

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – December 15, 2020
Virtual Zoom Meeting

MINUTES

The regular meeting of the Board of Education of the Jackson County Intermediate School District was held on Tuesday, December 15, 2020. The meeting participants and public participants used Zoom to join virtually, or dial-in using the link and telephone numbers provided. Superintendent Oxley was physically present at the District main offices. 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 virtually with the Board were Kevin Oxley, Superintendent; Catherine Brechtelsbauer, Human Resource and Legal Counsel, and Phyllis Stressman, Administrative Assistant.

STAFF AND VISITORS - Zoom reported 23 participants.

Maureen Keene, Roger Auwers, Kaci Babineau, Shannon Degan, Ray Van Zandt, Tovah Sheldon, Mark Pogliano, Delinda Woods, Tabitha McAuley, Amy Rogers, Brittany O'Rourke, Lisa Pray, Samuel Avis, and 2 unidentified dial-in callers

Superintendent Oxley prefaced the meeting with an explanation of virtual meeting procedures and how the public will be invited and able to participate.

APPROVAL OF MINUTES

A motion was made by Mr. Schedeler to approve the minutes from the November 17, 2020, regular and closed session meetings. Mrs. Fields supported the motion which carried by unanimous roll call vote.

SPECIAL REPORT

CELEBRATION OF EXCELLENCE-Video Torrant/Young Christmas Music Program
Volume 41, Report No. 38

Mr. Oxley recommended the special report and video be held until the conclusion of the meeting, as it is several minutes long and a great way to end the evening in music and celebration. President Salsbury concurred and invited meeting participants to stay online and enjoy the video along with the Board after adjournment of the regular meeting.

PERSONNEL MATTERS AND RECOMMENDATIONSACTION ITEMS AND INFORMATION- Volume 41, Report No. 39

Following a motion by Mrs. Fields, support from Mrs. Slater, and an all aye roll call vote, the Board approved hiring Tabitha McAuley, January 11, 2021; Jeramy Foster, December 14, 2020; Holly Holton, December 14, 2020; and Jennifer Mecomber, December 16, 2020. Additionally, the Board approved an unpaid leave of absence for education purposed for Kendra Shook, January 4, 2021-May 2, 2021.

Information was shared concerning several separating employees Ronald Kinch, December 31, 2020; Lewis Sims, December 4, 2020; Alexandria Van Dusen, December 18, 2020; and Eric Johnson, December 31, 2020.

REPORTS FOR ACTIONEXTENDED COVID-19 LEARNING PLAN – Volume 41, Report No. 40

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. The current plan was reconfirmed, as there have been no changes to the plan since the November Board meeting. Updated Two-way communication numbers were presented.

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

Public Comment

The forum was open to public comment and none was forthcoming, public comment was closed.

SUMMER TAX COLLECTION RESOLUTION – Volume 41, Report No. 41

The Summer Tax Law, Public Act 333 of 1982, requires annual formal action by the Board of Education prior to January 1st of each year for which the Board intends to collect summer taxes. Administration recommended the Board adopt the following annual resolution for the 2021 summer tax collection. Mrs. Slater made the motion to adopt the resolution as presented, with Mr. Schedeler offering support. The motion carried by unanimous roll call vote.

WHEREAS, this Board of Education has previously adopted a resolution to impose a summer tax levy to collect one-half of annual school property taxes, including debt service, upon property located within the intermediate school district and continuing from year to year until specifically revoked by the Board of Education.

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1982 PA 333, hereby invokes for 2021 its previously adopted ongoing resolution imposing a summer property tax levy of one-half of school property taxes but only in cities and/or townships where local school districts impose a summer property tax levy, including debt service, on property located within the intermediate school district, beginning with 1983 and continuing from year to year until specifically revoked by this Board of Education and requests each city and/or township in which this intermediate district is located to collect those summer taxes.

2. The Director of Finance or his/her designee is authorized and directed to forward to the governing body of each city and/or township in which this intermediate district is located and in which a local school district or city is concurrently imposing a summer tax levy a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis, and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2021 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be sent so that the appropriate governing bodies receive them before January 1, 2021.

3. Pursuant to and in accordance with Section 1613 (1) of the School Code, the Director of Finance and his/her designee is authorized and directed to negotiate on behalf of this intermediate district with the governing body of each city and/or township in which the district is located for the levy that the city and/or township may bill under MC 380.1611 or MCLA 380.1612.

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

SCHOOL BOARD RECOGNITION RESOLUTION – Volume 41, Report No. 42

Each year the JCISD Board adopts a resolution in support of the statewide, MASB effort to recognize the dedication and hard-work of school boards throughout the state during the month of January. Mr. Schedeler made the motion to adopt the recommended resolution. Mrs. Fields offered the second and the resolution passed by unanimous vote. Mr. Schedeler asked to ensure the resolution was posted to the District's social media pages and shared electronically so individual JCISD Board members could continue to share.

RESOLUTION HONORING CONSTITUENT DISTRICTS' BOARDS OF EDUCATION
JANUARY 2021

WHEREAS, the month of January 2021 has been designated School Board Recognition Month for the State of Michigan; and,

WHEREAS, school board members contribute hundreds of hours each year leading their districts by making important decisions about curriculum, adopting policies, listening to student, parent, and staff concerns, and setting expectations for student achievement; and,

WHEREAS, school board members in Jackson County are providing strong, local leadership for important tasks of educating our community children; and

WHEREAS, School Board Recognition Month provides an opportunity to build stronger relationships between the dozens of school board members in Jackson County who champion the cause of public education, their schools, and their communities.

NOW, THEREFORE, BE IT RESOLVED, the Jackson County Intermediate School District Board of Education, on behalf of the citizens, communities, educators, and schools it services, does hereby recognize and express respect and appreciation for the leadership and service provided by the members of the boards of education of each of the school districts of Jackson County.

RATIFICATION OF LETTERS OF AGREEMENT – Volume 41, Report No. 43

Mr. Oxley explained the report contained three separate recommendations for ratifying letters of agreement; Section A & B concerned extension of the current agreements regarding compensation during the Covid pandemic, and Section C for continuing the It's Your Life program with 85% of participation from the groups covered by Blue Cross Blue Shield policies. A closed session is tentatively planned at the end of the agenda if Board members desire to further discuss details. After some consideration and input from members, President Salsbury indicated the closed session would not be necessary. A lengthy discussion did ensue regarding the benefits and efficacy of the It's Your Life program. Mrs. Fojtasek made the motion to authorize entering into both letters of agreement concerning Covid compensation, as well as moving forward with agreement on It's Your Life program with at least 3 of the exiting Blue Cross Blue Shield covered employee groups participating. Mrs. Fields supported and the motion carried by an all aye roll call.

PURCHASE OF NEW MAINTENANCE DEPARTMENT PICK UP TRUCK – Volume 41, Report No. 44

Administration requested Board approval to purchase a new 2020 model year Ford F250 pickup truck from Gorno Ford in Woodhaven, Michigan through the MiDeal program at a price of \$34,013 (plus delivery charge). The truck is equipped using one of the state's basic work truck configurations available through MiDeal -- a ¾ ton, 4x4, full-size, regular cab pickup with a long box. The truck will also be equipped with a towing package, snowplow prep package, dual batteries, a heavy-duty alternator, and a power equipment package. A new snowplow for this truck will be purchased separately. Mrs. Fields moved to authorize the vehicle purchase as presented. Mrs. Slater supported the motion, which then carried by a unanimous roll call vote.

2021FY BUDGET AMENDMENT – Volume 41, Report No. 45

Mr. Auwers proposed the Board adopt a budget amendment where the net impact of the adjustments on the three major operating funds is projected to be within or just slightly above the target ranges established by Board policy. Mrs. Slater made the motion to adopt the budget amendment as presented by the administration, with Mrs. Fields offering the support. The motion carried by an all aye roll call vote.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
Proposed Budget Amendment for the
Fiscal Year ending June 30, 2021
GENERAL EDUCATION FUND

	<u>2021 Budget as Adopted</u>	<u>Proposed Budget Amendment</u> (\$000)	<u>2021 FY Amended Budget</u>
Local Revenue	6,194	40	6,234
State Sources	7,445	1,224	8,669
Federal Sources	268	45	313
Internal Transfers In	<u>3,550</u>	<u>-</u>	<u>3,550</u>
TOTAL ALL SOURCES	17,457	1,309	18,766
Instruction/Basic Programs	34	-	34
Adult & Continuing Education	-	-	-
Added Needs	110	-	110
Pupil Support	693	42	735
Instruction Support	3,261	(29)	3,232
General Administration	511	(8)	503
School Administration	-	-	-
Business Services	2,138	202	2,340
Operation & Maintenance	525	14	539
Transportation	-	-	-
Central Services	6,294	4	6,298
Community Services	285	118	403
Transfers Out	<u>4,816</u>	<u>14</u>	<u>4,830</u>
TOTAL ALL USES	18,667	357	19,024
SURPLUS/(DEFICIT)	(1,210)	952	(258)
Beginning Fund Balance	4,851	(56)	4,795
ENDING FUND BALANCE --			
\$	3,641	896	4,537
-- %	19.5%		23.8%

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT

Proposed Budget Amendment for the

Fiscal Year ending June 30, 2021

SPECIAL EDUCATION FUND

	<u>2021 Budget as Adopted</u>	<u>Proposed Budget Amendment</u>	<u>2021 FY Amended Budget</u>
	-	-	-
	(\$000)		
Local Revenue	33,081	(36)	33,045
State Sources	16,339	1,194	17,533
Federal Sources	6,613	207	6,820
Internal Transfers In	<u>150</u>	<u>-</u>	<u>150</u>
TOTAL ALL SOURCES	56,183	1,365	57,548
Instruction/Basic Programs	-	-	-
Adult & Continuing Education	-	-	-
Added Needs	15,485	111	15,596
Pupil Support	18,503	400	18,903
Instruction Support	2,720	124	2,844
General Administration	553	14	567
School Administration	403	5	408
Business Services	225	(1)	224
Operation & Maintenance	1,134	12	1,146
Transportation	4,397	(136)	4,261
Central Services	248	35	283
Community Services	470	(123)	347
Transfers Out	<u>13,585</u>	<u>24</u>	<u>13,609</u>
TOTAL ALL USES	57,723	465	58,188
SURPLUS/(DEFICIT)	(1,540)	900	(640)
Beginning Fund Balance	3,684	(480)	3,204
ENDING FUND BALANCE --			
\$	2,144	420	2,564
-- %	3.7%		4.4%

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT

Proposed Budget Amendment for the

Fiscal Year ending June 30, 2021

VOCATIONAL EDUCATION FUND

	<u>2021 Budget as Adopted</u>	<u>Proposed Budget Amendment</u>	<u>2021 FY Amended Budget</u>
	-	(\$000)	-
Local Revenue	10,729	(67)	10,662
State Sources	1,986	155	2,141
Federal Sources	300	(17)	283
Internal Transfers In	<u>38</u>	<u>-</u>	<u>38</u>
TOTAL ALL SOURCES	13,053	71	13,124
Instruction/Basic Programs	-	-	-
Adult & Continuing Education	-	-	-
Added Needs	6,872	(31)	6,841
Pupil Support	1,017	19	1,036
Instruction Support	173	1	174
General Administration	-	-	-
School Administration	722	(8)	714
Business Services	79	-	79
Operation & Maintenance	916	3	919
Transportation	41	(3)	38
Central Services	384	2	386
Community Services	271	(37)	234
Transfers Out	<u>2,458</u>	<u>-</u>	<u>2,458</u>
TOTAL ALL USES	12,933	(54)	12,879
SURPLUS/(DEFICIT)	120	125	245
Beginning Fund Balance	3,355	(142)	3,213
ENDING FUND BALANCE -- \$	3,475	(17)	3,458
-- %	26.9%		26.8%

REPORTS FOR INFORMATION

WELLNESS ANNUAL REPORT – Volume 41, Report No. 46

Mrs. Brechtelsbauer provided an overview of the JCISD Wellness Committee and the hard-work and activities done this past year in promoting health and wellness among District staff and students.

REPORTABLE CRIMES ON SCHOOL PROPERTY (Jan 2020-Dec 2020) – Volume 41, Report No. 47

PA 532 was passed to put into place an order to obtain accurate local numbers of school crime. The hope is to develop a clear picture and the partnerships necessary to plan and implement school safety programs. This past year there were two reportable crimes in the Physical Violence category occurring on the East Campus. All other District school buildings reported zero, largely due to the pandemic and virtual learning.

EQUITY GOAL UPDATE – Volume 41, Report No. 48

Mr. Oxley reviewed the steps taken last year towards the Board's goal of making equity an intentional part of the District's principles and values. Recommended next steps are for the Board to agree to encourage and support the Superintendent in taking the CEO Pledge, generate concepts to intentionally communicate equity as an integral part of the Guiding Principles and Values, and develop a standing DEI committee. Some discussion took place, which led to full support for the CEO Pledge and Board Secretary Erin Slater volunteering to help or serve on the standing committee when established.

ADJOURNMENT

The regular, virtual meeting of the Board of Education was adjourned at 7:36 p.m. Again, President Salsbury invited meeting participants to remain and join in the fun and celebration of the Holiday season with Torrant/Young students and staff music program video.