

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**

Date: October 12, 2022

Time: 7:00 a.m.

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

- 1) CALL TO ORDER & ROLL CALL
- 2) CITIZEN PARTICIPATION
- 3) AGENDA MODIFICATION
- 4) DISCUSSION ITEMS
  - a) New Neola Policies
  - b) Oriole Academy Personnel
  - c) Online Teacher of Record Letter of Agreement
  - d) School Safety Liaison Contact
  - e) School Resource Officer Update
  - f) WSESD Excess Funds
  - g) Thrun Law Firm - Review of School Law Notes
  - h) Legislative Update
  - i) 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 Dr. Kyle B. Corlett 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: Dr. Kyle B. Corlett, Superintendent  
RE: Committee Meeting – Agenda Notes

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## DISCUSSION ITEMS

### **New Neola Policies**

We will discuss the new Neola policy updates Volume 37 Number 1.

### **Bylaw 0144.1 - Compensation (Revised)**

This policy revision is offered to accommodate the IRS guidance regarding payments to School Board members. See Legal Alert #5. This revision should be adopted to maintain accurate policies.

### **Policy 6108 - Authorization to Use Electronic Transfer of Funds and Automated Clearing House Arrangements (NEW)**

This new policy is provided in response to client requests. In order to utilize electronic fund transfers and automated clearing house (ACH) arrangements and transactions, the District must have a written ACH policy in place. This policy includes the components required by Michigan statute. This policy should be adopted in order to utilize electronic fund transfers and automated clearing house arrangements and transactions.

### **Policy 6460 – Vendor Relations (Revised)**

This policy has been revised at client request to provide optional language that allows for preferred vendor access to students and their parent/guardian for non-district purchases. This option is offered for consideration.

### **Policy 6700 - Fair Labor Standards Act (FLSA) (Revised)**

More than a decade ago, Congress passed a law amending Section 7 of the Fair Labor Standards Act (“FLSA”), mandating that eligible employees be provided reasonable breaks and private facilities to express breast milk during the first year after the birth of their child. It is important to keep in mind that the FLSA overtime and lactation provisions only apply to certain employees in an organization, but not all of them. For public schools, typically nonteaching employees, such as bus drivers, custodians, and secretaries, are covered by the FLSA. However, professional employees like teachers, administrators, and IT staff are usually exempt from overtime and other FLSA provisions including those mandating breaks for lactation. However, school employers may elect to provide this type of benefit and support for exempt employees. Therefore, language has been added that summarizes a board of education’s obligation to provide reasonable breaks and private facilities for FLSA-eligible employees to express breast milk. In the new AG 6700, optional language provides the same benefit to FLSA-exempt employees to the extent the employees may be accommodated without materially disrupting school operations or employee duties. Such an option is not required and in some cases may be difficult or nearly impossible to accommodate. Many employers attempt to provide similar accommodations/benefits for all employees, regardless of status or assignment.

### **Policy 7440.03 - Small Unmanned Aircraft Systems (sUAS) (Revised/Technical Correction)**

Policy and AG 7440.03 have been updated to incorporate changes in Federal regulations pertaining to the operation of drones at night or over people. The proposed revision to the policy adds the new Federal regulation citation to the policy. If, in reviewing the policy template, a change to the current policy would be considered a revision or the addition of a new policy. Otherwise, the change would be considered a Technical Correction. The proposed revisions to the AG are consistent with the current state of the law and should be adopted.

### **Policy 8805 - Flags and Displays (NEW)**

This new policy is offered at the request of clients. This is not a required policy and should only be considered after discussion with district leadership and legal counsel. Be sure to note that any prohibitions should not be "message-based" but rather restricting permission in a reasonable, school-oriented manner. In the case of districts that permit the display of "message-based" flags or displays, this policy should not be adopted.

### **Policy 9150 - School Visitors (Revised)**

The proposed revision to this policy reflects the recent changes required by amendments, approved by the Governor, to the Sex Offender Registration Act (SORA). The change was made to Policy 8400 in a recent update. This revision should be considered in order to have consistent policies and to remain compliant with Michigan law.

### **Oriole Academy Personnel**

We will review costs associated with Oriole Academy Personnel.

### **Online Teacher of Record Letter of Agreement**

We will review a letter of agreement specifying the assignment of certified teachers to be the teacher of record for online students.

### **School Safety Liaison Contact**

An action item for our next board meeting is to approve a safety liaison contact, which is a requirement by the state to be reported to the Michigan State Police.

### **School Resource Officer Update**

We will discuss the updates regarding the county's efforts in adding additional school resource officers for schools outside the city of Ludington.

### **WSESD Excess Funds**

We will discuss WSESD's plans on how they will spend excess funds for special education.

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

We will review the recent notes from Thrun.

### **Legislative Update**

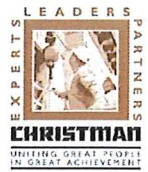
We will review the legislative update.





# UNDER CONSTRUCTION

## Ludington Area Schools MSHS Additions and Renovations



Project is 2% Complete

### WORK IN PROGRESS

#### This Month

- Continue interior demolition at HS collaboration center
- Start foundations at HS office and classroom additions
- Start grading and underground utilities in HS student parking lot
- Continue interior demolition MS at existing classrooms.
- Sitework to begin at MS addition

#### Next Month

- Establish underground plumbing and electrical in HS
- Begin masonry foundation block and underground utilities at HS additions
- Start foundations at MS classroom additions
- Install curbs at HS student parking lot

### PROJECT MANAGEMENT UPDATE

#### Safety

- This month's Safety Goal focuses on the due diligence tasks involved in preparing for emergencies on our jobsites. It is important to be prepared in the case that an emergency breaks out.

#### Schedule

- The project is on schedule

#### Other Progress

- Oriole Field turf and track design in progress. Bidding in December.
- Balance of Oriole Field design in development



HS Student Parking Prep



HS Office and Classroom Site



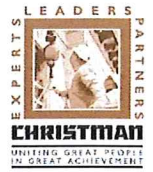
HS office Footing Tie In





# UNDER CONSTRUCTION

## Ludington Area Schools MSHS Additions and Renovations



Footing Tie In



Old Horizons / Athletic Office Demo



Overall Building Site



Horizons Area Demo



Overall Building Site



Athletic office / Horizons Demo