

Ludington Board of Education  
Public Meeting Notice

Please Post

Mission: The Ludington Area School District, in partnership with parents and community, will educate and empower students to adapt and succeed in their future.

**Personnel/Policy Committee Meeting: Electronic / Virtual**

Date: January 13, 2021

Time: 7:00 a.m.

Place: Ludington Area School District Administration Office  
809 East Tinkham Avenue, Ludington, Michigan

- 1) CALL TO ORDER & ROLL CALL  
 Stephanie Reed     Mike Nagle     Leona Ashley
- 2) CITIZEN PARTICIPATION
- 3) MEETING PARTICIPANT CONTROLS
- 4) DISCUSSION ITEMS
  - a) Food Service Director - Hiring Recommendation
  - b) Non-Affiliated / At Will Contract - Remote Learning Instructor
  - c) Maintenance, Food Service, and Transportation Staffing
  - d) Second Reading: NEOLA Special Policy Update - Emergency Temporary Telecommuting Policy
  - e) Continued Discussion on Social Media Policy Update
  - f) Update on Extended COVID-19 Continuity of Learning Plan
  - g) Thrun Law Firm - Review of School Law Notes
  - h) Updates from other committees
- 5) OTHER ITEMS OF BUSINESS AND ANNOUNCEMENTS
- 6) ADJOURNMENT

This is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. Official minutes of the Ludington Board of Education are available for public inspection during normal business hours at the Board of Education's Central Business Office, 809 E. Tinkham Avenue, Ludington, Michigan, 231-845-7303. The Ludington Area School District is an equal opportunity employer and provider. If you are an individual with a disability who is in need of special accommodations to attend or participate in a public meeting please contact Superintendent Jason J. Kennedy at 231-845-7303 at least 24 hours prior to the meeting or as soon as possible.

## Memorandum - Office of the Superintendent

TO: Board of Education  
FROM: Jason J. Kennedy, Superintendent  
RE: Electronic/Virtual Committee Meeting

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### **Meeting Notice and Meeting Access Information:**

This notice is given and published pursuant to the Epidemic Emergency Order issued by Michigan Department of Health and Human Services Director Robert Gordon.

The Personnel and Policy Committee of the Board of Education for Ludington Area School District will meet on Wednesday, January 13, 2021 at 7:00 am for a committee meeting as a virtual meeting (online and/or by phone) to protect the health, safety, and welfare of the citizens of Ludington Area School District from Coronavirus/COVID-19. This virtual meeting is authorized pursuant to the Michigan Open Meetings Act, MCL 15.263a.

Public comment will be handled using the participant controls of the Google Meet platform. These will be discussed at the start of the meeting. If you are listening by telephone only, you will be called upon by the host during the time for public participation in the meeting.

To comply with the Americans with Disabilities Act (ADA), any citizen requesting accommodation to attend this meeting and/or to obtain this notice in an alternative format, should contact Superintendent Jason Kennedy, Ludington Area School District at (231) 845-7303 at least twenty-four (24) hours prior to this meeting.

### **Google Meet Instructions for Participants**

#### **To join the conference by telephone:**

1. On your phone, dial the teleconferencing number provided below:
  - Phone number: (US) +1 530-593-0086
2. Enter the meeting pin number below when prompted using your touch-tone (DTMF) keypad:
  - Pin number: 871 702 917#

#### **Before the meeting:**

1. You will need a computer, tablet, or smartphone with speakers or headphones. You will have the opportunity to check your audio immediately upon joining the meeting.

#### **To join the meeting via video conference or technology device:**

1. At the start time of the meeting, click on the link below to join via computer. You may be instructed to download the Google Meet application.

Meeting Link: [meet.google.com/fsm-ivtv-zfx](https://meet.google.com/fsm-ivtv-zfx)

# Memorandum - Office of the Superintendent

**TO:** Board of Education  
**FROM:** Jason Kennedy, Superintendent  
**RE:** Personnel/Policy Committee Meeting ~ Agenda Notes

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## **CITIZEN PARTICIPATION**

### **Review Board Policy 0167.3: Public Participation at Board Meetings**

The Board of Education recognizes the value of public comment on educational issues and the importance of allowing members of the public to express themselves on District matters.

To permit fair and orderly public expression, the Board shall provide a period for public participation at every regular meeting of the Board and publish rules to govern such participation in Board meetings. The rules shall be administered and enforced by the presiding officer of the meeting.

The presiding officer shall be guided by the following rules:

- A. Public participation shall be permitted as indicated on the order of business, or at the discretion of the presiding officer.
- B. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
- C. Each statement made by a participant shall be limited to three (3) minutes duration.
- D. No participant may speak more than once.
- E. Participants shall direct all comments to the Board and not to staff or other participants.
- F. The presiding officer may:
  1. interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant;
  2. request any individual to leave the meeting when that person does not observe reasonable decorum;
  3. request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting;
  4. call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action;
  5. waive these rules with the approval of the Board when necessary for the protection of privacy or the administration of the Board's business.
- G. The portion of the meeting during which the participation of the public is invited shall be limited to thirty (30) minutes, but the timeframe will be extended, if necessary, so that no one's right to address the Board will be denied.
- H. Tape or video recordings are permitted. The person operating the recorder should contact the Superintendent prior to the Board meeting to review possible placement of the equipment, and agrees to abide by the following conditions:
  1. No obstructions are created between the Board and the audience.
  2. No interviews are conducted in the meeting room while the Board is in session.

3. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
  - I. Each Board agenda will include the following statement, "Public participation shall be permitted only as indicated on the order of business."

**Revised:** January 21, 2019

Legal: M.C.L.A. 15.263(4)(5)(6), 380.1808

## **DISCUSSION ITEMS**

### **Food Service Director - Hiring Recommendation**

After an intensive interview process led by Jesse Rickard and a team of staff members representing our support staff, professional staff, and administrative team, a recommendation is being made to hire a new food service director.

The District was pleasantly surprised through the interview process, and became very excited with the top two candidates for the position. Multiple interviews were conducted, allowing us to get to really know our top two candidates well. One of the candidates was a highly recommended candidate who had served as a school food service director in multiple schools in western Michigan. The other top candidate lives in Ludington, is a graduate of Ludington, and has a passion for improving our food service program. This candidate has worked as the Food Service Supervisor for the Grand Rapids Campus of Mercy Health St. Mary's Hospital.

While we had two high quality candidates, the District is recommending the hiring of Kevin Lange, pending Board approval. Mr. Lange is a graduate of Ludington Area Schools and he was passionate in outlining his goals for the food service program. Among these were the need to improve morale and employee longevity within the department, improve food quality within the program, and improve meal counts. Hiring Mr. Lange will allow the District to expand our food service program into a summer meal program that will continue to serve meals to the community, while improving revenue in the program. This improved revenue can go a long way toward improving wages for employees in the department as well (subject to collective bargaining).

Kevin led the food program at St. Mary's Hospital where the program he led served more than 2,000 meals per day and he supervised 30 employees. He was responsible for interviewing, hiring, and managing all hospital food service employees at the Grand Rapids hospital. He supervised the daily operation of the kitchen, he handled all menu and recipe planning, and ordered all food and supplies. Trinity Health recognized the great work that Kevin was doing and awarded his team the Mary Free Bed Rehabilitation Hospital food service program, as well as all sub-acute rehabilitation food service programs within the system's Grand Rapids region. Kevin led the hospital food service program for six (6) years in this capacity.

Kevin has also spent three (3) years serving as a senior enforcement officer for the Friend of the Court in Oceana County and has completed the Michigan Sheriff's Coordinating and Training Councils Basic Certification programs in many areas.

He holds a Bachelor's Degree from Grand Valley State University and we are excited to recommend his hiring at the January Board meeting. We have reached out to a neighboring school food service director to help ensure that Kevin has all of the necessary support to help him be successful in learning and understanding any differences between hospital food service and school food service programs. We are excited to recommend the hiring of Mr. Kevin Lange. The start date for Mr. Lange will be on January 20, 2021.

### **Non-Affiliated / At Will Contract - Remote Learning Instructor**

Before the holiday break, the District posted a remote learning instructor's position at Foster Elementary. Carrie Moeggenberg has been serving in this capacity for the District in addition to her instructional technology coaching position. It became very difficult for Carrie to manage both positions, and serve our students and staff effectively. As a result, we posted a non-union, at-will contracted position designed to get us through the remainder of the year. We will also be reviewing the future of online learning and the role that a position like this may play in the future, so making this a position to get us through the year made sense.

The District is pleased and excited to announce the hiring recommendation of Ms. Maggie Nagle as the Remote Learning Instructor for 3rd, 4th, and 5th grades. Ms. Nagle is a recent graduate of Eastern Michigan University with a degree in Elementary Education and minors in reading and Teaching English to Speakers of Other Languages (TESOL). Throughout her tenure at Eastern Michigan University, Maggie is a seven-time Dean's list honoree with a cumulative GPA of 3.94. She is a 3-year member of Kappa Delta Pi, an international organization for teachers. She was also a 4-year member of the EMU concert band. As a local graduate from Ludington High School in 2016, Ms. Nagle is familiar with the community, our schools, and the staff at Ludington Area Schools. We are excited and pleased to recommend her hiring for this position. Non-affiliated and at-will contracted positions are placed in the consent agenda of the regular board meeting agenda for approval.

### **Maintenance, Food Service, and Transportation Staffing**

We will discuss issues pertaining to staffing levels in maintenance, food service, and transportation at the committee meeting, as well as potential solutions to these issues.

### **Second Reading: NEOLA Special Policy Update - Emergency Temporary Telecommuting Policy**

This Special Update is being issued in response to the Michigan Occupational Safety and Health Administration's release of Emergency Rules regarding Coronavirus Disease 2019 (COVID-19). The rule requires that all Michigan employers shall create a policy prohibiting in-person work for employees to the extent that their work activities can feasibly be completed remotely. We will complete the second reading of this policy.

### **Continued Discussion on Social Media Policy Update**

We will continue discussion on a draft social media policy that has been developed by Thrun Law and enacted by many school districts throughout the State, as well as discuss other policy options used by Districts across Michigan.

### **Update on Extended COVID-19 Continuity of Learning Plan**

On August 20, 2020, Governor Whitmer signed House Bill 5913 into law as Public Act 149. Section 98a states that in order to receive state aid for 2020-2021, districts must provide for instruction under an extended COVID-19 Learning Plan ("Plan") that has been approved by an intermediate district or authorizing body. The Plan does not replace the District's/PSA's COVID-19 Preparedness and Response Plan, it is an additional plan that includes new assurances and sections on educational goals, instructional delivery, grading, and equitable access.

Section 98a(1)(c) states, "Thirty days after the approval of the plan under subsection (2), and every 30 days thereafter, the district must, at a meeting of the board or board of directors, as applicable, of the district, reconfirm how instruction is going to be delivered during the 2020-2021 school year. Public comment must be solicited from the parents or legal guardians of the pupils enrolled in the district during a meeting described in this subdivision." Section 98a(1)(i) states, "The district shall publicly announce its weekly interaction rates under this subdivision at each reconfirmation meeting described in subdivision (c) and make those rates accessible through the transparency reporting link located on the district's website each month."

We will review the Extended Continuity of Learning Plan Reconfirmation Meeting template and reconfirm how instruction is going to be delivered during the 2020-2021 school year, accept public comment during the meeting from parents and/or guardians on the Extended Learning Plan, and review weekly 2-way interaction rates. We will also discuss any changes to the plan. We will also complete each of these tasks at the Board meeting on Monday so that the Board can reconfirm the District's Extended Continuity of Learning Plan.

### **Thrun Law Firm - Review of School Law Notes**

We will discuss the most recent school law notes with the committee. This will provide the committee with the most recent developments in school law with regard to policy development.

### **Updates from Other Committees**

We will review updates from each of the other committees in preparation for the Board meeting on Monday, January 18, 2021.