

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – October 20, 2020
Regular Meeting

PROPOSED MINUTES

The regular meeting of the Board of Education of the Jackson County Intermediate School District was held on Tuesday, October 20, 2020, at the Jackson Area Career Center, 6800 Browns Lake Road, Jackson, Michigan. President David Salsbury called the meeting to order at 5:30 p.m. Board members participating were: David Salsbury, President; Douglas Schedeler, Vice President; Lillian Fields, Treasurer; Erin Slater, Secretary, and Georgia Fojtasek, Trustee. Members absent were: None.

Meeting with the Board were Kevin Oxley, Superintendent; Catherine Brechtelsbauer, Human Resource and Legal Counsel, and Phyllis Stressman, Administrative Assistant.

STAFF AND VISITORS

Roger Auwers, Maureen Keene, Tovah Sheldon, Mark Pogliano, Michael Nichols, Santino Gaitin, Delinda Woods, Scott Jacobs, Sam Avis

APPROVAL OF MINUTES

A motion was made by Mrs. Fields to approve the minutes from the September 15, 2020, virtual and closed session meetings. Mrs. Slater supported the motion which carried by unanimous roll call vote.

ACCEPTANCE OF FINANCIAL REPORT

Mr. Schedeler made the motion to accept the month end financial report as presented. Mrs. Fields supported and the motion was carried by unanimous roll call.

CORRESPONDENCE AND INFORMATION

Mr. Oxley reported the Tarrant Center was closed, distance learning only, for the rest of the week due to 17 staff members having been quarantined.

A letter from a parent of a JACC JROTC student was shared. There were concerns the afterschool JROTC Charlie Company program was not running this semester due to low enrollment.

President Salsbury amended the agenda to remove the action item, Report No. 24, Approval of all Board Actions Taken During Virtual Meeting During May through September 2020. The passage of recent legislation eliminated the need for ratification.

SPECIAL REPORTCELEBRATION OF EXCELLENCE-JROTC Officer Commissioning & JACC Plant and Animal Sales - Volume 41, Report No. 21

Due to the pandemic, the JACC plant and animal sales occurred almost entirely online this past year, both were highly successful. The usual JROTC officer commissioning ceremony was also cancelled this year. Instead it was held during a regular school day; Sgt. Nichols introduced a short video of the commissioning ceremony.

PERSONNEL MATTERS AND RECOMMENDATIONSACTION ITEMS AND INFORMATION- Volume 41, Report No. 22

The administration recommended the hiring of Catherine McLaren, September 21, 2020, and Mary Douglas, October 21, 2020. Information related to the separation of employment of Carol Brooks-Schwan, December 31, 2020; Susan Jamieson, October 30, 2020; Danielle Martinez, October 2, 2020; Connie MacGuinness, January 29, 2021; James Pickett, December 31, 2020; Timothy Johnson, August 28, 2020; Laurie Bayn, January 18, 2021; Marie Jenkins, October 30, 2020; Jesse Rentfrow, August 31, 2020, and John Sterrett, August 31, 2020, was given.

A brief discussion of the impact COVID may be having on retention took place, and Trustee Fojtasek asked if turn-over rates are being tracked? Mrs. Brechtelsbauer stated retirements and new hires are reported, and separating staff are asked to complete a voluntary exit form. The discussion concluded by a motion from Mrs. Slater to approve the new hires as presented. Mrs. Fields offered the second, and the motion carried unanimously.

REPORTS FOR ACTIONAPPROVAL/RECONFIRMATION OF EXTENDED COVID-19 LEARNING PLAN – Volume 41, Report No. 23

On August 20, 2020, Governor Whitmer signed House Bill 5913 into law as Public Act 149. Section 98a states that in order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan (“Plan”) that has been approved by an intermediate district or authorizing body. The Plan does not replace the District’s COVID-19 Preparedness and Response Plan, it is an additional plan that includes new assurances and sections on educational goals, instructional delivery, grading, and equitable access. A plan update will appear as a regular meeting agenda item in the future and will contain information on two-way communication, as well as providing for public comment.

This reconfirmation includes minimal changes and a report on the two-way communication. The assurances were updated to align to the Return to Learn legislation, and also changed the JACC instructional schedule making each Wednesday a virtual learning day.

Mr. Schedeler moved to adopt the Extended COVID-19 Learning Plan as presented. Mrs. Slater offered the support and the motion carried by an all aye roll call vote.

Public Comment

The forum was open to public comment at 6:46 p.m.

JACC instructor, Scott Jacobs, thanked the Board and administration for all of the hard work done during the summer to ensure students and staff could return safely.

Public comment closed at 6:48 p.m.

AUTHORIZATION TO PAY WAGE & SALARY INCREASES FOR 2020-21 TO STAFF COVERED BY THE CCEA, ESPA, ADMINISTRATIVE, MANGERIAL AND TECHNICAL EMPLOYEE HANDBOOK – Volume 41, Report No. 25

Authorization was sought to lift the salary and wage freezes implemented at the beginning of the fiscal year due to the pandemic and the uncertain economy. Mr. Schedeler made the motion to approve terms for a letter of agreement with both the CCEA and ESPA units to reinstate negotiated wage/salary increases and applicable step and lane movements for 2020-21; amend the 2020-21 Administrative, Managerial, and Technical Handbook to incorporate a 1.5% increase on salary schedules and provide step increases to staff who have not reached the top of their wage level, retroactive to July 1, 2020; and amend the superintendent's contract with a 1.5%, July 1, 2020, retroactive increase. Mrs. Fields supported the motion, which then carried by an all aye roll call vote.

REPORTS FOR INFORMATION

FINANCIAL SOFTWARE GOAL UPDATE – Volume 41, Report No. 26

One of this year's Board goals was to examine the financial software used by the business office. An extensive investigation resulted in determining Tyler Software continues to offer the best solution and the business office will continue to use their MUNIS product going forward.

SPECIAL EDUCATION STATE/FEDERAL DETERMINATION GOAL UPDATE – Volume 41, Report No. 27

Assistant Superintendent/Special Education, Maureen Keene, outlined the steps being taken to improve the rating under the IDEA and State of Michigan's determination on the extent to which each local special education program is serving students with individual education plans and meeting the requirements and purposes of the Act. Currently, the District has the same rating as the state, "Needs assistance in implementing the requirements of the IDEA."

JACKSON COUNTY THREAT ASSESSMENT & SAFETY SYSTEM – Volume 41, Report No. 28

Learning Services Director, Tovah Sheldon, described the need and process used to form a proactive group of county school administrators, and other relevant community partners, to form the Threat Assessment & Safety Committee. The group undertook the task of building an intentional system that is quality, fair, equitable, and impactful on school threats of violence.

INTRODUCTION OF OTHER MATTERS

President Salsbury led a discussion concerning the passage of the recent legislation regarding the Open Meetings Act and virtual meetings. Board members expressed a desire to meet in-person; however, past experience with virtual meetings has proven to dramatically increase public participation, which has been really positive. In light of a projected COVID surge, it was decided the November and December meetings would be held utilizing Zoom virtual platform.

ADJOURNMENT

The regular meeting of the Board of Education was adjourned at 7:07 p.m.