

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.

Electronic/Virtual Meeting: Personnel/Policy Committee

Date: June 17, 2020

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) AGENDA MODIFICATION
 - a) Annual Report on Bullying Incidents and Medication Distribution in the Schools
 - b) Update on Title IX Complaint Investigation Report and Outcome Letters
- 4) MEETING PARTICIPANT CONTROLS
- 5) DISCUSSION ITEMS
 - a) Staffing Plan and Budget Expenditure Reductions
 - b) Return to School Planning and COVID-19 Preparedness Response Plan
 - c) Return to School Parent Survey Results
 - d) NEOLA Policy Update: Volume 34, Number 2
 - e) Evaluation of Superintendent for 2019-2020 school year
 - f) Thrun Law Firm - Review of School Law Notes
 - a) Updates from other committees
- 6) OTHER ITEMS OF BUSINESS AND ANNOUNCEMENTS
- 7) 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 Kennedy, Superintendent
RE: Personnel/Policy Committee Meeting ~ Agenda Notes

Meeting Notice and Meeting Access Information:

This notice is given and published pursuant to Executive Order 2020-75 issued by Gretchen Whitmer, Governor of the State of Michigan.

The Personnel/Policy Committee of the Board of Education for Ludington Area School District will meet on Wednesday, June 17, 2020 at 7:00 am for its monthly 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, pursuant to law and Executive Order issued by Governor Gretchen Whitmer. 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) +1 510-937-0145
2. Enter the meeting pin number below when prompted using your touch-tone (DTMF) keypad: Pin number: 133 192 024#

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/wbc-dbym-vqa

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

DISCUSSION ITEMS

Annual Report on Bullying Incidents and Medication Distribution in the Schools

The District has completed the District submission of the School Infrastructure Database and the submission of the annual report on bullying that is required to be shared with the Board of Education. The annual results are shown in the table below:

Data Field	Type of Incident	Total Number
4a	School Discipline: Student Bullying Incidents	8
(Franklin - 1, Middle School - 3, LHS - 3, Foster - 1, Pere Marquette - 0, Lakeview - 0)		
44	Students who are victims of criminal offenses	1
50	Instances of administration of an opioid antagonist to a pupil	0
51	Instances of administration of an epinephrine auto-injector to a pupil in a school year	0
52	Pupils who were administered an epinephrine auto-injector not known to be severely allergic	0
53	Pupils who were administered an epinephrine auto-injector using the school's stock	0

Update on Title IX Complaint Investigation Report and Outcome Letters

We will discuss an update on the Title IX complaint investigation that has been conducted by Thrun Law Firm on behalf of the District.

Staffing Plan and Budget Expenditure Reductions

We will discuss the staffing plan for the 2020-2021 school year and the staffing reductions and assumptions that were used in the development of the 2020-2021 budget.

Return to School Planning and COVID-19 Preparedness Response Plan

We will discuss the process that has been used to develop the District's Return to School Plan for the 2020-2021 school year and the development of the District's COVID-19 Preparedness Response Plan. We will discuss the work of the District Return to School Task Force, with the understanding that additional guidance or directive may come from the legislature, to the District through Executive Order, or through guidance from the Michigan Department of Education.

Return to School Parent Survey Results

The District Return to School Task Force developed a parent survey to assist in the planning and implementation of return to school plans for the fall of 2020. The results have been posted to the District's website and we will review this information so that the Board is familiar with the data

that was collected from the parent survey. We will be developing a similar staff survey that will be administered as well.

NEOLA Policy Update: Volume 34, Number 2

We will discuss the spring NEOLA policy update, Volume 34, Number 2 update with the committee for the final reading of these policy updates. We will have the second reading of these policies with the full Board at the meeting on Monday, June 22, 2020. The Board will then vote on the adoption of these policies at the Board meeting on Monday.

Evaluation of the Superintendent

We will discuss the evaluation of the superintendent and the process that the Board desires to use to either complete an evaluation of the superintendent, or to waive this requirement. It is my recommendation that a modified evaluation of the superintendent be completed for the 2019-2020 school year, as student, teacher, and principal achievement data is not available due to COVID-19 assessment requirements being waived for the 2019-2020 school year.

Section IV (8) of Executive Order 2020-65 states: "Strict compliance with rules and procedures under section 1249, 1249a, 1249b, and 1250(1) of the School Code, MCL 380.1249, 380.1249a, 380.1249b, and 380.1250(1), under section 38.93 of the Teachers' Tenure Act, MCL 38.93, and under section 104 of the School Aid Act, MCL 388.1704, is temporarily suspended to the extent necessary to waive any requirement for assessments or other performance evaluations of teachers not on an individual development plan on March 13, 2020 and **district administrators during the 2019-2020 school year.**"

Section IV (9) of Executive Order 2020-65 also states: "Strict compliance with rules and procedures under subsections (1), (3) and (4) of section 1250 of the School Code, MCL 380.1250(1), (3) and (4), is temporarily suspended for the remainder of the 2019-20 school year."

Finally, Section IV (15) of Executive Order 2020-65 states: "Nothing in this order prohibits an employing school district from completing an annual year-end performance evaluation for the 2019-2020 school year..."

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, June 22, 2020.