

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 15, 2022— 5:00 p.m.

I. OPENING OF MEETING

II. PLEDGE OF ALLEGIANCE

III. CORRESPONDENCE AND INFORMATION

IV. VISITOR RECOGNITION AND COMMENT

V. CONSENT AGENDA-Volume 42, Report No. 49

Consent agenda matters are considered routine, or have been previously discussed and/or reviewed in a prior open meeting. Consent items will be enacted in one motion. While simple clarification or comment may be appropriate, there will be no discussion. If substantive discussion is required, it will be removed from the consent agenda and considered separately.

1. Approval of Minutes

a. February 15, 2022 Regular Meeting Minutes30

2. Personnel Matters and Recommendations110

a. Employment-Action

3. Acceptance of Finance Report112

4. Perpetual 5-Year Common School Calendar113

VI. REPORTS FOR ACTION

50 Central Campus Network Equipment and Structured Cabling116

51 JCISD Central Campus Site Plan.....117

VII. INTRODUCTION OF OTHER MATTERS

VIII. ADJOURNMENT

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD of EDUCATION
MEETING AND PUBLIC COMMENT PROCEDURES



Speakers must register prior to the commencement of the Visitor and Comment portion of the agenda by completing this form, available at the entrance of the meeting room. Completed forms shall be submitted to the meeting chair before the meeting is called to order.

Welcome to the Jackson County Intermediate School District Board of Education meeting. The board meets in public for the purpose of conducting the school district's business, but the meeting is not to be considered a public community meeting. It is our policy to provide the public reasonable access to the Board of Education; in order to accomplish this in an orderly, efficient, and effective manner, certain guidelines have been established.

Topic: Board of Education

Time: Mar 15, 2022 05:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://jcisid-org.zoom.us/j/88353491076?pwd=ZWg1MnBBdjc5c0ExK2ZvMW1CaDBGUT09>

Meeting ID: 883 5349 1076

Passcode: 440962

Find your local number: <https://jcisid-org.zoom.us/j/88353491076>

Join by SIP

88353491076@zoomcrc.com

1. The location and dates of all meetings are published in advance, including details on how the public may use a virtual option via a link/or a "call-in" telephone number in cases where in-person participation is a barrier. Meetings may be recorded at the Board's discretion. The Board is not responsible for any technology failures that prevent or disrupt any individual from attending and/or participating remotely
2. Linked or "call-in" observers are not meeting participants and can only listen to the meeting. No chat or voice comments are available to virtual listeners; however, virtual listeners may submit written comments via a jcisid.org website form. There will be an option for the comment to be read aloud in the public meeting, as well as shared with individual Board members.
3. All agendas of the Board of Education include an item identified as "Visitor Recognition and Comment," which takes place in the early part of the evening.
4. For the purpose of identification in the official Board minutes, in-person visitors are asked to sign an attendance roster. Anyone wishing to address the Board, or comment on an agenda item, will be required to register a form ahead of the "public comment" portion of the meeting, wherein they provide their name, legal address, topic for their remarks, and if applicable, the organization represented.
5. The chairperson may limit the discussion depending on the number of persons wishing to address the Board on a given topic or on a given night to three (3) minutes duration. All participant comments shall be directed to the Board and not to staff or other visitors.
6. The Board of Education reserves the right to establish additional rules or procedures it deems appropriate to a particular item on the agenda, or for a particular Board meeting. Such rules or procedures will be announced at the opening of a board meeting, or prior to the discussion of a specific agenda item.
7. Pursuant to Michigan law, a Board member on active military duty who is unable to participate in the meeting in-person, will be allowed to participate in the meeting remotely when approved by the Board President.

As elected state officials, we believe open communication is of vital importance in maintaining quality services to local school districts. Meeting facilities will generally accommodate access to and participation in Board meetings; however, any person needing an additional accommodation to participate in the meeting should contact the office of the superintendent at 517.768.5200 in advance so a reasonable accommodation can be arranged. Members of the public who wish to contact board members outside of board meetings are encouraged to write them using the board members' district email addresses, which are available on the www.jcisid.org website in the countywide directory.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – February 15, 2022
Volume 42, Report No. 49 Consent Item 1a

PROPOSED MINUTES

The meeting of the Board of Education of the Jackson County Intermediate School District was held on Tuesday, February 15, 2022, at the Gerald B. Kratz Education Center, 6700 Browns Lake Road, Jackson, Michigan. Vice President Douglas Schedeler called the meeting to order at 5:00 p.m. Board members present were: Douglas Schedeler, Erin Slater, Georgia Fojtasek, and Blaine Goodrich. Board members absent: David Salsbury.

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

STAFF AND VISITORS

In-person: Kaci Babineau, Tom Mackinder II, Bruce Clevenger, Jace Harper, Christine Gorton, Carol Abbott, Cindy Leavy, Bobbie Bryant, Bill Strohaber, Penny Rund, Monica Day, Pegg Clevenger, Barb Anderson, Travis Fojtasek, Libby Anderson-Greanya, Kathleen Herr, John Hand, Vince Pangorm, Carlene Walz-Lefere, Barbara Fleming, Philip Lowell, Sam Only, Tammy Auwers, Dee Woods, J. Krupa, Santino Gaitan, Ed Peterson, Bruce Eaton, Joan Farr, Sheryl Fagin, Jerome Krakowiak, Libby Wagner, Jason Covell, Mike Bullinger, Kathryn Keersmaeker

Virtual: Zoom indicated there were 15 observers at one time, including JCISD administrators Roger Auwers, Tovah Sheldon, Shannon Degan

Vice President Schedeler announced the Visitor Recognition and Comment portion of the agenda would be held at the conclusion of the Special Report concerning the Central Campus Site Plan, as most visitors were in attendance to speak to that specific agenda item.

CORRESPONDENCE & INFORMATION

Mr. Oxley provided details about upcoming events of interest to the Board:
February 24th, 4-7 p.m., Career Center Open House
March 1st, 6 p.m., at the Career Center, a public forum on the Central Campus project
March 15th, 11-5 p.m., Countywide Education Virtual Job Fair

CONSENT AGENDA – Volume 42, Report No. 43

Motion to approve the consent agenda given by Mr. Goodrich; Mrs. Slater seconded. The consent items were approved by a unanimous roll call:

Yeas) Schedeler, Slater, Fojtasek, Goodrich

Nays) None

| | |
|----------------------|---|
| Consent Item-1a & 1b | January 18, 2022 regular and closed session meeting minutes |
| Consent Item-2 | Acceptance of Finance Report |
| Consent Item-3 | Personnel Matters & Recommendations: Employment |
| Consent Item-4 | Fourth Street Fiber Relocation |

SPECIAL REPORT

CENTRAL CAMPUS SITE PLAN-Volume 42, Report No. 44

At the December 21st meeting when citizen and resident concerns were raised about the plan to remove nine (9) trees—eight (8) which are mature, healthy, white Oak trees—the administration has diligently worked to identify a potential solution that saves as many trees as possible while providing for student safety and the efficient use of the unique facility. Superintendent Oxley presented an in-depth review of the 2-year planning and permitting process, and then introduced a concept “in-planning” as an alternate, compromise site plan solution. The concept saves six (6) of the mature, white Oaks. The administration intends to host a information sharing and input gathering, public forum at the Career Center, beginning at 6 p.m., on March 1, 2022.

Board members offered sentiments of appreciation to the visitors and interested parties, offering assurances that it is everyone’s goal to reach the best outcome and compromise. Mr. Goodrich exited the meeting with his apologies for a prior commitment.

VISITOR RECOGNITION AND COMMENT

Fourteen (14) persons went on to address the Board on the subject of the Central Campus Site Plan. Their remarks focused on the historic significance of the trees, the potential impact to the eco system, and to encourage the Board to preserve the grove for use in educational programming. A few speakers specifically offered expressions of gratitude for the administration and Board’s thoughtful work and responsiveness to community concerns. One (1) speaker spoke directly to putting special needs students’ interests first.

Speaking were Tammy Auwers, Ed Peterson, Steve Christian, Jessica Price, Will Forgrave, Monica Day, John Hand, Pegg Clevenger, Barbara Anderson, Bill Strohaber, Bruce Clevenger, Kathryn Keersmaeker, Santino Gaitan, and Todd Zeller.

Tom Mackinder II, representing the Jackson Patriots, spoke about concerns he has concerning the JCISD website having links under its community resource section to the College and Career Access Center website and the Jackson Collaborative Network website. In his view, these partner websites promote Marxist, Critical Race Theory, and pose a threat to democracy. He and the Jackson Patriots feel links to these websites on the JCISD website should be removed. He concluded by asking the Board's definition of success and how these websites support it.

Mr. Schedeler closed by inviting all in attendance to the March 1st forum, and called for a brief recess at 6:18 p.m. The meeting reconvened at 6:34 p.m. with agenda action items.

REPORTS FOR ACTION

BOARD POLICY UPDATE 0167.3 Public Participation – Volume 42, Report No. 45

Mrs. Brechtelsbauer presented a revised policy which incorporated the changes the Board identified at the January meeting. The draft is within MASB recommended guidelines for virtual participation, maintains a three (3) minute time limit, utilizes a sign-in form requiring name, address, and organization of persons desiring to address the Board, and establishes a mechanism making it easier for the public to submit written statements via the website and administrative office. Mrs. Fojtasek made the motion to approve the NEOLA and administration recommended changes, as presented. Mrs. Slater offered support to the motion, which then carried by a roll call vote:

Yeas) Slater, Fojtasek, Schedeler
Nays) None

MASB REGION 7 BOARD OF DIRECTORS ELECTION-Volume 42, Report No. 46

A discussion took place as to whether individual members had any familiarity with the three (3) candidates running to represent MASB Region 7, or whether members felt there was any benefit in voting for someone whose geography and demographic closely resembles Jackson? Ultimately, Mrs. Slater made the motion to have the ballot cast in support of retaining the incumbent, Guillermo Lopez, from Lansing Public Schools. Mrs. Fojtasek supported.

Yeas) Fojtasek, Schedeler, Slater
Nays) None

PROPOSED RATIFICATION OF LABOR AGREEMENT WITH EDUCATION SUPPORT PERSONNEL ASSOCIATION (ESPA)-Volume 42, Report No. 47

The ESPA labor group recently voted to accept a negotiated wage adjustment to the current contract. The increase provides favorable benefit and is equitable to other labor groups. The Board unanimously voted to ratify the new terms after a motion by Mrs. Fojtasek and second from Mrs. Slater.

Yeas) Schedeler, Slater, Fojtasek
Nays) None

REPORTS FOR INFORMATION

JACKSON COUNTY EARLY COLLEGE (JCEC) 1st SEMESTER-
Volume 42, Report No. 48

Tremendous success and growth of the Jackson Early College is credited to the dedication of Jean Logan, JCISD Early College Administrator, the collaboration of Jackson County schools, and strong partnership of Jackson College and their teaching staff. The program grows each year with over 600 students on the current roster and a remarkable credit attainment success rate of over 90%

INTRODUCTION OF OTHER MATTERS

Mr. Oxley sought approval to change the meeting date of the April meeting from the fourth Tuesday to the third Tuesday, April 19th. Mr. Schedeler made the motion to authorize the administration to make the suggested changes to the established meeting schedule after consulting all Board members as to their agreement. Mrs. Slater supported.

Yeas) Slater, Fojtasek, Schedeler

Nays) None

Mrs. Fojtasek asked the administration to supplement the directional signage on the South Campus for the March 1st meeting in order to ease the public's participation in locating the correct building and entrance.

ADJOURNMENT

A unanimous voice vote following a motion from Mrs. Slater and a second from Mrs. Fojtasek adjourned the regular meeting at 7:04 p.m.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting –March 15, 2022
Volume 42, Report No. 49 Consent Item 2

CONSENT

Subject: Personnel Matters and Recommendations

A. EMPLOYMENT – FOR ACTION

1. Certified Staff

- a. Anna Wetzel
04/04/2022
Teacher
Special Education

Ms. Anna Wetzel is being hired as a Teacher for the Special Education Department, effective April 4, 2022. This vacancy resulted from the resignation of Ms. Lisa Paige. Ms. Wetzel will be placed within the JIEA certified salary schedule, consistent with her experience.

- b. Nicole Viers
04/04/2022
Teacher
Special Education

Ms. Nicole Viers is being hired as a Teacher for the Special Education Department, effective April 4, 2022. This vacancy is a new position that was created following the reorganization of Special Education department responsibilities, due to the passing of one of our Assistant Directors of Special Education. The new FTE was reflected in the most recent budget amendment. Ms. Viers will be placed within the JIEA certified salary schedule, consistent with her experience.

2. Non-Certified Staff

- a. Deborah Turner
04/04/2022
Bus Attendant
Transportation

Ms. Deborah Turner is being hired as a Bus Attendant for the Transportation Department, effective April 4, 2022. This vacancy resulted from the resignation of Ms. Debra Butler. Ms. Turner will be placed within the bus attendant salary schedule, consistent with her experience.

- b. Alyssa Antolovich
Teacher Assistant
Special Education

04/04/2022

Ms. Alyssa Antolovich is being hired as a Teacher Assistant for the Special Education Department, effective April 4, 2022. This is a new FTE for the 2021-2022 school year that was reflected in the most recent budget amendment. Ms. Antolovich will be placed within the teacher assistant salary schedule, consistent with her experience.

B. SEPARATION OF EMPLOYMENT – FOR INFORMATION

1. Non-Certified Staff

- a. Corrin Mayo
01/28/2022
Bus Driver
Transportation

Ms. Corrin Mayo provided notice of her resignation from her Bus Driver position for the Transportation Department, effective January 28, 2022, which was accepted by the Superintendent on behalf of the Board on March 3, 2022. Ms. Mayo started employment with us on January 22, 2018. The administration has posted this vacancy.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 15, 2022
Volume 42, Report No. 49, Consent Item 3

CONSENT

Subject: Acceptance of Finance Report

2022FY Year-to-Date Results

Attached are the [year to date](#) financial results for each of the District's major operating funds covering the first eight months of the 2022 fiscal year through February 28, 2022. Some key points of interest are:

- Local revenue received from summer and winter property tax collections is in line with budget or slightly favorable in all funds.
- Other Local Revenue is running slightly higher in the General Fund and in CTE, but these revenues are typically offset by higher expenses (e.g., service revenue is offset by expenses related to providing the service)
- State aid revenue appears to be running close to budget or slightly favorable:
 - General Fund – Sec 81 slightly favorable to budget (net plus) and additional MPSERS (which gets paid back to the ORS for unfunded retirement liabilities). Additional funding from state in form of grants for specific purposes, but these funds will be offset by increased spending or deferred into next year.
 - Special Ed – receiving unplanned Special Ed Per Pupil Equalization payment, but an unfavorable adjustment based on prior year cost reports will happen in March
 - CTE – very close to budget
- Federal revenue is expected to be close to budget in all funds.
- Salaries & Fringe benefit costs are running close to budget or slightly favorable:
 - General Fund and CTE – running slightly favorable to budget which is largely explained by attrition / vacant positions
 - Special Ed – running close to budget with savings from vacant positions being offset by higher 2021 summer program costs and adding a few new positions
- Other expense lines (supplies, equipment, purchased services and all other) are running higher than last year but most years we tend to finish the year slightly favorable in these spending categories and that trend is expected to continue

Taking all these factors into consideration, the district's 3 major operating funds are all continuing to track close to budget or slightly favorable. The administration will continue to monitor results monthly and prepare a 2022FY budget amendment in June 2022.

2023FY Budget Process

The Governor and the Legislature have each put forward alternative tax cut proposals which would obviously impact future budget revenues, but in the past month there is not any new information specifically related to the state's 2023 budget. In April the JCISD Board will be asked to approve the district's preliminary budget for the 2023FY. This preliminary budget will then be reviewed with the county-wide Superintendent's group before being sent to the local district Boards of Education for review during May. The budget hearing for the Board to officially adopt the district's 2023FY budget will take place in June.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
 BOARD OF EDUCATION
 Regular Meeting – March 15, 2022
 Volume 42, Report No. 49 Consent Item 4

CONSENT

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.

The county calendar committee also recommended a change in winter holiday break observance when the Christmas Day occurs on a Sunday. The change would move the holiday break one week later than has been the practice in Jackson county in the applicable years. Clerical errors were found in the previously approved and published 2023-24 calendar, which have been corrected in the materials provided to the Board.

A copy of the county common calendars provided for Board approval cover 2022-23 through 2026-27.

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)

2022-23 Monday, December 26 through Friday, January 6
 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
 2026-27 Monday, December 21 through Friday, January 1

Spring Break (schools not in session)

- 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
- 2026-27 Friday March 26 through Friday, April 2

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 2026-27, the following conditions will govern the perpetual school calendar for Jackson County. If the waiver extension is denied beginning in 2025-26, 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 23 | January 9 |
| 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

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 15, 2022
Volume 42, Report No. 50

FOR ACTION

Subject: Central Campus Network Equipment and Structured Cabling

The renovation of the JCISD Central Campus requires new network equipment and structured cabling. This project is anticipated to take place summer of 2022. A request for proposal (RFP) was released seeking vendors to bid on this project.

We received only one bid for the network equipment and one bid for the structured cabling. We reached out to a number of vendors that usually bid on our projects to find out why they didn't bid and learned they are facing challenges related to staffing shortages, supply chains, and other issues that would prevent them from bidding as they would not be able to meet our timelines. Fortunately, the bids received were in line with anticipated costs for this project.

The bid for the network equipment was provided by People Driven Solutions at a total cost of \$80,717.16. This would include the purchase of 6 Cisco switches and 53 wireless access points.

The bid for the structured cabling was provided by Challenger Technology at a total cost of \$52,500. This would include the materials and installation for 175 network drops.

The total cost of the project would be \$133,217.16. Please note it is anticipated that E-rate reimbursements will cover \$45,000 of the total project costs bringing the net district cost to \$88,217.16.

It is recommended the Board award the Central Campus network equipment project to People Driven Solutions at a total cost of \$80,717.16, and the structured cabling project to Challenger Technology at a total cost of \$52,500 with an anticipated reimbursement from E-rate at a total of \$45,000.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – March 15, 2022
Volume 42, Report No. 51

FOR ACTION

Subject: JCISD Central Campus Site Plan

In December 2021, concerns were raised by citizens over the JCISD Central Campus site plan due to the planned removal of 9 trees (8 large, mature white oaks) on the north side of the building. The original site plan was driven by the following factors:

- Instructional needs of a diverse student population
- Safety considerations of one building for 0-26 year old students
- Student movement and compartmentalization
- Operational efficiency of the five schools within the school
- The need for state approvals (BCC and BFS)
- Approvals from connecting entity (City of Jackson) concerning street connections, bus traffic, and stormwater management
- Honoring the JPS easement
- Environmental factors
- Meeting new codes and requirements

Once the concerns were raised, the JCISD Board asked administration to explore potential alternatives to the original site plan. Administration explored the possibilities of alternatives on the south side of the building (including access off High Street and Randolph Street), as well as exploring the possibility of coming off of JPS property to the north from their staff/parent parking lot for the new Cascades Elementary school. In addition to the factors above, administration was charged with saving as many trees as possible, while also balancing the cost of alternatives and the amount of time such alternatives might delay student occupancy.

Given the driving factors, two options are before the Board: The original site plan and a new site plan that attempts to save 6 of the large, mature white oaks by moving the parking lot on the north side to the west side of the building. While there is an additional investment in the new site plan, there are also benefits that could improve building operations and put parking in proximity to needs being developed in phase 2 of the building plan. The Board needs to realize these are plans and the implementation of any plan can bring unforeseen challenges and changes.

Administration requests the Board provide direction on moving forward with the site plan for Central Campus at this evening's meeting.