

**JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION**

Regular Meeting – March 16, 2021 – 5:30 p.m.

**VIRTUAL
AGENDA**

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JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – February 16, 2021
Virtual Zoom Meeting

PROPOSED MINUTES

The regular meeting of the Board of Education of the Jackson County Intermediate School District was held on Tuesday, February 16, 2021. The meeting participants and public participants used Zoom to join virtually, or dial-in using the link and telephone numbers provided. 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 19 participants.

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 January 19, 2021, regular meeting. Mrs. Fields supported the motion which carried by unanimous roll-call vote.

ACCEPTANCE OF FINANCIAL REPORT

The month end financial report was approved by a motion from Mrs. Fields, second from Mr. Schedeler, and an all yeas vote.

SPECIAL REPORT

CELEBRATION OF EXCELLENCE-Telling Our Story - Volume 41, Report No. 58

In keeping with the Board's established goal for 2020-21, "tell our story," a demonstration of the newly created Jackson Area Career Center virtual tour was given. Additionally, Mr. Oxley shared news of three JCISD staff being honored by the Jackson Chamber of Commerce Women's Week in March; Maureen Keene, Catherine Brechtelsbauer, and Janelle Buchler.

PERSONNEL MATTERS AND RECOMMENDATIONS

ACTION ITEMS AND INFORMATION- Volume 41, Report No. 59

Following a motion by Mr. Schedeler, support from Mrs. Slater, and an all aye roll-call vote, the Board approved hiring Hailey Clark, February 8, 2021; Sara Clark, February 1, 2021; Bryon Friend, February 8, 2021; Leigh Headley, February 8, 2021; and Katie Powell, February 17, 2021.

Information was shared concerning separating employees Lisa Kevari, February 2, 2021, and Kayla-Orozco-Madrigal, January 18, 2021.

REPORTS FOR ACTION

EXTENDED COVID-19 LEARNING PLAN – Volume 41, Report No. 60

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 updates concerning the development of a plan to begin offering special education classrooms four days of in-person instruction for each student and have virtual Wednesdays, beginning March 1st. The Career Center will look to expand to five days of in-person instruction once the number of virtual only students decreases. Updated Two-way communication numbers were presented.

Mrs. Fields 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 6:22 p.m. JACC instructor, Scott Jakob, thanked District leadership for providing the opportunity for all staff to be COVID vaccinated.

BOND AUTHORIZATION RESOLUTION

Mr. Auwers and Superintendent Oxley gave an update on the Frost School purchase and renovation plans, including a review of the planned facility use layout and inspection details learned to date. The administration then proposed a resolution to authorize District administrators the ability to proceed with issuing municipal bonds, while working closely with PFM and Thrun Law Firm. It is anticipated the conclusion of the process will tentatively be able to be scheduled for the June 8, 2021 Board Meeting, when the Board will be asked to approve the award of bid for the sale of the bonds. Mrs. Fields made the motion to adopt the Thrun drafted resolution as presented, with Mrs. Fojtasek’s second, and a unanimous roll-call vote.

**JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
RESOLUTION AUTHORIZING THE ISSUANCE
AND DELEGATING THE SALE OF BONDS
AND OTHER MATTERS RELATING THERETO**

Jackson County Intermediate School District, Michigan (the “Issuer”)

A regular meeting of the board of education of the Issuer (the “Board”) was held:

in the _____, within the boundaries of the Issuer,

electronically through Zoom with identification number 899 7911 1635

on the 16th day of February, 2021, at 5:30 o’clock in the p.m. (the “Meeting”)

The Meeting was called to order by David Salsbury, President.

Present: David Salsbury, Douglas Schedeler, Lillian Fields, Erin Slater,
and Georgia Fojtasek

Absent: None

The following preamble and resolution were offered by Member Lillian Fields and supported by Member Georgia Fojtasek:

WHEREAS:

1. This Board deems it advisable and necessary to issue bonds for the purpose of purchasing sites for school buildings; purchasing, remodeling, erecting additions to, furnishing and refurbishing, equipping and re-equipping and improving a building; purchasing and installing information technology systems, equipment, and software for cooperative programs; and preparing, developing, and improving sites (the “Project”); and Act 451, Public Acts of Michigan, 1976, as amended (the “Act”), authorizes this Board to issue bonds for the purpose of financing all or a portion of the Project; and

2. The Issuer estimates the necessary cost of the Project to be in excess of Ten Million Dollars (\$10,000,000), of which it is necessary to borrow the sum of Seven Million One Hundred Twenty-Five Thousand Dollars (\$7,125,000), and issue bonds of the Issuer therefor to pay a portion of said cost including the cost of issuing the bonds; and

3. Prior to the issuance of bonds, the Issuer must either achieve qualified status or secure prior approval of the bonds from the Michigan Department of Treasury (the “Department of Treasury”) pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The bonds of the Issuer aggregating the principal sum of not to exceed Seven Million One Hundred Twenty-Five Thousand Dollars (\$7,125,000) be issued for the purpose of financing the cost of the Project and the cost of issuing the bonds. The bonds shall be designated 2021 School Building and Site Bonds (General Obligation – Limited Tax) (the “Bonds”).

2. The Bonds shall be dated the date of delivery; shall be numbered consecutively in the direct order of maturity from 1 upwards; shall be fully registered Bonds as to principal and interest; shall be issued in denominations of \$5,000 or integral multiples thereof; shall bear interest at a rate or rates to be hereafter determined not exceeding five percent (5%) per annum, payable on November 1, 2021, or such other date as may be established at the time of sale, and semiannually thereafter on the first day of May and November in each year; and shall mature on May 1 in each year as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2022	\$290,000	2032	\$355,000
2023	285,000	2033	365,000
2024	290,000	2034	375,000
2025	300,000	2035	385,000
2026	305,000	2036	395,000
2027	315,000	2037	405,000
2028	325,000	2038	415,000
2029	330,000	2039	425,000
2030	340,000	2040	435,000
2031	345,000	2041	445,000

The interest on any one Bond shall be at one rate only, and all Bonds maturing in any one year must carry the same interest rate. No bid will be considered for a price less than 100% or greater than 125% of the par value.

The Superintendent or the Director of Finance & Operations of the Issuer (each an “Authorized Officer”) is authorized to adjust the maturity schedule and principal amounts pursuant to the recommendation of the Issuer’s financial advisor.

The principal of the Bonds and the interest thereon shall be payable in lawful money of the United States of America at or by a bank or trust company authorized to do business in Michigan (the “Paying Agent” or “Bond Registrar”), or such successor paying agent-bond registrar as may be approved by the Issuer, on each semiannual interest payment date and the date of each principal maturity but only to persons whose names are in the register of the Paying Agent as of the close of business on the 15th day of the month preceding any interest payment date. The Issuer may designate additional co-paying agents/bond registrars within or without the State of Michigan as deemed desirable by the Issuer.

A. Mandatory Redemption - Term Bonds.

Bonds maturing in any year are eligible for designation by the original purchaser at the time of sale as serial bonds or term bonds, or both. However, principal maturities designated as term bonds shall be subject to mandatory redemption, in part, by lot, at par and accrued interest on May 1st of the year in which the Bonds are presently scheduled to mature. Each

maturity of term Bonds and serial Bonds must carry the same interest rate. Any such designation must be made within one (1) hour of the Bond sale.

When term Bonds are purchased by the Issuer and delivered to the Paying Agent for cancellation or are redeemed in a manner other than by mandatory redemption, the principal amount of the term Bonds affected shall be reduced by the principal amount of the Bonds so redeemed or purchased in the order determined by the Issuer.

B. Optional Redemption.

Bonds of this issue maturing in the years 2022 through 2031, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of Bonds in multiples of \$5,000 of this issue maturing in the year 2032 and thereafter shall be subject to redemption prior to maturity, at the option of the Issuer, in such order as the Issuer may determine and by lot within any maturity, on any date occurring on or after May 1, 2031, at par and accrued interest to the date fixed for redemption.

Notice of redemption of any Bond shall be given not less than thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption by mail to the Registered Owner at the registered address shown on the registration books kept by the Paying Agent. Bonds shall be called for redemption in multiples of \$5,000 and Bonds of denominations of more than \$5,000 shall be treated as representing the number of Bonds obtained by dividing the denomination of the Bond by \$5,000 and such Bonds may be redeemed in part. The notice of redemption for Bonds redeemed in part shall state that upon surrender of the Bond to be redeemed a new Bond or Bonds in an aggregate principal amount equal to the unredeemed portion of the Bond surrendered shall be issued to the Registered Owner thereof. No further interest payment on the Bonds or portions of Bonds called for redemption shall accrue after the date fixed for redemption, whether presented for redemption, provided funds are on hand with the Paying Agent to redeem the same.

If less than all of the Bonds of any maturity shall be called for redemption prior to maturity, unless otherwise provided, the particular Bonds or portions of Bonds to be redeemed shall be selected by the Paying Agent, in such manner as the Paying Agent in its discretion may deem proper, in the principal amounts designated by the Issuer. Upon presentation and surrender of such Bonds at the corporate trust office of the Paying Agent, such Bonds shall be paid and redeemed.

3. Book Entry. Unless otherwise requested by the initial purchaser, the ownership of one fully registered bond for each maturity, in the aggregate principal amount of such maturity, shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC"). So long as the Bonds are in the book entry form only, the Paying Agent shall comply with the terms of the Blanket Issuer Letter of Representations to be entered into between the Issuer and DTC, which provisions shall govern registration, notices and payment, among other things, and which provisions are incorporated herein with the same effect as if fully set forth herein. An Authorized Officer is authorized and directed to enter into the Blanket Issuer Letter of Representations with DTC in such form as determined by an Authorized Officer, in consultation with bond counsel, to be necessary and appropriate. In the event the Issuer determines that the continuation of the system of book entry only transfer through DTC

(or a successor securities depository) is not in the best interest of the DTC participants, beneficial owners of the Bonds, or the Issuer, the Issuer will notify the Paying Agent, whereupon the Paying Agent will notify DTC of the availability through DTC of the bond certificates. In such event, the Issuer shall issue and the Paying Agent shall transfer and exchange Bonds as requested by DTC of like principal amount, series and maturity, in authorized denominations to the identifiable beneficial owners in replacement of the beneficial interest of such beneficial owners in the Bonds, as provided herein.

So long as the book-entry-only system remains in effect, in the event of a partial redemption the Paying Agent will give notice to Cede & Co., as nominee of DTC, only, and only Cede & Co. will be deemed to be a holder of the Bonds. DTC is expected to reduce the credit balances of the applicable DTC Participants in respect of the Bonds and in turn the DTC Participants are expected to select those Beneficial Owners whose ownership interests are to be extinguished or reduced by such partial redemptions, each by such method as DTC or such DTC Participants, as the case may be, deems fair and appropriate in its sole discretion.

4. In the event the Bonds are no longer in book entry form only, the following provisions would apply to the Bonds:

Any Bond may be transferred upon the books required to be kept pursuant to this resolution by the person in whose name it is registered, in person or by the registered holder's duly authorized agent, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Paying Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the Issuer shall cause a new Bond or Bonds to be executed and the Paying Agent shall authenticate and deliver said Bond or Bonds for like aggregate principal amount. The Paying Agent shall require the payment of any tax or other governmental charge required to be paid with respect to the transfer to be made by the bondholder requesting the transfer.

The Paying Agent shall keep or cause to be kept, at its principal office, sufficient books for the registration and transfer of the Bonds, which shall at all times during normal business hours be open to inspection by the Issuer; and, upon presentation and surrender for such purpose, the Paying Agent shall, under such reasonable regulations as it may prescribe, transfer or cause to be transferred on said books, Bonds as herein provided.

5. If any Bond shall become mutilated, the Issuer, at the expense of the bondholder, shall furnish or cause to be furnished, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution for the mutilated Bond upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft and indemnity may be submitted to the Paying Agent and, if this evidence is satisfactory to both the Paying Agent and the Issuer, an indemnity satisfactory to the Paying Agent and the Issuer shall be given and the Issuer, at the expense of the owner, shall furnish or cause to be furnished, and the Paying Agent shall thereupon authenticate and deliver a new Bond of like tenor and bearing the statement required by Act 354, Public Acts of Michigan, 1972, as amended, being §§ 129.131 to 129.134, inclusive, of the Michigan Compiled Laws, or any applicable law hereafter enacted in lieu of and in substitution of the Bond so lost, destroyed or stolen. If any such Bond shall

have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

6. The President and Secretary are authorized to manually sign or cause their facsimile signatures to be affixed to the Bonds in conformity with the above specifications and the Treasurer is authorized and directed to have the Paying Agent's authorized signatory manually sign the Bonds and then cause the Bonds to be delivered to the purchaser thereof upon receipt of the purchase price and accrued interest, if any.

Blank Bonds with the manual or facsimile signatures of the President and Secretary affixed thereto, shall, upon issuance and delivery and from time to time thereafter as necessary, be delivered to the Paying Agent for safekeeping to be used for registration and transfer of ownership.

7. There is hereby created a separate depository account to be kept with a bank located in the State of Michigan and insured by the Federal Deposit Insurance Corporation, previously approved as an authorized depository of funds of the Issuer, to be designated 2021 SCHOOL BOND GENERAL OBLIGATION LIMITED TAX DEBT RETIREMENT FUND (the "DEBT RETIREMENT FUND"), all proceeds from taxes levied for the DEBT RETIREMENT FUND shall be deposited as collected into said fund to be used for the purpose of paying the principal and interest on the Bonds as they mature or are redeemed. Upon receipt of the Bond proceeds from the sale of the Bonds, the accrued interest, if any, shall be deposited in the DEBT RETIREMENT FUND. DEBT RETIREMENT FUND monies may be invested as authorized by law.

8. The Issuer irrevocably pledges to make the annual principal and interest payments on the Bonds beginning with the fiscal year 2021-2022 and during each fiscal year for which a budget is adopted, the first budget obligation within its authorized millage and other available funds until such time as the principal and interest on the Bonds have been paid in full.

9. Commencing with the 2021 tax levy, there shall be levied upon the tax rolls of the Issuer in each year for the purpose of the DEBT RETIREMENT FUND a sum not less than the amount estimated to be sufficient to pay the principal and interest on the Bonds as such principal and interest fall due, the probable delinquency in collections and funds on hand being taken into consideration in arriving at the estimate. The Issuer pledges its limited tax full faith and credit for the payment of the principal and interest on the Bonds, payable from ad valorem taxes, including those taxes levied for special education and vocational education purposes, which will be levied within the authorized constitutional, statutory, and charter tax rate limitations of the Issuer for such purposes and an irrevocable appropriation of a sufficient amount of taxes will be made each year from said millage rate for the payment of principal and interest on the Bonds as due, subordinate only to any first liens on said funds pledged for the payment of state aid notes, lines of credit or tax anticipation notes heretofore or hereafter issued.

Because the Issuer does not have the power to levy taxes for the payment of the Bonds in excess of its constitutional, statutory, or charter tax rate limitations, the Bonds will be limited tax general obligations of the Issuer, and, if tax collections are insufficient to pay the principal

of or interest on the Bonds when due, the Issuer pledges to use any and all other resources available for the payment of the Bonds.

10. The Issuer estimates the period of usefulness of the improvements for which the Bonds are to be issued to be not less than thirty (30) years.

11. There is hereby created a separate account to be designated 2021 CAPITAL PROJECTS FUND, to which the proceeds of the Bond issue are to be credited.

12. The Bonds shall be in substantially the form attached hereto as Exhibit A and made a part of this resolution by reference.

13. The Secretary is authorized and ordered to publish notice of sale of the Bonds herein authorized in a publication printed in the English language and circulated in this state, which carries as a part of its regular service the notices of the sale of municipal bonds/notes and which has been approved by the Department of Treasury, pursuant to Act 34, Public Acts of Michigan, 2001, as amended, as a publication complying with the qualifications provided in said section, which notice of sale shall be in substantially the form attached hereto as Exhibit B and made a part of this resolution by reference. Upon receipt of express written recommendation of the Issuer's financial advisor, an Authorized Officer is authorized to award the sale of the Bonds, approve the winning bidder and approve the interest rates and final principal amounts of the Bonds in accordance with the notice of sale and subject to the parameters of this resolution. As an alternative to a public sale, an Authorized Officer is authorized to negotiate the sale of the Bonds to a bank or financial institution. In authorizing the negotiated sale of the Bonds, the Board determines that a competitive sale of the Bonds would be prohibitively more expensive than a negotiated sale, and that a negotiated sale would allow flexibility in the timing, sale and structure of the Bonds in response to changing market conditions. Further, an Authorized Officer is authorized to negotiate the sale of the Bonds to the Michigan Finance Authority pursuant to Act 227, Public Acts of Michigan, 1985, as amended; Act 34, Public Acts of Michigan, 2001, as amended; and other applicable statutory provisions, with said Bonds to bear an original issue date, be payable in the amounts and on the dates, bear interest at the rates and be subject to redemption as shall be determined in the resolution awarding Bonds to the Michigan Finance Authority.

14. An Authorized Officer, or designee if permitted by law, is authorized to:

- a. file with the Department of Treasury an application for approval to issue the Bonds, if required, and to pay any applicable fee therefor and, further, within fifteen (15) business days after issuance of the Bonds, file any and all documentation required subsequent to the issuance of the Bonds, together with any statutorily required fee.
- b. if deemed advisable by the Issuer's financial consultant, request a waiver of the Department of Treasury's requirement that ratings be obtained from a nationally recognized ratings agency.
- c. make application for municipal bond insurance if, upon advice of the financial consulting firm of the Issuer, the purchase of municipal bond

insurance will be cost effective. The premium for such bond insurance shall be paid by the Issuer from Bond proceeds.

- d. approve the circulation of a Preliminary Official Statement describing the Bonds.
- e. execute and deliver the Continuing Disclosure Agreement (the "Agreement") in substantially the same form as set forth in Exhibit C attached hereto, or with such changes therein as the individual executing the Agreement on behalf of the Issuer shall approve, their execution thereof to constitute conclusive evidence of their approval of such changes. When the Agreement is executed and delivered on behalf of the Issuer as herein provided, the Agreement will be binding on the Issuer and the officers, employees and agents of the Issuer, and the officers, employees and agents of the Issuer are authorized, empowered and directed to do all such acts and things and to execute all such documents as may be necessary to carry out and comply with the provisions of the Agreement as executed, and the Agreement shall constitute, and is made, a part of this Resolution, and copies of the Agreement shall be placed in the official records of the Issuer, and shall be available for public inspection at the office of the Issuer. Notwithstanding any other provision of this Resolution, the sole remedies for failure to comply with the Agreement shall be the ability of any Bondholder or beneficial owner to take such actions as may be necessary and appropriate, including seeking mandamus or specific performance by court order, to cause the Issuer to comply with its obligations under the Agreement.

15. The President or Vice President, the Secretary, the Treasurer, the Superintendent, the Director of Finance & Operations, and/or all other officers, agents and representatives of the Issuer and each of them shall execute, issue and deliver any certificates, statements, warranties, representations, or documents necessary to effect the purposes of this resolution or the Bonds.

16. The officers, agents and employees of the Issuer are authorized to take all other actions necessary and convenient to facilitate the sale and delivery of the Bonds.

17. Bids for the Bonds shall be conditioned upon the unqualified approving opinion of Thrun Law Firm, P.C., East Lansing, Michigan, bond counsel, the original of such opinion will be furnished without expense to the purchaser of the Bonds at the delivery thereof. Further, Thrun Law Firm, P.C., has informed this Board that it represents no other party in the issuance of the Bonds.

18. The financial consulting firm of PFM Financial Advisors LLC, is appointed as financial consultant to the Issuer with reference to the issuance of the Bonds herein authorized.

19. The Issuer shall furnish Bonds ready for execution at its expense. The Bonds will be delivered without expense to the purchaser at a place to be mutually agreed upon with

the purchaser. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the Bonds, will be delivered at the time of the delivery of the Bonds.

20. The Issuer covenants to comply with existing provisions of the Code (the “Code”), as amended, necessary to maintain the exclusion of interest on the Bonds from gross income.

21. The Bonds of this issue are hereby designated as “qualified tax-exempt obligations” for purposes of deduction of interest expense by financial institutions under the provisions of the Code. In making said designation, the Board determines that the reasonably anticipated amount of tax-exempt obligations which will be issued by the Issuer or entities which issue obligations on behalf of the Issuer during calendar year 2021 will not exceed \$10,000,000, excluding only those tax-exempt obligations as permitted by Section 265(b)(3)(C)(ii) of the Code.

22. The advance payment for the Project is approved, and monies are authorized to be advanced from monies on hand in the General Fund or such other available fund, which monies will be repaid to the General Fund or the respective other fund from the proceeds of the Bonds when received. The Issuer shall reimburse the General Fund or the respective other fund not earlier than the date on which the expenses are paid and not later than the later of:

- a. the date that is eighteen (18) months after the expenses are paid, or
- b. the date the Project is placed in service or abandoned, but in no event more than three (3) years after the expenses are paid.

23. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

ELECTION OF MASB BOARD OF DIRECTORS – Volume 41, Report No. 62

Following a lengthy discussion, Mr. Schedeler nominated Dale Wingerd, Clinton Community Schools, as the JCISD Board’s chosen candidate, and further to have the ballot cast in his favor; Mrs. Fields supported, and all yeas were given.

ADJOURNMENT

The regular, virtual meeting of the Board of Education was adjourned at 7:17 p.m.

REPORTS

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
 BOARD OF EDUCATION
 Regular Meeting – March 16, 2021
 Volume 41, Report No. 63

SPECIAL REPORT

Subject: Celebration of Excellence March 8, 2021 Countywide Virtual PD Day "Day of Discovery"

On March 8, 2021, the Learning Services team in coordination and collaboration with other ISD departments and community partners offered a second Countywide Virtual PD Day "Day of Discovery" to Pre-K - 12th-grade educators, staff, and administrators. The first "Day of Discovery" was back on Oct. 19th, 2020 and we serviced over 900 participants. This time over 1,100 individuals participated and the feedback was tremendously positive. The day was comprised of over 50 sessions and the presenters included JCISD Learning Services and EdTech staff, community partners such as Tashia Carter, Dr. Candy McCorkle, and Dr. Bob Powell, and state and national speakers including but not limited to Penny Kittle, Eric Nation from the DEC, and MDE Consultants. Below is a snapshot of the session titles and number of attendees.

Session Titles	Attendees
Engaging Parents in the Distance Learning Environment	220
Wellness in Practice: Action Planning and Strategies to Support Self-Care in Schools	213
Coping with Secondary Traumatic Stress	192
Mandated Reporter Training	191
Kinesthetic Strategies to Boost Math Outcomes	164
Zoom Tips & Tricks	150
Multicultural Literacy for Young Learners	145
Book Choice: Maximizing Small Group Instruction	139
Restorative Practices: Practical Application	131
School Safety - Jackson County Threat Assessment Protocol	120
Build your own Digital Breakout with G Suite	112
Trauma and Learning: Using Movement to Support Students with Adverse Childhood Experiences	105
Creating Classroom Newsletters with an Early Childhood Focus	104
Decision-Making Leadership	98
Identifying Drug Endangered Children: A Collaborative Approach	91
Tech Tools for Middle and High School Classrooms	89
Using the Michigan Model for Early Childhood Health in a Blended Learning Environment	89
The Power of Peer Connections	88
Understanding Adverse Childhood Experiences (ACES)	84

Tarrant Tigers take a closer look at the mathematics learning trajectories	81
Identifying Attributes as a Foundational Skill for Content Acquisition Across Content Areas	80
Introduction to Cross-Cultural Conversations	62
K-8 Number Sense: Esti-Mysteries	62
PBIS and CICO: Implementing Interventions that Build Relationships and Develop Positive Culture	62
Chasing Stories: Increasing Science Engagement with Literacy	61
Digital Discovery at Jackson District Library	61
Grant Writing for Educators: Capturing Funds to Do Good Work	59
The Teen Experience (Youth Voice & Perspective Panel)	59
Fraction SPLAT!	57
One School, One Book: Family Engagement & Literacy in One Program	56
Pursuing Professional Excellence: The Teacher Who LEARNS!	54
The Power of Independent Reading and Reading Workshop	52
An Introduction to Place-Based-Education	50
G Suite Great Race For Intermediate Users	47
SEL and PE: A Perfect Match	47
G Suite for Beginners	46
When Are We Going to Teach Health?	45
The Black Life Experience Initiative	43
Beyond Accuracy: Using Running Record to Guide Instruction	42
Embracing the Limits of Teaching in a Pandemic: Appreciative Inquiry as A Way Forward	39
Math RtI using Delta Math	38
Organizing and Structuring Your Leadership Teams	38
Let's Talk About the Michigan Merit Curriculum (MMC) and the Personal Curriculum (PC) Flexibility	35
Reading in Science	25
The Power of Home Visiting for School Professionals	24
Utilizing the Michigan e-Library (MeL) Secondary	22
Jan Richardson Pre-A overview: Using and applying the Assess-Decide-Guide Framework	21
Let's Talk About the Michigan Merit Curriculum (MMC) and the Personal Curriculum (PC) Flexibility	21

The Learning Services & Instruction department will continue to innovate, coordinate and collaborate to provide diverse, relevant, and large-scale professional learning opportunities along with the small group and individual opportunities for ALL educators, leaders, and the greater Jackson community.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 64

PERSONNEL MATTERS AND RECOMMENDATIONS

A. EMPLOYMENT – FOR ACTION

1. Certified

- a. Micah Manthei 08/23/2021
Psychologist
Special Education

Ms. Micah Manthei is being hired as a Psychologist for the Special Education Department, effective August 23, 2021. This vacancy resulted from the retirement of Kevin Coleman. Ms. Manthei will be placed within the certified special education salary schedule, consistent with her experience.

2. Non-Certified

- a. Michael Rambadt 03/22/2021
Teacher Assistant
Special Education

Mr. Michael Rambadt is being hired as a Teacher Assistant for the Special Education Department, effective March 22, 2021. This is a new FTE for the 2020-2021 year, and will be reflected in the budget amendment. Mr. Rambadt will be placed within the special education teacher assistant salary schedule, consistent with his experience.

- b. Angela Ayers 03/22/2021
Teacher Assistant
Special Education

Ms. Angela Ayers is being hired as a Teacher Assistant for the Special Education Department, effective March 22, 2021. This vacancy resulted from the retirement of Connie MacGuinness. Ms. Ayers will be placed within the special education teacher assistant salary schedule, consistent with her experience.

- c. Tamara Hawkins 03/22/2021
Teacher Assistant
Special Education

Ms. Tamara Hawkins is being hired as a Teacher Assistant for the Special Education Department, effective March 22, 2021. This is a new FTE for the 2020-2021 year, and will be reflected in the budget amendment. Ms. Hawkins will be placed within the special education teacher assistant salary schedule, consistent with her experience.

- d. Crystal Hunt 03/22/2021
 Teacher Assistant
 Special Education

Ms. Crystal Hunt is being hired as a Teacher Assistant for the Special Education Department, effective March 22, 2021. This is a new FTE for the 2020-2021 year, and will be reflected in the budget amendment. Ms. Hunt will be placed within the special education teacher assistant salary schedule, consistent with her experience.

B. SEPARATION OF EMPLOYMENT – FOR INFORMATION

1. Administrative, Managerial & Technical Staff

- a. Kimberly Miller 04/16/2021
 LEA Business Manager I
 Finance

Ms. Kimberly Miller provided notice of her resignation from her LEA Business Manager I position for the Finance Department, effective April 16, 2021, which was accepted by the Superintendent on behalf of the Board on March 10, 2021. Ms. Miller started employment with us on March 2, 2009. The administration has posted this vacancy.

1. Non-Certified Staff

- a. Katherine Vctor 02/12/2021
 Teacher Assistant
 Special Education

Ms. Katherine Vctor provided notice of her resignation from her Teacher Assistant position for the Special Education Department, effective February 12, 2021, which was accepted by the Superintendent on behalf of the Board on February 15, 2021. Ms. Vctor started employment with us on March 23, 2020. The administration has posted this vacancy.

- b. Connie Curl 06/30/2021
 Teacher Assistant
 Special Education

Ms. Connie Curl provided notice of her retirement from her Teacher Assistant position for the Special Education Department, effective June 30, 2021, which was accepted by the Superintendent on behalf of the Board on March 5, 2021. Ms. Curl started employment with us on January 30, 2008. The administration has not yet posted this vacancy.

c. Karen Blair 06/30/2021
Teacher Assistant
Special Education

Ms. Karen Blair provided notice of her retirement from her Teacher Assistant position for the Special Education Department, effective June 30, 2021, which was accepted by the Superintendent on behalf of the Board on March 5, 2021. Ms. Blair started employment with us on September 14, 1998. The administration has not yet posted this vacancy.

d. Marilyn Magsig 06/30/2021
Teacher Assistant
Special Education

Ms. Marilyn Magsig provided notice of her retirement from her Teacher Assistant position for the Special Education Department, effective June 30, 2021, which was accepted by the Superintendent on behalf of the Board on March 5, 2021. Ms. Magsig started employment with us on August 21, 1998. The administration has not yet posted this vacancy.

e. Deborah Boss 08/20/2021
Teacher Assistant
Special Education

Ms. Deborah Boss provided notice of her retirement from her Teacher Assistant position for the Special Education Department, effective August 20, 2021 which was accepted by the Superintendent on behalf of the Board on March 5, 2021. Ms. Boss started employment with us on May 23, 2001. The administration has not yet posted this vacancy.

f. Charles Wooley 06/11/2021
Teacher Assistant
Special Education

Mr. Charles Wooley provided notice of his retirement from his Teacher Assistant position for the Special Education Department, effective June 11, 2021, which was accepted by the Superintendent on behalf of the Board on March 5, 2021. Mr. Wooley started employment with us on December 18, 2002. The administration has not yet posted this vacancy.

g. Sandra Lake
Teacher Assistant
Special Education

06/10/2022

Ms. Sandra Lake provided notice of her retirement from her Teacher Assistant position for the Special Education Department, effective June 10, 2022, which was accepted by the Superintendent on behalf of the Board on March 5, 2021. Ms. Lake started employment with us on August 24, 2000. The administration has not yet posted this vacancy.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 65

FOR ACTION

Subject: Approval/Reconfirmation of Extended COVID Learning Plan (ECLP)

Under the state's adopted Return to Learn legislation, districts must approve/reconfirm their Extended COVID Learning Plans each month. At this evening's meeting, the Board is asked to reconfirm its Extended COVID Learning Plan (ECLP). As discussed at the last board meeting, in-person instruction began expanding in March. The Jackson Area Career Center continues to operate four days a week in-person and virtually on Wednesdays, and most special education programs transitioned from an A/B cohort to either four days a week in-person with virtual Wednesdays or five days a week. Administration will continue to work with local districts to determine if/when additional expansion of in-person learning should take place.

The complete JCISD Extended COVID Learning Plan is linked [here](#).

Legislation also requires that Weekly 2-Way Interaction Rates are reported to the Board each month and posted on the district webpage. Those rates are linked [here](#).

The Board is required to take public comment prior to considering adoption of the current ECLP.

For the Board's information, JCISD reports on its website every 24 hours current JCISD School Associated Cases of COVID 19. A "School Associated Case" means a case where the Jackson County Health Department notified the JCISD of a probable or confirmed COVID-19 case amongst students, teachers, staff members, coaches, volunteers, or any other person who was present in a JCISD school program or on JCISD school property or at a school function under circumstances that may have resulted in the transmission or contraction of COVID-19 during their infectious period. A link to that report is found [here](#).

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 66

FOR ACTION

Subject: PERPETUAL 5-YEAR COMMON SCHOOL CALENDAR

Section 380.1284a of the Revised School Code requires an intermediate school district, in cooperation with its constituent districts, to adopt a common school calendar to apply to all of its constituent districts and the intermediate school district programs. The legislation requires calendars to be developed for at least five years to identify the dates during each school year when school will not be in session for winter break and spring break.

This year, the county calendar committee recommended that all of the calendars to be presented to the Board be based on the state-approved “early start” waiver granted through 2024-25. The Board will recall that the early start plan moves the school start date about two weeks prior to Labor Day, and the first semester classes end prior to the winter holiday break.

A copy of the county common calendars provided for Board approval cover 2021-22 through 2025-26.

The Administration therefore requests the Board take the following action:

In compliance with the Common School Calendar requirements of Section 380.1284a of the Revised School Code, subsequent to consultation with constituent districts, and consistent with the revised Jackson County Perpetual School Calendar Guidelines, the Jackson County Intermediate School District Board adopts the following common calendar characteristics for the next five school years:

Winter Holiday Break (schools not in session)

2021-22 Monday, December 20 through Friday, December 31
2022-23 Monday, December 19 through Friday, December 30
2023-24 Monday, December 25 through Friday, January 5
2024-25 Monday, December 23 through Friday, January 3
2025-26 Monday, December 22 through Friday, January 2

Spring Break (schools not in session)

2021-22 Friday, March 25 through Friday, April 1
2022-23 Friday, March 24 through Friday, March 31
2023-24 Friday, March 22 through Friday, March 29
2024-25 Friday, March 21 through Friday, March 28
2025-26 Friday, March 20 through Friday, March 27

The administration also requests that the Board adopt the following revised Perpetual School Calendar Guidelines, to be applicable to county school calendars, which are included with these materials.

The following conditions will govern the perpetual school calendar for Jackson County through the 2025-26 school year:

Jackson County schools were granted State waivers to allow a pre-Labor Day start of school effective for 2016-17 through 2024-25. Assuming the State of Michigan allows the pre-Labor Day start through 2025-26, the following conditions will govern the perpetual school calendar for Jackson County. If the waiver extension is denied beginning in 2024-25, the traditional calendar guidelines will apply, as summarized below.

1. The first pupil attendance day will be on the Wednesday that is twelve (12) days before Labor Day. Days scheduled before this Wednesday shall be devoted to staff pre-planning and professional development.
2. The following days shall be recognized and observed as holidays for all districts: Memorial Day, the Friday before Labor Day, Labor Day, Thanksgiving Day, the day before and the day after Thanksgiving, President’s Day, and Good Friday.
3. Winter break dates will be determined in accordance with the following schedule:

<u>If Christmas falls on</u>	<u>Last Day of School</u>	<u>Schools Begin Again</u>
Sunday	December 16	January 3
Monday	December 22	January 8
Tuesday	December 21	January 7
Wednesday	December 20	January 6
Thursday	December 19	January 5
Friday	December 18	January 4
Saturday	December 17	January 3

4. Spring break will be scheduled the five days of the last week in March. The “last week in March” is defined as the week containing three or more days in March. The spring break will also include the Friday immediately prior the last week of March.
5. The following possible “School Holiday/PD Days” are non-student days for each district. The ISD may close its center programs on each of these dates. The ISD and local districts are encouraged to designate some or all of these dates as professional development days.

“School Holiday/PD Days”

County Fall PD Day
M. L. King Holiday
February PD Day
County Winter PD Day
June PD Day

Time of Observance

Third Monday in October
Third Monday in January
Friday preceding President’s Day
Second Monday in March
Day immediately following last student day

FOR 2023 ONLY:

Day after New Year’s Day January 2, 2023

6. Five teacher professional development days are to be scheduled outside of the required 1098 instructional hours, except as provided in MCL 388.1701.

Traditional Calendar Guidelines for Starting the School Year

1. The first pupil attendance day shall be the Tuesday after Labor Day. Days scheduled to work before this Tuesday shall be devoted to pre-planning, staff conferences.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 67

FOR ACTION

Subject: JCISD School Calendars for 2021-2022

The common county calendars for 2021-22 through 2025-26, and the associated perpetual calendar guidelines are on the Board Agenda for this meeting.

Calendars for the various Intermediate School District Career and Technical Education and Special Education 2021-22 instructional programs were developed following the patterns and break periods in the 2021-22 county-wide calendar, and are included in the Board packets for review. Input on the program calendars was provided by Jackson Intermediate Education Association and the Career Center Education Association. Staff will be present to answer any questions regarding these calendars.

If the Board adopts the common county calendars, the administration recommends the various 2021-22 JCISD program calendars for Board approval, as well.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 68

FOR ACTION

Subject: Bus Acquisition

The JCISD's Transportation Department operates a fleet of 43 buses. Two are assigned to the Career Center, and the other 41 are used by Special Education to operate 34 regular bus runs picking up approximately 500 students each school day from all over Jackson County and into several neighboring counties and transporting them to the Tarrant and Kit Young Centers as well as to multiple school sites throughout Jackson County. The total mileage of our Special Ed fleet in 2019-20 was approximately 480,000 miles (which is about half of a normal non-pandemic year). Based on past experience the district continues to assume its buses will have an expected useful life of approximately 10 years and 300,000 miles. With the size of the fleet and the 10-year expected life this results in a replacement schedule of 4 or 5 buses each year. This year the administration is recommending the purchase of 5 new buses to replace 5 older buses in the fleet. The older buses being replaced will be sold or used for spare parts and then scrapped.

The specification of the 5 new buses to be purchased this year will not all be the same. All buses will be 53 passenger models equipped with gasoline engines. Two buses will be fully seated for 53 passengers. The other three buses will be equipped with a front Braun Wheelchair lift, and one of these buses will have one wheelchair spot with the "SureLok" system, two buses will have two wheelchair spots. While many of our students do require the wheelchair accommodation, most do not, and the added passenger carrying capacity is a significant benefit. Also, the district's initial experience with gasoline powered buses (as opposed to the traditional diesel engine) has been very good. Gasoline powered buses are less expensive to purchase, and experience so far indicates they are also significantly less expensive to maintain. This explains the growing popularity of gasoline-powered school buses over the past few years.

The District solicited bids for five (5) new buses from the regional distributors of all three major school bus manufacturers. One of the distributors had contacted the district the prior year and explained they did not offer a gasoline engine and asked if an alternative bid with diesel powered school buses would be considered. The administration responded that no, a bid for diesel powered buses would not be favorably received. This distributor again contacted the district about the possibility of bidding with gasoline engines this year, but did not submit a bid. The District had requested that the bidders segment their offers into one for the standard buses and one for the wheel-chair ready buses. Two bids were received by the District as of the March 5, 2021 bid submission deadline, as summarized below:

1. Holland Bus Company – total combined purchase price of \$498,949 price for five 2022 buses equipped with Blue Bird body and chassis, a 7.3L Ford gas engine (school bus usage is a new application for this Ford truck engine), Ford transmission, and other particular equipment per the bid specification. Estimated delivery date would be in late July 2021. Holland's proposal was segmented as follows:

Two (2) Standard Buses	\$192,684
Three (3) Wheel-Chair Ready Buses	\$306,265

2. Midwest Transit Equipment – total combined purchase price of \$495,334 for five 2022 buses equipped with IC body and chassis, a 8.8L PSI engine (formerly GM 8.1L big block), Allison transmission, and other equipment per the bid specification. Estimated delivery date would be in late July 2021. This bid was segmented as follows:

Two (2) Standard Buses	\$195,244
Three (3) Wheel-Chair Ready Buses	\$300,090

The Administration recommends the Board approve the purchase of 5 new school buses and award the bid as follows:

Two (2) Standard Buses from Holland Bus Company at a total cost of **\$192,684**
Three (3) Wheel-Chair Ready Buses from Midwest Transit Equipment at a total cost of **\$300,090**

If approved, these buses will be ordered immediately for anticipated delivery in July 2021. It is anticipated these buses will be purchased at a total cost of **\$492,774**, which will be built into the 2021-22 Special Ed budget. Alternatively, Capital Project funds attributable to Special Ed could be used for this purchase.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 69

FOR ACTION

Subject: Purchase of New Maintenance Department Pickup Truck

The district maintains a small fleet of work vehicles for use in the day-to-day maintenance of the facilities and grounds as well as other operational needs. District owned vehicles include one large van (e.g. UPS sized) and one regular size cargo van used for deliveries and hauling materials, plus several pickup trucks for general-purpose use and also for snow plowing on the south campus, north campus, and Camp McGregor. The district periodically needs to replace a truck to ensure all vehicles are in good condition and relatively modern. Typically the oldest trucks are assigned to Camp McGregor and to the Transportation Department because these trucks typically get the least usage, at least in terms of miles. The Camp truck is used for snow plowing and hauling materials on camp property. The Transportation truck is sometimes used to assist with plowing on the north campus, for hauling transportation equipment, to make parts runs, and when necessary to provide assistance to a bus out on the road.

The current Transportation Department work vehicle is a 2002 Chevy Silverado pickup truck that is at the end of its useful life. The administration is proposing to replace that old truck at Transportation with the next oldest truck in the fleet, a 2015 GMC Sierra 2500 pickup currently used by the Maintenance Department, and then to replace that GMC truck with a new pickup.

As a MiDeal Extended Purchasing Program member, the JCISD is able to take advantage of pricing that has been pre-bid and contracted by the State of Michigan. The district has learned in the past that the discounted pricing available through MiDeal is significantly less than what can be attained through a regular bidding process. None of the local Jackson dealerships are eligible to participate in the MiDeal program because none of them have a large enough and dedicated fleet sales department. While MiDeal vehicle inventories have been low as a result of the pandemic, the administration has located an appropriate vehicle in inventory at Gorno Ford in Woodhaven. The vehicle is a 2021 model year Ford F250 pickup truck with a MiDeal program price of \$34,777. This 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. The district will purchase a new snowplow for this truck separately. Administration requests Board approval to purchase this new work truck from Gorno Ford through MiDeal at a price of \$34,777.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 70

FOR ACTION

Subject: Forced Relocation of Fiber Napoleon-Brooklyn

Four miles of consortium fiber serving Columbia (between Napoleon and Brooklyn) is being forced to be relocated by Consumers.

An RFP was issued for a new fiber route through the stretch along M-50. Two bids were received:

- Turnkey Network Solutions: \$135,575
- Challenger Technologies: \$140,710

The new route from Consumers presents a couple of challenges that each provider recommends handling differently:

- Clearance Issue 1: Some of the standard poles are being replaced with transmission poles that we are not allowed to attach on. Crossing at M50 has a regulatory requirement of 18' and also requires 30" separation from Consumer's lines. The Consumer's line is at 19'9".
 - Challenger's stance after a site survey is that mid span (fiber sag) of the fiber over M50 would drop to the 17'3" mark which would not meet the 18' requirement. They would go underground for this portion of the build.
 - Turnkey's stance after a site survey is that they would be able to meet the 18' requirement going above ground over M50 at mid span.
- Clearance Issue 2: At the 45 degree turn at the south end of the build, the attachments on the poles are being spread out and must meet the 18' height requirement throughout.
 - Challenger's stance is that mid span would drop to 16'7" over the farmland. They would go underground for this portion of the build.
 - Turnkey's stance is that they can meet the 18' requirements mid span above ground.

The Schools Technology Consortium (STC) held an open public meeting and discussed the differences between the solutions. The STC decided that for the small difference in cost between the two solutions, that going with Challenger's underground solution provided a better long term protection of the fiber. The STC voted unanimously in favor of Challenger's solution.

It is recommended the Board approve the work of the relocation of four miles of consortium fiber serving Columbia (between Napoleon and Brooklyn) that is being forced to be relocated by Consumers to Challenger Technologies at a total cost of \$140,710. Funding of this project will come from the STC budget.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 71

FOR ACTION

Subject: Special Education Waiver Applications

Michigan Public Acts 147, 148, and 149, signed into law by Governor Gretchen Whitmer on August 20, 2020, waived strict compliance with the 180-day and 1,098- hour requirements for the 2020-2021 school year. Under these Return to Learn laws, districts were granted the ability to educate students within a variety of learning modes and provided options for demonstrating how they were providing 180 days and 1,098 hours of instruction.

However, these Acts did not waive the requirements for programs under the Michigan Rules for Special Education (MARSE). The Michigan Department of Education is now allowing Districts to apply to waive day and/or hour requirements for the following:

- R 340.1738(b)(i): Programs for students with severe cognitive impairments
- R 340.1748(2)(a): Programs for students with severe multiple impairments
- R 340.1754(2)(e): Early childhood special education programs
-

These programs have requirements for either 200 days and 1150 instructional hours with no breaks longer than 10 days, or for Early childhood, 144 days and 360 total instructional hours. Three waiver applications for the aforementioned programs have been created to allow for the virtual instruction days (provided this school year due to the pandemic), to be counted as meeting the mandated clock/day hours.

Administration requests Board approval of these waiver applications.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 72

FOR INFORMATION

Subject: 2021-22 Initial Budget Outlook

The administration has begun work to develop the 2021-22 fiscal year budget. At the March 16, 2021 JCISD Board of Education meeting the administration will present to the Board an initial high-level look at the 2022FY budget. This review will also include an update on the overall budget development timeline, process, and key information inputs into the district's budget. On Friday, March 19, 2021, the administration will present the same information to the countywide Superintendents at their monthly JCSA meeting. Based on feedback from the local district Superintendents this approach, which has worked well the last few years, will be followed again this year. No specific meetings will be scheduled to present the JCISD budget to any local district Boards of Education. However, the JCISD administration has offered in the past, and will offer again through the local district Superintendents, to meet with any local Board as requested.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 73

FOR INFORMATION

Subject: Whole Child Services & Impact

Each year the Whole Child team reports to the Board of Education regarding progress toward the following board goal:

JCISD will further develop a complex system of services and continuum of support for behavioral health services in Jackson County schools. The long-term plan includes the following phases:

- *Year 1 - Education, awareness and communication of the processes for all to access and navigate the system. (COMPLETE)*
- *Years 2-5 - Improvement in MiPHY data in at least one of the sub-categories; Track screening practices, identification of services, supports used, repeat users, etc.*
- *On-going - Analyze and revise*

Although the driving framework ([WSCC Model](#)) that the work had been built on has not changed, due to COVID-19, the Whole Child team has vastly changed and innovatively increased their services, partnerships, and most importantly, their impact this year. The WC team has done this through:

- Collaboration and Building Relationships with the Community and LEAs
 - Whole Child Collaborative
 - Engagement, qualitative data collection
 - Coaching
 - Collective impact work
 - Other State & Local Collaboration (i.e.: 31N, MISHCA, Project Aware, MHEF)
- Informing and Educating Individuals, Groups, and Organizations/LEAs
 - Training/Professional Learning
 - Resource Sharing
 - Facilitating
- Changing Systems through Supports & Leadership
 - Readiness and Needs Assessments
 - Data collection and Analysis
 - Design Thinking
 - Auditing, Addressing, and Changing Practice, Processes, and Policy

Link to [Board PPT Presentation](#)

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 16, 2021
Volume 41, Report No. 74

FOR INFORMATION

Subject: JCISD Board Biennial Election

There is one six-year term and one four-year term on the Board of Education that will be filled at the 2021 Biennial ISD Board Election. The six-year term of incumbent Lillian Fields, along with a four-year term of incumbent Georgia Fojtasek are expiring June 30th. By statute, this year's biennial election will be held on Monday, June 7th.

The election duties of the intermediate school district personnel involve initiating, and to some degree, administrating the election. Public Act 419 of 2004, which amended the Revised School Code in terms of intermediate board elections, includes the following:

Process to Elect Board Members:

Members of the ISD board shall be elected biennially on the first Monday in June, if the board is *not* a popularly elected board. The JCISD board is *not* a popularly elected body.

The constituent districts shall designate a representative to the electoral body by resolution adopted not earlier than 21 days before the date of the biennial election (not earlier than May 17, 2021)

- The resolution shall be adopted by a majority vote of the members serving on the constituent school board.
- Candidate(s) supported by the constituent board shall be identified in the resolution and the representative shall be directed to vote for the candidate(s) (at least on the first ballot).
- The resolution shall be considered by the constituent board at not less than one (1) public meeting before it is adopted.

The notice of the hours and place of the biennial election meeting will be sent by certified mail to the secretary of each constituent district at least ten (10) days before the meeting (May 28, 2021).

Limitations on Constituent Board Members:

Beginning with the 2005 election, not more than three (3) members of the ISD board may also serve simultaneously as a member of a constituent board of education or public school academy board.

Eligibility:

Any intermediate school district elector is eligible for election, including any member of a constituent board; however, an intermediate school district elector must be a registered resident elector of a township or city in the intermediate school district.

Not more than two (2) members may be from the same school district unless there are fewer districts than positions to fill.

A candidate must be at least 18-years of age, a citizen of the United States, a resident of the State of Michigan for at least 30-days, and a resident of the school district on or before the 30th day prior to the date of the election. Property ownership is not a requirement for candidacy.

Candidates can either pay a filing fee or file nominating petitions. As a result of Public Act 157 of 2002, board of education candidates now have the option of paying a non-refundable filing fee of \$100. If paid by the appropriate due date, the fee has the same effect as filing a nominating petition. The filing petitions and/or fee, along with the Affidavit of Identity are to be submitted to the County Clerk's office no later than Monday, May 10, 2021.

If a candidate chooses to file a nominating petition instead of paying the \$100 fee, the petition must comply with MCL 380.10066 and 168.544c. The petition must be signed by not less than 40 and no more than 100 registered school electors of the intermediate school district. In every case, signers must be registered to vote in the city or township of the district in which they reside.

In addition to filing nominating petitions, or paying the \$100 non-refundable fee, Public Act 137 of 1997 and Public Act 163 of 2002, require every candidate running for election to an intermediate board to file two copies of an Affidavit of Identity. The affidavit is filed together with the candidates' filing fee or nominating petitions. The Affidavit of Identity form is also available at the office of the County Clerk. The affidavit must be a written document, signed and sworn before a person having authority to administer an oath, such as a notary public. Due to Covid 19, the Jackson County Courts and Clerk's offices are closed to the public. Candidates must therefore take one of two actions:

1. Mail the original Affidavit of Identity, original petitions, or filing fee to:
Jackson County Clerk's Office
Attention: Jenny Crews, election director
312 S JACKSON ST
JACKSON MI 49201

2. or, make an appointment by contacting Jenny Crews or Sam Brown to file in person (517-768-6759 office*), (517-937-0303 cell).

*If a candidate wishes to use petition signatures instead of paying the filing fee, petition packets can be obtained through contacting the clerk's office.

The petitions or fee and the Affidavit of Identity must be filed with the County Clerk not later than 30-days before the date of the biennial election. Therefore, for this year, the last filing date for petitions or fee and affidavits is no later than 4 p.m. on May 10, 2021. The Clerk determines the sufficiency of the petition and eligibility of nominated candidates. If any petition is found insufficient either because of lack of signatures, improper form, or if the candidate is not eligible, the Clerk will notify the person immediately.

Terms of Office:

The full term of office of the board members to be elected to the intermediate school board shall be six (6) years; exception, shortened terms are elected to fill the remainder of a term due to a mid-term vacancy appointment.

Biennial Election Meeting:

The JCISD biennial election will be scheduled to begin at 6:00 p.m. on June 7th. The meeting must comply with the Open Meeting Act, but is not considered a meeting of the intermediate board.

No nominations will be accepted from the floor, unless no petitions have been filed for the vacancies. Ballots for the selection will be furnished by the County Clerk. Selection will be made by ballot on which will be listed the names of the candidates properly nominated.

The canvass will be done by two (2) persons who are appointed by the intermediate board president. The two persons appointed may not be members of the intermediate board nor can they be candidates for the board. The superintendent and the administrative assistant have historically filled these roles.

Within five (5) days after selection or appointment of new board members, each person selected shall be notified. Within ten (10) days the person will file, with the secretary an acceptance of office by written affidavit and subscribe to an oath.

Additional Consideration:

The law is silent as to some of the procedures to be followed at the meeting to elect intermediate board of education members. For example, it is recommended that for the Jackson County Intermediate School District election, if there is a possibility that more than two (2) members could be elected to the intermediate board from one district, procedures will be used to prevent this from happening. Legal counsel has advised, when there are two vacancies on the ballot "the two candidates receiving the highest number of votes will be declared elected unless both of these persons reside in a district already represented by one incumbent member. In that event, the candidate receiving the highest number of votes will be declared elected to one vacancy.

The candidate with the next highest number of votes and who does not reside in the same district as the candidate with the highest votes and the incumbent board member will be declared elected to the other vacancy.

MASB legal opinion also declares that person(s) are elected by majority of votes cast by constituent districts whose voting delegate or alternate is present at the appointed election site, at the specific time and place announced; Board resolutions are not substitute ballots.

TIMELINE OF ELECTION

March 16, 2021	Report presented to the Board of Education.
March 17, 2021	News release concerning biennial election and Notice of Vacancy sent to local districts, along with a copy of the board report.
May 20, 2021 4:00 p.m.	Last day for filing required documents with the County Clerk. <ul style="list-style-type: none">- \$100 non-refundable fee or Nominating Petitions- School Board Candidate Affidavit of Identity *(Number of registered voter signatures required is a minimum of 40 and maximum of 100. Ensure the Affidavit of Identity is signed and sworn by a commissioned Notary Public).
May 17, 2021	First day local board may act on resolution naming representative and preferred candidate(s).
May 28, 2021	Deadline for sending certified letters of notification to secretaries of constituent boards.
June 7, 2021 6:00 p.m.	Biennial election, Board Room, Gerald B. Kratz Education Center, 6700 Browns Lake Road, Jackson, Michigan.
June 8, 2021	News release of election results.