

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – May 18, 2021

MINUTES

The regular meeting of the Board of Education of the Jackson County Intermediate School District was held on Tuesday, May 18, 2021. The meeting was held at the Kratz Education Center, 6700 Browns Lake Road, Jackson, Michigan. President David Salsbury called the meeting to order at 5:29 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. Meeting with the Board remotely were Catherine Brechtelsbauer, Human Resource and Legal Counsel, and Phyllis Stressman, Administrative Assistant.

STAFF AND VISITORS

Maureen Keene

REMOTE STAFF AND VISITORS

Kaci Babineau, PJ Hudson, Mark Pogliano, Lisa Morey, Shannon Degan, Santino Gaitin, Roger Auwers, Tovah Sheldon, Jodi DeLine, Andrew Marks, Angela's iPhone, Sandy White, Kelly Sheppard, Maeghan McCormick

Superintendent Oxley prefaced the meeting with an explanation of virtual meeting procedures and how the public will be invited and able to participate using the hybrid meeting format of in-person attendance and/or a virtual option.

A revised agenda, including an additional information report, Amendment to the Administration, Managerial, and Technical Employee Handbook, presented.

APPROVAL OF MINUTES

A motion was made by Mr. Fields to approve the minutes from the April 27, 2021, regular meeting. Mrs. Fojtasek 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; Mrs. Slater supported. Mrs. Fojtasek sought clarification on pandemic relief spending. An all yeas vote was cast, and motion carried.

CORRESPONDENCE AND INFORMATION

June 3, 2021, 6 p.m., Tarrant/Young Graduation at Camp McGregor
June 7, 2021, 6 p.m. Board Biennial Election, KEC

June 15, 2021, 4 p.m., Board Workshop/Closed Session-Superintendent Evaluation, KEC

June 29, 2021, 4 p.m., Board Workshop/Facilitated Retreat, KEC

SPECIAL REPORTS

CELEBRATION OF EXCELLENCE-Virtual Countywide Job Fair –
Volume 41, Report No. 85

The first Jackson County Job Fair, a service and support for every school district in the county, was held on April 28, 2021, and was a tremendous success. The focus on bringing attention to the opportunities available in Jackson to a diverse pool of candidates, and the collaborative efforts of the JCISD, local schools, and local and state partners resulted in a rewarding event for employers and job seekers.

PERSONNEL MATTERS AND RECOMMENDATIONS

ACTION ITEMS AND INFORMATION- Volume 41, Report No. 86

A revised personnel report was presented. Following a motion by Mr. Schedeler and support from Mrs. Slater, the Board approved the following personnel action items by a unanimous roll call vote: hiring of Austin Hudgens, May 28, 2021, and Morgan Godfrey, May 24, 2021; unpaid leave of absence for Brett Halsey, February 22-25, 2021.

Information was shared concerning separating employees Cynthia Apple, December 31, 2021, Emili Jones, May 31, 2021, Molly Silvernail, July 1, 2021, and Alice Kolb, June 30, 2021.

Mrs. Fojtasek raised a question about staffing shortages in the area of speech and language pathology, as two of the separations are in this field. Assistant Superintendent Keene described the actions being taken to recruit and fill the positions.

REPORTS FOR ACTION

EXTENDED COVID-19 LEARNING PLAN – Volume 41, Report No. 78

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 approved, which included an update on two-way communication.

Mr. Oxley asked the Board to grant him authorization to make changes to the ECLP, on an as needed basis, concerning masking and quarantine standards and procedures. Mrs. Fojtasek moved to adopt the Extended COVID-19 Learning Plan as presented, and granting the superintendent the authority and proposed. 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 at 6:09 p.m., none forthcoming.

BOARD POLICY UPDATES-Volume 41, Report No. 88

The administration presented several policy updates at the April meeting, based on NEOLA recommendations and staff work. Mr. Schedeler made the motion to adopt the changes as presented. Mrs. Slater seconded the motion, which then carried by an unanimous roll call vote.

Mrs. Fojtasek asked the administration to consider how Mrs. Brechtelsbauer's legal and policy expertise could be shared across local districts.

REPORTS FOR INFORMATION

BOARD POLICY UPDATES-Volume 41, Report No. 89

Ms. Brechtelsbauer presented two additional policy updates for Board review. Mr. Schedeler made the motion to move the two policy revisions to action. Mrs. Slater offered support. A unanimous roll call vote moved this item for immediate action.

Mr. Schedeler, supported by Mrs. Fields, made the motion to adopt changes to Policies 7450 and 7455, as proposed. An all aye vote passed.

JACKSON READS-Volume 41, Report No. 90

The Learning Services and Special Education departments-working closely with local districts and Jackson District Library-developed a plan to keep kids reading through the summer break. A website "Jackson READS" was launched on May 8th, along with distribution of ten free, grade-level/age-appropriate, specially curated books to over 600 students, ages 3-9.

AMENDMENT TO THE ADMINISTRATIVE, MANAGERIAL, AND TECHNICAL EMPLOYEE HANDBOOK-Volume 41, Report No. 91

These following are the substantive changes in the recommendation:

- Equity is added in the list of values of the organization.
- A non-discrimination statement is added.
- Steps based on experience are recommended to increase from the current 1% per year to 2% per year to more closely track what is done with the unionized employees.

- The “hourly rate” for employees to be compensated for unused vacation time is recommended to change from a flat \$20/hour to each employee’s actual hourly compensation (or the hourly rate calculated from the salaried staff’s per diem rate), up to the established maximum of 50 hours per year, effective for vacation time accrued and not used during 2021-22.
- The MLK Jr. Holiday is recommended as a paid holiday for this group, so long as instructional staff is not working on that day.
- The longstanding \$1,000 benefit for beneficiaries of an active employee who passes away has been written into the handbook.
- The administration recommends increasing the employer’s match for employee contributions to their district sponsored 403(b) plan.
- The administration recommends salary grade reclassification (one grade level increase) for the following positions, effective July 1, 2021: Director of Finance and Operations, Director of Human Resources & Legal Services, Director of Technology & Collaborative Services; Principal of Torrant & Kit Young. The Superintendent has already authorized the one salary grade reclassification of the LEA Business Manager I and LEA Business Manager II positions, effective during 2021, and the new handbook will reflect that change.
- The administration recommends a 1% increase in the wage and salary schedules for this group.

The Board will be asked to adopt the updates at the first regular meeting in June.

INTRODUCTION OF OTHER MATTERS

Mrs. Slater and Mrs. Fojtasek shared recent positive experiences and feedback concerning staff and students from the Staff Appreciation and Plant Sale events.

CLOSED SESSION/Collective Bargaining

Mr. Schedeler made the motion to enter into closed session for the purpose of strategy and discussion concerning negotiations with the transportation unit. President Salsbury announced, no motion or action would be taken following the closed session.

ADJOURNMENT

The regular meeting of the Board of Education was adjourned at 7:36 p.m.