

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting August 16, 2022—5:00 p.m.

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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.

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.

[ZOOM Link](#)

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 jcisd.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.jcisd.org website in the countywide directory.

REPORTS

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Special Meeting – July 14, 2022

PROPOSED MINUTES

The special meeting of the Board of Education of the Jackson County Intermediate School District was held on Thursday, July 14, 2022, at the Kratz Education Center, 6700 Browns Lake Road, Jackson, Michigan. President David Salsbury called the meeting to order at 5:15 p.m. Members present: David Salsbury, President; Douglas Schedeler, Vice President; Erin Slater, Secretary; Douglas Scott, Treasurer. Members absent: Blaine Goodrich, Trustee.

Meeting with the Board: Kevin Oxley, Superintendent; Maureen Keene, Assistant Superintendent; Roger Auwers, Finance and Operations Director; Catherine Brechtelsbauer, Human Resource and Legal Counsel Director; Tovah Sheldon, Learning Services Director; Daniel Draper, Career Center Principal; and Phyllis Stressman, Administrative Assistant.

STAFF AND VISITORS

Donna Lake, John Crist, Keith Book

JACKSON COLLEGE STRATEGIC PLANNING/College Trustees Input Gathering

Jackson College trustees, John Crist and Donna Lake, assisted by their staff, Keith Book, led a discussion seeking input from the Board members and administration around the question “What challenges are faced in the community over the next 3-5 years?” The feedback will be presented to the overall Jackson College Linkage Committee and help the Jackson College board set future direction.

BOARD WORKSHOP SESSION

The following academic and operational goals were presented to the Board for discussion:

Academic

Jackson Area Career Center

Goal: All students will show improvement in academic and technical skills.

Measurable Objective #1: JACC students who are enrolled for the entire year who have not met industry standard minimums (based on O*NET) through WorkKeys fall or spring assessment need to increase by 35% in meeting the minimums.

Measurable Objective #2: 100% of JACC students will complete at least 4 options for a talent portfolio. Options are resume, cover letter, at least one example of work/certificate(s), website portfolio, online job application, mock interview by 3rd party, senior exit interview, scholarship.

Measurable Objective #3: 100% of JACC students will complete career work-based learning opportunities for career activities in career exploration, career preparation, and/or career training.

Tarrant/Young/Center-Based Programs

All students in JCISD Special Education operated classrooms will attain 90% of all IEP goals related to behavior, communication, and movement as measured by progress reports and locally developed rubrics.

All students in JCISD Special Education operated classrooms will attain 90% of Math and Reading IEP goals, as measured by progress reports, and appropriately selected pre and post testing.

80% of students at the Jackson County Youth Center, who are residents for both pre and post testing, will demonstrate growth in Math and Reading as measured by STAR assessments.

Instructional Practices

JCISD administration will co-create with constituent district superintendents a countywide "Instructional Task Force" with a specific focus on instructional practices that make a difference in the classroom.

Operational

JCISD administration will review the business models for the technology consortium, business services, and student data collection services and make recommendations for changes needed to better meet the demands of the current environment.

JCISD administration will review its current Administrative, Managerial, and Technical Personnel Handbook compensation scales and recommend appropriate steps based on the results of the study.

JCISD will continue to work on strategies to address retention and attraction of candidates for employment.

- Implement an RFP for a more user-friendly, on-line application system.
- Review and update job descriptions.

JCISD will participate in the development of a proposed Alternative Path for Teacher Certification with other ISD's across the state.

The JCISD will work to increase the number of stakeholders engaged with JCISD programming and support. This includes:

- Increasing enrollment at JACC
- Providing information to voting constituents on the May Enhancement Millage
- Providing information to the community/parents on the purpose of the new Central Campus
- Increasing the number of educators, administrators, and other leaders participating in professional development, coaching, networking, and technical assistance: measure the impact of the work.

JCISD administration will work toward completion of the Central Campus, including developing operational plans to have all students in the building by the fall of 2023.

- Administration will work to level all JCISD operated special education classrooms to ensure appropriate, least restrictive placements as we move into Central Campus.

JCISD special education support personnel will work closely with our LEAs to improve graduation rates for students with IEPs in LEA classrooms over the next 2-3 years.

Mrs. Slater asked where and how diversity and equity is expressed in the proposed goals? Ms. Brechtelsbauer responded, it is an active part of the recruitment and retention goal.

Board members indicated the agenda format and the monthly third Tuesday meetings beginning at 5 p.m. continue to work well.

ADJOURNMENT

The special meeting of the Board of Education was adjourned at 7:06 p.m.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
 BOARD OF EDUCATION
 Organization Meeting – July 19, 2022

PROPOSED MINUTES

The organization meeting of the Board of Education of the Jackson County Intermediate School District was held on Tuesday, July 19, 2022. The meeting was held at the Kratz Education Center, 6700 Browns Lake Road, Jackson, Michigan. Superintendent Oxley called the meeting to order at 5:00 p.m. Board members present were: David Salsbury, Douglas Schedeler, Erin Slater, and Douglas Scott. Members absent: Blaine Goodrich.

Meeting with the Board were Kevin Oxley, Superintendent and Phyllis Stressman, Administrative Assistant.

STAFF AND VISITORS:

Maureen Keene, Roger Auwers, Linda Scott, and Jennifer Biddinger

ELECTION OF SCHOOL BOARD OFFICERS – Volume 43, Report No. 1

Mr. Oxley opened nominations for the position of Board President. Mr. Schedeler, with support from Mrs. Slater, nominated Dave Salsbury. No other nominations offered and nominations closed. The roll call vote elected Mr. Salsbury unanimously.

- Ayes) Salsbury, Schedeler, Slater, Scott
- Nays) None

With the election of a Board President, Mr. Oxley turned the meeting chair over to Mr. Salsbury who carried on with the election of officers.

Nominations for the position of Vice President were opened. Mr. Schedeler, with support from Mr. Salsbury, nominated Erin Slater. There were no other nominations, nominations were closed, and Mrs. Slater was elected by a unanimous roll call.

- Ayes) Schedeler, Slater, Scott, Salsbury
- Nays) None

Nominations for the position of Secretary were opened. Mrs. Slater, with support from Mr. Scott, nominated Douglas Schedeler. There were no other nominations, nominations were closed, and Mr. Schedeler was elected by an all aye roll call.

- Ayes) Slater, Scott, Salsbury, Schedeler
- Nays) None

Nominations for the position of Treasurer were opened. Mr. Schedeler, with support from Mrs. Slater, nominated Douglas Scott. There were no other nominations, nominations closed.

- Ayes) Scott, Salsbury, Schedeler, Slater
- Nays) None

The JCISD Board of Education for 2022-23 school year will be organized as follows:

David Salsbury, President
 Erin Slater, Vice President
 Douglas Scott, Treasurer
 Douglas Schedeler, Secretary
 Blaine Goodrich, Trustee

Mr. Salsbury led a discussion about the Board standing committees and appointed himself, along with Mrs. Slater, to serve on the Expulsion Hearing Committee; Mr. Schedeler and Mr. Scott will serve on the Grievance Hearing Committee for the upcoming school year. Each committee is granted authority to act on the Board’s behalf, with a report to the full Board at the next regularly scheduled meeting.

APPROVAL OF MINUTES

A motion was made by Mr. Salsbury, supported by Mr. Scott, to approve the minutes from June 21, 2022, regular meeting. Motion carried by roll call:

Ayes) Scott, Salsbury, Schedeler, Slater
 Nays) None

ACCEPTANCE OF FINANCE REPORT

President Salsbury made the motion to approve the month-end finance report as presented by the administration. Mrs. Slater seconded the motion, which then carried by a roll call:

Ayes) Salsbury, Schedeler, Slater, Scott
 Nays) None

CORRESPONDENCE AND INFORMATION

Plans to hold a virtual Fall Refresher on August 22nd beginning at 8 a.m., were shared. Additionally, the Board was invited to participate and attend the “All Staff” Welcome Back Celebration on Wednesday, August 24th, 12 noon-3 PM, on the South Campus Lawn.

The Board was also invited to attend the Career Center Student and Parent Welcome on August 31st, 3-5 PM.

VISITOR RECOGNITION AND COMMENT

Jennifer Biddinger spoke the allotted 3-minute public comment period on her belief in “humanist, anti-God” teachings and culture having taken over children through the public education system.

PERSONNEL MATTERS AND RECOMMENDATIONS

ACTION ITEMS & INFORMATION – Volume 43, Report No. 2

The hiring of Logan Southworth, Keyanna Maben, and Nancy MacKenzie, effective July 20, 2022; Toby Montgomery, August 1, 2022; Haley Wilcox, Cinamon Branigan, Whitney Collins, Cheryl Gilpin, Cara Brown, Harriett Tarakiewicz, William Baird, Nathaniel Rhoades, Gwynne Demeuse, Ashley Macklin, Heather Matthews, Stephanie Shannon, Rayshad Anderson, Erica Waldron, Cassidy Smith, Nichole Eader, and Brandon Ostrowski, August 18, 2022, was approved. Along with a recommendation to extend briefly, a few months, an unpaid medical leave of absence for Cheryl Curtis. Mr. Scott made the motion and Mr. Schedeler supported:

- Ayes) Schedeler, Slater, Scott, Salsbury
- Nays) None

Employees who are separating, or have given notice of retirement, were all wished well: Mark Pogliano and Leigh Headley, July 8, 2022; Bryon Friend, July 29, 2022; Christopher Walker, August 1, 2022; Du Bui, August 10, 2022, Heather Jenkins, August 12, 2022; Sonya Wickens, Martha Tyler, Lisa Glandorf, Lori Lapp, and Denise Tochman, June 30, 2023; Marsha McHugh, August 16, 2023; and Julie May, August 18, 2023.

The Board received information of the passing of Marie Fitzgerald-Egeler, special education teacher assistant, July 2, 2022, and of the revised hire dates of Austin Childs and McKenzie Smoyer from August 22, 2022 to August 18, 2022.

RESOLUTION HONORING EMPLOYEES’ LONGEVITY – Volume 43, Report No. 3

The following resolution was adopted unanimously after a motion by Mrs. Slater and a second from Mr. Scott. The named employees will also be highlighted at the Virtual Fall Refresher on August 22nd by the Superintendent.

- Ayes) Slater, Salsbury, Schedeler, Scott
- Nays) None

WHEREAS, the Jackson County Intermediate School District Board of Education recognizes the caring, talents and professional services rendered by Jackson County Intermediate School District staff for students in Jackson County; and

WHEREAS, the Board of Education recognizes those services for students are provided by persons who are exceptional in their own distinct areas of expertise, and whose efforts and contributions have significantly benefited the students, their parents, and extended community; and

WHEREAS, the Board of Education has a practice of recognizing employees who reach employment anniversaries amounting to five, ten, fifteen, twenty, twenty-five, thirty and thirty-five years and providing them with a token symbol of our appreciation; and

WHEREAS, the following employees have been providing valued services to our school community for the years indicated:

<u>Employee Name</u>	<u>Assignment</u>	<u>Years of Service</u>
Christine Anderson	Bus Driver	5
Wendy Bell	Early Childhood Specialist	5
Patricia Blair	Counselor	5
Catherine Brubaker	Early Childhood Specialist	5
Kelly Caldwell	Teacher Consultant	5
Lorie Colleer	Bus Attendant	5
Melissa Corona	Employee Benefits Specialist II	5
Denise Cough	Secretary II	5
Shari Cratsenburg	Teacher Assistant	5
Emily Culy	Special Education Supervisor	5
Kelly Curl	Teacher Assistant	5
Lauren Deramus	Teacher Consultant	5
Abby Dunigan	Teacher	5
Joshua Frye	Network Engineer	5
Lauren Harris	Speech Pathologist	5
Janna Hogan	Special Education Supervisor	5
Erin Hull	Instructor	5
Nicholas Hutchison	Math Consultant	5
Jamie Joseph	Teacher	5
Gina Lobbestael	Teacher Assistant	5
Katherine McKinney	School Nurse	5
Craig Moore	Lead Network Engineer	5
Ashleigh Moro	Teacher	5
William Pogue	Instructor	5
Marshawn Selby	Teacher Assistant	5
Tovah Sheldon	Director of Instruction	5
Melissa Styles	Teacher Assistant	5
Anita Swan	Secretary II	5
Cathern Taylor	Teacher Assistant	5
Ronda Applegate	Instructor	10
Timothy Casey	IT Technician	10
Katherine Czolgosz	Psychologist	10
Emily Fish	Teacher Consultant	10
Angela Mitchell	Special Education Supervisor	10
Dennis Phillips	Database Applications Specialist I	10
Joni Vernia	Teacher	10
Megan Walker	Teacher	10
Linda Young	Bus Driver	10
Jeremy Adams	Technical Services Coordinator	15
Shannon Degan	Director of Technology & Collaborative Services	15

Paul Denkins	Instructor	15
Conan Furtwangler	Instructional Assistant	15
Jason Gehrke	Instructor	15
Roberto Gigliotti	Teacher	15
Lisa Glandorf	Teacher Assistant	15
Courtney Horsfall	Speech Pathologist	15
Kathy Miller	Teacher	15
Benjamin Muscott	Information Systems Supervisor	15
Jessica Nichols	Special Education Supervisor	15
Kimberly Otto	Orientation & Mobility Specialist	15
Katheryn Patterson	School Nurse	15
Christina Stark	Teacher Consultant	15
Melissa Stultz	Psychologist	15
Tracy Swope	Language Arts Consultant	15
James Ykimoff	Maintenance II	15
Kelly Collins	Teacher	20
Kim Cubberly	Speech Pathologist	20
Tamara Dobbin	Student Data Coordinator II	20
Paula Freehling	Counselor	20
Holly Goodman	Teacher Consultant	20
Jerry Lauraine	Head Custodian	20
Jason MacGuinness	Teacher Assistant	20
Andrew May	Occupational Therapist	20
Maeghan McCormick	Lead Education Consultant - Literacy	20
Tammy Minder	Secretary II	20
Amanda Rand	Teacher Consultant	20
Jessica Straub	Teacher Consultant	20
Jason Welsh	Instructor	20
Dawn Bailey	Teacher Assistant	25
Janis Barratt	Teacher Assistant	25
Heather Kuhl	Bus Driver	25
Cheryl Lemons	Assistant Director of Human Resources	25
Hollie Nelson	Teacher Assistant	25
Melinda Boyd	Teacher	30
Margaret Kloeckner	Social Worker	30
Linda Spisak	Social Worker	30
Marsha McHugh	Psychologist	35

NOW, THEREFORE BE IT RESOLVED, the Jackson County Intermediate School District Board of Education hereby expresses great appreciation to all of its employees and to these employees in particular, for their years of service on behalf of the Jackson County Intermediate School District;

BE IT FURTHER RESOLVED, that the Superintendent is authorized to provide employees who have reached their fifteenth, twentieth, twenty-fifth, thirtieth and thirty-fifth anniversaries a gift card valued at \$25.00 as part of their service recognition.

REPORTS FOR ACTION

BOARD OF EDUCATION MONTHLY MEETINGS – Volume 43, Report No. 4

Should the Board choose to approve the proposed schedule for the 2022-23 year, it was recommended the following resolution be adopted:

WHEREAS, the Jackson County Intermediate School District recognizes the need to notify the public of all school board meetings; and

WHEREAS, recorded in the General School Laws of the State of Michigan is a procedure that must be followed; and

WHEREAS, the Board recognizes the contributions informed and involved citizens make to the total educational program;

NOW, THEREFORE, BE IT RESOLVED, the Board of Education of the Jackson County Intermediate School District shall meet each month on the third Tuesday as regularly scheduled meetings throughout the 2022-23 school year:

- August 16, 2022
- September 20, 2022
- October 18, 2022
- November 15, 2022
- December 20, 2022
- January 17, 2023
- February 21, 2023
- March 21, 2023
- April 18, 2023
- May 16, 2023
- June 20, 2023
- July TBD

Mr. Schedeler moved to adopt the resolution establishing the meeting date, time, and location, as proposed. Mrs. Slater seconded and the motion carried by unanimous show of hands.

FINANCIAL INSTITUTIONS – Volume 43, Report No. 5

Section 380.622 of the Revised School Code states: “The intermediate school board shall select financial institutions for the deposit of school funds.”

It was recommended the following institutions be approved for banking, investments and credit functions in the 2023 fiscal year: BMO Harris Bank, True Community Credit Union, Comerica Bank, Flagstar Bank, Huntington National Bank, Michigan Liquid Asset Fund (MILAF +) / PFM Asset Management LLC. Morgan Stanley Smith Barney, TSYS Merchant Solutions, and UMB Bank.

There are no additions nor deletions to the list of financial institutions the district plans to use in 2023 compared to the previous year, other than a change in name due to merger of CP Federal Credit Union with True Community Credit Union.

Mr. Scott made the motion to authorize the banking institutions recommended. Mr. Schedeler offered support and the motion carried by an all hands raised affirmative vote.

SCHOOL BOARD ATTORNEY RETAINER – Volume 43, Report No. 6

It was recommended the Jackson County Intermediate School District retain the Thrun Law Firm, P.C.; Wilkinson Barker Knauer, L.L.P.; and Clark Hill P.L.C. Mr. Schedeler made the motion, supported by Mrs. Slater, to accept the recommendation as given. Motion carried unanimously by show of hands.

MICHIGAN ASSOCIATION OF SCHOOL BOARDS MEMBERSHIP AND ELECTION OF VOTING DELEGATE – Volume 43, Report No.7

July 1, 2022, began the new school year for the Michigan Association of School Boards. The District's membership dues are \$\$4,352, and the Legal Trust Fund fees \$83.

A motion was made by Mr. Schedeler, seconded by Mr. Scott, to approve the MASB membership and name David Salsbury as the voting delegate and Erin Slater as the alternate. Motion carried by unanimous show of hands.

JACC VISUAL COMMUNICATIONS PURCHASE-Digital Press Acquisition –
Volume 43, Report No. 8

After extensive research and consultation with the instructors, professional advisory committee, post-secondary institutions, and the three-leading manufacturers, the administration seeks authorization to purchase a Konica Minolta-C4070 AccurioPress (70PPM) with large capacity tray, 100 sheet staple and 2/3 hold punch finishing, IC-409 EFI Fiery Controller, EFI Spectrophotometer at a cost of \$43,159 through the Sourcewell Cooperative Purchasing Agreement. The monies for the purchase are within the CTE Capital Outlay Fund. The anticipated delivery is late August 2022. Mr. Scott made the motion to approve the purchase as given in the recommendation. Mrs. Slater offered the support and the motion carried via a roll call vote:

Ayes) Salsbury, Schedeler, Slater, Scott

Nays) None

CENTRAL CAMPUS PHASE 1 SITE PLAN COST MODIFICATIONS –

Volume 43, Report No. 9

Most of the cost changes are a direct result of the decision to revise the site plan. Some changes related to that decision, but represent costs that would have been incorporated in Phase 2 of the project, were also included in this report. A few of the changes are not directly related to the revised site plan, but the administration submits they are Phase 1 modifications required for the proper execution of the Central Campus renovation project. The Board approved the following after a motion from Mr. Scott and support from Mrs. Slater: architect and engineering to revised site plan \$69,750; architect and engineering related to playground implementation \$12,750; and excavation and paving costs from the 4 submitted change orders totaling \$194,702.

Ayes) Schedeler, Slater, Scott, Salsbury

Nays) None

BOARD GOALS FOR 2022-23 SCHOOL YEAR – Volume 43, Report No. 10

Based on the work done at the July 14, 2022 special meeting workshop, the administration drafted goals for the 2022-23 school year. The following academic and operational goals were presented to the Board for adoption:

AcademicJackson Area Career Center

Goal: All students will show improvement in academic and technical skills.

Measurable Objective #1: JACC students who are enrolled for the entire year who have not met industry standard minimums (based on O*NET) through WorkKeys fall or spring assessment need to increase by 35% in meeting the minimums.

Measurable Objective #2: 100% of JACC students will complete at least 4 options for a talent portfolio. Options are resume, cover letter, at least one example of work/certificate(s), website portfolio, online job application, mock interview by 3rd party, senior exit interview, scholarship.

Measurable Objective #3: 100% of JACC students will complete career work-based learning opportunities for career activities in career exploration, career preparation, and/or career training.

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All students in JCISD Special Education operated classrooms will attain 90% of all IEP goals related to behavior, communication, and movement as measured by progress reports and locally developed rubrics.

All students in JCISD Special Education operated classrooms will attain 90% of Math and Reading IEP goals, as measured by progress reports, and appropriately selected pre and post testing.

80% of students at the Jackson County Youth Center, who are residents for both pre and post testing, will demonstrate growth in Math and Reading as measured by STAR assessments.

Instructional Practices

JCISD administration will co-create with constituent district superintendents a countywide "Instructional Task Force" with a specific focus on instructional practices that make a difference in the classroom.

Operational

JCISD administration will review the business models for the technology consortium, business services, and student data collection services and make recommendations for changes needed to better meet the demands of the current environment.

JCISD administration will review its current Administrative, Managerial, and Technical Personnel Handbook compensation scales and recommend appropriate steps based on the results of the study.

JCISD will continue to work on strategies to address retention and attraction of candidates for employment.

- Implement an RFP for a more user-friendly, on-line application system.
- Review and update job descriptions.

JCISD will participate in the development of a proposed Alternative Path for Teacher Certification with other ISD's across the state.

The JCISD will work to increase the number of stakeholders engaged with JCISD programming and support. This includes:

- Increasing enrollment at JACC
- Providing information to voting constituents on the May Enhancement Millage
- Providing information to the community/parents on the purpose of the new Central Campus
- Increasing the number of educators, administrators, and other leaders participating in professional development, coaching, networking, and technical assistance: measure the impact of the work.

JCISD administration will work toward completion of the Central Campus, including developing operational plans to have all students in the building by the fall of 2023.

- Administration will work to level all JCISD operated special education classrooms to ensure appropriate, least restrictive placements as we move into Central Campus.

JCISD special education support personnel will work closely with our LEAs to improve graduation rates for students with IEPs in LEA classrooms over the next 2-3 years.

Mr. Schedeler made the motion to adopt the Board goals as presented by the administration. Mr. Schott offered the second and the motion carried by a unanimous show of hands.

INTRODUCTION OF OTHER MATTERS

Board members again expressed deep appreciation for the difficult job public educators have, and for their endurance and continued dedication during a time of turmoil.

ADJOURNMENT

The organization meeting of the Board of Education was adjourned at 6:08 p.m.

REPORTS

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – August 16, 2022
Volume 43, Report No. 11

PERSONNEL MATTERS AND RECOMMENDATIONS

A. EMPLOYMENT – FOR ACTION

1. Certified Staff

- a. Michael Brandon Webb 08/18/2022
Teacher
Special Education

Mr. Michael Brandon Webb is being hired as a Teacher for the Special Education Department, effective August 18, 2022. This vacancy resulted from the resignation of Ms. Colleen Brogan. Mr. Webb will be placed within the JIEA certified salary schedule, consistent with his experience.

2. Non-Certified Staff

- a. Kristina Kulka 08/18/2022
Secretary II
Jackson Area Career Center

Ms. Kristina Kulka is being hired as a Secretary II for the Jackson Area Career Center, effective August 18, 2022. An internal assignment change was made following the retirement of Ms. Delinda Woods, resulting in a promotion for a career center staff member. The remaining position will be filled by Ms. Kristina Kulka. Ms. Kulka will be placed within the ESPA salary schedule, consistent with her experience.

- b. Stephanie Lowe 08/22/2022
Teacher Assistant
Special Education

Ms. Stephanie Lowe is being hired as a Teacher Assistant for the Special Education Department, effective August 22, 2022. This is a new FTE for the 2022-2023 school year. Ms. Lowe will be placed within the JIEA teacher assistant salary schedule, consistent with her experience.

- c. Heather Witte 08/18/2022
Teacher Assistant
Special Education

Ms. Heather Witte is being hired as a Teacher Assistant for the Special Education Department, effective August 18, 2022. This vacancy resulted from the unfortunate passing of Ms. Marie Fitzgerald-Egeler. Ms. Witte will be placed within the JIEA teacher assistant salary schedule, consistent with her experience.

B. SEPARATION OF EMPLOYMENT – FOR INFORMATION

1. Administrative, Managerial & Technical Staff

- a. Heather Holshoe 08/18/2022
Lead Education Consultant
Learning Services

Ms. Heather Holshoe provided notice of her resignation from her Lead Education Consultant position for the Learning Services Department, effective August 18, 2022, which was accepted by the Superintendent on behalf of the Board on August 10, 2022. Ms. Holshoe started employment with us on August 24, 2015. The administration has not yet posted this vacancy.

2. Certified Staff

- a. Alison Smith 08/01/2022
Teacher Consultant
Special Education

Ms. Alison Smith provided notice of her resignation from her Teacher Consultant position for the Special Education Department, effective August 1, 2022, which was accepted by the Superintendent on behalf of the Board on July 22, 2022. Ms. Smith started employment with us on August 22, 2016. The administration has posted this vacancy.

- b. Colleen Brogan 08/09/2022
Teacher
Special Education

Ms. Colleen Brogan provided notice of her resignation from her Teacher position for the Special Education Department, effective August 9, 2022, which was accepted by the Superintendent on behalf of the Board on August 10, 2022. Ms. Brogan started employment with us on August 29, 2013. The administration has filled this vacancy.

3. Non-Certified Staff

- a. Amy Dillon 08/19/2022
Teacher Assistant
Special Education

Ms. Amy Dillon provided notice of her resignation from her Teacher Assistant position for the Special Education Department, effective August 19, 2022, which was accepted by the Superintendent on behalf of the Board on August 2, 2022. Ms. Dillon started employment with us on September 8, 2008. The administration has posted this vacancy.

- b. Brandon Stanton 08/02/2022
Teacher Assistant-Visually Impaired
Special Education

Mr. Brandon Stanton provided notice of his resignation from his Teacher Assistant-Visually Impaired position for the Special Education Department, effective August 2, 2022, which was accepted by the Superintendent on behalf of the Board on August 2, 2022. Mr. Stanton started employment with us on August 20, 2018. The administration has posted this vacancy.

- c. Logan Southworth 07/25/2022
Bus Attendant
Transportation

Mr. Logan Southworth provided notice of his resignation from his Bus Attendant position for the Transportation Department, effective July 25, 2022, which was accepted by the Superintendent on behalf of the Board on August 5, 2022. Mr. Southworth started employment with us on July 20, 2022. The administration has posted this vacancy.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – August 16, 2022
Volume 43, Report No. 12

PERSONNEL MATTERS AND RECOMMENDATIONS

Subject: Wage Rate for Part-time Adult Enrichment Instructors

At the Board's May 18, 2022 meeting, it approved a new schedule of wages for various substitute employee classifications. The administration normally addresses wages for the part-time, evening instructors who teach adult enrichment and career preparation classes as part of that recommendation every few years. The administration did not make a recommendation to increase the rate for the adult enrichment staff in May 2022.

The administration has reviewed the wage rate currently being offered to the adult enrichment instructors in comparison to other local employers for similar programs, and now proposes an increase for this group for Board consideration. While this is written as an information report, the Board can choose to move this matter to action and approve the recommended increase. Administration will implement the change as soon as reasonably practical following Board action.

The current adult enrichment instructor rate is \$30.00/hour. Administration is recommending increasing the hourly rate for adult enrichment instructors to \$31.00/hour.

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FOR ACTION

Subject: Central Campus Playground Additional Expenditure

Over the past few weeks, the district has been working through the final details for the Central Campus playgrounds with a team that includes the architect, the civil engineer, the playground consultant (and their design team), and occasionally the construction manager. None of the issues encountered are insurmountable, but taken altogether, they seem to indicate there is a better ground surface covering for the playground areas in the Central Campus courtyards. This change is not something that is crucial and has to be done, but it has become clear that this change would result in the best possible playground we can provide for our students, both now and for the foreseeable future. Also, while this change would increase cost, it will never get cheaper or easier to do this than it is right now with the initial playground installation.

The original plan for the ground surface in the specific play areas called for a combination of Poured-in-Place (PIP) rubber and engineered wood fiber. The PIP is the same surface in use at the Torrant all-inclusive playground, and the use of engineered wood fiber was planned as a way to keep the cost down by not using as much PIP surface area. However, as the plans were further developed it became necessary to add several other ground surfaces. Currently, the playground plan includes the following:

- PIP and engineered wood fiber in the play areas themselves
- A 5 or 6 foot wide border of either rubber mulch or small stone (pea gravel) around the outer edge of the courtyards. The border is for student safety, to protect the building, and to protect utility equipment (HVAC and electrical transformers) that must be located in the courtyards near the building.
- A 6 foot wide sidewalk. The PIP and engineered wood fiber in the play areas both need a solid border to hold that material in. To accomplish this, and to provide a walking path for older students using the east courtyard and a bike / trike / ride-on path for the pre-K students using the west courtyard, a lot of sidewalk was added.
- Areas between sidewalks, play areas and the outer border would be natural grass. Overall, there would not be a lot of natural grass, but there would be quite a few skinny strips of natural grass all along the borders with all these other surfaces.

The issues being dealt with as a result of all these different surfaces include the following:

- Adding these multiple different surfaces into the limited courtyard areas while also accounting for the HVAC and electrical equipment is forcing the actual play areas to shrink. This in turn is creating issues with safety areas and fall zones required around each piece of play equipment. In some locations these zones are overlapping or extending over concrete sidewalks (neither is allowable, per federal requirements)

- Following up on a Board request to explore "softer" surfaces for a walking path, a suitable solution had not been found that worked well with the original plan, and adding sidewalks (which doubled as a border for PIP and engineered wood fiber) seemed to be a step in the opposite direction. A softer surface walking path with the turf option is easy and is now included in the revised plan.
- All these different surfaces create a concern related to maintenance and upkeep, particularly the natural grass. Cutting the grass would involve a lot of trimming and clean-up to keep grass clippings off other surfaces. Keeping the grass looking good in a confined high traffic area will require watering, fertilizing, and weed control -- all adding up to a fair amount of attention, not unlike the situation some districts face with natural grass athletic fields which can be difficult and time consuming to maintain properly.
- Preparing for all these different surfaces in one area presents a challenge for the excavator since each type of material has different depth and base material requirements -- it can all be done, but it will take extra time and add cost.

The alternative ground covering that would address most of these issues is to use an artificial turf product called "playground grass" to eliminate all the PIP, all the engineered wood fiber, all the natural grass, and remove most of the concrete sidewalks. The border up against the building would remain around the outer edge of both courtyards. In the east courtyard the only sidewalk would be the existing sidewalk that connects the EI neighborhood to the Early Childhood Evaluation neighborhood which is not actually near the play areas themselves. In the west courtyard a sidewalk loop would be kept to provide the bike / trike riding path for the pre-K students. The advantages of using artificial turf:

- Reduction in maintenance effort (no trimming of natural grass, PIP must be sealed every year with an expensive sealer that closes the playground for a couple days, wood chips must be replenished every year or two; turf requires only an occasional brushing in high traffic areas)
- Cleaner overall appearance
- Softer surface that is excellent for walking, running and, when it happens, falling
- If necessary, the playground consultant reports that repairs to artificial turf areas are easier and quicker than repairs to PIP surfaces
- The lifespan of turf is longer than that of PIP, and the replacement of turf in 10-15 years requires only the removal and replacement of the top "carpet" surface; when PIP is replaced after 7-10 years the rubber top coat and the entire sub-base must all be removed and replaced

The disadvantages of artificial turf include the following:

- Higher initial cost
- An area as large as the east courtyard in turf will require the addition of drainage to prevent puddling on the artificial surface after rain and from melting snow

As mentioned above, the single biggest disadvantage with artificial turf is the higher initial cost. Installing artificial “playground grass” throughout the entire courtyard playground areas (with the exception of the safety border) will increase the total project cost by approximately \$350,000 compared to the cost of the original plan using PIP / engineered wood fiber / natural grass / sidewalk walking paths. The preliminary estimate of switching to artificial turf reflected only a \$300,000 increase; however, it was not clear to the turf supplier then that one area was also to be covered with artificial turf and so it was missed in the initial estimate.

The Board approved a lump sum of \$600,000 for the playground portion of this project in December 2021, one month after approving the overall Central Campus renovation project. In order to implement the switch to artificial turf an increase in authorized specific playground expenditures to \$950,000 is necessary. This will enable the purchase, delivery and installation of all play equipment and ground surfaces.

Over time there will be a savings related to upkeep and maintenance, but the district does not have enough information to accurately quantify this savings. The evidence is more anecdotal in nature when considering the significant number of Michigan schools that have switched their football fields, and other athletic fields, to artificial turf over the past 10 years. That trend continues for both athletic fields and also for playground applications throughout the US. For example, in Jackson, the Jackson School of the Arts installed a new playground with artificial turf at its new facility, the old Vermeulen's building. Most of the schools that have switched to artificial turf for playgrounds or athletic fields have done so in large part because they looked at the longer-term impact of reducing maintenance requirements and not having to worry about the condition of natural grass (is it properly cut and fertilized, is it thick or wearing thin, will it be muddy after a hard rain or snow).

There is also a cost avoidance that partially offsets the additional cost of artificial turf because the excavator and paving contractor’s work will be significantly less with the artificial turf approach. This is due to only have one ground surface to prepare for and from significantly reducing the amount of concrete sidewalk to be installed. This impact is estimated in the range of \$50,000-\$100,000, which represents a real cost avoidance to the program, but it is not a savings to the projected total project cost since the playground excavation requirements were not known when the bid packages were defined in the late summer and early fall of 2021. As a result, the excavator’s scope of work never fully included all the playground excavation work required and shortfall is being covered through the program contingency.

The administration recommends making the switch to artificial turf for the playground areas in the courtyards at Central Campus. In order to accomplish this, Board approval is requested to increase the currently authorized playground project expenditure from \$600,000 to \$950,000. The administration advises that the currently identified sources of funds are sufficient to cover this proposed increase in spending.

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FOR ACTION

Subject: Lumber for Construction Trades Site House

The Jackson Area Career Center offers 21 programs. One of these is the Construction Trades. Students are introduced to a wide variety of occupation areas related to home and commercial construction and remodeling as they rotate through all areas of focus including rough and finished carpentry, roofing, siding, masonry, plumbing, and electrical.

Home construction is a very important aspect of this program. Our second-year students get real world experience as they build a beautiful custom home in the nearby Three Forty Farms subdivision off South Jackson Road. Typically, 12 to 15 students work there for two hours in the morning and another 12 to 15 students work for 2 hours in the afternoon.

When this year's 2nd year students return to school in late August, they will find a recently excavated lot with a newly-poured foundation ready to be framed. These students will use blueprints and site plans to begin framing the site house. Because of recent supply-chain issues, some additional atypical challenges will need to be overcome.

One major challenge will be related to the availability and pricing of the lumber needed to frame this house. The instructor and administration have received quotes from lumber yards in Jackson and Washtenaw counties. Based on pricing and availability of lumber today, the approximate cost to frame this house will be \$70,000. However, because of the current supply-chain challenges, lumber yards are only guaranteeing prices for a few days up to 2 weeks. Our students will build this house at a much slower pace than professional contractors, so we do not need all the lumber right now, and we do not have a secure place to store all the lumber for an extended period of time. The plan is to purchase the lumber in multiple smaller shipments throughout the build process in order to meet near-term student requirements as determined by the instructor without creating an inventory storage issue. The instructor and administration will evaluate each incremental purchase during the framing process based upon the lowest responsible bidder at the time of purchase using the same lumber yards which initially quoted the complete lumber package. It is also likely that from time to time the instructor will need to purchase extra pieces of lumber as required to ensure that the student work is top notch and always meets or exceeds all applicable codes.

JCISD administration recommends the Board authorize the purchase of approximately \$70,000 of framing materials and supplies for the site house, to be purchased in small increments throughout construction from the vendor(s) determined to be the lowest responsible bidder at each incremental purchase.

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FOR ACTION

Subject: JacksonREADS Book Purchase

Jackson READS has put thousands of books in children's hands from birth to 5th grade. Jackson READS is a series of events organized and supported by Jackson County ISD and community partners. In short, kids get bags of high-quality books and engage in literacy-rich activities to help them build a love of reading. Events occur in fall, winter and spring. At the most recent May event, the data clearly indicated students in grades 4 and 5 needed more books than we had purchased, and many in 6-8th grade attended and wanted to receive age appropriate books as well.

The funds to pay for the purchase of books in 2021-2022 were a combination of grants and some general and special education funds. Knowing the grant funds are restricted and can only pay for books up to third grade, administration sought other partners to assist in the expansion of this program to grades 6-8 for the 2022-23 school year. One of these partners was John George. They have conditionally agreed to contribute \$25,000 towards Jackson READS for the purchase of more books. Additionally, the funds from the 35a grant increased, so combining these funds, administration is requesting the Board approve a larger purchase of books for the Jackson READS events. All books in this special order will be paid for by the 35a grant and given to children birth to third grade. Future book orders will be made with the John George funds for 4th-8th grade students once those funds are received.

At this evening's meeting, administration is requesting the Board approve \$52,923.00 for the purchase of books for this event. The books will be purchased from Amazon, Follett, and/or Scholastic, based on competitive pricing and vendor participation with the OMNIA Partners Cooperative Purchasing Agreement.

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FOR INFORMATION

Subject: NEOLA Policy Update 8142.01

The administration is not able to contract with a local law enforcement agency this year for school resource officer services, so it is preparing a request for proposals from private security firms to provide similar services. Specifically, the administration will be seeking a company that can provide armed security officers to work on each campus. The administration hopes to ask the Board to authorize such a contract at the September meeting.

Board Policy #7217 (in the property section of the policies) allows for an exception to the “weapons-free school zone” for a security officer required by the district to carry a concealed weapon while on the premises. Policy 8142.01, which addresses contractors, however, does not currently exempt individuals who are under contract with the district, to allow them to carry concealed weapons. In the event that the Board approves a contract for security services to be provided by individuals carrying a concealed weapon, the administration has prepared a proposed amendment to Policy 8142.01 to allow contracted security officers to do so. The proposed amendment is provided in the Board packet.

The Board may choose to receive this information report in August and take action on this policy amendment in September when the security services proposals are considered. Alternatively, since the change brings Policy 8142.01 in line with Policy 7217, the Board may choose to move this amendment to action in August.