Swartz Creek Community Schools Board Meeting Agenda

Wednesday, June 26, 2019
Location of Meeting: Administration Building, 8354 Cappy Lane, Swartz Creek, MI 48473

Truth-In-Taxation & Budgeting Public Hearing
on Proposed 2019-2020 BUDGET AND TAX LEVIES
6:30pm

Regular Board Meeting
7:00pm

1. Call to Order
2. Pledge to the Flag
3. Awards, Recognitions, and Celebrations
4. Public Comments (Agenda Specific)
5. Consent Agenda
   a. Approval of the Regular Meeting Minutes June 12, 2019
   b. Approval of the Agenda
   c. Resignations/Retirements
6. Superintendent Report
7. Informational Items
   a. Employment of Non-Certified Staff
8. Board Subcommittee Reports
9. Board Discussion Items
   a. SCCS Music and Band Education Presentation
   b. NEOLA Policy Package (Volume 33.2) - Final Read
   c. 2018-19 and 2019-20 Budget Presentations - Chris Gray
10. Board Action Items
    a. Approval of NEOLA Policy Package (Volume 33.2)
    b. Approval of 2018-19 Final Budget Amendment
    c. Approval of 2019-20 Budget
    d. Approval of Cameras for High School/Elementary
11. Public Comments (see notice below)
12. Comments and Questions from the Board
13. Closed Session for purposes of Superintendent Evaluation (OMA 15.268, Section 8, A)
14. Approval of Superintendent Annual Evaluation and Contract Renewal
15. Adjournment

Notice to the Public
This meeting is a meeting of the Board of Education in public for the purpose of conducting the school district's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda. Please state your name and address (optional), and keep your comments to 3 minutes or less. Questions that are not answered at the time of the meeting will be posted on the website with the following board meeting agenda.

Swartz Creek Community Schools Vision and Mission
Vision - SCCS provides a world class education through innovative experiences while developing the unique talents of our learners.
Mission - SCCS inspires our learners to embrace challenges, set goals, grow their talents, and realize the dream for success in a global society.

Board of Education Norms of Collaboration
These are the board-developed agreements on how we will operate, make decisions, and collaborate together

Student-Focused Decisions
Pausing
Paraphrasing
Posing Questions
Putting Ideas on the Table
Paying Attention to Self and Others

Presuming Positive Intentions
Pursuing a Balance of Advocacy and Inquiry
Respecting Others
Remain Objective
Unity Through Diversity

*An expanded version of these norms is posted on our website and also in the board meeting room.
5. Consent Agenda
   a. Approval of the Regular Board Meeting Minutes from June 12, 2019 – Approve the Regular Board Meeting Minutes from June 12, 2019, as presented.
   b. Approval of the Agenda – Approve the Board of Education Meeting Agenda for June 26, 2019
   c. Resignations/Retirements – Accept the resignations and resignation for retirement purposes of:
      * LeeAnn Kish, Retirement purposes of Teacher at the High School, Effective June 30, 2019
      * Nina McDonald, Retirement purposes of Teacher at the High School, Effective June 30, 2019
      * Phyllis Ziemer, Retirement purposes of Teacher at the Middle School, Effective June 30, 2019
      * Karen Kitson, Retirement purpose of Cook Manager at Dieck Elementary, Effective June 7, 2019
      * Geovana Bahr, Resignation of Teacher at the High School, Effective August 16, 2019
      * Jordan Smith, Resignation of Teacher at Morrish Elementary, Effective August 9, 2019
      * Kimberly Hunault, Resignation of Teacher at Morrish Elementary, Effective August 9, 2019
      * Kristi Horst, Resignation of Teacher at Morrish Elementary, Effective August 9, 2019
      * Alexandra Rozen, Resignation of Educational Aide at the Middle School, Effective May 30, 2019
      * Cynthia Garfield, Resignation of Accountant, Effective June 7, 2019

BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approves the Consent Agenda Items a, b, and c, as presented.

6. Superintendent Report

7. Informational Items
   a. Employment of Non-Certified Staff:
      Nicole Frye for Lvll Secretary at LDLC, Effective June 18, 2019
      Amanda Bendall for LDLC Lead, Effective August 26, 2019
   b. Schedule B – New Hire
      Gabrielle Deering as Girls Varsity Golf Coach for 2019-2020 School Year

8. Board Sub-Committee Reports

9. Board Discussion Items:
   a. SCCS Music and Band Education Presentation
   b. NEOLA Policy Package (Volume 33.2) – Final Read
   c. 2018-2019 and 2019-2020 Budget Presentations – Chris Gray

10. Board Action Items
    a. Approval of NEOLA Policy Package (Volume 33.2) BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the policies, as presented
    b. Approval of 2018-2019 Final Budget Amendment – BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the 2018-2019 Final Budget Amendment, as presented
    c. Approval of 2019-2020 Budget – BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the 2019-2020 Budget, as presented
    d. Approval of Cameras for High School and Elementary Buildings- BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the purchase through the Genesee ISD RFP in the amount of $68,221.00 and $15,397.00 from Absolute Security for the high school and elementary buildings, as presented

11. Public Comments (see Notice to the Public)
12. Comments and Questions from the Board
13. Closed Session for purposes of Superintendent Evaluation (OMA 15.268, Section 8, A)
14. Approval of Superintendent Annual Evaluation and Contract Renewal
15. Adjournment
Swartz Creek Community Schools

TRUTH-IN-TAXATION AND PUBLIC BUDGET HEARING

JUNE 26, 2019

ADMINISTRATION BUILDING

6:30 P.M.

MILLAGE RATES AND PROJECTED TAXABLE VALUES

L-4029 MILLAGE REPORTS

19-20 PROPOSED BUDGET
2019 Taxable Values

- Non-Homestead and Non-Qualified Agricultural properties for Operating (General Fund)
  - $309,574,803
  - Approximately 1.1% increase from 2018 (reported on L4029)

- All properties for Sinking Fund and 2018 Bond Debt Retirement
  - $837,905,828
  - Approximately 2.6% increase from 2018 (reported on L4029)
2019 Tax Levy

18.0000 mills for Non-Homestead and Non-Qualified Agricultural properties for Operating (General Fund)

1.8053 mills on all properties for Sinking Fund

3.9000 mills on all properties for 2018 Bond Debt Retirement

23.7053 Total Mills
Headlee Effect on 2019-20 Budget

• Non-Homestead - Operating
  – 18 mills -Current Year Effect - None

• Sinking
  – Headlee Millage Reduction Fraction of 1.0000 (so no reduction)
  – No change - remained at 1.8053 mills

• 2018 Bond Debt Retirement
  – Headlee Millage Reduction Fraction of 1.0000 (no reduction)
2019-20 General Fund

- Estimated Beg Fund Bal $ 2,773,240 (7.2%)
- Revenue $38,031,098
- Expenses $38,090,740
- Estimated End Fund Bal $ 2,713,598 (7.1%)
CORRECTED 6/26/19

2019 Tax Rate Request (This form must be completed and submitted on or before September 30, 2019)

MILAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 111.34 and 211.34c. Filing is mandatory. Penalty applies.

County(ies) Where the Local Government Unit Levies Taxes

<table>
<thead>
<tr>
<th>Local Government Unit Requesting Milage Levy</th>
<th>2016 Taxable Value of ALL Properties in the Unit as of 5-28-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENESSEE</td>
<td>$837,905,828</td>
</tr>
</tbody>
</table>

For LOCAL School Districts: 2019 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

| 2019 Taxable Value of ALL Properties in the Unit as of 5-28-19 | 309,574,803 |

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2019 tax roll.

<table>
<thead>
<tr>
<th>Source</th>
<th>Purpose of Milage</th>
<th>Date of Election</th>
<th>2016 Original Milage Rate Authorized by Charter, etc</th>
<th>2016 Milage Rate Permanently Reduced by MCL 211.34d &quot;HeadsUp&quot;</th>
<th>2019 Current Year &quot;HeadsUp&quot; Milage Reduction Fraction</th>
<th>2019 Milage Rate Permanently Reduced by MCL 211.34d &quot;HeadsUp&quot;</th>
<th>Sec. 211.34 Truth in Assessing or Equalization Milage Rollback</th>
<th>Maximum Allowable Milage Levy</th>
<th>Milage Requested to be Levied July 1</th>
<th>Milage Requested to be Levied Dec. 1</th>
<th>Expiration Date of Milage Authorized</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOTED</td>
<td>OPERATING</td>
<td>08/05/14</td>
<td>18.8218</td>
<td>18.8218</td>
<td>1.000</td>
<td>18.8218</td>
<td>1.00000</td>
<td>18.0000</td>
<td>12/31/24</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VOTED</td>
<td>SINKING</td>
<td>08/04/10</td>
<td>1.8059</td>
<td>1.8053</td>
<td>1.000</td>
<td>1.8053</td>
<td>1.00000</td>
<td>1.8053</td>
<td>12/31/30</td>
<td></td>
<td></td>
</tr>
<tr>
<td>VOTED</td>
<td>DEBT</td>
<td>11/06/18</td>
<td>3.8000</td>
<td>N/A</td>
<td>1.000</td>
<td>N/A</td>
<td>1.00000</td>
<td>3.9000</td>
<td>12/31/46</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Prepared by
CHRIS GRAY

Telephone Number
(517) 591-2392

Title of Preparer
EXEC DIRECTOR OF BUSINESS

Date
6-26-19

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Milage, 380.121(3).

Clerk
Secretary
Chairperson
President

Print Name
TONY PAUL
CARRIE GERMAIN

Date
6-26-19

Total School District Operating Rates to be Levied (HH/Supp and N/H Oper ONLY)

<table>
<thead>
<tr>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.0000</td>
</tr>
</tbody>
</table>

For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal

For Commercial Personal

6.0000

For Commercial Personal

18.0000

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on page 2 regarding where to find the milage rate used in column (5).
**CORRECTED 6/26/19**

**2019 Tax Rate Request** (This form must be completed and submitted on or before September 30, 2019)

**MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS**

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

**County(s) Where the Local Government Unit Levies Taxes**

**GENESEE**

**Local Government Unit Requesting Millage Levy**

**SWARTZ CREEK COMMUNITY SCHOOLS**

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2019 tax roll.

<table>
<thead>
<tr>
<th>(1) Source</th>
<th>(2) Purpose of Millage</th>
<th>(3) Date of Election</th>
<th>(4) Original Millage Authorized by Election Charter, etc.</th>
<th>(5) <strong>2019</strong> Millage Rate Permanently Reduced by MCL 211.34d &quot;Headline&quot;</th>
<th>(6) 2019 Current &quot;headline&quot; Millage Reduction Fraction</th>
<th>(7) <strong>2019</strong> Millage Rate Permanently Reduced by MCL 211.34d &quot;Headline&quot;</th>
<th>(8) Sec. 211.34 Truth in Assesment or Equalization Millage Rollback Fraction</th>
<th>(9) Maximum Allowable Millage Levy*</th>
<th>(10) Millage Requested to be Levied July 1</th>
<th>(11) Millage Requested to be Levied Dec. 1</th>
<th>(12) Expiration Date of Millage Authorized</th>
</tr>
</thead>
<tbody>
<tr>
<td>VOTED</td>
<td>OPERATING</td>
<td>05/06/14</td>
<td>18.8218</td>
<td>18.8218</td>
<td>1.000</td>
<td>18.8218</td>
<td>1.000</td>
<td>18.8218</td>
<td>18,000</td>
<td>0.000</td>
<td>12/31/24</td>
</tr>
<tr>
<td>VOTED</td>
<td>SINKING</td>
<td>05/04/10</td>
<td>1.8053</td>
<td>1.8053</td>
<td>1.000</td>
<td>1.8053</td>
<td>1.000</td>
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<td>0.000</td>
<td>12/31/46</td>
<td></td>
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</table>

Prepared by

**CHRIS GRAY**

**EXEC DIRECTOR OF BUSINESS**

**Date** 6-26-19

**CERTIFICATION:** As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Local School District Use Only: Complete requesting millage to be levied. See TGC Bulletin 9 of 2116 for instructions on completing this section.

<table>
<thead>
<tr>
<th>Clerk</th>
<th>Signature</th>
<th>Print Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Secretary</td>
<td>Signature</td>
<td>TONY PAUL</td>
<td>6-26-19</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Chairperson</th>
<th>Signature</th>
<th>Print Name</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Signature</td>
<td>CARRIE GERMAIN</td>
<td>6-26-19</td>
</tr>
</tbody>
</table>

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).
Meeting Location: Administration Office

Date: July 26, 2019
Mtg. Starts: 7pm
Mtg. Ends: _

Members
In Attendance

☐ A. Gardner
☒ M. Ahearne
☐ C. Melki
☐ C. Germain
☐ J. Lanave
☐ T. Paul
☐ B. Sepanak

Signature of Member

Non-Member Present

Meeting:

☐ Academic Achievement
☐ Grievance
☐ Student Discipline Hearing
☐ Bldg. & Site
☐ Policy
☐ Work Session
☐ Evaluation
☐ Finace

The following notes represent the topics discussed at the meeting and expectations for future activity:

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

____________________________________________________________________

Note Recorder: __________________________
MINUTES

BOARD OF EDUCATION MEETING

SWARTZ CREEK COMMUNITY SCHOOLS

June 26, 2019

The Board of Education Regular Meeting was called to order on Wednesday, June 26, 2019 at 7:00 p.m., in the Administration Building by Board President, Carrie Germain

Call to Order

Members Present

Pledge to the Flag was led by Carrie Germain, President

Pledge to the Flag

Recording Board Meetings

Our Board Meetings are being recorded and live streamed, and will be posted on our website.

Awards, Recognitions, and Celebrations

C. Germain thanked Chris Gray for the her presentation of the Truth-In-Taxation Report held at 6:30 p.m. and Budget report C. Gray will be giving later in the evening.

Public Comments

Superintendent Mainka recognized the staff and students on a phenomenal school year and wished our Swartz Creek students along with their families an enjoyable summer. He let the Board know that we will be working hard in July to start the school year strong.

Consent Agenda

Minutes June 12, 2019

Approval of Agenda

Resignations/Retirements

No public comments were heard at this time.

Consent Agenda

C. Germain asked for a motion on the Consent Agenda and if anyone had any comments. C. Melki stated at the last Board Meeting we voted for approval of the Administration Contracts and that he did not have a chance to express his vote. He said that we should have had a roll call vote, we didn’t we had a straight vote and that he wanted it noted for the record that he did not vote in support of this item. It was noted that going forward we will have roll call vote on any items that have to do with financial concerns or budget. C. Germain mentioned that Board Members are entitled to call for a roll call vote at any time. With the amended changes, a Motion was presented.

Motion by B. Seapanak, supported by T. Paul, to approve the Consent Agenda Items 5a, 5b, and 5c, as amended

Voice Vote: yes – 7, no – 0

Motion approved

Superintendent Mainka shared that A. Gardner sent him the Flint Genesee County Community Health Need Assessment Report and he said that there was good information about the work being done around the county relative to children’s health. Mr. Mainka will send a digital copy to board members interested in reading the report. Mr. Mainka shared with the board of a grant provided to students K-5 for free lunches. He asked board members
for their thoughts on applying for this grant. All board members were in favor of this grant for students. M. Ahearne asked if it was possible for K-12 being offered this service. Mr. Mainka said at this time the grant was only for K-5 students. Mr. Mainka said that we will go ahead and apply as the deadline for the application is June 30th. C. Melki said that we should make a motion now to approve and Mr. Mainka said that we would need board approval in the Fall when we are setting the rates for the school year.

None

None

Board Discussion Items – a. SCCS Music and Band Presentation
Mrs. Murdock gave a presentation on the all the activities that middle and high school students in our Music and Band programs preformed this school year.

b. NEOLA Policy Package (Volume 33.2) Final Read – Superintendent Mainka said that this was an easy package with new policies and basic revisions.
PO 0100 Voting – the recommendation is the Board Members not be allowed to participate in voting remotely, must be present to place a vote.
PO 0167.2 –Closed Sessions – recommendation that we have a roll call vote to go into close session.
PO 6605 Crowd funding – recommended that crowd funding would be approved by Central Office Administration, option 2.
c. 2018-2019 and 2019-2020 Budget Presentation – Superintendent Mainka asked C. Gray to come forward to give presentation. C. Gray shared reports on both Budgets and had a slide presentation.

Board Action Items:
10a. Neola Policy Package (Volume 33.2) – Motion by B. Sepanak, Supported by M. Ahearne, BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the policies, as presented.
Voice Vote – Yes-7; No-0
Motion approved

10b. 2018-2019 Final Budget – Motion by T. Paul, Supported by M. Ahearne, BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the 2018-2019 Final Budget Amendment, as presented.
Roll Call Vote – B. Sepanak –yes; C. Germain–yes; M. Ahearne–yes; T. Paul–yes;
J. Lanave–yes; A. Gardner–yes; C. Melki–yes
Yes-7; No-0; Motion approved

10c. 2019-2020 Budget – Motion by T. Paul, Supported by A. Gardner, BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the 2019-2020 Budget, as presented.
Roll Call Vote–C. Germain–yes; B. Sepanak–yes; M. Ahearne–yes; T. Paul–yes;
J. Lanave–yes; A. Gardner–yes; C. Melki–yes
Yes-7; No-0; Motion approved
10d. Cameras for High School and School Buildings – Motion by B. Sepanak, By T. Paul, BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the purchase of cameras through the Genesee ISD RFP in the amount of $83,618.00 from Absolute Security, as presented. Roll Call Vote – J. Lanave-yes; A. Gardner-yes; C. Melki-yes; T. Paul-yes; M. Ahearne-yes; C. Germain-yes; B. Sepanak-yes
Yes-7; No-0; Motion approved

None

Alicia Gardner shared with the Board that she attended the Genesee County Area School Board Member meeting. A presentation on Open Meetings Act was given by an attorney from Collins & Blaha PC. She asked that J. Franklin forward a copy of the packet that she brought with her to the meeting.

C. Germain thanked C. Gray for her time and effort in preparing the budgets and J. Murdock for all her work with students in Music and Band. C. Germain stated that we needed to entertain a motion to go into close session for the purpose of Superintendent Evaluation (OMA 15.268, Section 8, A).

Motion made by T. Paul, Supported by J. Lanave, BE IT RESOLVED that the Swartz Creek Community Schools Board of Education approve the close session for the purpose of the Superintendent Evaluation (OMA 15.268, Section 8, A), as presented.
Roll Call Vote: B. Sepanak-yes; C. Melki-yes; M. Ahearne-yes; T. Paul-yes; C. Germain-yes; J. Lanave-yes; A. Gardner-yes
Yes-7; No-0; Motion approved

8:28 p.m. – Adjourned

9:33 p.m. – Open Session

C. Germain said the board had discussion of the Superintendent Evaluation and Performance. As a board they looked at Mr. Mainka’s performance including his professional practice reading, which was done in December as highly effective for rating and this evening at student growth rating was effective at three based on performance of the entire district staff, a weighted measure which gives him a potential weight of a highly effective 3.75. For the record, C. Germain would like to entertain a motion to accept this in open session.
Motion made by J. Lanave, Supported by T. Paul.
Voice Vote – Yes 7; No 0, Motion approved.

C. Germain said at this time we have an opportunity to enhance the contract of Mr. Mainka and we have had some proposals presented. She entertained a detailed motion to describe what it is that the board would like to see changed or improved in his contract. A. Gardner moved to increase Mr. Mainka’s annual salary by ten thousand dollars, a merit pay with a cap at five thousand dollars at the discretion of the board based on performance at the discretion of the board and retroactive pay back to January 2019.
Minutes, Board of Education Meeting
June 26, 2019
Page 4

Motion of proposal by A. Gardner, Supported by T. Paul.
Roll Call Vote – B. Sepanak-yes; C. Melki-no; M. Ahearne-yes; T. Paul-yes;
   A. Gardner-yes; C. Germain-yes; J. Lanave-yes
Yes – 6; No – 1; Motion approved

Meeting adjourned 9:40 p.m.  

Tony Paul, Secretary
Board of Education
Swartz Creek Community Schools

Adjournment

Date Approved
7-17-19
RESIGNATIONS/RETIREMENTS

Accept the resignation for retirement purposes of LeeAnn Kish, Teacher at the Middle School, effective June 30, 2019.

Accept the resignation for retirement purposes of Phyllis Ziemer, Teacher at the High School, effective June 30, 2019.

Accept the resignation for retirement purposes of Nina McDonald, Teacher at the Middle School, effective June 30, 2019.

Accept the resignation for retirement purposes of Karen Kitson, Cook Manager at Dieck Elementary, effective June 7, 2019.

Accept the resignation of Geovana Bahr, Teacher at the High School, effective August 31, 2019.

Accept the resignation of Jordan Seath, Teacher at Morrish Elementary, effective August 9, 2019.

Accept the resignation of Kimberly Hunault, Teacher at Morrish Elementary, effective August 9, 2019.

Accept the resignation of Kristi Horst, Teacher at Morrish Elementary, effective August 9, 2019.

Accept the resignation of Alexandra Rozen, Educational Aide at the Middle School, effective May 30, 2019.

Accept the resignation of Cynthia Garfield, Accountant, effective June 7, 2019.

EMPLOYMENT OF NON-CERTIFIED STAFF – SCHEDULE B

Gabrielle Deering as Girls Varsity Golf Coach for the 2019-2020 school year.
### Non-Certified New Hires

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Building</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Frye, Nicole</td>
<td>Lv. II Secretary</td>
<td>LDLC</td>
<td>June 18, 2019</td>
</tr>
<tr>
<td>Bendall, Amanda</td>
<td>LDLC Lead</td>
<td>LDLC</td>
<td>August 26, 2019</td>
</tr>
<tr>
<td>Policy #</td>
<td>Title</td>
<td>Status</td>
<td>Explanation</td>
</tr>
<tr>
<td>---------</td>
<td>-------------------------------------------------</td>
<td>------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>0100</td>
<td>Definitions</td>
<td>Revised</td>
<td>Added language for military leave voting; Must provide notice and contact info of member's absence when voting and how to contact</td>
</tr>
<tr>
<td>167.2</td>
<td>Closed Session</td>
<td>Revised</td>
<td>Added language for closed session to address existing threats or preventing potential threats</td>
</tr>
<tr>
<td>1422.01</td>
<td>Drug Free Workplace</td>
<td>New</td>
<td>Policy provides Administrators same requirements in PO 3122.01 and PO4122.01 for Drug Free Workplace</td>
</tr>
<tr>
<td>1430</td>
<td>Leaves of Absence</td>
<td>New</td>
<td>Adds required language regarding Paid Medical Leave</td>
</tr>
<tr>
<td>3430</td>
<td>Leaves of Absence</td>
<td>Revised</td>
<td>Most contracts will state PMLL for employee covered by collective bargaining agreement.</td>
</tr>
<tr>
<td>4430</td>
<td>Leaves of Absence</td>
<td>Revised</td>
<td>Beginning in 2019-20, districts must provide grade appropriate career development instruction in grades K-12.</td>
</tr>
<tr>
<td>2210</td>
<td>Curriculum Development</td>
<td>Revised</td>
<td>Removed reference to MDE publication that is no longer provided. Document &quot;Sex Education Guidelines Including Reproductive Health and Family Planning.&quot;</td>
</tr>
<tr>
<td>2414</td>
<td>Reproductive Health and Family Planning</td>
<td>Revised</td>
<td>Expands who can substitute in IT or CTE: 1) has HS diploma, 2) has Professional license 3) has 2 consecutive yrs of experience in field. removed &quot;has to be 22 years old to teach in High School.&quot;</td>
</tr>
<tr>
<td>3120</td>
<td>Employment of Professional Staff</td>
<td>Revised</td>
<td>Removes reference to NCLB</td>
</tr>
<tr>
<td>3120.04</td>
<td>Employment of Substitutes</td>
<td>Revised</td>
<td>Updates mandatory attendance to 18 years old.</td>
</tr>
<tr>
<td>5113.01</td>
<td>Schools of Choice</td>
<td>Revised</td>
<td>Adds language requiring consultation with first responder agency on plans for construction or major renovation of buildings</td>
</tr>
<tr>
<td>5113.02</td>
<td>School Choice Options Provided By Federal Law</td>
<td>Revised</td>
<td>Adds language regarding women's business enterprises in response to audit questions; also check with PO 6320 for bid limits</td>
</tr>
<tr>
<td>5200</td>
<td>Attendance</td>
<td>Revised</td>
<td>Added definition of crowdfunding and language regarding privacy of students</td>
</tr>
<tr>
<td>6321</td>
<td>New School Construction, Renovation</td>
<td>Revised</td>
<td>Added Note: End of Option. Removes references to NCLB; Adds language regarding school safety team meeting. Also adds reporting requirements.</td>
</tr>
<tr>
<td>6325</td>
<td>Procurement-Federal Grants/Funds</td>
<td>Revised</td>
<td>Assists district is complying with new law which requires collaboration, review and notification obligations by 1/1/2020</td>
</tr>
<tr>
<td>AG #</td>
<td>Title</td>
<td>Type</td>
<td>Note</td>
</tr>
<tr>
<td>----------</td>
<td>-----------------------------------------------------------------------</td>
<td>-------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>8500</td>
<td>Food Services</td>
<td>Revised</td>
<td>Reflects issues that a team is required to approve dietary modification for ALL students</td>
</tr>
<tr>
<td>8640</td>
<td>Transportation For Field and Other District Sponsored Trips</td>
<td>Revised</td>
<td>Policy revised as part of Neola review to assure compliance with current regulations and practice.</td>
</tr>
<tr>
<td>5113.02</td>
<td>School of Choice Options By Federal Law</td>
<td>Revised</td>
<td>Removed references to NCLB</td>
</tr>
<tr>
<td>5610</td>
<td>Emergency Removal, Suspension, and Expusion of Students</td>
<td>Revised</td>
<td>Clarifies that when an expulsion hearing is conducted must follow OMA provisions</td>
</tr>
<tr>
<td>6325</td>
<td>Procurement-FederalGrants/Funds</td>
<td>New</td>
<td>Adds Language regarding women's business enterprises</td>
</tr>
<tr>
<td>6605</td>
<td>Crowdfunding</td>
<td>Revised</td>
<td>Must follow privacy for students</td>
</tr>
<tr>
<td>8605</td>
<td>Bus Safety Procedures</td>
<td>Revised</td>
<td>Adds language regarding inactive and exempt railroad tracks</td>
</tr>
<tr>
<td>8610</td>
<td>Transportation Route Planning Criteria</td>
<td>Revised</td>
<td>See Policy 8640</td>
</tr>
</tbody>
</table>
UPDATE

VOLUME 33 NUMBER 2

February 2019

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 retyp 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 authors 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.

Your Neola Associate will contact you in the near future to schedule an appointment to review this update and ensure you are current on this and previous updates.

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.

Reminders

- The Minimum Wage in Michigan will remain at $9.25 on January 1, 2019. The minimum wage effective March 29, 2019, will increase to $9.45.

- The Internal Revenue Service (IRS) issued Notice 2019-02 which provides the 2019 mileage rate at 58 cents per mile for business travel.

- The U.S. Department of Labor maintains regulatory authority over state and local government employers, including public school districts. Note that the following federal laws have poster requirements which apply to school districts (no federal or federally-assisted contracts or subcontracts):
  - The Employee Polygraph Protection Act (EPPA)
  - The Fair Labor Standards Act (FLSA) Minimum Wage Notification
  - The Family and Medical Leave Act (FMLA)
  - Uniformed Services Employment and Reemployment Rights Act (USERRA)
  - Occupational Safety and Health Act (Workplace Safety)
  - Whistleblower Protections
In addition, certain organizations may be required to display posters that can only be obtained from DOL's Office of Workers' Compensation Programs (OWCP). More information on these posters is available. Links to all federal employment posters are always available on the Poster Page as are answers to frequently asked questions. Note that school districts with federal or federally-assisted contracts or subcontracts may have additional requirements.

Legal Alert

Included with this update are legal alerts printed on green paper. These include:

1. The Legalization of Marijuana in Michigan and Applicable Neola Policies

2. Recent Legislative Changes

3. USDOE Releases Proposed Regulations Addressing Sexual Harassment Under Title IX

4. The Michigan Paid Medical Leave Act and Applicable NEOLA Policies

BYLAWS AND POLICIES

Bylaw 0100 – Definitions (Revised)

The Open Meetings Act was revised to accommodate the absence of any member of the Board of Education due to military duty and allow that member's participation in Board business (M.C.L. 15.263). The definition of Voting in PO 0100 was revised to reflect this change. The new law also requires that a District establish procedures by which the absent member may participate in and vote on business and procedures by which the public is provided notice of the member's absence and information on how to contact the member to provide input prior to the meeting. These procedures are District specific and should be established by the District prior to the March 29, 2019 effective date of the law.

This bylaw revision reflects the current state of the law and should be adopted to maintain accurate bylaws and policies.
Bylaw 0167.2 – Closed Session (Revised)

This bylaw was revised to allow the Board to consider security planning to address existing or potential threats to the safety of students and staff in closed session (MCL 15.268(k)).

This bylaw revision reflects the current state of the law and should be adopted to maintain accurate bylaws and policies.

Policy 1422.01 – Drug-Free Workplace (New)

This new policy was prepared to provide the same policy requirements for administrators as is currently provided in Policy 3122.01/4122.01 for other employees.

This new policy reflects the current state of Federal law and should be adopted to be consistent with policy requirements of other District employees.

Policy 1430/3430/4430 – Leaves of Absence (NEW/Revised)

This new policy and revisions to existing templates are in response to recent legislation, the Paid Medical Leave Act (PMLA), signed into law by outgoing Governor Rick Snyder on December 13, 2018. The PMLA, formerly known as the "Earned Sick Time Act," requires employers to pay eligible employees for earned medical leave time, which may be used for personal or family health needs. The Act takes effect March 29, 2019.

Employers such as school districts are subject to PMLA only if they employ 50 or more individuals, regardless of the employees' full or part-time status or how many hours they work. The PMLA does not require that a school district implement a Board-adopted policy, but it does require compliance with the terms of the Act. Since each district will have different preferences with respect to implementing the Act, districts should assess their needs and preferences and ensure that they are complying with their obligations under the PMLA. Also, if current collective bargaining agreements and/or other paid leave time policies already provide all of the requirements of the PMLA, those are sufficient to address the district's obligations to that set of employees.

These revisions should only be considered if such paid leave provisions are not currently addressed in District-specific policies or in the District’s collective bargaining agreement(s). If District-specific policies and/or collective bargaining agreements already address paid leave, the District should revise those documents to the March 29, 2019 effective date of the law.
Policy 2210 – Curriculum Development (Revised)

On December 18, 2018, the Michigan Department of Education released its model program of instruction in career development as required by previous changes to M.C.L. 380.1166a(1). Beginning with the 2019-2020 school year, Districts must ensure that grade appropriate instruction on career development is provided in grades K – 12. This policy was revised to reflect this requirement. Districts also should review and incorporate the Michigan Career Development Model or a district-developed model that meets the requirements of the statute.

This revision reflects the current state of the law and should be adopted to maintain accurate policies.

Policy 2414 – Reproductive Health and Family Planning (Revised)

This policy was revised to delete reference to Michigan Department of Education (MDE) publication that is no longer provided as official guidance regarding reproductive health and family planning.

This revision is recommended for adoption.

Policy 3120 – Employment of Professional Staff (Revised)
Policy 3120.04 – Employment of Substitutes (Revised)

The legislature amended M.C.L. 380.1233 to expand the criteria for persons eligible to substitute teach in the areas of industrial technology and career and technical education. A person is now eligible to substitute teach if: 1) s/he has a high school diploma or equivalency certificate; 2) if substitute teaching in an area in which a professional license or certification is required, s/he has a professional license or certification in that field, or held such a license or certification that expired within two years of initial employment and was in good standing when it expired; and 3) has at least two consecutive years of experience in the relevant subject areas within the preceding ten years.
Policy 5113.01 – Schools of Choice (Intra-District) (Revised)
Policy 5113.02 - School Choice Options Provided By Federal Law (Revised)

These policies have been revised to reflect the reauthorization of the Elementary and Secondary Education Act (ESEA) through the Every Student Succeeds Act (ESSA), thus eliminating references to the No Child Left Behind (NCLB) legislation.

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

Policy 5200 – Attendance (Revised)

This revision modifies the mandatory attendance age provided by law.

This revision reflects the current state of the law and should be adopted to maintain accurate policies.

Policy 6321 – New School Construction, Renovation (Revised)

This policy has been revised to include the requirement of the new school safety legislation for consultation with first responder agencies during the planning of new construction or major renovation of school buildings.

This revision reflects the current state of the law and should be adopted to maintain accurate policies.

Policy 6325 – Procurement - Federal Grants/Funds (Revised)

This policy is revised in response to audit questions regarding Small and Minority Businesses and Women’s Business Enterprises. The language added clearly references the entities in question which had originally been encompassed by the C.F.R. citation. A new administrative guideline is offered to provide more information regarding affirmative steps the District should take in encouraging competitive participation in the procurement process.

The District should be sure to check that Policy 6320 – Purchasing and Policy 6325 - Procurement - Federal Grants/Funds provide consistent guidance for fiscal transactions. It is important to note that when dealing with federal, state, and local provisions, it is always the most restrictive threshold or requirement that prevails.

This revision is recommended for adoption.
Policy 6605 - Crowdfunding (Revised)

Revisions to this policy and related administrative guideline are prompted to recent attention by the Auditor of State (AOS) regarding this evolving fundraising mechanism. Emphasis was added in policy to address the importance of privacy protection for students and to maintain appropriate fiscal safeguards.

These revisions are recommended for adoption.

Policy 8400 - School Safety Information (Revised)

This policy has been revised to reflect the reauthorization of the Elementary and Secondary Education Act (ESEA) through the Every Student Succeeds Act (ESSA), thus eliminating references to the No Child Left Behind (NCLB) legislation.

Additionally, this policy has been revised to reflect the provisions of the new school safety legislation itemized in the Legal Alert included in this Update.

This revision reflects current Federal and State law and should be adopted to maintain accurate policies.

Policy 8402 - Emergency Operations Plan (New)

This new policy is provided to assist districts in complying with MCL 380.1308b. The new law calls for collaboration, review, and notification obligations to be met by the District.

This new policy is recommended for review and adoption.

Policy 8500 - Food Services (Revised)

This policy has been revised in response to issues raised by United States Department of Agriculture (USDA) reviews of District policies and procedures. The USDA's position is that an appropriate "team" is required to approve any dietary modification to the school's USDA-reimbursable meal pattern for a student, whether or not that student has a disability or is eligible for a Section 504 plan.

These revisions reflect the current USDA requirements and should be considered for adoption.
Policy 8640 - Transportation for Field and Other District-Sponsored Trips (Revised)

This policy and related administrative guidelines have been revised as part of a regular review of Neola templates to assure compliance with current regulations and practice.

These revisions are recommended for adoption.

ADMINISTRATIVE GUIDELINES

AG 5113.02 - School Choice Options Provided By Federal Law (Revised)

See note of Policy 5113.01/5113.02.

AG 5610 - Emergency Removal, Suspension, and Expulsion of Students (Revised)

The revision to this AG is intended to clarify that when the Board conducts an expulsion appeal hearing, the provisions of the Open Meetings Act (OMA) apply to those proceedings.

AG 6325 - Procurement – Federal Grants/Funds (New)

See note on Policy 6325.

AG 6605 – Crowdfunding (Revised)

See note on Policy 6605.

AG 8605 - Bus Safety Procedures (Revised)
AG 8610 - Transportation Route Planning Criteria (Revised)

See note on Policy 8640.
FORMS

5111 F1 - Inability to Provide Birth Certificate (Revised)

This form has been revised to reflect recent changes to Policy/AG 5111 and AG 5112A.

COMMENTS

Electronic Access to Management Documents

If you are interested in finding out more about Neola's system for producing the District’s policies, guidelines, and forms as well as other documents such as handbooks and negotiated agreements on the Internet, ask your Neola representative for a demonstration in your office. All that is required is that you have a computer and access to the Internet.

Reviewing Board Minutes

A feature of your subscription to the Update Service is the review of your District’s Board minutes to identify action that results 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.
RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION OF SWARTZ CREEK COMMUNITY SCHOOLS

BE IT RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the General Fund of Swartz Creek Community Schools for the fiscal year 2018-19 be adopted as follows. Included in Local Revenue is 6 mills of ad valorem taxes to be levied on commercial personal property and 18 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes.

<table>
<thead>
<tr>
<th>REVENUE:</th>
<th>REVISED</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL</td>
<td>6,666,139</td>
</tr>
<tr>
<td>STATE</td>
<td>29,406,523</td>
</tr>
<tr>
<td>FEDERAL</td>
<td>1,795,068</td>
</tr>
<tr>
<td>OTHER FINANCING SOURCES</td>
<td>308,429</td>
</tr>
<tr>
<td>TRANSFERS FROM OTHER FUNDS</td>
<td>95,798</td>
</tr>
<tr>
<td>TOTAL REVENUE</td>
<td>38,271,957</td>
</tr>
</tbody>
</table>

FUND BALANCE AVAILABLE TO APPROPRIATE

2,838,098

TOTAL AVAILABLE TO APPROPRIATE

41,110,055

BE IT FURTHER RESOLVED, that $38,336,815 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

INSTRUCTION

<table>
<thead>
<tr>
<th>PROGRAMS</th>
<th>18,865,306</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDED NEEDS</td>
<td>3,785,122</td>
</tr>
<tr>
<td>ADULT/CONTINUING EDUCATION</td>
<td>57,266</td>
</tr>
</tbody>
</table>

SUPPORT SERVICES

| PUPIL SUPPORT             | 2,761,715     |
| INSTRUCTIONAL STAFF SUPPORT| 1,374,394    |
| GENERAL ADMINISTRATION    | 782,154       |
| SCHOOL ADMINISTRATION     | 2,693,416     |
| BUSINESS SERVICES          | 860,123       |
| OPERATIONS & MAINTENANCE   | 2,878,941     |
| TRANSPORTATION             | 1,376,195     |
| CENTRAL                    | 1,019,685     |
| OTHER                      | 715,235       |
| COMMUNITY SERVICES         | 1,050,709     |
| OTHER FINANCING USES       | 116,555       |
| TRANSFERS TO OTHER FUNDS   |               |
| TOTAL EXPENDITURES         | 38,336,815    |

TOTAL APPROPRIATED

38,336,815

PROJECTED ENDING FUND BALANCE

2,773,240
RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
OF SWARTZ CREEK COMMUNITY SCHOOLS

BE IT RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Food Service Fund of Swartz Creek Community Schools for the fiscal year 2018-19 be adopted as follows.

<table>
<thead>
<tr>
<th>REVENUE:</th>
<th>REVISED</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL</td>
<td>479,877</td>
</tr>
<tr>
<td>STATE</td>
<td>130,194</td>
</tr>
<tr>
<td>FEDERAL</td>
<td>1,074,110</td>
</tr>
<tr>
<td>TOTAL REVENUE</td>
<td>1,684,181</td>
</tr>
</tbody>
</table>

FUND BALANCE AVAILABLE TO APPROPRIATE 287,533

TOTAL AVAILABLE TO APPROPRIATE 1,971,714

BE IT FURTHER RESOLVED, that $1,672,744 of the total available to appropriate in the Food Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

<table>
<thead>
<tr>
<th>EXPENDITURES:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FOOD SERVICE OPERATIONS</td>
<td>1,672,745</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>1,672,745</td>
</tr>
</tbody>
</table>

TOTAL APPROPRIATED 1,672,745

PROJECTED ENDING FUND BALANCE 298,969
BE IT RESOLVED THAT:

The Board shall adopt this appropriation resolution at a regular meeting to be held on June 26, 2019 at 7:00 p.m. in the Swartz Creek Community Schools Board of Education Room located at 8354 Cappy Lane, Swartz Creek, Michigan 48473.

Ayes: Members

C. Germain, B. Sepanak, H. Abtavne, J. Lanove, C. Melki,
A. Gardner, T. Paul

Nays: Members

- NONE

Motion declared adopted.

Tony Paul
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Swartz Creek Community Schools, Genesee County, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at its regular meeting held on February 13, 2019 the original of which resolution is a part of the Board’s minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267 as amended.

Tony Paul
Secretary, Board of Education
Swartz Creek Community Schools

Budget Presentation
2019-20 Original Budget and 2018-19 Final Budget
June 26, 2019
Final Budget Amendment

Fiscal Year 2018-19
2018-19 General Fund

Final Budget

- Beginning Fund Balance: $2,838,098 (7.6%)
- Revenue: $38,271,957
- Expenses: $38,336,815
- Ending Fund Balance: $2,773,240 (7.2%)
## 2018-19 General Fund Summary

### Budget to Actual Comparison

<table>
<thead>
<tr>
<th>17-18 ACTUAL</th>
<th>18-19 BUDGET REV I (FINAL)</th>
<th>DIFFERENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL</td>
<td>6,160,785</td>
<td>6,666,139</td>
</tr>
<tr>
<td>STATE</td>
<td>29,135,103</td>
<td>29,405,323</td>
</tr>
<tr>
<td>FEDERAL</td>
<td>1,558,317</td>
<td>1,795,068</td>
</tr>
<tr>
<td>OTHERS</td>
<td>257,064</td>
<td>378,029</td>
</tr>
<tr>
<td><strong>SUBTOTAL REVENUES</strong></td>
<td>37,115,159</td>
<td>38,176,158</td>
</tr>
<tr>
<td>SALE OF ASSETS</td>
<td>11,000</td>
<td>10,535</td>
</tr>
<tr>
<td>INCOMING TRANSFERS</td>
<td>-</td>
<td>85,264</td>
</tr>
<tr>
<td><strong>GRAND TOTAL REVENUES</strong></td>
<td>37,126,159</td>
<td>38,271,426</td>
</tr>
</tbody>
</table>

### Expenditures

| 100-119 | BASIC INSTRUCTION | 18,724,502 | 18,865,306 | 140,804 | 18,558,866 | 18,865,306 | 306,440 |
| 120-129 | ADDITIONAL NEEDS | 3,813,836  | 3,785,122  | (28,714) | 3,838,998  | 3,785,122  | (53,876) |
| 130-139 | ADULT EDUCATION  | 54,831     | 57,266     | 2,435    | 62,329     | 57,266     | (5,063)  |
| 200-219 | SUPPORT SERVICES-PUPIL | 2,469,087  | 2,761,715  | 292,628  | 2,652,951  | 2,761,715  | 108,764  |
| 220-229 | SUPPORT SERVICES-INSTRUCTION | 1,601,634  | 1,374,384  | (227,240) | 1,430,331  | 1,374,384  | (55,957) |
| 230-235 | GENERAL ADMINISTRATION | 780,649     | 782,514     | 1,865  | 953,074     | 782,514     | (170,560) |
| 240-249 | SCHOOL ADMINISTRATION | 2,423,821   | 2,693,416  | 269,595  | 2,678,441  | 2,693,416  | 14,975   |
| 250-259 | BUSINESS SERVICES | 908,011     | 810,123     | (97,888) | 861,321     | 810,123     | (51,198) |
| 260-269 | OPERATION AND MAINTENANCE | 2,726,648   | 2,878,941  | 152,293  | 2,851,790  | 2,878,941  | 27,150   |
| 270-279 | PUPIL TRANSPORTATION | 1,470,503   | 1,376,195  | (94,308) | 1,336,740  | 1,376,195  | 39,455   |
| 280-289 | CENTRAL SERVICES | 755,805     | 1,019,685  | 262,880  | 1,054,525  | 1,019,685  | (34,839) |
| 290-299 | ATHLETICS | 655,229     | 715,235     | 59,006  | 631,023     | 715,235     | 84,212   |
| 300-399 | COMMUNITY SERVICES | 222,060     | 1,050,709  | 828,649  | 179,629     | 1,050,709  | 871,079  |
| 400-599 | OTHER PAYMENTS | 455,148     | 416,555     | (38,593) | 116,555     | 416,555     | -        |
| **SUBTOTAL EXPENDITURES** | 37,065,964  | 38,336,815  | 1,270,851 | 37,215,583  | 38,336,815  | 1,121,233 |

### Transfers Out/Fund Modifications

| 600-699 | 175,787 | - | (175,787) | 225,207 | - | (225,207) |

### Grand Total Expenditures

| 37,240,851 | 38,336,815 | 1,095,964 | 37,440,790 | 38,336,815 | 895,026 |

### Revenue - Expenditures

| (114,602) | (64,838) | 49,834 | 660 | (64,838) | (65,515) |

### Beginning Fund Equity

| 2,952,790 | 2,838,098 | (114,692) | 2,838,098 | 2,838,098 | - |

### Ending Fund Equity

| 2,838,098 | 2,773,240 | (64,858) | 2,838,753 | 2,773,240 | (65,515) |

### Percentage of expenditures

| 7.62% | 7.23% | 7.58% | 7.23% |
Final Budget Changes (GF)

Revenue
- Total changes $830,500 from previous revision
  - Decrease local property taxes (198,400)
  - Increase rev to bring Childcare & Comm Ed into GF $552,000
  - Increase PAC revenue (offset by expense) $70,400
  - Increase in Medicaid and Sale of Vehicles $71,000
  - Increase State Aid from property tax adj $263,000
  - Other increases on State Aid $64,000
  - Other grant revenue/exp adj $8,500

Expenditure
- Total changes $896,000 from previous revision
  - Increase final textbook payment $100,000
  - Increase retirement incentive $92,000
  - Increase to bring Comm Ed into GF $157,000
  - Increase to bring Childcare into GF $669,000
  - Decrease transfer for Childcare/Comm Ed (225,000)
  - Increase in PAC expenses $43,000
  - Decrease legal expenses (31,400)
  - Decrease various admin expenses (155,000)
  - Increase Transp/Operations expenses $73,000
  - Increase Athletics expenses $84,000
  - Decrease instructional supplies (33,000)
  - Social worker expense increase $47,000
  - Increase teacher salary for sch B $22,000
  - Grant revenue/exp adj $8,500
  - Other instructional expense adjustments for salary, benefits, and other $44,900
2018-19 Food Service Fund

Final Budget

- Beginning Fund Balance $287,533
- Revenue $1,684,181
- Expenses $1,672,745
- Ending Fund Balance $298,969
Annual Budget Presentation

Initial Budget Adoption
Fiscal Year 2019-20
2019-20 General Fund Budget Assumptions

- Current Legislation
- Enrollment Data
- Program & Investment Changes
- Staffing and Benefits
- Budget Data Detail
Current Legislation

- $200 per pupil foundation allowance increase reflected in budget
- At Risk changes unknown-budget reflects $0 increase in At Risk revenue from 18-19
- Anticipated loss of two categoricals (State Aid):
  - 22N High School Pupil Support – budget reflects decrease of $29,085
  - 104D Computer Adaptive Tests - budget reflects decrease of $37,093
- Federal grant funds initial allocations lower than 18-19 – budget reflects decreases
Enrollment Data

- Blended Count of 3,589.24
  - Reduction of 45 FTE’s from Fall 18 to Fall 19
- Fall Count – Fall 2019 estimated (90% of this count used by State for calculating State Aid payment)
  - Estimated General Ed – 3,555.08
  - Estimated Special Ed Sec 52 – 32.00
- Supplemental Count – Spring 2019 (10% for State Aid)
  - Reported from DS 4061
  - General Ed - 3,576.54
  - Special Ed Sec 52 - 32.08
- Added $80,000 for Academic Assessment & Supplies
- Project has Instructional Technology in the budget
- Reduce Technology Department Supplies $77,000 (Bond
- Add one vehicle purchase to Operations Department
- No curriculum adoption this year - $100,000 savings

- (Restrictive)
- Syring, Morris and Gaines are targeted assistance (more
- Dick and Ellis are schoolwide (broader use of funds)
- All elementary buildings have Title I funding
- Focus Title I funds on salaries and benefits

Program/Investment Changes
Staffing and Benefits

- Salaries and Benefits District Wide represent 80% of GF budget
- Teacher FTE 191.5
  - Five retirements
  - Added Social Worker (Elementary)
  - Three retirement replacement hires
  - Added Math Instructional Coach
  - Part Time position adjustments (decrease .13 FTE)
- Admin and Central Office Staff (overall decrease 1.0 FTE)
  - Eliminated Childcare & Comm Ed Director
  - Combined position - Assistant Principal @ MS and Virtual Learning Center
  - New Central Office Director – Compliance, Curriculum, & Communication
- Retirement rate increase to 39.71% from 39.37%
- P.A. 152 Health Insurance Hard Cap Adjustment
- 2% increase in the budget for all other insurance benefits
2019-20 General Fund

- Estimated Beg Fund Bal: $2,773,240 (7.2%)
- Revenue: $38,031,098
- Expenses: $38,090,740
- Estimated End Fund Bal: $2,713,598 (7.1%)
<table>
<thead>
<tr>
<th>Revenue</th>
<th>17-18 Actual</th>
<th>18-20 Original Budget</th>
<th>Difference</th>
<th>18-19 Budget Rev II (Final)</th>
<th>19-20 Original Budget</th>
<th>Difference</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local</td>
<td>6,162,755</td>
<td>6,775,900</td>
<td>634,605</td>
<td>6,666,139</td>
<td>6,775,900</td>
<td>109,251</td>
</tr>
<tr>
<td>State</td>
<td>29,193,919</td>
<td>29,353,426</td>
<td>118,507</td>
<td>29,406,523</td>
<td>29,353,426</td>
<td>533,096</td>
</tr>
<tr>
<td>Federal</td>
<td>1,558,217</td>
<td>1,546,138</td>
<td>(12,079)</td>
<td>1,795,068</td>
<td>1,546,138</td>
<td>248,930</td>
</tr>
<tr>
<td>Other</td>
<td>357,054</td>
<td>276,143</td>
<td>80,912</td>
<td>308,420</td>
<td>276,143</td>
<td>32,278</td>
</tr>
<tr>
<td>Subtotal Revenues</td>
<td>37,118,159</td>
<td>37,951,098</td>
<td>835,939</td>
<td>38,176,158</td>
<td>37,951,098</td>
<td>(225,060)</td>
</tr>
</tbody>
</table>

| Sale of Assets | 11,000 | - | 11,000 | 10,535 | - | (10,535) |
| Incoming Transfers | - | 80,000 | 80,000 | 85,264 | 80,000 | (5,264) |

| Grand Total Revenues | 37,129,159 | 38,031,098 | (904,939) | 38,271,957 | 38,031,098 | (240,859) |

<table>
<thead>
<tr>
<th>Expenditures</th>
<th>100-119</th>
<th>220-229</th>
<th>230-239</th>
<th>240-249</th>
<th>250-259</th>
<th>260-269</th>
<th>270-279</th>
<th>280-289</th>
<th>290-299</th>
<th>300-399</th>
<th>400-599</th>
<th>600-999</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Instruction</td>
<td>18,724,982</td>
<td>18,675,194</td>
<td>(49,788)</td>
<td>18,850,306</td>
<td>18,675,194</td>
<td>(190,112)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult Education</td>
<td>3,813,836</td>
<td>3,912,473</td>
<td>98,637</td>
<td>3,785,312</td>
<td>3,912,473</td>
<td>(127,161)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Adult Education</td>
<td>54,831</td>
<td>41,325</td>
<td>(13,506)</td>
<td>57,266</td>
<td>41,325</td>
<td>(15,941)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support Services-Pupil</td>
<td>2,469,987</td>
<td>2,660,464</td>
<td>390,959</td>
<td>2,761,715</td>
<td>2,660,464</td>
<td>101,251</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support Services-Instruction</td>
<td>1,601,634</td>
<td>1,341,342</td>
<td>(260,292)</td>
<td>1,374,394</td>
<td>1,341,342</td>
<td>33,052</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Administration</td>
<td>780,649</td>
<td>895,444</td>
<td>115,195</td>
<td>782,154</td>
<td>895,444</td>
<td>113,290</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School Administration</td>
<td>2,423,821</td>
<td>2,635,376</td>
<td>195,555</td>
<td>2,683,416</td>
<td>2,635,376</td>
<td>48,040</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Business Services</td>
<td>906,011</td>
<td>1,007,384</td>
<td>197,373</td>
<td>940,123</td>
<td>1,007,384</td>
<td>67,261</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operation and Maintenance</td>
<td>2,716,648</td>
<td>2,955,683</td>
<td>229,035</td>
<td>2,878,941</td>
<td>2,955,683</td>
<td>76,742</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Pupil Transportation</td>
<td>1,470,503</td>
<td>1,410,907</td>
<td>(59,596)</td>
<td>1,376,195</td>
<td>1,410,907</td>
<td>34,712</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Central Services</td>
<td>756,805</td>
<td>869,754</td>
<td>112,949</td>
<td>1,019,685</td>
<td>869,754</td>
<td>(149,932)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Athletics</td>
<td>656,220</td>
<td>657,791</td>
<td>1,562</td>
<td>715,235</td>
<td>657,791</td>
<td>(57,443)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community Services</td>
<td>222,050</td>
<td>834,598</td>
<td>392,538</td>
<td>1,050,709</td>
<td>814,598</td>
<td>(236,110)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other Payments</td>
<td>455,148</td>
<td>35,000</td>
<td>(440,148)</td>
<td>116,555</td>
<td>15,000</td>
<td>(101,555)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Subtotal Expenditures | 37,085,054 | 38,097,617 | 1,012,553 | 38,336,813 | 38,097,617 | (239,196) |

| Transfers Out/Fund Modifications | 175,787 | (6,878) | (182,665) | - | (6,878) | (6,878) |

| Grand Total Expenditures | 37,260,841 | 38,090,740 | 849,889 | 38,336,813 | 38,090,740 | (244,076) |

| Revenue - Expenditures | 114,692 | (59,642) | 55,050 | (64,858) | (59,642) | 5,217 |

| Beginning Fund Equity | 2,953,970 | 2,773,240 | (179,550) | 2,773,240 | 2,773,240 | (64,858) |

| Ending Fund Equity | 2,838,979 | 2,713,598 | (124,500) | 2,773,240 | 2,713,598 | (59,642) |

| Percentage of Expenditures | 7.62% | 7.12% | 7.23% | 7.12% |
FUND EQUITY BALANCE

FISCAL YEAR:

2008-09: $6,138,486
2009-10: $6,035,868
2010-11: $4,707,868
2011-12: $2,614,868
2012-13: $1,241,868
2013-14: $1,172,238
2014-15: $2,088,005
2015-16: $3,485,086
2016-17: $4,403,086
2017-18: $2,814,059
2018-19 EST: $2,737,246
2019-20 EST: $8,582,232

SOURCE: MI SCHOOL DATA
2019-20 Student Activity Fund

- Estimated Beg Fund Bal: $0
- Revenue: $250,000
- Expenses: $250,000
- Estimated End Fund Bal: $0
2019-20 Food Service Fund

- Estimated Beg Fund Bal: $298,969
- Revenue: $1,657,911
- Expenses: $1,534,843
- Estimated End Fund Bal: $422,037
RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
OF SWARTZ CREEK COMMUNITY SCHOOLS

BE IT RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the General Fund of Swartz Creek Community Schools for the fiscal year 2019-20 be adopted as follows. Included in Local Revenue is 6 mills of ad valorem taxes to be levied on commercial personal property and 18 mills of ad valorem taxes to be levied on non-homestead and non-qualified agricultural property to be used for operating purposes.

REVENUE:

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL</td>
<td>6,775,390</td>
</tr>
<tr>
<td>STATE</td>
<td>29,353,426</td>
</tr>
<tr>
<td>FEDERAL</td>
<td>1,546,138</td>
</tr>
<tr>
<td>OTHER FINANCING SOURCES</td>
<td>276,143</td>
</tr>
<tr>
<td>TRANSFERS FROM OTHER FUNDS</td>
<td>80,000</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td><strong>38,031,098</strong></td>
</tr>
</tbody>
</table>

FUND BALANCE AVAILABLE TO APPROPRIATE

2,773,240

**TOTAL AVAILABLE TO APPROPRIATE**

40,804,338

BE IT FURTHER RESOLVED, that $38,090,740 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>INSTRUCTION</td>
<td></td>
</tr>
<tr>
<td>BASIC PROGRAMS</td>
<td>18,675,194</td>
</tr>
<tr>
<td>ADDED NEEDS</td>
<td>3,912,473</td>
</tr>
<tr>
<td>ADULT/CONTINUING EDUCATION</td>
<td>41,325</td>
</tr>
<tr>
<td>SUPPORT SERVICES</td>
<td></td>
</tr>
<tr>
<td>PUPIL SUPPORT</td>
<td>2,860,946</td>
</tr>
<tr>
<td>INSTRUCTIONAL STAFF SUPPORT</td>
<td>1,341,342</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION</td>
<td>895,844</td>
</tr>
<tr>
<td>SCHOOL ADMINISTRATION</td>
<td>2,619,376</td>
</tr>
<tr>
<td>BUSINESS SERVICES</td>
<td>1,027,834</td>
</tr>
<tr>
<td>OPERATIONS &amp; MAINTENANCE</td>
<td>2,955,683</td>
</tr>
<tr>
<td>TRANSPORTATION</td>
<td>1,410,907</td>
</tr>
<tr>
<td>CENTRAL</td>
<td>869,754</td>
</tr>
<tr>
<td>OTHER</td>
<td>657,791</td>
</tr>
<tr>
<td>COMMUNITY SERVICES</td>
<td>814,598</td>
</tr>
<tr>
<td>OTHER FINANCING USES</td>
<td>15,000</td>
</tr>
<tr>
<td>TRANSFERS TO OTHER FUNDS</td>
<td>(6,876)</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>38,090,740</strong></td>
</tr>
</tbody>
</table>

**TOTAL APPROPRIATED**

38,090,740

**PROJECTED ENDING FUND BALANCE**

2,713,598
RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
OF SWARTZ CREEK COMMUNITY SCHOOLS

BE IT RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Food Service Fund of Swartz Creek Community Schools for the fiscal year 2019-20 be adopted as follows.

<table>
<thead>
<tr>
<th>REVENUE:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL</td>
<td>458,267</td>
</tr>
<tr>
<td>STATE</td>
<td>123,025</td>
</tr>
<tr>
<td>FEDERAL</td>
<td>1,076,619</td>
</tr>
<tr>
<td><strong>TOTAL REVENUE</strong></td>
<td>1,657,911</td>
</tr>
</tbody>
</table>

| FUND BALANCE AVAILABLE TO APPROPRIATE | 298,969 |

| TOTAL AVAILABLE TO APPROPRIATE | 1,956,880 |

BE IT FURTHER RESOLVED, that $1,672,744 of the total available to appropriate in the Food Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

<table>
<thead>
<tr>
<th>EXPENDITURES:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FOOD SERVICE OPERATIONS</td>
<td>1,534,843</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>1,534,843</td>
</tr>
</tbody>
</table>

| TOTAL APPROPRIATED       | 1,534,843 |

| PROJECTED ENDING FUND BALANCE | 422,037 |
RESOLUTION FOR ADOPTION BY THE BOARD OF EDUCATION
OF SWARTZ CREEK COMMUNITY SCHOOLS

BE IT RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the Student Activity Fund of Swartz Creek Community Schools for the fiscal year 2019-20 be adopted as follows.

REVENUE:

<table>
<thead>
<tr>
<th>LOCAL</th>
<th>250,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL REVENUE</td>
<td>250,000</td>
</tr>
</tbody>
</table>

FUND BALANCE AVAILABLE TO APPROPRIATE

TOTAL AVAILABLE TO APPROPRIATE 250,000

BE IT FURTHER RESOLVED, that $250,000 of the total available to appropriate in the Student Activity Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES:

<table>
<thead>
<tr>
<th>STUDENT ACTIVITIES</th>
<th>250,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>250,000</td>
</tr>
</tbody>
</table>

TOTAL APPROPRIATED 250,000

PROJECTED ENDING FUND BALANCE -
BE IT RESOLVED THAT:

The Board shall adopt this appropriation resolution at a regular meeting to be held on June 26, 2019 at 7:00 p.m. in the Swartz Creek Community Schools Board of Education Room located at 8354 Cappy Lane, Swartz Creek, Michigan 48473.

Ayes: Members - C. Germain, B. Sepanski, M. Ahearn, J. Lanave, A. Melki, A. Gardner, T. Paul

Nays: Members - None

Motion declared adopted.

Tony Paul
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Swartz Creek Community Schools, Genesee County, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at its regular meeting held on February 13, 2019 the original of which resolution is a part of the Board's minutes and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267 as amended.

Tony Paul
Secretary, Board of Education
June 11, 2019

Please accept the following documents on behalf of our firm, SecureCom for bid on the GenNet Surveillance Came'a RFP.

Thank you for the opportunity to work with the GISD on this project.

Best Regards,

Tom Gruno

President
SecureCom
989-837-4005
tomg@securecominc.com
GENESEE INTERMEDIATE SCHOOL DISTRICT
ERWIN L. DAVIS EDUCATION CENTER
2413 WEST MAPLE AVENUE
FLINT, MI 48507-3493

PUBLIC ACT 232 OF 2004
FAMILIAL RELATIONSHIP DISCLOSURE STATEMENT

All bids must be accompanied by a sworn and notarized statement disclosing any familial, or
other business relationship existing between the bidder (respondent to this Bid) and all
employees of the bidder and any member of the Genesee Intermediate School District Board of
Education, the Superintendent of the District and/or any other official of the District. Any bids
that do not include this sworn and notarized statement shall not be accepted.

Owner Name & Address:
Genesee Intermediate School District
2413 West Maple Avenue
Flint, MI 48507-3493

Contractor/Vendor/Respondent Information:
Name: SecureCom
Address: 2574 W. Midland Rd., Midland Michigan 48642
Contact Number: (989) 837-4005

Statement of Business or Familial Relationship:
There are no familial relationships between
Any employee of SecureCom and any member of the Genesee
Intermediate School District Board of Education, the Superintendent
of the District, and/or any other official of the District

Person Authorized to Bind the Contractor/Vendor/Respondent:

Tom Bruno
Print Name

Signature

 President
Title

June 11, 2019
Date

This instrument was acknowledged before me, a Notary Public, in and for Genesee County,

Michigan on this 11th day of June 2019.

Notary Public Signature

June 11, 2019
Date

My Commission Expires: Dec. 17, 2022
Acting in the County of Genesee

Seal:

Robert A. Schriner
Notary Public – State of Michigan
County of Genesee
My Commission Expires Dec. 17, 2022
Acting in the County of Genesee
GENESEE INTERMEDIATE SCHOOL DISTRICT
ERWIN L. DAVIS EDUCATION CENTER
2413 WEST MAPLE AVENUE
FLINT, MI 48507-3493

PUBLIC ACT 517 OF 2012
IRAN ECONOMIC SANCTIONS ACT CERTIFICATION

I am the Click here to enter text of Click here to enter text, or I am bidding in my individual capacity ("Bidder"), with authority to submit a binding bid for the provision of Click here to enter text. services to Genesee Intermediate School District. I have personal knowledge of the matters described in this Certification, and I am familiar with the Iran Economic Sanctions Act, MCL 129.311, et seq. ("Act"). I am fully aware that the school district will rely on my representations in evaluating bids.

I certify that Bidder is not an Iran-linked business, as that term is defined in the Act. I understand that submission of a false certification may result in contract termination, ineligibility to bid for three (3) years, and a civil penalty of $250,000 or twice the bid amount, whichever is greater, plus related investigation and legal costs.

Any bids that do not include this sworn and notarized Certification shall not be accepted.

Owner Name & Address:

Genesee Intermediate School District
2413 West Maple Avenue
Flint, MI 48507-3493

Contractor/Vendor/Respondent Information:

Name: SecureCom
Address: 2574 W. Midland Rd., Midland, MI 48642
Contact Number: (989) 837-4005

Person Authorized to Bind the Contractor/Vendor/Respondent:

Tom Gruno
Print Name
Tom Aune
Signature
Tom Aune
Date: June 11, 2019
Title: PRESIDENT

This instrument was acknowledged before me, a Notary Public, in and for Genesee County, Michigan on this 11th day of June, 2019.

Notary Public Signature:

My Commission Expires: Dec. 17, 2022
Acting in the County of: Genesee

Robert A. Schriner
Notary Public - State of Michigan
County of Genesee
My Commission Expires Dec. 17, 2022
Acting in the County of Genesee
# Catalog # | Quantity | Unit Price | Total | Received
---|---|---|---|---
1) | 18.000 | 1,118.000 | 20,124.00 | 0.000
24C-H4A-3MH-180 AVIGILON CAMERAS - GSD RFP PRICING
2) | 5.000 | 1,118.000 | 5,590.00 | 0.000
24C-H4A-3MH-270 AVIGILON CAMERAS - GSD RFP PRICING
3) | 12.000 | 1,277.000 | 15,324.00 | 0.000
32C-H3A-4MH-360 AVIGILON CAMERAS - GSD RFP PRICING
### Details

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PO Group: TECH  PO #: TMP00200  Date: 07/01/2019  Total: 68,221.00
Description: BOND - HS/MS CAMERAS  Alias:  Paid: 0.00
Requested By: TRAVIS SMITH  Required By: mm/dd/yyyy  Balance: 68,221.00
Vendor: ABSOLUTE SECURITY &  Address:
Ship To: SWARTZ CREEK COMMUNITY SCHOOLS
Address: ADMINISTRATION BUILDING
City/State/Zip: 8354 CAPPY LANE
City/State/Zip: SWARTZ CREEK
Attention: MI 48473  Attention: TRAVIS SMITH

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## Purchase Order Details

**PO Number:** TMP00200  
**Date:** 07/01/2019

**Vendor:** ABSOLUTE SECURITY &

**Ship To:** SWARTZ CREEK COMMUNITY SCHOOLS

**Address:** ADMINISTRATION BUILDING

**City/State/Zip:** SWARTZ CREEK, MI 48473

**Requested By:** TRAVIS SMITH

**Approved:**

## Order Items

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ALL PRICING FROM Gisd RFP - APPROVED 6/20/2019