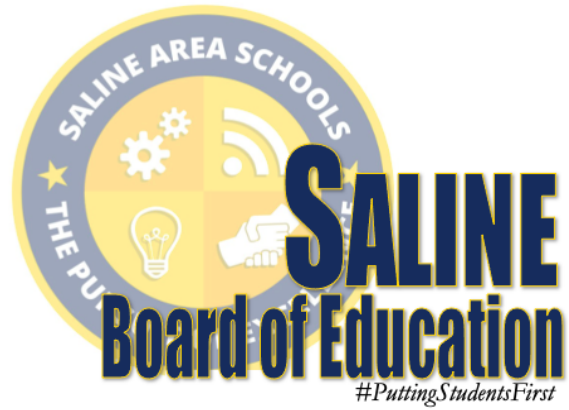


# Board of Education Meeting

Liberty School Board Room

April 25, 2023 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. **SUPERINTENDENT'S MESSAGE**
4. **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

### EXTENDED PUBLIC COMMENT

*Sara E. Saylor*

*Children's Savings Account Coordinator*

*Washtenaw Intermediate School District*

5. **RESPONSE TO PREVIOUS PUBLIC COMMENT**

AGENDA
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6. **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.**

7. **STUDENT SHOWCASE**

**Regeneron 2023 STS Winner Neel Moudgal**

8. **SCHEDULED REPORTS**

A. **Teaching & Learning Update**

*Presenters: Kara Davis, Beth Russow & Caroline Stout*

9. **ACTION ITEMS**

- A. **RECOMMENDED MOTION ... move to approve the minutes from the April 11, 2023, Closed Session for the purpose of Superintendent Evaluation Section 8(a) of the Open Meetings Act.**
- B. **RECOMMENDED MOTION ... move to approve the proposal for the payment to Barton Mallow in the amount of \$1,036,190 for their assistance with technology aspects of bond projects per the recommendation of Jay Grossman, Director of Technology.**
- C. **RECOMMENDED MOTION ... move to approve the updates to policy 8510 Wellness as recommended by the Policy Committee.**
- D. **RECOMMENDED MOTION ... move to approve the updates to policy 8390 Animals on District Property as recommended by the Policy Committee.**
- E. **RECOMMENDED MOTION ... move to adopt new policy 8390.1 Therapy Dogs as recommended by the Policy Committee.**

- F.     **RECOMMENDED MOTION ... move to adopt new policies 3362.01 & 4362.01 Threatening Behavior Toward Staff Members as recommended by the Policy Committee.**

10.    **DISCUSSION ITEMS**

- A.     **WISD Biennial Election** - President McVey  
Consideration of a voting representative from Saline Area Schools to elect a member of the WISD Board of Education on June 5, 2023.

**RECOMMENDED MOTION ... move to approve the Resolution to Consider Designation of Electoral Representative as submitted by WISD Superintendent Naomi Norman.**

- B.     **Policy Committee Meeting Update**  
*Jenny Miller, Committee Chair*

11.    **ADMINISTRATION / BOARD UPDATES**

12.    **CONSENT AGENDA**

*The Consent Agenda is listed in this agenda and will not be read aloud. 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 Consent Agenda as printed / amended:**

- A.     **Approval** of the Board of Education Meeting Minutes of April 11, 2023
- B.     **Approval** of the Board Finance Committee Meeting Minutes of April 11, 2023
- C.     **Approval of Payment** of the General Fund Accounts Payable of April 25, 2023, in the amount of \$12,589,479.35
- D.     **Approval of Payment** of Bond Fund Series III Accounts Payable of April 25, 2023, in the amount of \$242,165.00
- E.     **Approval of Payment** of 2023 Bond Fund Series I Accounts Payable of April 25, 2023, in the amount of \$268.50
- F.     **Receive and File** Finance and Human Resources Reports

<b>CLOSING</b>
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**13. ITEMS SCHEDULED ON NEXT AGENDA**

**14. 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**

**15. NEXT MEETING**

The next Board of Education Meeting will be held on May 9, 2023, at 6:30 PM.

**16. ADJOURNMENT**

**RECOMMENDED MOTION** ... move to adjourn the Regular Board of Education Meeting of April 25, 2023, at \_\_\_\_\_ PM.



## Saline Area Schools - IT Department

**TO:** Steve Laatsch, Superintendent  
Miranda Owsley, Asst Superintendent of Finance  
Board of Education

**FROM:** Jay Grossman, Director of Technology

**DATE:** April, 2023

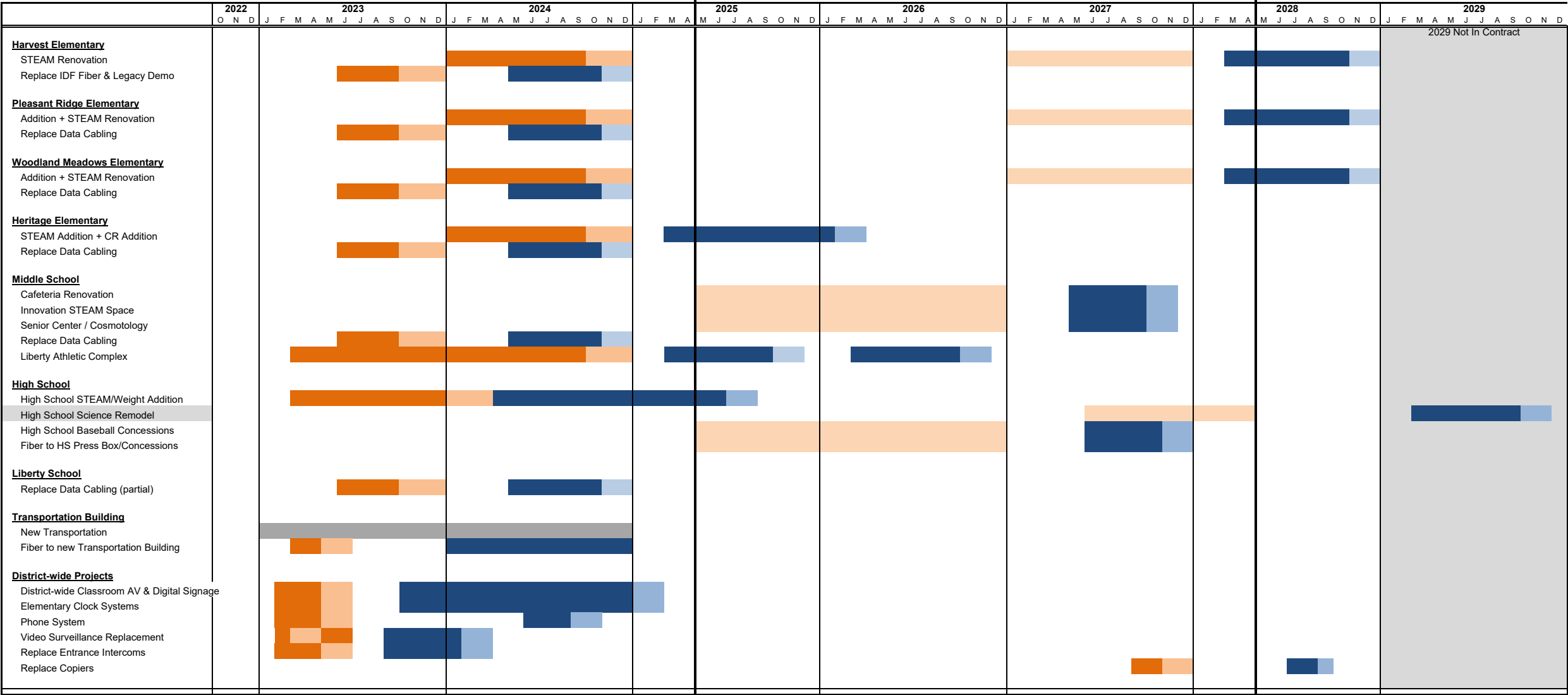
**RE:** Technology Purchases

Please consider this proposal from the Technology Department for the payment to Barton Mallow in the amount of \$1,046,190 for their assistance with technology aspects of bond projects.

Barton Mallow has been working with Saline beginning in 2010. We have consulted with them on projects in the past and value the relationship we have developed over the years. Their knowledge and expertise in the field has helped Saline Area Schools assess and implement solutions to keep our district at the forefront of technology required to successfully run and manage our schools.

Please review the attached documentation from Barton Mallow regarding timelines for their involvement with bond projects. After reading through the proposal, please don't hesitate to contact me with any questions at [grossmaj@salineschools.org](mailto:grossmaj@salineschools.org).

**SALINE AREA SCHOOLS**  
**TECHNOLOGY DESIGN AND MANAGEMENT SERVICES AGREEMENT**  
**EXHIBIT B - PROJECT SCHEDULE**



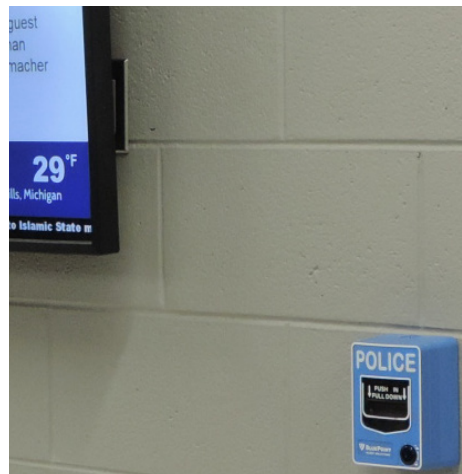
Notes:  
Based on bond schedule reviewed during 2/9/2023 Steering Committee

- Planning/Design
- Bid and Award
- Implementation
- Closeout

## FIRM OVERVIEW

With more than 1,000 team members spread throughout Barton Malow's 14 offices, Barton Malow works in the K12, higher education, health, sports, entertainment, and specialty markets, striving to provide value at every step of the project phase. We are committed to education and are one of the largest school facilities companies in the nation providing comprehensive services including technology and security design, bond planning/campaign, and construction management services.

At our educational client's request Barton Malow began providing technology services in 1993 initially to resolve their technology issues after summer construction projects. School districts began asking us to get involved earlier in the process ultimately asking for our involvement with technology planning and design. In 1997 Barton Malow's Technology Services group was formalized and has steadily grown in volume completing over \$500,000,000 in K12 technology planning, design, and management projects. Our team includes security, AV, infrastructure, and education specialists as well as certified Google Trainers. Frequent solutions include:



### LEARNING SPACES

- Classroom Learning Systems
- Collaborative Learning
- STEM + Maker Spaces
- Professional Development
- Student Devices + 1:1 Programs
- Presentation + Conference Systems

### SCHOOL SECURITY

- Video Surveillance
- Access Control
- Secure Entrances
- Emergency Alert
- Mass Notifications
- Police Notifications
- Bus Security

### TECHNOLOGY INFRASTRUCTURE

- Network + Wireless Infrastructure
- Structured Cabling
- Outside Private Fiber
- Server, Storage, + Disaster Recovery
- Unified Communication
- Clock + PA Systems

While the majority of our technology projects are in K12 education, we also bring experience from a wide range of projects including universities, hospitals, stadiums, and military buildings. For example, we completed all low voltage and security systems for a new 275 bed hospital coordinating both the construction low-voltage systems as well as installation of all Owner systems. This breadth of projects combined with our deep K12 experience allows us to bring innovative solutions to our clients.

# Policy Review Memorandum

**To:** Board of Education  
**From:** Board Policy Committee  
**Date:** 4/25/23  
**Subject:** **Current** Policy 8510 Wellness

This policy is being brought to the Board of Education for approval as submitted by the Policy Committee  
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

Revisions to this policy reflect updated requirements for evaluation and review of district wellness policies (at least every three years) and the updated regulations issued by the U.S. Department of Agriculture (USDA). These regulations provide the basis for USDA review and monitoring of district compliance with the Health and Hunger-Free Kids Act.

## Recommendation

Approval to adopt Policy 8510 Wellness as submitted by the Policy Committee.





1/31/23, 10:22 AM BoardDocs® PL

Book Policy Manual

Section Vol 35 No 2 - Ready for Board

Title Copy of WELLNESS

Code po8510

Status

Adopted May 22, 2018

## 8510 - **WELLNESS**

As required by law, the Board of Education establishes the following wellness policy for the Saline School District.

The Board recognizes that good nutrition and regular physical activity affect the health and well-being of the District's students. Furthermore, research concludes that there is a positive correlation between a student's health and well-being and his/her ability to learn. Moreover, schools can play an important role in the developmental process by which students establish their health and nutrition habits by providing nutritious meals and snacks through the schools' meal programs, by supporting the development of good eating habits, and by promoting increased physical activity both in and out of school.

The Board, however, believes this effort to support the students' development of healthy behaviors and habits with regard to eating and exercise cannot be accomplished by the schools alone. It will be necessary for not only the staff, but also parents and the public at large to be involved in a community-wide effort to promote, support, and model such healthy behaviors and habits.

The Board sets the following goals in an effort to enable students to establish good health and nutrition habits:

A. With regard to nutrition education, the District shall:

1. Nutrition education shall be included in the Health curriculum so that instruction is sequential and standards-based and provides students with the knowledge, attitudes, and skills necessary to lead healthy lives.
2. Nutrition education shall be included in the sequential, comprehensive Health curriculum in accordance with the curriculum standards and benchmarks established by the State.
3. Nutrition education standards and benchmarks shall be age- appropriate and culturally relevant.
4. The standards and benchmarks for nutrition education shall be behavior focused.
5. Nutrition education shall extend beyond the classroom by engaging and involving the school's food service staff.
6. Nutrition education posters, such as the Food Pyramid Guide, will be displayed in the cafeteria.
7. The school cafeteria shall serve as a learning lab by allowing students to apply the knowledge, attitudes, and skills taught in the classroom when making choices at mealtime.
8. Nutrition education shall reinforce lifelong balance by emphasizing the link between caloric intake (eating) and exercise in ways that are age-appropriate.
9. Nutrition education benchmarks and standards include a focus on media literacy as it relates to food marketing strategies.

B. With regard to physical activity, the District shall:

### 1. Physical Education

- a. A sequential, comprehensive physical education program shall be provided for students in K-12 in accordance with the standards and benchmarks established by the State. In addition, students with disabilities, special health care needs and in alternative educational settings (to the extent consistent with the students' IEPs), shall receive instruction in physical education for the entire school year.
- b. The physical education curriculum shall provide sequential instruction related to the knowledge, attitudes, and skills necessary to participate in lifelong, health enhancing physical activity.
- c. Physical education classes shall provide students with opportunities to learn, practice, and be assessed on developmentally appropriate knowledge, attitudes and skills necessary to engage in lifelong, health-enhancing physical activity.
- d. Properly certificated, highly qualified teachers shall provide all instruction in physical education.
- e. Planned instruction in physical education shall take into account gender and cultural differences.
- f. Planned instruction in physical education shall promote participation in physical activity outside the regular school day.

### 2. Physical Activity

- a. Physical activity should not be employed as a form of discipline or punishment.
- b. Physical activity and movement shall be integrated, when possible, across the curricula and throughout the school day.

C. With regard to other school-based activities ~~the District shall: Free drinking water shall be available to students during designated meal times and may be available throughout the school day.~~

1. The schools shall schedule mealtimes so there is minimum disruption by bus schedules, recess, and other special programs or events.
2. The school shall provide attractive, clean environments in which the students eat.
3. Activities, such as tutoring or club meetings, shall not be scheduled during mealtimes, unless students may eat during those meetings.
4. Free drinking water shall be available to students during designated meal times and may be available throughout the school day.

D. With regard to nutrition promotion, any foods and beverages marketed or promoted to students on the school campus, during the school day, will meet or exceed the USDA Smart Snacks in School nutrition standards.

Additionally, the District shall:

1. encourage students to increase their consumption of healthful foods during the school day;
2. create an environment that reinforces the development of healthy eating habits, including offering the following healthy foods that comply with the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards:
  - a. a variety of fresh produce to include those prepared without added fats, sugars, refined sugars, and sodium
  - b. a variety of vegetables daily to include specific subgroups as defined by dark green, red/orange, legumes, and starchy
  - c. meals designed to meet specific calorie ranges for age/grade groups
3. eliminate trans-fat from school meals

E. Rewarding children in the classroom should not involve candy and other foods that can undermine children's diets and health and reinforce unhealthy eating habits. A wide variety of alternative rewards can be used to provide positive reinforcement for children's behavior and academic performance.

Furthermore, with the objectives of enhancing student health and well being, and reducing childhood obesity, the following guidelines are established: A. In accordance with Policy 8500, entitled Food Service, the food service program shall comply with Federal and State regulations pertaining to the selection, preparation, consumption, and disposal of food and beverages, including but not limited to the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards, as well as to the fiscal management of the program.

1. As set forth in Policy 8531, entitled Free and Reduced Price Meals, the guidelines for reimbursable school meals are not less restrictive than the guidelines issued by the U.S. Department of Agriculture (USDA).

The sale of foods of minimal nutritional value in the food service area during the lunch period is prohibited.

2. The sale of foods and beverages to students that do not meet the USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards to be consumed on the school campus during the school day is prohibited.
3. All food items and beverages available for sale to students for consumption on the school campus (any area of property under the jurisdiction of the school that is accessible to students during the school day) between midnight and thirty (30) minutes after the close of the regular school day shall comply with the current USDA Dietary Guidelines for Americans and the USDA Smart Snacks in School nutrition standards, including, but not limited to, competitive foods that are available to students a la carte or as entrees in the dining area (except entree items that were offered on the National School Lunch Program (NSLP) or School Breakfast Program (SBP) menu on the day of and the day after they are offered on the NSLP or SBP menu), as well as food items and beverages from vending machines, from school stores, or as fund-raisers, including those operated by student clubs and organizations, parent groups, or boosters clubs.
4. All foods offered on the school campus during the school day shall comply with the current USDA Dietary Guidelines for Americans, including competitive foods that are available to students a la carte in the dining area, as classroom snacks, or from vending machines.
5. All food and beverages that are provided, other than through sale, on the school campus during the school day (which may include classroom snacks, for classroom parties, and at holiday celebrations) shall comply with the current USDA Dietary Guidelines for Americans.
6. The food service program will strive to be financially self-supporting; however, if it is necessary to subsidize the operation, it will not be through the sale of foods with minimal nutritious value.
7. The food service program will provide all students affordable access to the varied and nutritious foods they need to be healthy and to learn well regardless of unpaid meal balances and without stigma..
8. The school food service program may involve students, parents, staff, and school officials in the selection of competitive food items to be sold in the schools.
9. Nutrition information for competitive foods available during the school day shall be readily available near the point of purchase.
10. The food service program shall be administered by a qualified nutrition professional.
11. The food service program shall be administered by a director who is properly qualified, certificated, licensed, or credentialed, according to current professional standards.
12. All food service personnel shall receive pre-service training in food service operations.
13. Continuing professional development shall be provided for all staff of the food service program.

F. Additionally, the Wellness Committee aims to support and improve staff and students' physical and mental health. To accomplish this, the committee will:

- offer educational experiences with tools and strategies to foster positive mental health such as student advisory support time, parent education, (i.e. cyber safety night, anxiety management), classroom presentations, hosting panel nights with mental health experts.
- increase awareness of school-based mental health professionals and resources for those in need
- share information about community based mental health professionals
- assess the connectedness of students to the school environment
- celebrate and promote programs that improve student social-emotional health such as well-being programs, peer to peer, affinity groups, counseling partnerships/grants, etc.

The Board designates the Superintendent as the individual(s) charged with operational responsibility for verifying that the District meets the goals established in this policy.

The Superintendent shall appoint a District wellness committee that includes parents, students, representatives of the school food authority, educational staff (including health and physical education teachers), mental health and social services staff, school health professionals, members of the public and school administrators to oversee development, implementation, evaluation and periodic update of the wellness policy. The Wellness Committee shall be an ad hoc committee with members recruited and chosen annually. School-level health advisory teams may assist in the planning and implementation of these Wellness initiatives.

- The Wellness Committee shall be responsible for:
- A. assessment of the current school environment;
  - B. review of the District’s wellness policy;
  - C. presentation of the wellness policy to the school board for approval;
  - D. measurement of the implementation of the policy;
  - E. recommendation for the revision of the policy, as necessary.

Before the end of each school year the Wellness Committee shall recommend to the Superintendent any revisions to the policy it deems necessary and/or appropriate. In its review, the Wellness Committee shall consider evidence-based strategies in determining its recommendations.

The Superintendent shall report annually to the Board on the progress of the Wellness Committee and on its evaluation of policy implementation and areas for improvement, including status of compliance by individual schools and progress made in attaining goals of policy.

The Superintendent is also responsible for informing the public, including parents, students and community members, on the content and implementation of this policy. In order to inform the public, the Superintendent shall include information in the student handbook and post the policy on the District’s website, including the Wellness Committee's assessment of the implementation of the policy.

# Policy Review Memorandum

**To:** Board of Education  
**From:** Board Policy Committee  
**Date:** 4/25/23  
**Subject:** **Current** Policy 8390 Animals on District Policy

This policy is being brought to the Board of Education for approval as submitted by the Policy Committee  
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 addition of wording to reflect the responsibility of animals housed in district buildings in the event of school closings. Also the addition to the policy to include security and safety protocols in the event the handler is not a student or district employee.

## Recommendation

Approval to adopt Policy 8390 Animals on District Property as submitted by the Policy Committee.



Book	Policy Manual
Section	8000 Operations
Title	Copy of ANIMALS ON DISTRICT PROPERTY
Code	po8390
Status	
Adopted	May 22, 2018

### 8390 - ANIMALS ON DISTRICT PROPERTY

#### Introduction

The Board of Education recognizes that there are many occasions when animals are present on District property and many reasons for those animals' presence. Animals are commonly utilized by teachers during classroom presentations and are often housed in classrooms and other locations on campus. Additionally, employees, students, parents, vendors, and other members of the public may be accompanied at school by a service or therapy animal in accordance with Federal and State law and this policy.

This policy applies to all animals on District property, including service animals.

#### Definitions

A. **"Animal"**: includes every vertebrate other than a human.

B. **"Service animal"**: pursuant to 28 C.F.R. Section 35.104, "means any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of work or tasks include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition."

The Americans with Disabilities Act (ADA) also defines a miniature horse as an animal that can serve as a service animal, so long as the miniature horse has been individually trained to do work or perform tasks for the benefit of the individual with a disability. To better determine whether the Board must allow for the use of a miniature horse or make modifications to buildings, the Board should refer to Section 35.136 (c) through (i) of the ADA.

#### Vaccination, Licensing and/or Veterinary Requirements

Animals housed on or brought on to District property for any school purpose, such as to conduct random searches for illegal substances or to support classroom activities, or brought on to District property on a regular basis for any purpose, including service animals, must meet every veterinary requirement set forth in State law and County regulation/ordinance, including but not limited to rabies vaccination or other inoculations required to be properly licensed.

#### Non-Service Animals in Schools and Elsewhere on District Property



Animals permitted in schools and elsewhere on District property shall be limited to those necessary to support specific curriculum- related projects and activities, those that provide assistance to a student or staff member due to a disability (e.g., seizure disorder), those that provide a reasonable accommodation to a student in accordance with a Section 504 Plan, or those that serve as service animals as required by Federal and State law.

Taking into consideration that some animals can cause or exacerbate allergic reactions, spread bacterial infections, or cause damage and create a hazard if they escape from confinement, the Principal may permit non-service animals to be present in classrooms to support curriculum-related projects and activities only under the following conditions:

A. the staff member seeking approval to have a non-service animal in his/her classroom shall:

1. provide a current satisfactory health certificate or report of examination from a veterinarian for the animal;
2. take precautions deemed necessary to protect the health and safety of students and other staff;
3. ensure that the animal is treated humanely, keeping it in a healthy condition and in appropriate housing (e.g., a cage or tank) that is properly cleaned and maintained; and,
4. keep the surrounding areas in a clean and sanitary condition at all times;
- 5.

~~It shall be the responsibility of the building's Principal or their designee to develop a plan of care for those animals housed in District buildings in the event of a school closing (i.e., snow day, breaks).~~

B. other staff members and parents of students in areas potentially affected by animals have been notified in writing and adjustments have been made to accommodate verified health-related or other concerns.

C. It shall be the responsibility of the building's Principal or their designee to develop a plan of care for those animals housed in District buildings in the event of a school closing (i.e., snow day, breaks).

Except where required by law, the presence of a non-service animal shall be disallowed if documented health concerns of a student or staff member cannot be accommodated.

#### Service Animals for Students

A service animal is permitted to accompany a student with a disability to whom the animal is assigned anywhere on the school campus where students are permitted to be.

A service animal is the personal property of the student and/or parents. The Board does not assume responsibility for training, daily care, or healthcare or supervision of service animals. The Board does not assume responsibility for personal injury or property damage arising out of or relating to the presence or use of service animals on District property or at District-sponsored events.

A service animal that meets the definitions set forth in the ADA and this policy shall be under the control of the student with a disability, or a separate handler if the student is unable to control the animal. A service animal shall have a harness, leash, or other tether, unless either the student with a disability is unable because of a disability to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, in which case the service animal must be otherwise under the student's control (e.g., voice control, signals, or other effective means), or under the control of a handler other than the student.

If the student with a disability is unable to control the service animal and another person serves as the animal's handler, that individual shall be treated as a volunteer and, as such, will be subject to Policy 4120.09.

#### Removing and/or Excluding a Student's Service Animal

If a service animal demonstrates that it is not under the control of the student or its handler, the Principal is responsible for documenting such behavior and for determining if and when the service animal is to be removed and/or excluded from school property.

Similarly, in instances when the service animal has demonstrated that it is not housebroken, the Principal shall document such behavior and determine whether the service animal is to be removed and/or excluded from school property.

The Principal shall notify the Superintendent when a service animal is removed and/or excluded, and, immediately subsequent to such notification, document the reasons for the removal and/or exclusion.

The Principal's decision to remove and/or exclude a service animal from school property may be appealed in accordance with the complaint procedure set forth in Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity.

The procedures set forth in Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity do not interfere with the rights of a student and his/her parents or an eligible student to pursue a complaint with the United States Department of Education's Office for Civil Rights or the Department of Justice.

#### Eligibility of a Student's Service Animal for Transportation

A student with a disability shall be permitted to access School District transportation with his/her service animal. There may also be a need for the service animal's handler, if the handler is someone other than the student, to also access School District transportation.

~~If an animal's handler is not a student or employee, the handler must undergo a criminal history check and any other background check required for employees or volunteers by state law or policy before being allowed to regularly access District facilities as the handler.~~

When a service animal is going to ride on a school bus or other Board-owned or leased vehicle, the student and his/her parents, or eligible student, and the handler, if s/he is someone other than the student, shall meet with the principal and Transportation Supervisor to discuss critical commands needed for daily interaction and emergency/evacuation, and to determine whether the service animal should be secured on bus/vehicle with a tether or harness.

At the discretion of the Principal and Transportation Supervisor an orientation will take place for students and staff who will be riding the bus/vehicle with the service animal regarding the animal's functions and how students should interact with the animal.

The service animal shall board the bus by the steps with the student, not a lift, unless the student uses the lift to enter and exit the bus. The service animal must participate in bus evacuation drills with the student.

While the bus/vehicle is in motion, the service animal shall remain positioned on the floor, at the student's feet.

Situations that would cause cessation of transportation privileges for the service animal include:

A. the student, or handler, is unable to control the service animal's behavior, which poses a threat to the health or safety of others;  
or

B. the service animal urinates or defecates on the bus.

The student and his/her parents shall be informed of behaviors that could result in cessation of transportation privileges for the service animal, in writing, prior to the first day of transportation.

If it is necessary to suspend transportation privileges for the service animal for any of the above reasons, the decision may be appealed to the Transportation Supervisor and Principal.

Although transportation may be suspended for the service animal, it remains the District's responsibility to transport the student. Furthermore, unless the behavior that resulted in the service animal's removal from the bus is also documented during the school day, the service animal may still accompany the student in school.

#### Service Animals for Employees

In accordance with Policy 1623, Policy 3123, and Policy 4123 - Section 504/ADA Prohibition Against Disability Discrimination in Employment, the Board provides qualified individuals with disabilities with reasonable accommodation(s). An employee with a disability may request authorization to use a service animal while on duty as such an accommodation. The request will be handled in accordance with the ADA mandated interactive process.

#### Service Animals for Parents, Vendors, Visitors, and Others

Individuals with disabilities who are accompanied by their service animals are permitted access to all areas of the District's facilities where members of the public, as participants in services, programs or activities, as vendors, or as invitees, are permitted to go. Individuals who will access any area of the District's facilities with their service animals should notify the Principal that their service animal will accompany them during their visit.

An individual with a disability who attends a school event will be permitted to be accompanied by his/her service animal in accordance with Policy 9160 - Public Attendance at School Events.

If an animal's handler is not a student or employee, the handler must undergo a criminal history check and any other background check required for employees or volunteers by state law or policy before being allowed to regularly access District facilities as the handler.

# Policy Review Memorandum

**To:** Board of Education  
**From:** Board Policy Committee  
**Date:** 4/25/23  
**Subject:** Policy 8390.01 Therapy Dogs **(New)**

This new policy is being brought to the Board of Education for approval as submitted by the Policy Committee  
This policy:

	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 created to provide some structure around therapy dogs in buildings. The policy committee sought the recommendation of such a policy through the district’s legal counsel for consideration by the Board.

## Recommendation

Approval to adopt new Policy 8390.01 Therapy Dogs as submitted by the Policy Committee.



## 8390.1 Therapy Dogs (New)

### 1. Definition of Therapy Dog

A “therapy dog,” differs from an “emotional support animal,” “comfort animal,” or “companion animal.” Therapy dogs are not “service animals” under the Americans with Disabilities Act (ADA) or Board Policy. Therapy dogs are those that have been:

- a. individually trained and certified by an approved therapy dog training organization;
- b. engaged in animal assisted activities and interactions under the direct supervision of a handler; and
- c. managed by a handler who has been individually trained, evaluated, and registered with their therapy dog to provide animal assisted activities and animal-assisted interactions on District property.

A therapy dog must be well-behaved and have a temperament that is suitable for interaction with students and other persons in a public school. A therapy dog is the personal property of its owner, not the District.

### 2. Standards and Procedures for Therapy Dogs

The following requirements must be satisfied before a therapy dog is allowed on District property:

- a. Request. An adult owner who wants to bring a therapy dog on District property must submit a written request to the Superintendent or designee. The request must be renewed each school year or whenever a different therapy dog will be used. This policy does not pertain to students bringing in therapy dogs.
- b. Training and Certification. The owner must submit any training or certification information requested by the Superintendent or designee. Any certification required by the District must remain current at all times.
- c. Health and Vaccination. The therapy dog must be clean, well-groomed, in good health, house broken, and immunized against diseases common to such animals. The owner must submit proof of current required licensure from the county or other licensing authority and proof of the therapy dog’s current vaccinations and immunizations from a licensed veterinarian, if applicable.
- d. Control. A therapy dog must be under the owner’s or handler’s control at all times.
- e. Handler. If the therapy dog’s handler is a District employee, the therapy dog will not interfere with the employee’s primary job responsibilities.
- f. Ownership. Therapy dogs may be provided by a third party, or independently owned by a District employee. If owned by a District employee, the therapy dog must meet the standards of health described above at the owner’s expense. Required training for accreditation must be at the owner’s expense. The District bears no financial responsibility for the care or feeding of the therapy dog.
- g. Transportation. Animals, other than service animals, are not to be transported on school buses. It is the responsibility of the therapy dog’s handler to transport the dog to and from school property.
- h. Identification. The therapy dog must wear appropriate identification identifying it as a therapy dog.
- i. No Disruption. The therapy dog’s behavior must not disrupt the educational process.
- j. Health/Safety. The therapy dog must not pose a health or safety risk to any student, employee, or other person.

- k. Supervision/Care of Therapy Dogs. The owner or handler is responsible for the supervision and care of a therapy dog, including feeding, exercising, and clean up while the dog is in a District building or on District property. The District is not responsible for providing any supervision, care, or assistance for a therapy dog.
- l. Authorized Area(s). The owner or handler will only allow the therapy dog to be in those areas that have been pre-authorized by the Superintendent or designee.
- m. Insurance. The owner or handler must submit a copy of an insurance policy that provides liability coverage for any damage or injury caused by the therapy dog while on District property.
- n. Waste. The handler must promptly and properly dispose of all waste.
- o. Furniture. The therapy animal must not be allowed on district furniture.
- p. Burden. The therapy animal (unless mandated by a student's IEP) may not create an additional burden on custodial staff or other district employees.

### 3. Exclusion or Removal from School

A therapy dog may be excluded from District property if the Superintendent or designee determines that:

- a. the handler does not have control of the dog;
- b. the dog is not housebroken;
- c. the dog presents a direct and immediate threat to others; or
- d. the dog's presence otherwise disrupts the educational process.

The owner or handler must remove the therapy dog from District property immediately upon such a determination.

### 4. Allergic Reactions

If any student or employee assigned to a classroom in which a therapy dog is permitted suffers an allergic reaction to the therapy dog, the owner or handler must remove the dog to a different location designated by the Superintendent or designee.

### 5. Damages to District Property and Injuries

The owner of a therapy dog is solely responsible and liable for any damage to property or injury to persons caused by the therapy animal.

### C. Emotional Support Animals

An "emotional support animal" is an animal that has not been individually trained to perform a specific job or task for a person with a disability, but its presence provides comfort or emotional support to others. Emotional support animals are not "service animals" under the ADA or Board Policy.

An emotional support animal is not allowed on District property except as otherwise required by law.

Legal authority: 28 CFR 35.136

# Policy Review Memorandum

**To:** Board of Education

**From:** Board Policy Committee

**Date:** 4/25/23

**Subject:** Policies 3362.01 and 4362.01 Threatening Behavior Toward Staff Members **(New)**

This new policy is being brought to the Board of Education for approval as submitted by the Policy Committee

This policy:

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

## Key Idea

These policies are being brought forward per the request of the SEA.

## Recommendation

Approval to adopt new Policies 3362.01 and 4362.01 Threatening Behavior Toward Staff Members as submitted by the Policy Committee.



Book	Policy Manual
Section	3000 Professional Staff Templates
Title	THREATENING BEHAVIOR TOWARD STAFF MEMBERS
Code	po3362.01
Status	

3362.01 - **THREATENING BEHAVIOR TOWARD STAFF MEMBERS**

The Board of Education believes that a staff member should be able to work in an environment free of threatening speech or actions.

Threatening behavior consisting of any words or deeds that intimidate a staff member or reasonably cause concern for their physical and/or psychological well-being is strictly forbidden. Examples of such behavior include: threats to cause bodily harm; stalking; bullying; threats to damage real or personal property at the workplace; unusual behavior that a reasonable person would consider threatening. Any student, parent, visitor, staff member, or agent of this Board who is found to have threatened a member of the staff will be subject to discipline or reported to the authorities.

The Superintendent shall implement guidelines whereby students and employees understand this policy and appropriate procedures are established for prompt and effective action on any reported incidents.

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Book	Policy Manual
Section	4000 Support Staff Templates
Title	THREATENING BEHAVIOR TOWARD STAFF MEMBERS
Code	po4362.01
Status	

4362.01 - **THREATENING BEHAVIOR TOWARD STAFF MEMBERS**

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The Superintendent shall implement guidelines whereby students and employees understand this policy and appropriate procedures are established for prompt and effective action on any reported incidents.

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# Washtenaw I S D

A REGIONAL EDUCATIONAL SERVICE AGENCY

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**To:** Secretary, Board of Education

**From:** Naomi Norman, Superintendent, Washtenaw ISD

**Date:** April 11, 2023

**Re:** **Biennial Election - Monday, June 5, 2023**

The biennial election for the Washtenaw Intermediate School District (WISD), to elect two board members for two six-year terms, will be held on **June 5, 2023, at 6:00 p.m.** By law, the body electing intermediate school district board members will be composed of one representative of the board from each constituent district who shall be designated by the constituent board. The board shall **consider** the resolution at not less than one public meeting before adopting the resolution. This can be done prior to May 15, 2023. To be in compliance with the law, between **Monday, May 15, 2023, and Monday, June 5, 2023**, a local constituent Board of Education must **adopt** a resolution to select its voting representative and identify the candidates it supports.

There are two resolutions enclosed for your use – one to consider the resolution to designate the school district's election representative to be used at the first meeting and one to adopt the appointment of the representative and designating the candidates for which the representative's vote is to be initially cast to be used at the second meeting.

The members elected to the Washtenaw Intermediate School District Board of Education will begin his/her six-year term on July 1, 2023. Not more than two members of the Intermediate School District board shall be from the same local school district. The terms that are expiring this year are that of R. Stephen Olsen (Chelsea) and Don Garrett, Jr. (Ypsilanti). Members continuing on the Washtenaw Intermediate School District board include two members from Ann Arbor and one member from Ypsilanti. You will receive an official list of candidates that have filed with the Washtenaw County Clerk's office for the open positions, after the May 8, 2023 filing deadline.

Please remember that you, as Board Secretary, will need to remind your local board representative to come to the Board Room of WISD's Teaching and Learning Center, 1819 S. Wagner Road, Ann Arbor, MI on **Monday, June 5, 2023, at 6:00 p.m.** to physically cast his/her ballot for your district's vote in the intermediate school district biennial election.

If you have any questions, please contact my office at (734) 994-8100, ext. 1300.

**RESOLUTION TO CONSIDER DESIGNATION OF ELECTORAL REPRESENTATIVE  
FOR THE JUNE 5, 2023, BIENNIAL ELECTION**

\_\_\_\_\_ (the "District")

A \_\_\_\_\_ meeting of the board of education of the District (the "Board") was held in the \_\_\_\_\_, within the boundaries of the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, at \_\_\_\_\_ o'clock in the \_\_\_\_m.

The meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS:**

1. The Revised School Code provides that board members of Washtenaw Intermediate School District, Michigan (the "ISD"), be elected biennially on the first Monday in June by an electoral body composed of one (1) person designated by the board of each constituent school district; and

2. The Revised School Code further provides that this Board shall consider the resolution of designating its representative on the electoral body at not less than one (1) public meeting before adopting the designating resolution; and

3. This Board now determines it necessary and desirable to establish the first public meeting at which this Board will consider the proposed resolution designating the District's representative on the electoral body.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. At the public meeting of this Board to be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2023, at \_\_\_\_\_ o'clock in the \_\_\_\_m., to be held at the \_\_\_\_\_, this Board will consider a resolution to appoint \_\_\_\_\_ as the designated representative of this District for the electoral body of the ISD biennial election to be held June 5, 2023 and \_\_\_\_\_ as an alternate in the event the designated representative is unable to attend.

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of \_\_\_\_\_, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2023, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education



# Board of Education Meeting

Liberty School Board Room

April 11, 2023 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 meeting of the Board of Education was called to order by Heritage STAR student David Russell and President Michael McVey at 6:30 pm.

**Board Members Present:** Tim Austin, Susan Estep, Brad Gerbe, Lauren Gold, Jennifer Miller, Michael McVey and Jennifer Steben

**CORE Team Present:** Superintendent Laatsch, Assistant Superintendent Ellis, Assistant Superintendent Owsley, Director of Operations Clary, Director of Teaching & Learning Davis

#### 2. PLEDGE OF ALLEGIANCE

#### 3. PRESIDENT'S MESSAGE - A reminder to the community to vote YES on the proposed Operating Millage Renewal on the ballot May 2nd.

#### 4. PUBLIC COMMENT

**STUDENTS - None**

**OTHER PUBLIC STAKEHOLDERS - None**

#### 5. RESPONSE TO PREVIOUS PUBLIC COMMENT

<b>AGENDA</b>
---------------

6. **REVISIONS/APPROVAL OF AGENDA**

**MOTION** made by Treasurer Gerbe, support by Trustee Estep to **approve the agenda as printed.**

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

7. **STUDENT SHOWCASE**

**A. STAR - Students Talking and Relating**

*Presenters: Students & Advisor, Barry Burnette*

The Students Talking And Relating (STAR) program was started by Speech Teach Kim Munn and conceived from many different resources and ideas. It is a program designed to enhance and enrich the social and communication experiences of both typically developing peers and students with disabilities. STAR was created to mend the bridge between students wanting to play and befriend other students with disabilities, but not knowing what to say or how to approach them. Typically developing children enjoy being around their peers with disabilities, but may have questions, curiosity, and/or be afraid of offending the peer.

**B. Heritage Student Leadership**

*Presenters: Students & Advisor, Allison Peet*

Students who are involved in the Heritage Leadership club spoke about the projects they have enjoyed organizing. They speak in front of their Heritage peers one Friday a month on topics regarding student leadership. There is a student from each class who is selected to be part of the Leadership group and then they have the responsibility of leading their class in projects that the leadership team decides on. These have included toy and book drives as well as helping to organize spirit days. Heritage students collected over 1700 books for under-resourced schools for the Dean Ledford Memorial Foundation as well.

8. **SCHEDULED REPORTS**

**A. Safety & Security**

*Presenters: Assistant Superintendent Curt Ellis & Team*

This presentation topics included the Safety Team, Informacast, Video, Visitor/Volunteer Management, Mapping, ALICE Training, SEC Security Assessment and Collaborative Training Events. Safety Team - meets regularly reviewing emergency communications, medical and operation plans. Narcan is now available at all buildings. Informacast - is the system that is a part of our emergency notification system. It creates visual cues that compliment the auditory messages. Video - Action item on the agenda this evening to approve purchase of new cameras which would increase our cameras from 350 to over 435. Cameras will have AI capabilities and can be accessed remotely. Law enforcement will have access in emergency

situations. Visitor/Intercom/Volunteer Management - will be replacing the current Raptor system. The visitor interaction will now occur in the vestibule before entering the building via intercom. This will reduce the impact on the office assistants. Proposed purchase is also on the agenda for action this evening. Bldg Mapping - This is a county wide initiative, funded by a state grant. This creates digital mapping for all our buildings that can then be shared with law enforcement and fire in the event of an emergency. ALICE Training - sessions continue to be provided as new staff is hired. 2 sessions this year (Nov 22 and April 23) provided by Secure Educational Consultants. SEC Assessment - Conducted this fall. Key findings included the need to create more structure in the after school and evening hours given the amount of programming that goes on in SAS. A collaborative training event with various law enforcement agencies will be conducted at SHS in June. There will be opportunities for SAS staff to observe. More details to come.

9. **ACTION ITEMS**

- A. **MOTION** made by Vice President Steben, support by Trustee Austin **to approve the minutes from the February 28, 2023, Closed Session for the purposes of (1) consider purchase or lease of real property under 8(d) and (2) consider a confidential attorney-client communication pursuant to Section 8(h) of the Open Meeting**

Ayes - 6, Abstain - 1 **MOTION CARRIED 6-1**

**Vote:**

Tim Austin - Aye

Susan Estep - Aye

Brad Gerbe - Aye

Lauren Gold - Aye

Jennifer Miller - Aye

Michael McVey - Abstain (was absent from 2/28/23 mtg)

Jennifer Steben - Ayes

- B. **MOTION** made by Secretary Miller, support by Treasurer Gerbe **to approve the purchase proposal as submitted by Director of Technology, Jay Grossman for the replacement of the existing camera system, visitor management system, and entrance intercom system in the amount of \$1,211,021.27 from Sentinel Technologies (Verkada Cameras) Miller, Gerbe**

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

- C. **MOTION** made by Vice President Steben, support by Trustee Austin **to approve the proposed audio/video component package in the amount of \$109,090 from Sound Planning Communication as submitted by Director of Technology, Jay Grossman. Steben, Austin**

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

**10. DISCUSSION ITEMS**

**A. Finance Committee Meeting Update**

*Brad Gerbe, Committee Chair*

Agenda focused on Bulletin 1014 which shows pieces of financial information about MI public schools revenue and expenditures per pupil in relationship to other school districts. For example instructional support we rank 59th out of 822. Other areas include General Fund Per Pupil, Programs, Needs, Adult Ed, Instructional Salaries, Teacher Salaries, Instructional Support, Administrative Cost, Maintenance Cost, etc. We put our money in the classroom and instruction which is evident by the bulletin 1014 rankings. Spring count (10% of our funding) and upcoming fall (90%). Starting to have discussions about revenue generation.

**B. Policy Committee Meeting Update**

*Jenny Miller, Committee Chair*

- PO 8510 Wellness
- PO 8390 Animals on District Property
- Policy 8390.1 Therapy Dogs (New Policy)
- 3362.01 & 4362.01 Threatening Behavior Toward Staff Members (New Policies)  
Coming at the request of the SEA.

Edits on these policies were explained and reviewed and they will now move forward and be added to the April 25th agenda as action items. There is still opportunity for public comment on 4/19 at the Policy Committee mtg and again on 4/25 prior to the board taking action.

**11. ADMINISTRATION / BOARD UPDATES**

**Superintendent Laatsch:** Recognition that April is autism awareness month. Thank you to our special education staff for the work they do with our students. Congratulations to the HS being one of US News & World report top 250 STEM schools in the county (102). This is through the National STEM Honor Society. Neel Moudgal will present at the student showcase 4/25 on his recent 2023 Regeneron STS Award.

**Student Representative Allison Doran:** NHS hosted a successful Blood Drive on 4/10/23. Testing week at the high school. HS Choir went on a trip to Chicago.

**Trustee Austin:** March 31 and April 1 was the Robotics competition at Saline HS. This was a regional competition. Saline placed in the top 4.

**Treasurer Gerbe:** Good luck to the students testing this week.

**Secretary Miller:** Good luck to the students testing this week. Special acknowledgement to Laurie Dawson, coaches and adult volunteers supporting the recent Robotics competition. Saline City DEI is having a training event soon which complements the work Dr. Washington is doing. The training is based on the book “Understanding Privilege”. Next Policy Committee Mtg is April 19th at 6 pm mainly continuing conversation on Controversial Issues. Gov. Whitmer is doing work around education and in her budget is planning for PreK for all.

**President McVey:** Attended a planning session for a youth forum for Washtenaw County Youth. More information to come.

**Vice President Steben:** Attended the FSAS Superintendent’s Circle. Thank you to Mac’s Acadian Seafood Restaurant and generous FSAS donors. Thank you for the BeSMART presentation at the last meeting. Happy travels to the 8th graders leaving next week for Washington DC. Great to see trips happening again.

**Trustee Estep:** Attended event hosted by state officials which celebrated the recent bill that expands the language of the Elliott-Larsen Civil Rights Act protected categories to include sexual orientation and gender identity or expression as prohibited categories for discrimination. Gov. Whitmer recently signed this bill. Family attended a dinner hosted by UM’s newest provost who specifically invited faculty who had young children. Nice event focusing on families. Acknowledges March 31st was transgender visibility day.

**Trustee Gold:** Nice to see spring sports started. April is Earth Month.

12. **CONSENT AGENDA**

**MOTION** made by Secretary Miller, support by Trustee Gold **authorize the Consent Agenda as printed:**

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

- A. **Approval** of the Board of Education Meeting Minutes of March 21, 2023
- B. **Approval** of the Board Policy Committee Meeting Minutes of March 14, 2023
- C. **Approval of Payment** of the General Fund Accounts Payable of April 11, 2023, in the amount of \$5,295,588.86
- D. **Approval of Payment** of 2021 Bond Fund Series III Accounts Payable of April 11, 2023, in the amount of \$11,673.50
- E. **Approval of Payment** of 2023 Bond Fund Series I Accounts Payable of April 11, 2023, in the amount of \$5,000.00
- F. **Receive and File** Human Resources Report

**CLOSING**

**13. ITEMS SCHEDULED ON NEXT AGENDA**

A. Teaching & Learning Update

**14. PUBLIC COMMENT**

STUDENTS - NONE

OTHER PUBLIC STAKEHOLDERS - NONE

**15. NEXT MEETING**

The next Board of Education Meeting will be held on April 25, 2023, at 6:30 PM.

**16. CLOSED SESSION**

**MOTION** made by Secretary Miller, support by Treasurer Gerbe to enter Closed Session of the Board of Education at 8:35 PM, with the intent to re-enter Open Session at approximately 9:00 PM, for the purpose of Superintendent Evaluation Section 8(a). Under Section 8(a) a simple majority vote is sufficient to enter into a closed session.

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

**17. MOTION made by Vice President Steben, support by Treasurer Gerbe to re-enter Open Session of the Regular Board of Education Meeting at 9:12 PM.**

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

**18. ADJOURNMENT**

**MOTION** made by Secretary Miller, support by Vice President Steben to adjourn the Regular Board of Education Meeting of April 11, 2023, at 9:14 PM.

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

Respectfully submitted,

*Jennifer K. Miller*

Jennifer K. Miller  
Board Secretary

*Recorded by: Betty Jabnke*

# FINANCE COMMITTEE MEETING

Liberty School Board Room

April 11, 2023 at 5:00 PM

## MINUTES



Brad Gerbe, Chair, Tim Austin, Jennifer Steben

Superintendent Laatsch, Assistant Superintendent Owsley, Recording Secretary Jahnke

1. **Call to Order - 5:00 pm**

Meeting was called to order by Chair, Brad Gerbe at 5 pm.

2. **Public Comment - None**

3. **Discussion Items**

A. **Bulletin 1014** - The Bulletin 1014 contains various pieces of financial information about Michigan Public Schools including revenue and expenditure per pupil in relation to other school districts in MI. Our rankings clearly show that we put money into our classrooms and instruction which is where it should be and not as much into administrative costs.

There was also some discussion regarding staffing and specifically administrative staff.

B. **Enrollment** - Spring count is not a predictor of the fall count. Spring count accounts for 10% of our funding and the upcoming fall accounts for 90%. Spring count is generally down a bit due to early graduates. School of Choice window is April 3 thru May 2. More discussion about this at the May 9th meeting.

C. **Share revenue** - Each team member shared ideas regarding revenue generation in addition to looking at ideas given by other BOE trustees as well. Will remain on agenda for further discussion.

4. **Public Comment - None**

5. **Next Meeting:** May 9, 2023 @ 5 pm

6. **Adjournment Adjourn:** Meeting adjourned at 6:02 pm

Respectfully submitted,

*Jennifer K. Miller*

Board Secretary

Recorded by: Betty Jahnke





# Month End Board Report

Fiscal Year to Date 02/28/23

Other Code	Amended Budget	Actual	Encumbrances	% Act/Bud	Bud-Act	Prior Year Total	Prior to Current Dif.	Function * Code
<b>Fund 11 - General Fund</b>								
Account Type <b>Revenue</b>								
Function * 0000 - Revenue	73,887,360.00	39,127,296.23	.00	53	34,760,063.77	34,351,685.37	4,775,610.86	Function * 0000 - Revenue
Account Type <b>Revenue Totals</b>	\$73,887,360.00	\$39,127,296.23	\$0.00	53 %	\$34,760,063.77	\$34,351,685.37	\$4,775,610.86	
Account Type <b>Expense</b>								
Function * 1111 - Elem	14,485,395.00	6,667,717.26	11,895.43	46	7,817,677.74	6,724,925.14	(57,207.88)	Function * 1111 - Elem
Function * 1112 - Mid School	6,764,017.00	3,290,484.42	3,760.00	49	3,473,532.58	3,718,030.63	(427,546.21)	Function * 1112 - Mid School
Function * 1113 - High School	9,993,792.00	5,071,776.83	23,341.96	51	4,922,015.17	5,570,479.70	(498,702.87)	Function * 1113 - High School
Function * 1118 - Pre-K	62,109.00	45,030.28	800.00	73	17,078.72	22,427.57	22,602.71	Function * 1118 - Pre-K
Function * 1119 - Summer School	250,817.00	206,993.18	.00	83	43,823.82	161,344.59	45,648.59	Function * 1119 - Summer School
Function * 1122 - Spec Ed	8,320,077.00	4,067,408.33	3,213.72	49	4,252,668.67	4,096,019.18	(28,610.85)	Function * 1122 - Spec Ed
Function * 1125 - Comp Ed	2,023,590.00	896,032.71	19,605.72	44	1,127,557.29	1,244,083.92	(348,051.21)	Function * 1125 - Comp Ed
Function * 1127 - Voc Ed	1,225,515.00	739,033.03	.00	60	486,481.97	405,789.38	333,243.65	Function * 1127 - Voc Ed
Function * 1211 - Truancy Services	58,611.00	29,227.92	38,694.40	50	29,383.08	29,213.44	14.48	Function * 1211 - Truancy Services
Function * 1212 - Guidance	1,464,693.00	626,158.31	101,859.80	43	838,534.69	554,125.18	72,033.13	Function * 1212 - Guidance
Function * 1213 - Health Services	832,280.00	704,319.03	409,726.57	85	127,960.97	422,219.87	282,099.16	Function * 1213 - Health Services
Function * 1214 - Psychologist, School	538,047.00	252,241.37	.00	47	285,805.63	247,482.01	4,759.36	Function * 1214 - Psychologist, School
Function * 1215 - Speech	1,940,305.00	928,154.75	.00	48	1,012,150.25	933,046.90	(4,892.15)	Function * 1215 - Speech
Function * 1216 - Social Work Services	1,517,562.00	745,272.27	142,136.69	49	772,289.73	592,682.29	152,589.98	Function * 1216 - Social Work Services
Function * 1218 - Teacher Consultant	2,626,956.00	1,159,142.80	193.00	44	1,467,813.20	1,614,652.27	(455,509.47)	Function * 1218 - Teacher Consultant
Function * 1219 - Other Pupil Support Services	7,300.00	.00	7,300.00	0	7,300.00	.00	.00	Function * 1219 - Other Pupil Support Services
Function * 1221 - Improvement of Instruction	1,090,721.00	763,120.90	48,599.94	70	327,600.10	561,246.31	201,874.59	Function * 1221 - Improvement of Instruction
Function * 1222 - Educational Media Services	606,128.00	294,761.20	.00	49	311,366.80	282,643.18	12,118.02	Function * 1222 - Educational Media Services
Function * 1225 - Instructional Tech	554,189.00	331,961.86	.00	60	222,227.14	346,164.60	(14,202.74)	Function * 1225 - Instructional Tech
Function * 1226 - Supervision	557,138.00	322,798.81	119.87	58	234,339.19	328,899.75	(6,100.94)	Function * 1226 - Supervision
Function * 1231 - Board of Ed	218,555.00	116,921.50	16,000.00	53	101,633.50	97,525.36	19,396.14	Function * 1231 - Board of Ed
Function * 1232 - Exec Admin	500,892.00	318,868.75	130.69	64	182,023.25	337,290.73	(18,421.98)	Function * 1232 - Exec Admin
Function * 1241 - Principal	3,383,873.00	2,153,419.65	3,644.87	64	1,230,453.35	1,836,805.67	316,613.98	Function * 1241 - Principal
Function * 1249 - Other School Admin	480,145.00	9,195.74	1,730.90	2	470,949.26	11,078.26	(1,882.52)	Function * 1249 - Other School Admin
Function * 1252 - Finance Office	663,088.00	405,848.81	1,702.43	61	257,239.19	331,820.61	74,028.20	Function * 1252 - Finance Office
Function * 1257 - District Office	203,022.00	126,836.12	5,832.26	62	76,185.88	75,722.54	51,113.58	Function * 1257 - District Office
Function * 1259 - Other Business Services	81,022.00	69,447.49	.00	86	11,574.51	90,371.77	(20,924.28)	Function * 1259 - Other Business Services
Function * 1261 - Bldg - Grounds	6,200,939.00	3,893,715.51	163,974.98	63	2,307,223.49	3,032,471.92	861,243.59	Function * 1261 - Bldg - Grounds
Function * 1266 - Security Services	370,620.00	124,290.53	290,713.66	34	246,329.47	.00	124,290.53	Function * 1266 - Security Services
Function * 1271 - Transportation	1,996,962.00	1,080,262.72	153,358.54	54	916,699.28	999,994.08	80,268.64	Function * 1271 - Transportation
Function * 1282 - Communication Services	196,230.00	131,238.19	.00	67	64,991.81	49.00	131,189.19	Function * 1282 - Communication Services
Function * 1283 - Staff/Personnel Services	783,414.00	522,246.73	1,105.70	67	261,167.27	439,977.74	82,268.99	Function * 1283 - Staff/Personnel Services
Function * 1284 - Technology - Non Instructional	933,021.00	671,387.49	1,089,597.60	72	261,633.51	558,282.51	113,104.98	Function * 1284 - Technology - Non Instructional
Function * 1293 - Athletic Activities	1,493,318.00	864,776.36	14,003.79	58	628,541.64	840,678.63	24,097.73	Function * 1293 - Athletic Activities
Function * 1311 - Community Services Direction	14,759.00	.00	.00	0	14,759.00	.00	.00	Function * 1311 - Community Services Direction
Function * 1331 - Community Activities	8,244.00	14,288.78	.00	173	(6,044.78)	115,946.99	(101,658.21)	Function * 1331 - Community Activities
Function * 1371 - Non-Public School	48,876.00	.00	.00	0	48,876.00	2,364.00	(2,364.00)	Function * 1371 - Non-Public School
Function * 1411 - Payments to Other Public Schools Within Michigan	20,000.00	20,000.00	.00	100	.00	20,000.00	.00	Function * 1411 - Payments to Other Public Schools Within Michigan
Account Type <b>Expense Totals</b>	\$72,516,222.00	\$37,664,379.63	\$2,553,042.52	52 %	\$34,851,842.37	\$36,645,855.72	\$1,018,523.91	
Fund 11 - General Fund Totals	\$1,371,138.00	\$1,462,916.60	(\$2,553,042.52)	107 %	(\$91,778.60)	(\$2,294,170.35)	\$3,757,086.95	
Revenue Totals	\$73,887,360.00	\$39,127,296.23	\$0.00	53 %	\$34,760,063.77	\$34,351,685.37	\$4,775,610.86	
Expense Totals	\$72,516,222.00	\$37,664,379.63	\$2,553,042.52	52 %	\$34,851,842.37	\$36,645,855.72	\$1,018,523.91	
Grand Totals	\$1,371,138.00	\$1,462,916.60	(\$2,553,042.52)	107 %	(\$91,778.60)	(\$2,294,170.35)	\$3,757,086.95	





Board of Education  
25.Apr.23

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:

NAME	BLDG./DEPT.	ASSIGNMENT	STATUS	REASON	EFFECTIVE
Katie Beckington	Pleasant Ridge	Paraeducator	Resignation	Personal	14.Apr.23

NEW HIRES

NAME	BLDG./DEPT.	ASSIGNMENT	STATUS	STEP	EFFECTIVE
Kallie Arksey	Saline MS	Paraeducator	New Hire	Grades 6-12+LS2	17.Apr.23
Hannah Cromer	Pleasant Ridge	Paraeducator	New Hire	Grades Y5 - 5th 2	10.Apr.23
Jessica Deuel	Operations	Bus Driver	New Hire	2	7.Apr.23
Lauren Truett	Harvest	Paraeducator	New Hire	Y5 - 5th 2	18.Apr.23

**RECOMMENDATION:** That the Saline Area Schools Board of Education adopts the personnel report recommendations as presented.