary School	11,800	\$223,020	\$193,830	-\$29,190	CEI Michigan, LLC
EDPM Roofing - Woodland Meadows Elementary School	24,350	\$460,215	\$430,931	-\$29,284	Quality Roofing
EDPM Roofing - Heritage School	20,275	\$383,198	\$318,055	-\$65,143	Quality Roofing
EDPM Roofing - Liberty School	15,400	\$291,060	\$252,981	-\$38,079	Quality Roofing
Contractor's Cost	131,225	\$3,228,593	\$2,308,427	-\$920,166	
15% Contingency		Included Above	\$346,264	\$346,264	
Construction Cost Subtotal	131,225	\$3,228,593	\$2,654,691	(\$573,902)	
Lecole Planners			\$30,000	\$30,000	Estimate
Roofing Technology Associates Design			\$106,188	\$106,188	4% of Construction Cost
Roofing Technology Associates Inspection			\$48,000	\$48,000	\$100/hr x 40 hrs/ week x 12 weeks
Total	131,225	\$3,228,593	\$2,838,879	-\$389,714	



Saline Area Schools - IT Department

TO: Steve Laatsch, Superintendent
Board of Education

FROM: Troy Wissink, Director of Technology

DATE: December, 2021

RE: Technology Purchases- Bond

Below is a Technology Purchase Package for your review and approval. The proposed technology purchases would be funded from bond funds. This package includes proposed district technology purchases for staff laptops that are due to be replaced in the IT lifecycle. The laptops will allow teachers and staff to have the tools for optimal performance, and will allow SAS staff to extend student led work.

Brief Scope of Work

- **Hardware - Apple**
 - Quantity:480 Staff Laptops. Total: \$374,279.10

All items have been sourced from Apple who is a single source vendor. After reading through the quote package, please don't hesitate to contact me with any questions at wissinkt@salineschools.org.

Row #	Details & Comments	Qty	Unit List Price	Extended List Price
1	13-inch MacBook Air: Apple M1 chip with 8-core CPU and 7-core GPU, 128GB – Space Gray (5-Pack) Part Number: MGNF3LL/A Configuration: <ul style="list-style-type: none"> • 065-C99J Apple M1 chip with 8-core CPU, 7-core GPU and 16-core Neural Engine • 065-C99M 8GB unified memory • 065-C99P 128GB SSD storage • 065-C9CK Touch ID • 065-C9CJ Two Thunderbolt / USB 4 ports • 065-C9CH Force Touch trackpad • 065-C9CL Retina display with True Tone • 065-C171 None • 065-C172 None • 065-C9DG Backlit Magic Keyboard – US English • 065-C9DN Accessory Kit 	480	\$779.00	\$373,920.00
2	AppleCare Help Desk Support (1 Year) Part Number: D6603ZM/A	1	\$399.00	\$359.10

Edu List Price Total **\$374,279.10**

- Additional Tax \$0.00

- Estimated Tax \$0.00

Extended Total Price* **\$374,279.10**

*In most cases Extended Total Price does not include Sales Tax

*If applicable, eWaste/Recycling Fees are included. Standard shipping is complimentary

Policy Review Memorandum

To: Board of Education
From: Board Policy Committee
Date: 12/14/21
Subject: Board Policy
0167.3 Public Participation at Board Meetings

This 2nd reading of Policy 0167.3 is being distributed to the Board for review and recommended adoption at the December 14th meeting.

This policy:

xx	Reflects current state of the law and should be adopted
	Is recommended but not required
	Not currently a SAS Board Policy

Key Idea

0167.3 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.

Recommendation

Approval to adopt as submitted by the Policy Committee



Book	Policy Manual
Section	VOL 36 NO 1 - READY FOR BOARD
Title	Copy of PUBLIC PARTICIPATION AT BOARD MEETINGS
Code	po0167.3 BJahnke 11/1/21 REV NOT READY YET
Status	
Adopted	May 22, 2018
Last Revised	June 9, 2020

0167.3 - **PUBLIC PARTICIPATION AT BOARD MEETINGS**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

Any person or group wishing to place an item on the agenda shall register their intent with the Superintendent no later than ten (10) days prior to the meeting and include:

- A. name and address of the participant;
- B. group affiliation (if and when appropriate);
- C. topic to be addressed.

Such requests shall be subject to the approval of the Superintendent and the Board President (approval of requests submitted less than ten (10) days, is at the discretion of the Board President). Approved items will appear on the agenda as "Extended Public Comment" and therefore will be subject to the rules of public participation. Time will be limited to fifteen (15) minutes.

Denial of the opportunity to have an item placed on the agenda will not preclude an individual or group from the opportunity to speak during the public participation portion of the meeting.

If a large group plans to attend, notification should be made to the Superintendent at least one (1) day prior to the meeting to assure seating for the group. They are requested to select up to five (5) representatives to speak on their behalf for a total of not more than fifteen (15) minutes.

To permit fair and orderly public expression, the Board shall provide a period for public participation at public meetings of the Board and publish rules to govern such participation in Board meetings and Board committee meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

~~The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct.~~

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted ~~on the agenda~~ as indicated on the order of business. The first public participation portion of the meeting will be limited to one-half hour (thirty (30) minutes) and focused on agenda items. A second additional public participation portion will be offered at the end of the agenda to allow for any other comment.

- B. Anyone with concerns related to the operation of the schools or to matters within the authority of the Board may participate during the designated public participation portion(s)~~public portion~~ of a meeting.
- C. Attendees must register their intention to participate in the public participation portion of the meeting before each public participation portion begins ~~upon their arrival at the meeting.~~ The registration form at the meeting will contain this policy and require participant name, date, and group affiliation (if and when appropriate).
- D. Individuals may not register others to speak for the public participation portions of the meeting.
- E. Participants must first be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name and group affiliation (if and when appropriate).
- F. Each statement made by a participant shall be limited to three (3) minutes duration. A warning (verbal or another method) will be issued when the participant has thirty (30) seconds remaining. Minutes may not be given or shared with other participants. During this time, the Board listens to comments from the public but does not engage in dialogue or render decisions.
- G. During the portion of the meeting designated for public participation, n~~No~~ participant may speak more than once on the same topic unless all others who wish to speak on that topic have been heard.
- H. Participants shall direct all comments to the Board and not to staff or other participants
- I. ~~All statements shall be directed to the presiding officer; no person may address or question Board members individually.~~
- J. ~~Individuals addressing the Board shall abide by the rules of common courtesy. The meeting cannot be used to make personal attacks against Board members, District employees, community members, or students.~~
- K. The presiding officer may:
 1. interrupt, warn, or terminate a participant's session when they make comments that are repetitive, obscene, and/or comments that constitute a true threat (i.e., statements meant to frighten or intimidate one (1) or more specified persons into believing that they will be seriously harmed by the speaker or someone acting at the speaker's behest).
 2. request any individual to stop speaking and/or leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct and/or orderly progress of the meeting;
 3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
 4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the conduct and/or orderly conduct of the meeting as to warrant such action;
- L. We prioritize and encourage students to comment first for public comment. This may be reflected in the Agenda as "Student Comments" (limited to thirty (30) minutes; at the discretion of the Superintendent and Board President). We hope by creating this opportunity, students feel included and safe to express their feelings and ideas.

The Board may permit individuals to view meetings remotely through live broadcast; however, public participation will be limited to those who are in attendance at the meeting site only. The Board is not responsible for any technology failures that prevent or disrupt any individual from attending remotely.

AudioTape or video recordings are permitted subject to the following conditions:

- A. No obstructions are created between the Board and the audience.
- B. No interviews are conducted in the meeting room while the Board is in session.
- C. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

The person operating the recorder should contact the Superintendent prior to the Board meeting to review the possible placement of the equipment.

Revised 6/25/19
Revised 1/14/20

MASB Board of Directors Wants You!



By Stacy Bogard,
CAE, MASB Assistant
Director of
Communications and
Public Relations

DashBoard, Dec. 1,
2021

- Region 8
- Group VI (open seat)

The nomination process for the five open seats on the MASB Board of Directors is now underway. This is a great opportunity to take your board service to the next stage by serving at the state level.

The following seats are up for election (one seat each; three-year terms unless otherwise noted):

- Region 3
- Region 4 (open seat)
- Region 7

[Find your Region/Group here.](#)

To be eligible, you must have served as a qualified trustee of an Active or Academy member board of education for at least one year and have completed the Fundamentals of School Board Service (CBA 101) course at the time of your nomination to office. Only one MASB Director can be elected or appointed from any one local or intermediate school district board.

If you meet these requirements, then **complete this application by no later than Jan. 12, 2022.** Please note that you must be nominated by your district school board and include a copy of the letter or minutes denoting this as part of your application; otherwise, it's providing basic contact and background information along with an election statement (no more than 400 words) and headshot.

The time commitment for individuals serving on the MASB Board minimally includes:

- Five or six one-day meetings during the fiscal year, (usually Fridays and may include a retreat/meeting).
- Service on an Association and/or a Board Committee and possibly service as a chairperson. This may involve an additional three to four virtual or in-person meetings per year.

If more than one nomination is received for an open seat, ballots will be sent to districts within that Region/Group by Jan. 28, 2022 to cast their vote. The full slate of new Directors will be announced on March 2, 2022.

[Complete details are available on the MASB website or by contacting Board Liaison Cheryl Huffman.](#)

[Read More DashBoard Articles](#)

https://masb.org/masb-board-of-directors-wants-you-2021-2022.aspx?_zs=2jcTh1&_zl=lWh38

***** DRAFT *****

Board of Education Meeting

Liberty School Board Room

November 23, 2021 at 6:30 PM



MINUTES

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

OPENING

1. CALL TO ORDER

The Board of Education Meeting was called to order by President Jennifer Steben at 6:30 pm.

Board Members Present:

Secretary Estep, Trustee Gerbe, Trustee Jones, Vice President McVey, Trustee Miller, President Steben, Treasurer Valenti

Central Administration Present:

Superintendent Laatsch, Assistant Superintendent Ellis, Director of Communications and Community Relations Anna Britnell, District Teaching & Learning Lead Kara Davis

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

STUDENTS

No public comments by students.

OTHER PUBLIC STAKEHOLDERS

No public comments by other public stakeholders.

4. RESPONSE TO PREVIOUS PUBLIC COMMENT

Board President Steben thanked the community for reaching out. She encouraged people to keep communicating with the Administration through the use of the *Let's Talk* app located on the district website. In addition, the community can communicate with the whole board at sasboard@salineschools.org and also through the *Let's Talk* app.

AGENDA

5. REVISIONS/APPROVAL OF AGENDA

MOTION made by Trustee Miller, seconded by Treasurer Valenti **to approve the agenda as printed.**

Ayes - All Present - **MOTION CARRIED 7-0**

6. SCHEDULED REPORTS

A. Strategic Framework Revision Reports, Goals Groups 1-4

Superintendent, Steve Laatsch

The overview shows the Compass and how it ties into the Strategic Framework which will also feed into the District Improvement Plan and the School Improvement Plan. Each group then reviewed their goal and the action steps that have been put in place to support the goal. The district website will be updated to include this presentation. Next steps also include quarterly reviews where goal teams will meet again to discuss outcomes and make adjustments to procedures if needed.

B. Continue to Learn Plan, 2021/22 School Year

Superintendent, Steve Laatsch

Review of the Covid Dashboard and the 6th grade transition to middle school. We are still in the “high” transmission phase but our transmission rate is lower than most surrounding counties. A lot of students in quarantine are able to stay in school by following the testing protocol. Parents seem to be happy about the efforts to keep students in school with this strategy. SAS did host a vaccination clinic which was run by LTS Healthcare. There were some issues that hope to be addressed before the next clinic scheduled for December 7th at Heritage School from 4-8 pm. Superintendents in the county are talking with WCHD about how district staff is spending a lot of time on contact tracing and the difficulty in sustaining the current model, especially on the District nursing staff. Is there a more effective way to operationalize Covid 19.

Tonight's presentation also included Building Goals Lead to the Compass and focusing on 6th grade transition to the Middle School. Like the HS Link program, MS has a transition program called WEB “Where Everyone Belong”. 7th and 8th graders are mentors to the incoming new 6th grade class. 6th graders are introduced to more variety to meet the needs of the diverse learners which includes Summit and 2-teacher teams. This year for 6th graders also includes the introduction of elective classes, a class trip to Chicago, introduction to the use of the media center which is expanding to include more diverse books, and social emotional support from the MS Counselors and Social Workers.

7. ACTION ITEMS

No action items on this agenda.

8. **DISCUSSION ITEMS**

A. 2022 Board of Education Meeting Dates

President Steben

Discussion on the 2022 Board of Education Meeting calendar. The draft presented for this BOE meeting did include the 2nd meeting in August which all trustees agreed should be added. This meeting discussion mainly focused on the possibility of eliminating a 2nd meeting in June and a 2nd meeting in November. In the final discussion, trustees expressed the following preferences:

Trustee Gerbe: Eliminate both the 2nd meeting in June and November

Treasurer Valenti: Eliminate only the 2nd meeting in November, keep 2nd meeting in June

Secretary Estep: Eliminate both the 2nd meeting in June and November

Vice President McVey: Won't be in attendance at the 2nd meeting in June so only expressed the elimination of 2nd meeting in November

Trustee Miller: Eliminate both the 2nd meeting in June and November

Trustee Jones: Eliminate both the 2nd meeting in June and November

President Steben: Eliminate only the 2nd meeting in November, keep 2nd meeting in June

9. **ADMINISTRATION/BOARD UPDATES**

Superintendent Laatsch: Thank you to the SAS Community for continued support of our remarkable students and staff. Thank you to the Board of Education for all of your hard work.

Student Representative Julian Downey: On behalf of all the students, thank you to all staff and administration for your continued support.

Trustee Gerbe: Grateful to all the staff here in our district. Very proud to be part of this district and team.

Trustee Miller: Grateful to our students and staff. Appreciative to all who positively impact our students throughout the day. Grateful also to the service that Saline Area Social Services provides to our community.

Trustee Jones: Expressed gratitude to be part of the Board and the work that is being done to support students and families in our district. Thank you especially to Laura Washington and the staff at Saline Middle School. Attended the recent MASB Annual Leadership Conference and even though attended virtually, had many positive experiences and connections.

Vice President McVey: Grateful to be part of our community. Attended CQC meeting and participated in a great conversation on civility. Shoutout to the SHS Science Olympiad team that hosted a competition that was attended by 24 teams from around the region. Attended MASB "Views from the Capital". Also participated in a conversation with stakeholders about crossing guards in particular around the Wildwood subdivision. The City of Saline will be installing LED lights at the crossing.

President Steben: FSAS has received a \$100,000 donation. Congratulations to Annherst Kreitz. There will be a FSAS Volunteer Fair on 12/8 in the Liberty School Board Room. Also attended the MASB Conference. Just returned from Paris, KY where 4 MS Cross Country teams participated in the National competition. The 8th grade girls teams placed 8th in the Nation. Thank you to the coaching staff. Reminder to parents to send in notes of gratitude and thanks to staff in the district at any building.

Secretary Estep: DEI AC met with Equity Team leaders from all the buildings. Attended the MASB Annual Leadership Conference. It was a very well put together and organized conference. Participated in the delegates assembly. Provided a brief overview of some of the new resolutions that will also be shared with the policy committee for possible consideration. Thank you to our educators and staff for everything you do in our district. You are changing people's lives.

Treasurer Valenti: Thank you to all the staff. The commitment from everyone to take on problems and hard issues, and subsequent problem solving that happens on a daily basis does not go unnoticed. Thank you to the Board and their commitment to continually be better. Very proud to be part of this organization.

10. **CONSENT AGENDA**

MOTION made by Vice President McVey, seconded by Trustee Gerbe **to authorize the following items as part of the Consent Agenda:**

- A. **Approval** of the Board of Education Regular Meeting Minutes of November 9, 2021
- B. **Approval** of the Board Policy Committee Meeting Minutes of November 8, 2021
- C. **Approval of Payment** of the General Fund Accounts Payable of November 23, 2021, in the amount of \$950,246.03
- D. **Approval of Payment** of the Bond Series III Accounts Payable of November 23, 2021, in the amount of \$70,866.24
- E. **Receive and File** Finance and Human Resources Reports
- F. **Approval** to Adopt revisions to Board Operating Procedure 9150 School Visitors as recommended by the Policy Committee.
- G. **Approval** to Adopt Neola Revisions as recommended by the Policy Committee for the following Board Policies:
6114 Cost Principles, 8320 Personnel Files, and 8330 Student Records

Ayes - All Present - **MOTION CARRIED 7-0**

CLOSING

11. **ITEMS SCHEDULED ON NEXT AGENDA**

- A. Continue to Learn (focus on 9th grade transition)

12. **PUBLIC COMMENT**

STUDENTS

No public comments by students.

OTHER PUBLIC STAKEHOLDERS

Darcy Berwick, Parent - Spoke in support of the MS Summit program and its teachers and particularly how it has benefitted her child, a student at the MS. Would support the expansion of this program.

13. NEXT MEETING

The next Board of Education Meeting will be held on December 14, 2021, at 6:30 PM.

14. CLOSED SESSION

MOTION made by Treasurer Valenti, seconded by Trustee Miller **to enter Closed Session of the Board of Education at 8:46 PM, with the intent to re-enter Open Session at approximately 9:45 PM, for the purpose of Superintendent Evaluation Section 8(a). Under Section 8(a) a simple majority vote is sufficient to enter closed session.**

Ayes - All Present - **MOTION CARRIED 7-0**

15. MOTION to re-enter Open Session of the Regular Board of Education Meeting at 11:26 pm.

16. DISCUSSION ITEM

A. Superintendent Evaluation, President Steben

Reviewed the evaluation instrument provided by MASB and addressed each functional area.

Superintendent's Evaluation Instrument

Overall: Effective Rating 91% 3.658 out of 4

Governance & Board Relations (weight of 20%) Achieved: 3.5	Community Relations (weight of 15%) Achieved: 3.58	Staff Relations (weight of 15%) Achieved: 3.57	Business & Finance (weight of 20%) Achieved: 3.8	Instructional Leadership (weight 30%) Achieved: 3.75
Policy Involvement - 3.0	Parent Feedback - 3	Staff Feedback - 3.5	Budget Development & Mgmt - 3.5	Performance Evaluation System - 3.5
Goal Development - 3.5	Communication w/ Community - 3.5	Staff Communications - 4	Budget Reports - 3.5	Building-Level Leadership - 4
Information - 4	Community Feedback - 3.5	Personnel Matters - 3	Financial Controls - 4	Staff Development - 4
Materials & Background - 3.5	Media Relations - 3.5	Delegation of Duties - 4	Facility Management - 4	School Improvement - 3

*Board of Education Meeting November 23, 2021
Minutes*

Board Questions - 3.5	District Image - 4	Recruitment - 3	Resource Allocation - 4	Curriculum - 4
Board Development - 3.5	Approachability - 4	Labor Relations (Bargaining) - 3.5		Instruction - 4
		Visibility in District - 4		Student Feedback - 3.5
				Student Attendance - 4
				Support for Students - 3.5
				Professional Knowledge - 4

Other required components:

Student Growth (40%) Achieved: 3

Progress Toward District-Side Goals (weight 10%) Achieved: 4

17. **ADJOURNMENT**

MOTION made by Trustee Miller, seconded by Trustee Gerbe to **adjourn the Board of Education Meeting of November 23, 2021, at 11:32 PM.**

Ayes - All Present - **MOTION CARRIED 7-0**

Respectfully Submitted,



Susan Estep
Board Secretary

Betty Jabnke, Recording Secretary

***** DRAFT *****

POLICY COMMITTEE MEETING

Liberty School Board Room

Thursday, December 9, 2021

5:30 pm

MINUTES



1. Call to Order

The Board Policy Committee Meeting was called to order by Chair, Secretary Estep at 5:31 pm.

Board Members Present

Secretary Estep, Trustee Jones, Vice President McVey

Central Administration Present

Superintendent Laatsch

2. Public Comment

No public comments

3. Discussion Items

The following Neola Policy Revisions were discussed.

A. Policy 7450 Property Inventory

This policy with recommended revisions by Assistant Superintendent Owsley was discussed and reviewed by the committee and will now move forward for approval through the Consent Agenda at the December 14, 2021 Board of Education Meeting.

B. Policy 6152 Student Fees, Fines, and Supplies

This policy was not previously adopted. Neola has now included language pertaining to providing authorization to allow for online payment of fees, fines, and charges. Assistant Superintendent Owsley has reviewed and recommends that this policy be adopted since SAS does accept online payments. The policy committee has reviewed

and agreed and recommends to move this policy forward for approval through the Consent Agenda at the December 14, 2021 Board of Education Meeting.

C. Policy 167.3 Public Participation at Board Meetings

The policy committee reviewed and discussed the feedback that was offered by the full board at the November 9th meeting. Primary changes will be to allow the public to register their intent to speak before each public comment section begins on the agenda and not just upon arriving at the meeting. Also under item “K” not adding in “or Superintendent” to “The presiding officer (or Superintendent) may:” This policy will go back to the Board for a 2nd reading and recommended motion to approve. Note that when approved, the public comment form will need to be updated.

D. Policy 5722 School-Sponsored Publications and Productions

Superintendent Laatsch expressed that this policy as written does serve the needs of the district but does recommend in 2 areas under both “publications” and “productions” that wording be added to include the term “Social Media”. The policy committee discussed and reviewed and, per Dr. Laatsch’s suggestion, recommends that this policy move forward for approval through the Consent Agenda at the December 14, 2021 Board of Education Meeting.

4. Additional Discussion Items

A. Administrative Guidelines

Neola is currently working on providing a complete Administrative Guidelines manual for all school districts. This should be available early next year.

B. Technical Corrections

Secretary Estep opened discussion around “technical corrections” to Board policies and what the process is. This was brought about since there were recent updates to all the Title IX policies back in September to reflect that Carol Melcher had been added as the additional Compliance Office replacing Dr. Stephen Laatsch. This change was reflected in 12 policies and processed by Executive Assistant, Betty Jahnke under the guidance of the Neola production department.

C. Board Operating Procedures

Discussion about the process of reviewing Board Operating Procedures. Is this done on an annual basis? Maybe divided among Board Members? Maybe part of a Board Retreat?

*Board Policy Committee Meeting Minutes
December 9, 2021*

5. **Public Comment**
No public comment

5. **Next Meeting**
TBD

6. **Adjournment**
The meeting was adjourned by Chair, Secretary Estep at 6:27 pm.

Respectfully submitted,

A handwritten signature in black ink that reads "Susan Estep". The signature is written in a cursive, flowing style.

Susan Estep
Board Secretary

Betty Jabnke, Recording Secretary

Board of Education Curriculum and Instruction Report December 2021



Community

November marked the first of three Culturally Responsive Parent Education sessions. Channon Washington hosted close to 75 participants in a blend of in-person and virtual offerings. The first session was dedicated to building background knowledge on culturally responsive education, as well as facilitating opportunities for participants to get to know Channon's and their own identities. A highlight of the session was the opportunity for participants to revise an example classroom activity to be more culturally responsive. The second session will be in mid-January and will incorporate answers to participant questions from the first session, as well as additional background information on culturally responsive teaching and learning.

Pedagogy

Authentic learning experiences are a key component of helping SAS students accessing the skills outlined in the SAS Compass. In late November a powerful example of authenticity was brought to fruition via the SWWC Open House and Business Showcase. Under the creative design of Dr. Rowe, the showcase, while centered on attracting potential SWWC students, also encompassed a multi-faceted opportunity for current SWWC students to both demonstrate their professional skills in their respective trade and connect with potential employers, as well, as for local businesses to connect with students and community alike, sharing their company values and potential employment opportunities. If you weren't able to attend, mark your calendars for this time next year because it is the epitome of an authentic learning experience and school to community connection.

Classroom Spaces

The Oxford tragedy impacted all the SAS community. This tragedy underscores the significance of the efforts Saline has made to create a stronger, healthier, safer educational environment. Moves to make classroom spaces responsive to student identities, moves to create time for social emotional supports, moves to be intentional about building relationships – all go a long way in Saline staff, students, and families feeling seen, valued, and heard. As we continue to address the needs of the pandemic and evolving needs of our current and future students and families, SAS will continue to prioritize creating safe classroom spaces for all students.

Tech Integration

We have several teachers at Heritage trying out Newline boards in their classrooms. The Newline boards are 75" interactive, touchscreen monitors. These boards allow the teacher *and the students* to navigate the board just by touch. Students can wirelessly connect to the board to show their work or present to the class. The board also becomes a split screen whiteboard allowing multiple students to be working on the board at the same time. Teachers can save what is written on the board to their Google Drive and easily share it with students who are in class or who are absent. This trial will continue into the new year as we try to determine if the boards are a good fit for teachers and students at Heritage and beyond.



Board of Education
14.Dec.2021

TOPIC: Human Capital Recommendations

Curt Ellis, Assistant Superintendent of Human Resources presents for your consideration the following human capital changes including resignations, new hires and changes in tenure status:

RESIGNATIONS / TERMINATIONS:

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Quinci Butler	Saline MS	Paraeducator	Resignation	Personal	2.Dec.21
Bryce Comstock-Beyer	Liberty	Paraeducator	Resignation	Personal	2.Dec.21

NEW HIRES

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>STEP</u>	<u>EFFECTIVE</u>
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RECOMMENDATION: That the Saline Area Schools Board of Education adopts the personnel report recommendations as presented.

Policy Review Memorandum

To: Board of Education
From: Board Policy Committee
Date: 12/14/21
Subject: Board Policy
7450 Property Inventory

This Neola revision is being brought to the Board of Education for approval through the Consent Agenda at the December 14, 2021 meeting.

This policy:

xx	Reflects current state of the law and should be adopted
	Is recommended but not required
	Not currently a SAS Board Policy

Key Idea

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.

Recommendation

To approve the Neola revisions to SAS Policy 7450 Property Inventory as submitted by the Policy Committee.



Book Policy Manual
Section VOL 36 NO 1 - READY FOR BOARD
Title Vol. 36, No. 1 - September 2021 Revised PROPERTY INVENTORY
Code po7450 11/9/21 BJahnke
Status
Adopted May 22, 2018

7450 - **PROPERTY INVENTORY**

As steward of this District's property, the Board of Education recognizes that efficient management and full replacement upon loss requires accurate inventory and properly maintained property records.

The Board shall

- conduct a complete inventory
- maintain a continuous inventory

of all District-owned equipment

- and supplies
 - annually.
 - every ____ years. [**specify number; Federal regulations require at least once every two (2) year**]
 - at such intervals as will coincide with property insurance renewal.
 - and Generally Accepted Accounting Principles ("G.A.A.P.") reporting requirements.

For purposes of this policy, "equipment" shall mean a unit of furniture or furnishings, an instrument, a machine, an apparatus, or a set of articles which retains its shape and appearance with use, is nonexpendable, costs at least ~~\$5000~~

- to replace
- as a single unit

and does not lose its identity when incorporated into a more complex unit. When defining supplies for inventory purposes, no items will be counted whose total value is less than ~~\$5000~~. [**The Federal threshold for a supply designation is \$5,000 regardless of length of useful life, however, the District may set an early acquisition cost level for designation as supply. Capital expenditures with a unit cost of \$5,000 or more require prior written approval of the Federal awarding agency or pass-through entity.**]

It shall be the duty of the

- Superintendent
- Business Manager
- or Assistant Superintendent of Finance

to ensure that inventories are recorded systematically and accurately and property records of equipment are updated and adjusted annually by reference to purchase orders and withdrawal reports.

Major items of equipment shall be subject to annual spot check inventory to determine loss, mislocation, or depreciation; any major loss shall be reported to the Board.

Property records of consumable supplies shall be maintained on a continuous inventory basis.

The Assistant Superintendent of Finance shall maintain a system of property records which shall show, as appropriate to the item recorded, the:

- A. description and identification;
- B. manufacturer;
- C. year of purchase;
- D. initial cost;
- E. location;
- F. condition and depreciation;

G. () evaluation in conformity with insurance requirements.

Equipment acquired under a Federal award will vest upon acquisition to the District, subject to the following conditions:

- A. The equipment shall be used for the authorized purposes of the award project during the period of performance or until the equipment is no longer needed for the purposes of the project.
- B. The equipment shall not be encumbered without the approval of the Federal awarding agency or the pass-through entity.
- C. The equipment may only be used and disposed of in accordance with the provisions of the Federal awarding agency or the pass-through entity and Policy 7300 and Policy 7310, and AG 7310.
- D. Property records shall be maintained that include a description of the equipment, a serial number or other identification number, the source of funding for the equipment (including the Federal Award Identification Number (FAIN), title entity, acquisition date, cost of the equipment, percentage of Federal participation in the project costs for the award under which the equipment was acquired, the location, use, and condition of the equipment, and ultimate disposition data, including date of disposal and sale price of the equipment.
- E. A physical inventory of the property must be taken and results reconciled with property records at least once every two (2) years.
- F. A control system shall be developed to provide adequate safeguards to prevent loss, damage, or theft of the property. Any such loss, damage, or theft shall be investigated.
- G. Adequate maintenance procedures shall be implemented to keep the property in good condition.
- H. Proper sales procedures shall be established to ensure the highest possible return, in the event the District is authorized or required to sell the equipment/property.
- I. When original or replacement equipment acquired under a Federal award is no longer needed for the original project/program or for activities currently or previously supported by a Federal awarding agency, and except as otherwise provided by Federal statutes, regulations, or Federal awarding agency disposition instructions, the District shall request disposition instructions from the Federal awarding agency if required by the terms and conditions of the Federal award. Disposition of the equipment shall be made in accordance with the provisions of C.F.R. 200.313.

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Legal

2 C.F.R. 200.313

Policy Review Memorandum

To: Board of Education
From: Board Policy Committee
Date: 12/14/21
Subject: Board Policy
5722 School-Sponsored Publications and Productions

This Neola revision is being brought to the Board of Education for approval through the Consent Agenda at the December 14, 2021 meeting.

This policy:

	Reflects current state of the law and should be adopted
xx	Is recommended but not required
	Not currently a SAS Board Policy

Key Idea

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 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.

Recommendation

To approve the Neola revisions to SAS Policy 5722 School-Sponsored Publications and Productions as submitted by the Policy Committee.



Book	Policy Manual
Section	5000 Students
Title	Copy of SCHOOL-SPONSORED PUBLICATIONS AND PRODUCTIONS
Code	po5722 BJahnke 12/1/21
Status	
Adopted	May 22, 2018

5722 - SCHOOL-SPONSORED PUBLICATIONS AND PRODUCTIONS

The Board of Education sponsors student publications and productions as means by which students learn, under adult direction/supervision, the rights and responsibilities inherent when engaging in the public expression of ideas and information in our democratic society.

For purposes of this policy, "school-sponsored student media" shall include both student publications and productions. "Student publications" shall include any written materials, (including, but not limited to, banners, flyers, posters, pamphlets, notices, newspapers, playbills, yearbooks, literary journals, books, and t-shirts and other school-sponsored clothing), as well as material in electronic or on-line form (including, but not limited to, websites, web logs ("blogs"), video or audio clips, [postings of Social Media \(as defined in Bylaw 0100\)](#), and newsletters or announcements transmitted by e-mail, wireless broadcast or other similar distribution/dissemination). "Student productions" shall include vocal and theatrical performances, impromptu dramatic presentations, or any electronic media (including, but not limited to, radio and television programs, podcasts, [Social Media \(as defined in Bylaw 0100\)](#), and other video or audio productions that are recorded for a re-broadcast or broadcast in real time using any available broadcast technology, and other video or audio productions that are recorded for re-broadcast or broadcast in real time using any available broadcast technology). Further, the term "publication" shall include distribution and dissemination of a student publication; and the term "performance" shall include presentation and broadcast of a student production.

The following speech is unprotected and prohibited in all school-sponsored student publications and productions: speech that is defamatory, libelous, obscene or harmful to juveniles; speech that is reasonably likely to cause substantial disruption of or material interference with school activities or the educational process; speech that infringes upon the privacy or rights of others; speech that violates copyright law; speech that promotes activities, products or services that are unlawful (illegal) as to minors as defined by State or Federal law; and speech that otherwise violates school policy and/or State or Federal law. The Board authorizes the administration to engage in prior review and restraint of school-sponsored publications and productions to prevent the publication or performance of unprotected speech.

All school-sponsored student publications and productions are nonpublic forums. While students may address matters of interest or concern to their readers/viewers, as nonpublic forums, the style and content of the student publications and productions can be regulated for legitimate pedagogical, school-related reasons. School officials shall routinely and systematically review and, if necessary, restrict the style and/or content of all school-sponsored student publications and productions prior to publication/performance in a reasonable manner that is neutral as to the viewpoint of the speaker. Legitimate pedagogical concerns are not confined to academic issues, but include the teaching by example of the shared values of a civilized social order, which consists of not only independence of thought and frankness of expression but also discipline, courtesy/civility, and respect for authority. School officials may prohibit speech that is grammatically incorrect, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

Students shall not be disciplined and/or retaliated against for exercising and/or asserting their free speech rights as defined in this policy. Nothing in this policy, however, restricts the Board's ability to impose post-publication/performance discipline related to a student engaging in the impermissible publication/performance of unprotected speech.

Advertising is permitted in all school-sponsored student publications/production/electronic media.

Advertisement submitted for publication or inclusion in a production shall be reviewed by the class/activity advisor the building principal the Superintendent for a determination that they are appropriate for juveniles. The Superintendent retains the final authority to determine whether an advertisement is appropriate and will be included in a publication/production. Advertisements may be rejected for legitimate pedagogical school-related reasons unrelated to the viewpoint of the advertiser (e.g., the advertisement encourages action that would endanger the health and safety of students).

General Prohibitions

Regardless of their status as non-public or limited-purpose public forums, the Board prohibits publications, productions and advertisements that:

- A. promote, favor, or oppose any candidate for election or the adoption of any bond issue, proposal, or questions submitted at any election;
- B. fail to identify the student or organization responsible for the publication/performance;
- C. Solicit funds for non-school organizations or institutions when such solicitation have not been approved by the Board.

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Policy Review Memorandum

To: Board of Education
From: Board Policy Committee
Date: 12/14/21
Subject: Board Policy
6152 Student Fees, Fines, and Supplies

This Neola revision is being brought to the Board of Education for approval through the Consent Agenda at the December 14, 2021 meeting.

This policy:

xx	Reflects current state of the law and should be adopted
	Is recommended but not required
xx	Not currently a SAS Board Policy

Key Idea

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.

Recommendation

To approve the Neola revisions to SAS Policy 6152 Student Fees, Fines, and Supplies as submitted by the Policy Committee.



Book Policy Manual
Section Vol. 36, No. 1 - September 2021
Title Vol. 36, No. 1 - September 2021 Revised STUDENT FEES, FINES, AND SUPPLIES
Code po6152 BJahnke 12/7/2021
Status

6152 - STUDENT FEES, FINES, AND SUPPLIES

Fees

The Board of Education may assess certain charges to students to cover the costs for extra-curricular and noncredit activities. Such charges might be made for expendable items such as magazines, workbook materials, paperback selections, and laboratory supplies and materials for clubs, independent study or special projects, and as well transportation costs and admission/participation fees for District-sponsored trips and activities.

No student, however, shall be deprived of participation in any mandatory school activity or required curriculum activity due to a lack of financial ability to pay and fees will not be charged for such activities. Extra-curricular activities for which fees will be charged may not be used in determining credit or grades in any course.

A fee shall not exceed the combined cost of the service(s) provided and/or materials used. An accurate accounting of all fees collected and all fees expended shall be provided to the Superintendent or ~~his/her~~ their designee for each fee based activity at the conclusion of the activity, along with remission of any fees not expended.

Fines

When school property, equipment, or supplies are damaged, lost, or taken by a student, whether in a regular course or extra-curricular offering, a fine will be assessed. The fine will be reasonable, seeking only to compensate the school for the expense or loss incurred.

The late return of borrowed books or materials from the school libraries will be subject to appropriate fines. Failure to pay the fines may result in loss of privileges.

Any fees or fines collected by members of the staff are to be turned in to the Finance Office _____ or deposited in the bank within ~~twenty-four (24)~~ forty-eight (48) hours after collection.

In the event the above course of action does not result in the fee being collected, the Board authorizes the Superintendent or their designee _____ to take the student and/or their his/her parents to Small Claims Court for collection.

Supplies

The District will provide all basic supplies needed by the student to complete the required course curriculum. The student and/or their his/her family may choose to purchase their own supplies if they desire to have a greater quantity or quality of supplies, or desire to help conserve the limited resources for use by others. The teacher or appropriate administrator may recommend useful supplies for these purposes.

[x] Payment

For convenience to families, the Board may enter into an agreement with one or more credit card/online payment processing vendors to facilitate online payment of fees, fines, and charges. Parents/guardians or students may elect but are not required to make payments online. Vendors will comply with all Board policies and procedures related to confidentiality and security of information

transmitted electronically. Payees will be notified of any processing or other nominal fees that may be charged for use of an online payment system before the transaction is completed.

[END OF OPTION]

Students Experiencing Homelessness - McKinney-Vento Act

No fine or fee shall be charged to a student identified as a student experiencing homelessness unless it is determined that the student has the ability to pay the fee or fine and that its imposition does not create a barrier to the student's ability to enroll, or attend school, achieve academic success, or cause the student to be identified as experiencing homelessness. Any dispute regarding a fine or a fee that is imposed shall not delay the student's enrollment or serve as a barrier to enrollment by delaying the transfer of student records to another school or school district if applicable.

Immediate enrollment notwithstanding fines or fees shall be extended to extra-curricular and co-curricular activities as well as to academic programming.

~~Students experiencing homelessness who are able to pay () fees or fines () fees or fines and refuse to do so [END OF OPTION] may be prohibited from participating in graduation ceremonies until paid. No such student shall be prevented from receiving his/her student records, including diploma if earned, and final transcripts. []~~

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Field Trip Permission Application 2021-2022

Please note:

- ** International trips must have Board of Education approval 6 months prior to departure
- ** Domestic overnight trips must be approved 2 months prior to departure
- ** All other field trips must be approved 4 weeks prior to departure

Field Trip & Field Trip Organizer Information

Last Name Akella First Name Nath School Extension n/a
 Email akellav@salineschools.org Mobile Number (contact during Trip) 313-805-5788
 Building/Department High School Grade Level High School
 Field Trip Destination Solon High School Name of Class/Club Science Olympiad
 Purpose of Field Trip Competition
 Departure Date (est): 01/14/2022 Time 2:00 PM Departure Location SHS Auditorium
 Return Date (est): 01/15/2022 Time 11:00 PM Return Location SHS Auditorium
 Type of Trip Overnight - Out of State

Method of Transportation (check all that apply)

School Bus Train Subway
 Plane Personal Vehicle School Bus
 School Van Rented Vehicle Charter Bus
 Other _____

Anticipated Number of Students 30 (1:8 Ratio Required/1:4 Recommended) Anticipated Number of Chaperones 10

Will there be fund raising available for this trip No Fundraising Form Click Here for Fundraising Form

Elementary or N/A: Will students be missing specials? N/A Will students be missing Lunch? No

Initial Below:

VA I understand that I am responsible for collecting code of conduct and medical authorization forms (for all trips) and for submitting them to the district trip coordinator 2 weeks in advance of domestic trips & 3 weeks in advance of international trips.

VA I understand that I am responsible for providing the anticipated student trip list 2 days before departure.

VA I understand that I am responsibly for notifying the attendance clerk and/or building coordinator the day of departure if there are any students that **don't** attend the trip

Administrator Signature David W. Raft Date 12/06/2021

Superintendent Signature Stephen D Laatsch Date 12/06/2021

For International/Overnight Trips

Board of Ed Notification Signature Betty J Jahnke Date 12/07/2021

Scheduled for BOE Agenda Meeting Date 12/14/2021 BOE Approved _____ Initial _____