

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – December 20, 2022 – 5:00 p.m.

AGENDA

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- III. APPROVAL OF MINUTES:
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JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD of EDUCATION
MEETING and PUBLIC COMMENT PROCEDURES

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 and 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 "call-in" number.
2. THE BOARD IS NOT RESPONSIBLE FOR ANY TECHNOLOGY OR UNFORESEEN FAILURE THAT MAY PREVENT OR DISRUPT AN INDIVIDUAL FROM REMOTE VIEWING. Linked or "call-in" persons are not meeting participants. No chat or voice comment features are available to virtual listeners; however, virtual observers may submit written comments in advance of a meeting, via a jcisd.org website form. Members of the public who wish to contact Board members outside of Board meetings are encouraged to write them using the Board member's district email addresses, which are available on the www.jcisd.org website in the countywide directory.
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 meeting.
4. For the purpose of identification in the official meeting 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 meeting call-to-order. The form will be available at the entrance of the meeting: 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. Duration of individual public comment will not exceed three (3) minutes. All remarks shall be directed to the Board, 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.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting - November 22, 2022

PROPOSED MINUTES

The regular meeting of the Board of Education of the Jackson County Intermediate School District was held on Tuesday, November 22, 2022. The meeting was held at the Kratz Education Center, 6700 Browns Lake Road, Jackson, Michigan. President David Salsbury called the meeting to order at 5:03 p.m. Board members present were: David Salsbury, President; Erin Slater, Vice President; Douglas Schedeler, Secretary; Douglas Scott, Treasurer; and Blaine Goodrich, Trustee. Board members absent: none.

Meeting with the Board were Kevin Oxley, Superintendent; Catherine Brechtelsbauer, Human Resources and Legal Counsel; and Phyllis Stressman, Administrative Assistant.

STAFF AND VISITORS-List includes those signing in and/or who could be identified:

Roger Auwers, Kaci Babineau, Sandy White, Maureen Keene, Tovah Sheldon, Ray VanZandt, Kathy Miller, Niki Martin, Joel Freehling, Santino Gaitan

APPROVAL OF MINUTES

Motion to approve the minutes of the October 18, 2022, regular and closed session meetings carried by a unanimous show of hands. (M: Slater/Goodrich)

CORRESPONDENCE AND INFORMATION

Superintendent Oxley thanked everyone for their patience over the past week during the unprecedented technology event, and expressed appreciation for the JCISD technology staff's and SET-SEG response efforts during the ongoing investigation and recovery. Board members too gave thanks and high praise to all involved.

SPECIAL REPORT - 2022FY Annual Audit -Volume 43, Report No. 29

Due to a scheduling conflict presented with the postponement of the November 15th meeting, Rehmann's Nathan Balderman was unable to be present. Finance Director Roger Auwers presented the summary report from the 2022FY audit, stating the District is in a "healthy" position, fund balances are all good, there were no findings or weaknesses, and it is a completely clean audit. Again, the Board gave praise and thanks to all finance staff involved.

ACCEPTANCE OF THE FINANCE REPORT

Motion to approve the month-end financial report carried by unanimous show of hands. (M: Scott/Schedeler)

SPECIAL REPORT - JACC/JCEC Apprenticeship Options -Volume 43, Report No. 30

Career Center Principal Dan Draper reported on two new post-secondary options available to students for the 2022-23 school year. The first, in conjunction with Jackson Area Manufacturers Association, is approved Department of Labor apprenticeships for students who complete two-years in welding, engineering, manufacturing technologies, and cybersecurity. The second option includes students in welding, engineering, manufacturing technologies, cybersecurity, firefighting, and health technician disciplines enrolling for two-years with Jackson County Early College utilizing articulated credits from the Career Center. These students would finish the 13th year through JCEC to earn their postsecondary credential or degree.

PERSONNEL MATTERS AND RECOMMENDATIONSPERSONNEL ACTION ITEMS AND INFORMATION -Volume 43, Report No. 31

Approved by unanimous show of hands, the hiring recommendations for Michelle Hanchett, November 16, 2022; Wanda Allen, November 8, 2022; Autumn McLaren, November 14, 2022; Terry Frost, November 21, 2022; Deborah Lee, November 15, 2022; Damarion Snellenberger, November 28, 2022; Anthony McLaren, November 28, 2022; and Jamey Jones, November 14, 2022. (M: Goodrich/Slater)

Information concerning separations shared: Michelle Trudell, December 31, 2022; Cheryl Curtis, November 1, 2022; and Tamra Jones, November 2, 2022.

REPORTS FOR ACTIONCLASSROOM CABINETRY PURCHASE FOR CENTRAL CAMPUS-

Volume 43, Report No. 32

Approved the purchase of classroom cabinetry for Central Campus renovation in two phases:

January: 18 standard 12 foot runs; 4 9-11 foot runs; and 2 custom layouts.

August: 16 standard 12 foot runs.

The projected cost will be approximately \$249,464 based on recent measurements taken by Kentwood. The purchases will be paid for using the proceeds from the municipal bond.

(M: Scott/Goodrich)

Ayes) Scheduler, Slater, Goodrich, Scott, Salisbury

Nays) None

SPECIAL EDUCATION INTERACTIVE SCREENS - Central Campus-

Volume 43, Report No. 33

A revised report was presented to include audio systems, as well as 39 interactive screens for Central Campus. Approved the purchase of thirty-nine 75" NewLine interactive screens and thirty-nine Lightspeed audio systems, wall mounts, cabling and installation services at a total cost of \$189,032. The contract was awarded to Bluum, using low pricing attained through the statewide REMC competitive bid.

(M: Goodrich/Slater)

Ayes) Slater, Goodrich, Scott, Schedeler, Salisbury

Nays) None

SPECIAL EDUCATION INTERACTIVE SCREENS - Torrent, Michigan Center High School, and Jackson County Youth Center-Volume 43, Report No. 34

The replacement of 13 aging smartboards and interactive projectors in special education supported classrooms was recommended. Approved was the purchase of thirteen 75” NewLine interactive screens at a total cost of \$29,835 using low cost pricing attained through the statewide REMC competitive bid and awarded to Bluum. (M: Schedeler/Scott)

Ayes) Goodrich, Scott, Schedeler, Slater, Salisbury

Nays) None

REPORTS FOR INFORMATION

JACKSON READS CELEBRATION & PLANNING-Volume 43, Report No. 35

Sandy White, JCISD literacy consultant, and Tovah Sheldon, Learning Services director, spoke about the Jackson READS event held at the Jackson YMCA on October 29th when 400 bags of high-quality, engaging books were distributed to children aged from birth through 5th grade. Jackson READS is a series of events organized and supported by JCISD Learning Services, Special Education Department, and community partners distributing thousands of books and other resources to children and their families.

GRIEVANCE COMMITTEE HEARING REPORT - CCEA 2022-1-Volume 43, Report No. 36

On November 1st, the Board Grievance Committee, comprised of members Schedeler and Scott, heard a Career Center Education Association grievance appealed to the Board regarding the placement of the grievant Joshua Goodrich on the negotiated CCEA salary schedule in August 2022; following his completion of his education plan and attainment of his CTE teaching certificate. After hearing both parties, reviewing relevant CCEA contract language, and considered deliberation, the Grievance Committee determined, based on the evidence and testimony given, the contract was consistently interpreted and applied in this situation and the labor agreement was not violated. The grievance was denied.

INTRODUCTION OF OTHER MATTERS

Members Slater, Scott, Goodrich, and Salisbury briefly discussed their recent attendance at the MASB Fall Leadership Conference in Traverse City.

ADJOURNMENT

The meeting unanimously adjourned at 6:40 p.m.

REPORTS

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting - December 20, 2022
Volume 43, Report No. 37

SPECIAL REPORT

Subject: Celebration of Excellence-Resolution Honoring
Jackson County Intermediate School District Technology Department Employees

WHEREAS, Jackson County Intermediate School District technology staff recently worked tirelessly through a serious cybersecurity event; and,

WHEREAS, many technology staff members took on added hours and duties, working with one common goal of restoration of technology service to all consortium partners and getting students back into classrooms;

NOW, THEREFORE BE IT RESOLVED, the Jackson County Intermediate School District Board of Education hereby expresses great appreciation to each member of the technology team for their individual service and contribution during this critical time;

BE IT FURTHER RESOLVED, on behalf of the consortium members, and the students they serve, the JCISD Board offers profound and deep gratitude for a job well done.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – December 20, 2022
Volume 43, Report No. 38

PERSONNEL MATTERS AND RECOMMENDATIONS

A. EMPLOYMENT – FOR ACTION

1. Non-Certified Staff

- a. Dana Fish 12/12/2022
Teacher Assistant
Special Education

Ms. Dana Fish was hired as a Teacher Assistant for the Special Education Department, effective December 12, 2022. This vacancy resulted from the resignation of Mr. Kellison Kohler. After several internal assignment changes, this is the position that was left to be filled. Ms. Fish was placed within the teacher assistant salary schedule, consistent with her experience.

- b. Betty Anuszkiewicz 01/09/2023
Teacher Assistant
Special Education

Ms. Betty Anuszkiewicz is being hired as a Teacher Assistant for the Special Education Department, effective January 9, 2023. This is a new FTE for the 2022-2023 school year. Ms. Anuszkiewicz was placed within the teacher assistant salary schedule, consistent with her experience.

- c. Jacquelyn Polaczyk 12/12/2022
Secretary II
Special Education

Ms. Jacquelyn Polaczyk was hired as a Secretary II for the Special Education Department, effective December 12, 2022. This is a new FTE for the 2022-2023 school year. Ms. Polaczyk was placed within the ESPA salary schedule, consistent with her experience.

- d. Nathan Snay 12/19/2022
Maintenance I/Custodian
Facilities and Maintenance

Mr. Nathan Snay was hired as a Maintenance I/Custodian for the Facilities and Maintenance Department, effective December 19, 2022. This is a new FTE for the 2022-2023 school year. Mr. Snay was placed within the ESPA salary schedule, consistent with his experience.

2. Adult Career Enrichment Staff

- a. Brenda Brendel 12/21/2022
 Part-Time Instructor-Certified Nurse Aid
 Adult Career Enrichment

Ms. Brenda Brendel is being hired as a Part-Time Instructor-Certified Nurse Aide for the Adult Career Enrichment Program at the Jackson Area Career Center, effective December 21, 2022. This is a new FTE based on increased demand for training within the program. Ms. Brendel will be paid the standard hourly rate for the Adult Career Enrichment Instructors.

B. SEPARATION OF EMPLOYMENT – FOR INFORMATION

1. Certified Staff

- a. Trula Bristow 11/25/2022
 Psychologist
 Special Education

Ms. Trula Bristow provided notice of resignation from her School Psychologist position for the Special Education Department, effective November 25, 2022, which was accepted by the Superintendent on behalf of the Board on November 28, 2022. Ms. Bristow started employment with us on August 28, 2008. The administration has posted this vacancy.

2. Non-Certified Staff

- a. Meagan Deane 12/02/2022
 Teacher Assistant-LPN
 Special Education

Ms. Meagan Deane provided notice of resignation from her Teacher Assistant-LPN position for the Special Education Department, effective December 2, 2022, which was accepted by the Superintendent on behalf of the Board on November 30, 2022. Ms. Deane started employment with us on August 22, 2016. The administration has posted this vacancy.

C. LEAVE OF ABSENCE – FOR ACTION

1. Non-Certified Staff

- a. Lori Lapp
Teacher Assistant
Special Education

12/7/2022

Ms. Lori Lapp has been on unpaid leave pursuant to the terms of the Jackson Intermediate Education Association collective bargaining agreement. Her one year leave period expired on December 6, 2022. The labor agreement establishes a general expectation that such leaves will not be extended beyond one year, but indicates exceptions may be made in extraordinary circumstances. Ms. Lapp has been an employee with the district since December 10, 1997, and she expects to be certified as medically able to return to work sometime this spring. The administration recommends the Board grant her request to extend her unpaid leave of absence for a period ending not later than June 30, 2023. If she is unable to return to work at that time, the administration will proceed to fill her position for the new school year.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting – December 20, 2022
Volume 43, Report No. 39

FOR ACTION

Subject: Summer Tax Collection Resolution

The Summer Tax Law, Public Act 333 of 1982, requires annual formal action by the Board of Education prior to January 1st of each year for which the Board intends to collect summer taxes. It is therefore recommended the Board adopt the following annual resolution for the 2023 summer tax collection:

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

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1982 PA 333, hereby invokes for 2023 its previously adopted ongoing resolution imposing a summer property tax levy of one-half of school property taxes but only in cities and/or townships where local school districts impose a summer property tax levy, including debt service, on property located within the intermediate school district, beginning with 1983 and continuing from year to year until specifically revoked by this Board of Education and requests each city and/or township in which this intermediate district is located to collect those summer taxes.
2. The Director of Finance or his/her designee is authorized and directed to forward to the governing body of each city and/or township in which this intermediate district is located and in which a local school district or city is concurrently imposing a summer tax levy a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis, and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2023 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be sent so that the appropriate governing bodies receive them before January 1, 2023.
3. Pursuant to and in accordance with Section 1613 (1) of the School Code, the Director of Finance and his/her designee is authorized and directed to negotiate on behalf of this intermediate district with the governing body of each city and/or township in which the district is located for the levy that the city and/or township may bill under MC 380.1611 or MCLA380.1612.
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be the same are hereby rescinded.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
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Volume 43, Report No. 40

FOR ACTION

Subject: School Board Recognition Resolution

The month of January is designated School Board Recognition Month as part of a national effort, cosponsored by the Michigan Association of School Boards and National School Board Association, to build community awareness and understanding about the crucial role school boards play. Consistent with the leadership and service roles of the ISD, the Board is asked to consider adoption of a resolution recognizing the service of the local school boards serving the districts of Jackson County.

RESOLUTION HONORING CONSTITUENT DISTRICTS' BOARDS OF EDUCATION
JANUARY 2023

WHEREAS, the month of January 2023 has been designated School Board Recognition Month for the State of Michigan; and,

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

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

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

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

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting - December 20, 2022
Volume 43, Report No. 41

FOR ACTION

Subject: Managed Detection Risk and Response

Administration is requesting approval of the purchase of a 24/7, 365 day a year managed detection risk and response solution for its technology network to reduce future vulnerabilities. This solution was bid using the National Cooperative Purchasing Alliance, which the JCISD is a member and has purchased from in the past.

This solution provides continuous risk management, managed security awareness, and detection and response services for both our on-site infrastructure and our cloud based applications. This solution enters the consortium into a three year contract, with the JCISD's portion being \$83,826 for the first year, and increasing 5% in year two and 5% in year three. Other districts in the consortium will also pay a bi-yearly fee based on their student population and the 5% yearly increases. In Jackson County, the first bi-annual payment will be paid from the School Technology Consortium fiber fund. That allows districts to plan and build in the remaining costs for the period of the contract into their yearly budgets.

The Superintendent, after individual consultation with each of the JCISD board members, approved the purchase of this solution on an emergency basis on December 6, 2022. At this evening's Board meeting, administration recommends that the Board collectively approve this purchase retroactively.

As part of the district's efforts to effectively reduce the network's vulnerabilities, it will be necessary to also act quickly to purchase and implement endpoint detection for each device in the consortium. Accordingly, the administration will use a similar process to purchase endpoint detection technology.

JACKSON COUNTY INTERMEDIATE SCHOOL DISTRICT
 BOARD OF EDUCATION
 Regular Meeting – December 20, 2022
 Volume 43, Report No. 42

FOR INFORMATION

Subject: Reportable Crimes on School Property (Jan 2022 - Dec 2022)

PA 532 of 2016 (Section 380.1310a) was put into effect in order to obtain an accurate local picture of school crime and to develop the partnerships necessary to plan and implement school safety programs. Per PA 532 of 2016, each school building shall collect and keep current this information and provide that information within 7 days, upon request. At least annually, each school board shall make available this information, disaggregated by building, on its website. This report shall include the number of incidents of the following crimes:

- Physical Violence
 - Physical assault, CSC or homicide
 - Was reported to law enforcement
 - Happened on school property/school-related activity
- Illegal Possession of controlled substance or other intoxicant
 - Use, possession or sale
 - Narcotic, prescription drug or alcohol
 - Happened on school property/school-related activity
- Trespassing
 - Was reported to law enforcement
 - Trespasser or intruder on school property/school-related activity
 - Entered without authorization and with no lawful purpose
- Property Crimes
 - Vandalism, arson, larceny/theft, robbery, extortion
 - Happened on school property/school-related activity
 - Include estimate of cost to district
- Gang Related Activity

The following 2022 reportable crime information will be posted to the JCISD website:

Career Center

<i>Type of Crime</i>	<i># of Incidents</i>
<i>Physical Violence</i>	1
<i>Illegal Poss/Use/Sale of Drugs/Alcohol</i>	6
<i>Trespassing</i>	1
<i>Property Crimes</i>	0
<i>Gang-related Activity</i>	0

East Campus

<i>Type of Crime</i>	<i># of Incidents</i>
<i>Physical Violence</i>	5
<i>Illegal Poss/Use/Sale of Drugs/Alcohol</i>	1
<i>Trespassing</i>	0
<i>Property Crimes</i>	3
<i>Gang-related Activity</i>	0

Tarrant/Kit Young Center

<i>Type of Crime</i>	<i># of Incidents</i>
<i>Physical Violence</i>	0
<i>Illegal Poss/Use/Sale of Drugs/Alcohol</i>	0
<i>Trespassing</i>	0
<i>Property Crimes</i>	0
<i>Gang-related Activity</i>	0