

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

Date: July 15, 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
- 4) MEETING PARTICIPANT CONTROLS
- 5) DISCUSSION ITEMS
 - a) New Teacher and Staff Hiring Recommendations
 - b) Update on Title IX Complaint and Office for Civil Rights
 - c) Update on Return to School Planning and COVID-19 Preparedness Response Plan
 - d) Update on Evaluation of Superintendent for 2019-2020 school year
 - e) WSESd SEPAC Representative Designation
 - f) EpiPen Prescription Renewal
 - g) Thrun Law Firm - Review of School Law Notes
 - h) 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

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

New Teacher Hiring and Staff Recommendations

We will discuss a new teacher hiring, along with the recommendation to renew the contracts of the non-union contracts and service agreements with employees that we have. These recommendations will include: Mark Boon, LHS Student Enhancement Intervention Specialist, Sarah Cooper - Director of PMECC, Trish Forfinski, Foster At-Risk Interventionist, Beth Gunsell, Franklin/OJ At-Risk Specialist, Tim Hansen, Foster Dean of Students, Michelle Holtrust - Director of Online Learning, Michelle Kiessel, Foster At-Risk Specialist, Matt McDonald, OJ Dean of Students, Melanie Tomaski - Director of Oriole Work Based Learning Academy, Kirk Walden, LHS At-Risk Coordinator, Dennis Genson, LHS At-Risk, Tricia Hale, PMECC 4 Yr P. Teacher, Danielle Britton, PMECC 3 Yr P. Teacher, Andrea Sargent, LHS At-Risk Specialist, Amy Wojcicki, District ELL Coordinator, Jennifer Collins, Computer Technician, Brent Gillett - Director of Recreation Programs, Carrie Moeggenberg - District Instructional Technology, and the hiring of Warren Stowe to replace Mark Willis as a high school science teacher.

Update on Title IX Complaint and Office for Civil Rights

We will discuss an update on the Title IX complaint and Office for Civil Rights investigation. As a reminder, Thrun Law Firm conducted this investigation on behalf of the District.

Return to School Planning and COVID-19 Preparedness Response Plan

We will discuss the draft of 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, and a plan to seek feedback from the community.

Evaluation of the Superintendent

As a reminder, the Board will be conducting a modified evaluation of the superintendent at the next Board meeting. Please let Steve or I know if you have any questions about the process that was discussed at the June Board meeting. We will review the process in advance of the Board meeting.

WSESD SEPAC Representative Designation

Each district in the WSESD must appoint a special education parent advisory council representative. I recommend that the Board approve Shannon Miller as the Ludington Area School District representative to the West Shore Educational Service District Special Education Parent Advisory Committee for the 2020/2021 school year. Shannon has been serving in this capacity for the District the past couple years. She has done a great job representing LASD in this capacity and we would like for her to continue in this role.

EpiPen Renewals

The Epinephrine Auto-Injector Public Acts 186 and 187 allow local Boards to ask any authorized prescriber to issue a prescription for Epinephrine Auto Injectors to a school board. One written prescription to a school board can allow for all district buildings to obtain (2) epinephrine auto-injectors per building. Schools must stock at least two (2) EpiPens in each school building, and ensure that at least two (2) school employees in each building are trained to use and properly administer an EpiPen. I recommend that the Board approve the authorization of the District's EpiPen prescription renewal through its consent agenda to comply with the Acts outlined above.

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, July 20, 2020.