

Board of Education Meeting

Liberty School Board Room
February 27, 2024, at 6:30 PM



AGENDA

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

OPENING

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **SUPERINTENDENT'S RECOGNITION**

- *SHS Volleyball Team*
- *SHS Today / Hornet Nation*

4. **PUBLIC COMMENT**

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting. Please note that students will be given priority to speak on any topic. The first public participation portion of the meeting will be limited to one-half hour (30 minutes) normally and limited to agenda items. A second public participation portion will be offered at the end of the agenda to allow for any other comment.

Individuals addressing the Board should take into consideration the rules of common courtesy. The public participation portion of the meeting cannot be used to make personal attacks against a Board Member, District Employee, or Student.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

5. **RESPONSE TO PREVIOUS PUBLIC COMMENT**

AGENDA

6. **REVISIONS/APPROVAL OF AGENDA**

(Items may be added or deleted from the meeting agenda, and/or the order of items may be changed, at the request of an individual Board member or the Superintendent. The agendas must be approved before proceeding further.)

RECOMMENDED MOTION . . . move to **approve the agenda as printed/revised.**

7. **STUDENT SHOWCASE**

Washtenaw United Hockey

Presenters: Julianna Marini, Sydney Clark, Abby Schroeder, Kendra Wagner, Nora Stevenson, Lilly Schlack, Kaysi Hobner, Addison Lyon, Chloe Dillen, Isabella Mack, and Sam Wawzysko. Advisors: Adam Winters, Chad Clark

8. **ACTION ITEMS**

A. **RECOMMENDED MOTION** ... move to accept the Hot Rods Motorcycle Awareness & Suicide Prevention Foundation gift of 2 benches, total value of \$2000 as recommended by President Michael McVey

B. **RECOMMENDED MOTION** ... move to adopt the Proposed 2023-24 General Fund Budget Amendment as submitted by Assistant Superintendent Owsley.

C. **RECOMMENDED MOTION** ... move to accept the Bargaining Teams for the SEA 2024 Collective Bargaining Negotiations as recommended and submitted by Carol Diglio, Interim Assistant Superintendent of Human Resources. The team will consist of:

Carol Baaki Diglio, Interim Assistant Superintendent of Human Resource
Miranda Owsley, Assistant Superintendent of Finance
Kara Davis, Executive Director of Teaching and Learning
Rex Clary, Executive Director of Operations
Emily Sickler, Harvest Principal
Theresa Stager, High School Principal

9. **SCHEDULED REPORTS**

A. **Athletic Department Update**

Presenters: Ashley Mantha & Jeff Pike

10. **DISCUSSION ITEMS**

A. **School of Choice**

Superintendent Laatsch

B. **Policy Committee Update**

Jennifer Miller, Chair

11. **ADMINISTRATION / BOARD UPDATES**

12. **CONSENT AGENDA**

The Consent Agenda is listed in this agenda and will not be read aloud. The motion noted will allow for the authorization of all listed items, without discussion, unless a member of the Board requests that any one or all be considered individually.

RECOMMENDED MOTION . . . move to authorize the Consent Agenda as printed / amended:

- A. **Approval** of the Board of Education Meeting Minutes of February 13, 2024
- B. **Approval** of the Board Finance Committee Meeting Minutes of February 13, 2024
- C. **Approval** of the Board Policy Committee Meeting Minutes of February 21, 2024
- D. **Approval of Payment** of the General Fund Accounts Payable of February 27, 2024, in the amount of \$2,878,542.97
- E. **Approval of Payment** of Bond Fund Series III Accounts Payable of February 27, 2024, in the amount of \$19,559.72
- F. **Approval of Payment** of 2023 Bond Fund Series I Accounts Payable of February 27, 2024, in the amount of \$188,045.48
- G. **Receive and File** Human Resources Reports
- H. **Reaffirm** the Return to In-Person Instruction & Continuity of Services Plan (required every 6 months til 9/2024)
- I. **Approval** of Neola Updates to the following PERA Policies
 - Policy 0122 Board Powers
 - Policy 1420 School Administrator Evaluation
 - Policy 3131 Staff Reductions/Recalls
 - Policy 3142 Probationary Teachers
 - Policy 3220 Professional Staff Evaluation

CLOSING

13. **ITEMS SCHEDULED ON NEXT AGENDA**

14. PUBLIC COMMENT

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

15. NEXT MEETING

The next Board of Education Meeting will be held on March 12, 2024, at 6:30 PM.

16. CLOSED SESSION

RECOMMENDED MOTION ... to enter Closed Session of the Board of Education at _____ PM, with the intent to re-enter Open Session at _____ PM, for the purpose of Collective Bargaining 8(c) of the Open Meetings Act. Under Section 8(c) a simple majority vote is sufficient to enter into a closed session.

17. RE-ENTER OPEN SESSION

RECOMMENDED MOTION to re-enter Open Session of the Board of Education Meeting at _____ PM.

18. ADJOURNMENT

RECOMMENDED MOTION ... to adjourn the Regular Board of Education Meeting of February 27, 2024, at _____ PM.

Background on the Hot Rods

Hot Rods Motorcycle Awareness & Suicide Prevention Foundation has purchased 11 Buddy Benches so far.

Their latest donations have been delivered to these districts: Monroe Public Schools, Milan Area Schools, and Airport Community Schools.

Their stated Mission: To raise funds for motorcycle awareness, suicide prevention, and various Michigan-based entities for relief.

Their phone: (419) 349-8075

Their email: hotrods.motorcycle.awareness@gmail.com

They are a 501(c)3 organization.

<https://www.taxexemptworld.com/organization.asp?tn=2811856>

Last September they held their 3rd Annual Car and Bike Show.

https://www.cyclefish.com/motorcycle_event/73489

Andrew Cislo, Milan's BOE President, in response to President McVey's query, wrote:

Milan has received two of these benches. There were no ties or strings attached to their receipt except for finding appropriate placement.

Mr. Rodrick Beaton, Hot Rods founder, is a long-time Milan area resident with children who graduated from Milan Area Schools. The organization has donated benches to several Monroe County schools. I do not see any need to be cautious in accepting this gift.

**BOARD OF EDUCATION
SALINE AREA SCHOOLS
Saline, MI
February 27, 2024**

INTERIM ASSISTANT SUPERINTENDENT OF HUMAN RESOURCES

TOPIC: Bargaining Teams for SEA 2024 Collective Bargaining Negotiations

The Saline Education Association (SEA) Collective Bargaining Agreement expire on December 31, 2024. The SEA has communicated to the District a request to Demand to Bargain on February 13, 2024. It is the Board's desire to enter into negotiations soon so that a mutually acceptable agreement can be reached prior to the December 31st expiration date and the start date of January 1, 2025 calendar year.

The following bargaining team is recommended to bargain with the SEA bargaining team on behalf of the District:

Carol Baaki Diglio, Interim Assistant Superintendent of Human Resource
Miranda Owsley, Assistant Superintendent of Finance
Kara Davis, Executive Director of Teaching and Learning
Rex Clary, Executive Director of Operations
Emily Sickler, Harvest Principal
Theresa Stager, High School Principal

RECOMMENDATION: That the Saline Area Schools Board of Education authorizes the above noted individuals to bargain contracts on behalf of the District.

**APPROVED AND RECOMMENDED
FOR BOARD ACTION**



Dr. Steve Laatsch, Superintendent

GENERAL FUND - FY23 Feb. Amended & FY25 & FY26 Estimates - February 27, 2024

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2023-2024	2024-2025	2025-2026
	Actual	Actual	Actual	Actual	Actual	Actual	Original Budget	Feb Amd Budget	Feb 2024 Estimate	Feb 2023 Estimate
General Fund Revenue										
Local Sources	\$8,005,900	\$7,963,283	\$8,209,605	\$8,073,170	\$8,255,265	\$9,266,405	8,688,669	9,352,594	9,314,594	9,314,594
Intermediate Sources	8,947,971	8,722,672	9,429,154	9,474,515	9,237,842	10,566,543	10,473,097	9,630,982	9,630,982	9,630,982
State Sources	42,494,710	44,056,045	43,714,480	44,711,317	45,461,243	53,920,117	54,470,496	53,287,548	52,559,260	51,759,684
State (One-Time)				553,020	1,481,566	0	815,005	728,550		
Federal Sources (ongoing)	1,375,429	1,532,051	1,345,338	1,485,733	1,427,819	1,502,857	1,525,144	1,604,294	1,600,182	1,600,182
Federal (One-Time)	117,587		76,777	1,886,107	2,829,897	3,417,484	338,773	147,042		
Transfers In	300,000	300,000	0	0	250,000	300,000	300,000	300,000	300,000	300,000
Total Revenue	61,241,597	62,574,052	62,775,354	66,183,862	68,943,632	78,973,406	76,611,184	75,051,010	73,405,018	72,605,442
General Fund Expenditures										
Basic Program	29,828,135	29,558,792	29,194,190	28,915,180	30,978,938	33,816,470	35,249,476	31,599,815	32,198,038	33,095,178
Added Needs	8,974,276	9,031,174	8,688,225	8,198,954	10,599,923	10,696,579	11,994,566	12,608,930	12,667,119	13,052,794
Pupil Support	6,940,847	7,132,741	7,713,150	7,714,101	8,793,425	8,766,324	8,988,402	9,015,490	9,226,948	9,530,396
Instructional Staff Services	2,288,145	2,606,911	2,382,411	2,243,911	2,446,037	2,885,844	3,193,059	3,505,045	3,362,016	3,434,582
General Administrative	708,712	775,962	616,738	607,277	648,116	698,610	726,296	756,249	776,394	794,855
School Administration	3,036,150	3,182,824	3,168,231	3,124,847	3,507,550	3,920,593	3,869,025	4,087,772	4,677,971	5,313,422
Business Services	732,057	880,602	877,849	778,010	766,390	894,202	995,422	1,078,845	1,101,039	1,136,648
Maintenance & Operations	4,411,317	4,574,956	4,356,608	4,994,096	5,359,643	6,706,137	7,464,006	7,014,862	6,919,251	7,162,816
Transportation	1,595,244	1,753,178	1,640,840	1,485,401	1,707,848	1,896,772	2,128,822	2,331,408	2,301,452	2,365,280
District Information	187,871	235,856	155,610	1,547	66,961	173,681	217,988	209,915	216,697	223,572
Human Resources	737,413	856,058	718,826	678,029	687,649	784,627	841,552	956,116	945,042	972,797
Technology Support	777,252	640,131	632,524	636,365	794,394	906,473	990,404	983,488	1,002,054	1,021,117
Athletics	1,288,188	1,263,112	1,138,601	1,162,629	1,336,756	1,400,757	1,556,338	1,529,622	1,575,354	1,623,407
Community Services		24,369	24,636	14,965	145,989	44,090	54,846	64,499	60,887	60,887
Other	83,758	7,481	40,400	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Transfers Out	62,137	62,257	165,594	300,000	300,000	0	0	0	0	0
Total Expenditures	61,651,502	62,586,403	61,514,434	60,875,312	68,159,619	73,611,157	78,290,202	75,762,056	77,050,262	79,807,751
Year Net [Rev Over/(Under) Exp]	(\$409,905)	(\$12,351)	\$1,260,919	\$5,308,550	\$784,013	\$5,362,249	(\$1,679,018)	(\$711,046)	(\$3,645,244)	(\$7,202,309)
Fund Balance Beginning of Year	\$3,308,274	\$2,898,369	\$2,886,017	\$4,146,936	\$9,455,486	\$10,239,499	\$11,699,004	\$15,601,748	\$14,890,702	\$11,245,458
Fund Balance End of Year	\$2,898,369	\$2,886,017	\$4,146,936	\$9,455,486	\$10,239,499	\$15,601,748	\$10,019,986	\$14,890,702	\$11,245,458	\$4,043,149
% of Unrestricted Rev (per MI Treasury)	5.9%	5.7%	8.2%	18.6%	20.1%	27.9%	17.7%	26.4%	20.2%	7.4%
% of Total Revenue	4.7%	4.6%	6.6%	14.3%	14.9%	19.8%	13.1%	20%	15%	6%

Function Code Roll Up

Instruction

Basic Programs

- 1111 Elem
- 1112 Mid School
- 1113 High School
- 1118 Pre-K
- 1119 Summer School

Added Needs

- 1122 Spec Ed
- 1125 Comp Ed
- 1127 Voc Ed

Pupil Support

- 1211 Truancy Services
- 1212 Guidance
- 1213 Health Services
- 1214 Psychologist, School
- 1215 Speech
- 1216 Social Work Services
- 1218 Teacher Consultant
- 1219 Other Pupil Support Services

Support Services

Instructional Service Staff

- 1221 Improvement of Instruction
- 1222 Educational Media Services
- 1225 Instructional Tech
- 1226 Supervision

General Administrative

- 1231 Board of Ed
- 1232 Exec Admin
- 1233 Grant Writer/Grant Procurement

School Administration

- 1241 Principal
- 1249 Other School Admin

Business Services

- 1252 Finance Office
- 1257 District Office
- 1259 Other Business Services

Maintenance & Operations

- 1261 Bldg - Grounds
- 1266 Security Services

Transportation

- 1271 Transportation

Support Services Cont.

District Information

- 1281 Planning - Advisory
- 1282 Printing - Communication
- 1285 Pupil Accounting
- 1289 TV Studio
- 1291 Pupil Activities
- 1299 Other Support Services

Human Resources

- 1283 Staff/Personnel Services

Technology Support

- 1284 Technology - Non Instructional

Athletics

- 1293 Athletic Activities

Community Services

- 1321 Comm Rec
- 1331 Community Activities
- 1351 Custody and Care of Children
- 1371 Non-Public School

Other

- 1441 Transfer to SWWC
- 1511 Debt Service-Long Term Principal
- 1611 Fund Modifications

Transfers

- 1621 Transfers
- 1631 Transfer to Debt Service
- 1642 Transfer to M & E



2024-25 School of Choice Guidelines: TENTATIVE

Eligibility for Schools of Choice

Residency: Saline Area Schools approved a limited school-of-choice program for the 2024-25 school year. Non-resident students eligible to apply for the available openings must reside in a school district located in the Washtenaw Intermediate School District (ISD): Ann Arbor, Chelsea, Dexter, Lincoln, Manchester, Milan, Whitmore Lake, Willow Run, and Ypsilanti.

Transportation: Parents are responsible for providing transportation to and from school each day.

Non-Discrimination: Saline Area Schools will accept non-resident students based on a lottery system, without regard to intellect, academic, artistic, athletic, or other ability or talent, mental or physical disability, religion, race, color, national origin, sex (including sexual orientation or transgender identity), height, weight, or marital status.

Discipline: Students may be removed from consideration if they have been suspended from school in the past two years, if they were ever expelled from school, or if they have been convicted of a felony.

Openings Available in 2024-25

<u>Grade Level</u>	<u>School/Program</u>	<u>Minimum Openings</u>
Young 5's	TBD	10
Kindergarten	TBD	25
1st Grade	TBD	1
2nd Grade	TBD	0
3rd Grade	TBD	1
4th Grade	Heritage	0
5 th Grade	Heritage	0
6 th Grade	Middle School	0
7 th Grade	Middle School	0
8 th Grade	Middle School	0
9 th Grade	Saline Alternative HS	1
9 th Grade	Saline High School	5
10 th Grade	Saline Alternative HS	1
10 th Grade	Saline High School	1
11 th Grade	Saline Alternative HS	1
11 th Grade	Saline High School	1
12 th Grade	Saline Alternative HS	1
12 th Grade	Saline High School	1

Based on resident enrollment over the summer, teacher-pupil ratios, available space and other relevant criteria, the District may accept more students from the wait-list developed through the lottery

School Program TBD = Saline Area Schools reserve the right to place students in grades Y5-3 in any of the three elementary buildings, depending upon space available, although attempts will be made to grant requests whenever possible. The Y5-3rd grade buildings are Harvest, Pleasant Ridge and Woodland Meadows.

Application Process

Parents/guardians must submit a completed School of Choice Application Form online for each child beginning April 8, 2024 through May 7, 2024 by 4 PM. Applications must be accounted for in the District Information Office by the deadline in order to be eligible for the lottery.

How do I get the application form? (applications available beginning Monday, April 8th)

- Available online at www.salineschools.org -> District Resources -> School of Choice

When and where do I return the form?

Submit online beginning Monday, April 8th with a deadline of Tuesday, May 7th at 4:00 p.m.

Lottery

Due to the limited number of openings available in Saline Area Schools, all eligible applicants who have filed their School of Choice Application Form by the deadline date will be entered into a lottery. Names will be drawn randomly and admitted in the order drawn. If more students apply than the minimum number posted above, students will be placed on a wait list in the order drawn. If additional openings become available, students will be accepted in order from the wait-list. Applicants are welcome, but not required to attend the lottery drawing. All applicants will be notified of lottery results by the end of the next business day.

Lottery Drawing: Monday, May 13, 2024 @ 10:00 a.m.
Liberty School (Board Room)
7265 N. Ann Arbor Street
Saline, MI 48176

* If we are not able to gather in-person, due to Covid-19 restrictions, the lottery will take place remotely LIVE through ZOOM with a public link provided.

Students notified of acceptance through the lottery MUST be enrolled by May 31st, 2024.

Enrollment

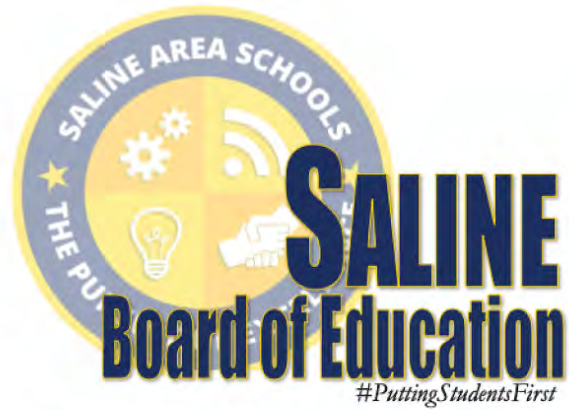
Once a student is enrolled and continuously attends Saline Area Schools through school of choice, the student is entitled to continue to attend school in Saline until graduation without having to reapply for school of choice. If the sibling of a School of Choice student already enrolled in Saline applies for school of choice, the sibling shall be given preference over other nonresident candidates if there are available openings in the grade, school and/or program. If the district is not accepting school of choice applicants in that grade, school and/or program, the sibling has no right to admission to Saline Area Schools under schools of choice.

Code of Conduct

All Student Code of Conduct rules, procedures, and policies will apply to all students who enter Saline Area Schools under school of choice.

Board of Education Meeting

Liberty School Board Room
February 13, 2024, at 6:30 PM



MINUTES

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

OPENING

1. CALL TO ORDER

The Board of Education Meeting of February 13, 2024 was called to order by President Michael McVey at 6:30 pm.

Board Members Present: Tim Austin, Susan Estep, Brad Gerbe, Lauren Gold, Michael McVey, Jennifer Miller and Jennifer Steben

Central Administration Present: Superintendent Laatsch, Assistant Superintendent Owsley, Executive Directors Clary, Davis & Martin

2. PLEDGE OF ALLEGIANCE

Following the Pledge, President McVey invited Ron Beaton to the podium.

Ron Beaton of Hot Rods Motorcycle Awareness & Suicide Prevention Foundation made a presentation to the Board regarding "Buddy" benches they wish to donate to our district. So far 11 benches have been donated to school districts throughout Michigan. The benches offer a place for students who are feeling lonely and isolated to sit. Peers are encouraged to interact with someone sitting on the bench. Each bench is engraved with the suicide and crisis lifeline number (988) and the message "You Are NOT. Buddy Benches are made of reusable plastic and are produced by OCC Outdoors in Indianapolis, Ind.

The Board will consider this offer and will be discussed at an upcoming meeting.

3. **SUPERINTENDENT’S RECOGNITION**

- *SHS Men’s Soccer*

4. **PUBLIC COMMENT**

STUDENTS - None

OTHER PUBLIC STAKEHOLDERS

Changming Fan, Community Member

EXTENDED PUBLIC COMMENT

*Harvest Points of Pride
Emily Sickler, Principal*

5. **RESPONSE TO PREVIOUS PUBLIC COMMENT**

AGENDA

6. **REVISIONS/APPROVAL OF AGENDA**

MOTION made by Secretary Miller, support Trustee Estep **move to approve the agenda as revised.**

Revisions: Under Action Item B. remove “Michael McVey” and replace it with ”(name)”.
Under Scheduled Report add B. Finance Committee Report

Ayes - All Present - **MOTION CARRIED 7-0**

7. **STUDENT SHOWCASE**

Young Adult Program - Community Employment Highlights

Presenters: Kevin Musson, Monica Ellis, Nu2 Again Staff, YAP Staff and Students

Student Showcase highlighted the Community employment partnerships that have been supporting our Young Adult Program and students for many years. Among these are Saline Area Social Services, NU2U Again, CVS, Tractor Supply, Yost Arena, Brookside Golf Course, Saline Rec Center, and Saline Area schools. Students can choose placement based on their strengths and desires and can also rotate through several to determine what suits them best. In addition YAP students are also employed in the district. This has included custodial, food service and Community Education summer programming. Community Partner NU2U Again spoke about the benefits of the students working there as well as the benefit to the consumer. Several of the YAP students spoke through video recording about their work experiences and the benefits from their employment. Also talked about the importance of MRS

(Michigan Rehabilitation Services) in helping provide job coaching and skill building to our students as they prepare to leave the YAP into the workforce.

8. ACTION ITEMS

- A. **MOTION** made by Vice President Steben, support Trustee Austin **to accept the recommendation of Interim Special Education Director, Kevin Musson, to appoint Tara Hayes to fulfill the term originally held by Ann Babcock, as the Saline Area Schools representative for the WISD Parent Advisory Council.**

Ayes - All Present - **MOTION CARRIED 7-0**

- B. **MOTION** made by Vice President Steben, support Treasurer Gerbe **to cast our 1 collective vote for the Region 7 MASB Board of Directors for (name) Michael McVey. This is a 3-year term. The completed ballot will be cast and confirmed by the Superintendent's secretary by no later than 1 p.m. on Wednesday, March 6, 2024.**

Ayes - All Present - **MOTION CARRIED 7-0**

- C. **MOTION** made by Treasurer Gerbe, support Trustee Austin **to approve \$35,798 to Techno CNC System LLC, \$85,680 to Jim Lofts & Associates, and \$88,332 to Heidelberg USA for the purchase of CTE equipment as recommended by Kara Stemmer, Director of the South and West Washtenaw Consortium**

Ayes - All Present - **MOTION CARRIED 7-0**

- D. **MOTION** made by Vice President Steben, support Trustee Estep **to accept the recommendation by Director of Technology Jay Grossman to award Turnkey Network Solutions the project to install fiber optic cables to provide network connectivity to the new Hornet Operations Center in the amount of \$70,263.00.**

Ayes - All Present - **MOTION CARRIED 7-0**

- E. **MOTION** made by Vice President Steben, support Treasurer Gerbe **to accept the recommendation of Director of Technology Jay Grossman to award payment of \$1,144,870.77 to Barton Malow for the oversight and payment of the projects listed below:**

\$488,356.00 - Classroom A/V: Replacement/adjustment of projectors, audio systems, add wireless display capabilities (Screenbeam).

\$135,742.72 - Replacement of cabling for display to projectors.

\$155,916.86 - Access Control systems for STEAM/Robotics, Weight Room, Operations Center - Install and program door access control systems for identified doors in the construction of STEAM/Robotics, Weight Room and Operations Center.

\$310,337.53 - A/V for STEAM/Robotics, Weight Room, Operations Center to include network cabling, sound systems, video display systems, wireless access points

\$54,517.55 - 5% Contingency

Ayes - All Present - **MOTION CARRIED 7-0**

- F. **MOTION** made by Trustee Austin, support by Secretary Miller **to approve the recommendation from Clark Construction to enter into contracts with the Trade Contractors as outlined in the attached memo in the amount of \$13,427,161.00 and \$50,000 for Architect/Permit Fees to Kingscott Architects as submitted by Rex Clary, Executive Director of Operations.**

Ayes - All Present - **MOTION CARRIED 7-0**

- G. **MOTION** made by Treasurer Gerbe, support Trustee Estep **made by to accept the recommendation of Lecole Planners to approve the Project Contingency Allocation to the Operations Center as submitted by Rex Clary, Executive Director of Operations. The contingency request is \$1,600,000.00.**

Ayes - All Present - **MOTION CARRIED 7-0**

9. **SCHEDULED REPORTS**

A. Safety and Security Update

Presenters: Rex Clary, Jay Grossman, Jackie Martin

Presented updates regarding the Safety and Security efforts in the district. This included a review of the various teams that meet, such as Internal Safety and Security, Interdisciplinary team, Administrative team, building level, families and visitors. It takes the cooperation of all these groups at all levels. We appreciate the patience of our visitors and families as we implemented a new entrance system into all our buildings. There will be a new “command center” at the new Operations Center for video and access controls. We also rely on Medical Emergency Response Teams and Student Behavior Response Teams. Much of this training is provided by our District Nurse Karan Hervey and her team. Also an important part of this effort is the Informacast system which is now operable in all 7 bldgs. We have 540 cameras which primarily are used to review footage after an event has occurred. This could be property damage, student altercations, loss of district property, location of students that elope from classrooms. There is grant funding available to enhance safety & security. Through the 907c grants we are looking at getting proposals for additional enhancements. Another part of safety and security is the training piece. There are regular drills in all buildings including fire/evacuation, lockdown, several weather and medical/cardiac emergencies. Staff training is available through our District Nurse as well as through partnerships with outside Safety and Security consultants, and district-wide professional development. Rex Clary, Jay Grossman and Jackie Martin will be attending the Michigan School Safety Academy in March.

B. Finance Committee Update

Brad Gerbe, Chair

Overview of the finance committee meeting that met prior to the Board Meeting. This is a brand new committee starting January. Assistant Superintendent Owsley presented an overview of the SAS Finance structure. We are a \$77M business. This is made up of a lot of different funds. The proposed funding increase for 24/25 is \$241 per student. Governor Whitmer is committed to Early Childhood access for all 4 year olds, also the possibility of 2 years of free Community College to HS graduates, free breakfast and lunch program continues. The budget is always a work in progress but looks promising from the state.

Wednesday, February 14 is Spring Count Day. We are in line and on track with our budget numbers. A budget amendment will be coming either in March or April. School of Choice will come to the full board for a discussion on February 27th with action hoping to be taken on March 12th.

The District Strategic Council is still working on cutting \$1M from the budget for the next 3 years. The Bond projects are moving according to plan. Lots of exciting things are happening and after Spring Break we will see a lot of work happening at the HS with the STEAM/Weight Center projects beginning.

10. ADMINISTRATION / BOARD UPDATES

Superintendent Laatsch: Spoke in support of our school community coming together to support the recent tragedy experienced by the Dorr Family. A fire recently destroyed their home. So grateful for the generosity of our families in supporting them. Highlighted the EMUINVENT Team which includes 2 Saline High School students. Their project has identified that community-dwelling persons aged 60 and above may not be able to move or change positions without assistance. Will be visiting local senior living facilities as they begin work on the design phase of this project.

Student Representative Clark and Iadipaolo: There were lots of great Valentine's events going on at the HS. Winter sports are coming to an end. Shoutout to FFA and their recent competition.

Trustee Gold: Acknowledgement for Black History Month. Congratulations to the Ethics Team for their recent state award. So many great things are going on with our students, it's hard to keep up which is a good thing.

Trustee Estep: WM Kids Heart Challenge, "Finn's Mission" which is an American Heart Challenge service-learning program and teaches life saving skills to students. SMS Pals Club went bowling at Station 300. Thankful for the recently passed Gun Safety & Gun Safe Storage resolution. Wishing everyone a Happy Chinese New Year and Black History Month.

Vice President Steben: Acknowledges Black History Month. Recently attended the monthly FSAS Meeting and looking forward to the upcoming March 9th fundraiser "Blue Jeans & Bling" event at the Sheraton. Encourages participation from fellow Board Members. Also congratulations to the Ethics Team, Swim & Dive, and Cheer. Lots of great moments for our athletic teams. Very proud to observe our student athletes when they travel outside the district.

Secretary Miller: Reminder that you can donate to FSAS through their silent auction even if you're not able to be in attendance. Really enjoy the Superintendent's Recognition. Thank you to the Athletic department for honoring our athletes with National Signing Day opportunities throughout the school year. Musicians competing at MSBOA Solo & Ensembles. The Connecting Club made a recent presentation to the Freshman class about the rewarding benefits of participating in a class like "Connecting"..

Treasurer Gerbe: Thank you for the Superintendent's Recognition portion. Grateful to the FSAS for bringing Julie Lythcott-Haims to present in the district on February 1, 2024. It was a very inspiring message to parents.

Trustee Austin: Shoutout to all the great things going on in Athletics, especially grateful to see the resurgence of the Pep Band at some athletic events. Thank you to Nate Lampman.

President **McVey:** Noted that changes to Michigan's Public Employment Relations Act (PERA) take effect today, Feb. 13, 2024. Policy Committee will be looking at Neola updates to several PERA policies soon. Thank you to the Grievance committee which has been activated due to a recent grievance. Will be participating in the upcoming Polar Plunge to support Special Olympics.

11. **CONSENT AGENDA**

Trustee Estep requested that **A. Approval** of the Board of Education Meeting Minutes be considered separately. She requested an addition to the minutes under her comments during Administration/Board Updates to read "I'm disappointed I was not appointed to the Policy committee this year. I proudly served on the Policy Committee for five years, and served as Chair for two years." Minutes of January 30, 2024 will be corrected by Recording Secretary, Betty Jahnke, prior to posting.

MOTION made by Secretary Miller, Trustee Gerbe **to authorize the Consent Agenda as amended.**

Ayes - All Present - **MOTION CARRIED 7-0**

- A. **Approval** of the Board of Education Meeting Minutes of January 30, 2024
- B. **Approval of Payment** of the General Fund Accounts Payable of February 13, 2024, in the amount of \$2,983,606.01
- C. **Approval of Payment** of Bond Fund Series III Accounts Payable of February 13, 2024, in the amount of \$20,960.00
- D. **Approval of Payment** of 2023 Bond Fund Series I Accounts Payable of February 13, 2024, in the amount of \$1,045,636.39
- E. **Receive and File** Human Resources Report

CLOSING

12. ITEMS SCHEDULED ON NEXT AGENDA

Athletic Department Update
School of Choice Discussion
Closed Session (Collective Bargaining)

13. PUBLIC COMMENT

STUDENTS - None

OTHER PUBLIC STAKEHOLDERS

Changming Fan, Community Member

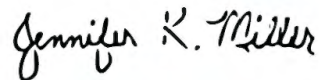
14. NEXT MEETING

The next Board of Education Meeting will be held on February 27, 2024, at 6:30 PM.

15. ADJOURNMENT

RECOMMENDED MOTION ... to adjourn the Regular Board of Education Meeting of February 13, 2024, at 9 PM.

Respectfully submitted,



Jennifer K. Miller
Board Secretary

Recording Secretary, Betty Jabnke

FINANCE COMMITTEE MEETING

Liberty School Board Room
February 13, 2024 at 5:00 PM

MINUTES



Brad Gerbe, Chair, Tim Austin, Michael McVey
Superintendent Laatsch, Assistant Superintendent Owsley, Recording Secretary Jahnke

1. **Call to Order**

Meeting was called to order by Chair, Brad Gerbe at 5:02 pm

2. **Public Comment - None**

3. **Discussion Items**

A. **New committee Discussion**

Assistant Superintendent of Finance Owsley provided an overview of the SAS Finance structure to the committee, which includes some new members. The finance dept manages a \$77M business. This included explanations of the different funding streams and structure of the General Fund. A budget amendment will be forthcoming.

B. **Initial school budget proposal- Governor Whitmer**

Governor Gretchen Whitmer released her fifth executive budget recommendation. The budget recommendation makes investments to support the success of Michigan students and teachers. The budget recommendation continues historic public education investments. It includes the highest per-student investment in Michigan history for the fifth year in a row without raising taxes, landmark funding to help students and adults build critical reading skills, and free breakfast and lunch to all Michigan public school students.

C. **School of Choice / Enrollment**

Superintendent Laatsch reviewed the proposed 24/25 SOC Guidelines. This will be discussed at the full board meeting on February 27th, with an action to approve on March 12th. Enrollment on target for Spring 2024 Count Day and in line with our budgeted numbers.

D. **Specific goals and ideas from the team for 2024**

Board Finance Committee Minutes

Feb 13, 2024

E. **Bond progress**

The Bond projects are moving according to plan. Lots of exciting things are happening and after Spring Break we will see a lot of work happening at the HS with the STEAM/Weight Center projects beginning. This is going to affect the front loop HS visitor lot.

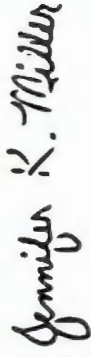
4. **Public Comment - None**

5. **Next Meeting:** March 12, 2024 5 pm

6. **Adjournment**

Meeting was adjourned at 6:02 pm

Respectfully submitted,



Jennifer Miller
Board Secretary

Recorded by: Betty Jabnke



POLICY COMMITTEE MEETING

Liberty School (Room 33)
Wednesday, February 21, 2024
4:30 pm

MINUTES

Jenny Miller, Chair, Lauren Gold (Present)
Jennifer Steben (Absent)
Superintendent Laatsch, Carol Diglio, Recording Secretary Betty Jahnke

1. **Call to Order**
Board Policy Meeting was called to order by Chair, Jenny Miller at 4:33 pm
2. **Public Comment - None**
3. **Discussion Items**
 - a. **PERA Policies** (Neola Revisions)

The legislature made substantive changes to the Public Employment Relations Act (“PERA”) as well as related changes to the Revised School Code (“RSC”). Neola legal counsel conducted a thorough review of the policies related to the issues and areas covered by the legislative changes and is publishing this Special Update to allow districts sufficient time to consider and, if appropriate, implement policy changes prior to the February 13, 2024 effective date of many of these statutory changes.

The committee reviewed and discussed the following revised policies:

Policy 0122 Board Powers
Policy 1420 School Administrator Evaluation
Policy 3131 Staff Reductions/Recalls
Policy 3142 Probationary Teachers
Policy 3220 Professional Staff Evaluation

The Committee accepts all revisions and is recommending that these be placed for approval through the Consent Agenda at the February 27, 2024 Board of Education Meeting.

*Board Policy Committee Meeting Minutes
February 21, 2024*

4. **Public Comment** - None
5. **Next Meeting:** Tuesday, February 27th at 5 pm
6. **Adjourn**
Meeting was adjourned at 5:20 pm

Respectfully submitted,

Jennifer K. Miller

Jennifer Miller
Board Secretary

Recorded by: Betty Jahnke



TOPIC: Human Capital Recommendations

The following human capital changes including resignations and new hires are being presented to the Board of Education to receive and file:

RESIGNATIONS / TERMINATIONS:

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>REASON</u>	<u>EFFECTIVE</u>
Joseph Welton	High School	Teacher	Resignation	Separation	11.Mar.24
Mike Holtz	Transportation	Bus Driver	Resignation	Separation	01.Mar.24

NEW HIRES

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>STEP</u>	<u>EFFECTIVE</u>
Alexander Phillips	High School	Paraeducator/RBT	New Hire	3	07.Feb.24
Alison Biedermann	Middle School	Paraeducator	New Hire	1	22.Feb.24
Amanda Fraley	Middle School	Paraeducator	New Hire	1	07.Feb.24
James Arnett	Transportation	Bus Driver	New Hire	1	13.Feb.24
Kari James	Woodland Meadows	Paraeducator	New Hire	1	16.Feb.24
Kayla Morgan	Middle School	Paraeducator/RBT	New Hire	1	09.Feb.24

RECOMMENDATION: That the Saline Area Schools Board of Education consents to the personnel report recommendations as presented.



7265 North Ann Arbor Street, Saline, MI 48176
734-401-4000

This plan has been updated on February 20, 2024

NOTE: The following plan was executed during the height of the Covid Pandemic. The plan remains in place and is ready to be executed IF we were mandated to implement any Covid protocols as directed by the Governor / Michigan Department of Education.

Return to In-Person Instruction and Continuity of Services Plan

Introduction

On March 11, 2021, the American Rescue Plans (ARP) Act was signed into law. In it, the U.S. Department of Education is providing an additional \$121.9 billion for the Elementary and Secondary School Emergency Relief Fund (ESSER III Fund). This legislation will award grants to state educational agencies (SEAs) for providing local educational agencies (LEAs) with emergency relief funds to address the impact that COVID-19 has had, and continues to have, on elementary and secondary schools across the nation.

This plan describes how Saline Area Schools will provide a safe return to in-person instruction and continuity of services for all schools, including those that have already returned to in-person instruction. This report complies with all reporting requirements of the ARP Act (Public Law 117-2), the ESSER III grant terms, conditions, and assurances (CFDA Number 84.425U), and the interim final rule established by the United States Department of Education, 86 FR 21195.

Saline Area Schools was in-person for the entire 2021-2022 school year. If new or continuing pandemic concerns arise, the district will make every effort to maintain

in-person instruction during the 2022-2023 school year.

Community Input

- Let's Talk - developed a specific "COVID-19" platform for community members to give feedback on critical issues and allow students, parents, and staff a safe way to reach administration 24/7 from any device
- COVID-19 Family Surveys - used forms to collect feedback related to health and safety, virtual learning, and school protocols.
- Virtual Forums - hosted Zoom and Facebook Live listening sessions to engage the community in 2-way conversations during both shutdown periods and extended hybrid learning environments.
- Virtual Meeting - hosted Zoom meeting to gather feedback regarding district stakeholder priorities as relates to identified needs and priorities resulting from the pandemic.
- Virtual Meeting - April 26, 2023

Plan Revision Dates

September, 2022

February, 2023

September, 2023

February, 2024

Section 1

Saline Area Schools plan regarding how it will maintain the health and safety of students, educators, and other school district staff. Specifically, adopted policies and district actions for the CDC's safety recommendations for universal and correct wearing of masks, modifying facilities to allow for physical distancing, handwashing, and respiratory etiquette, cleaning and maintaining healthy facilities, improved ventilation, contact tracing/isolation/quarantining, diagnostic and screening testing, efforts to provide vaccinations, appropriate accommodations for students with disabilities with respect to health and safety practices, and coordination with state and local health officials.

Saline Area Schools has provided updated CDC guidance to families through ongoing communications. That information is located [HERE](#).

[Universal and Correct Wearing of Masks](#)

Saline Area Schools will not require that masks be worn at school, school-sponsored events, or during extracurricular activities unless required to do so under a public health order. However, individuals may wear masks if they choose. Saline Area Schools will support anyone who opts to wear a mask for any reason (even when levels are low or moderate).

For those who are able (e.g., excluding children under 2 and certain children with conditions that make it difficult to mask), masking is strongly recommended when:

- The student or staff member lives in a household with a positive case or has had personal/social contact with a positive case.
- There is an outbreak or cluster.
- Community transmission is high.
- The student or staff is returning for days 6-10 after symptom onset or testing positive.

Modifying Facilities to Allow for Physical Distancing

If new or continuing pandemic concerns arise, Saline Area Schools will make every effort to maximize social distancing through daily operating procedures. However, due to square footage limitations, desks and other seating arrangements are generally not able to be organized in a way that meets all social distancing guidelines.

Extraneous furniture will be removed from classrooms to allow for maximum desk spacing.

Handwashing and Respiratory Etiquette

Saline Area Schools will continue to promote handwashing and good hygiene practices, including respiratory etiquette to all students, staff, and visitors. Alcohol-based hand sanitizer will be available throughout the facilities.

Cleaning and Maintaining Healthy Facilities

Saline Area Schools will maintain increased facility cleaning schedules for the 2022-2023 academic school year. These schedules will include daily intensive cleaning and regular disinfecting. Each classroom will have access to alcohol-based hand sanitizer. Each classroom will have access to disinfectant products for desks and other shared objects.

Improved Ventilation

Saline Area Schools has upgraded ventilation system filters throughout the district and increased air changes per hour to exceed the recommendations. Saline Area Schools

will continue to analyze and evaluate the efficiency and effectiveness of the building's HVAC systems.

Contact Tracing / Isolation / Quarantining

Saline Area Schools will exclude student and staff COVID cases from school per state and local health department guidance.

Under the most recent guidance dated 8/19/22*:

Saline Area Schools will notify the Washtenaw County Health Department of weekly cast numbers and will report any outbreaks or clusters.

Saline Area Schools will notify smaller groups (e.g., a sports team or a classroom) when there is an outbreak or cluster. Further notification will not be made if additional cases are identified as part of the outbreak or cluster.

Saline Area Schools will not be providing notification for individual positive cases if there is no outbreak.

Saline Area Schools will retain the required information regarding absences for illnesses.

**The above guidance will be modified as updated guidance is received from the state and/or the local health department.*

Diagnostic and Screening Testing

Saline Area Schools reserves the option to offer testing for district employees and students when needed. Staff will be tested upon request. Students will only be tested with parental permission. All in-school testing will be reported to the MDHHS as required. The district will make state provided rapid home tests available as supplies last.

Efforts to Provide Information about Vaccinations

The district will continue to notify all stakeholders of local vaccination opportunities and all relevant vaccine information.

Appropriate Accommodations for Students with Disabilities with Respect to Health and Safety Practices

Saline Area Schools will provide students with disabilities the accommodations needed to meet the individual needs of the student to ensure safety.

Coordination with State and Local Health Officials

The district will continue to coordinate with state and local health officials.

Section 2

Saline Area Schools plan regarding how it will ensure the continuity of services. Specifically, services to address student academic needs, services to address student and staff social, emotional, and mental health needs, and student food service needs.

Services to Address Student Academic Needs

In addition to meeting the requirements of Michigan law, Saline Area Schools will continue to reassess remediation processes and programs to best meet the needs of all students.

Students will be assessed regularly using various local and standardized assessments. Students requiring remediation or intervention will have designated opportunities throughout the school day.

The district will continue to monitor all student progress, including state assessment results, to identify areas of student need.

Summer learning opportunities will be provided for qualified students who are in need of remediation.

Services to Address Student and Staff Social, Emotional, and Mental Health Needs

Saline Area Schools has increased the number of Social Workers available to the students. Each building has a dedicated Social Worker(s) for the students, and the district has Social Worker(s) dedicated to helping students and families connect with outside agencies for additional support.

At Heritage School, Saline Middle School, Saline Alternative High School, and Saline High School, school counselors are available for all students and staff and provide guidance counseling and mental health support.

The district has doubled the number of Certified Behavior Specialists (BCBA) to help assist staff with students who are experiencing behavioral issues.

Saline Area Schools continues to provide professional development regarding trauma-informed instruction.

The district uses social-emotional screeners as necessary.

The district uses the Comprehensive School Threat Assessment Guidelines (CSTAG) when evaluating students with social, emotional, and mental health concerns that can lead to threats. All district administrators were trained in CSTAG protocols during the 2021-2022 school year to address behaviors that might be threatening and to put appropriate therapeutic interventions in place when needed.

The district employs a School Resource Officer (SRO) through Pittsfield Public Safety, who is available to assist students who may have personal safety concerns outside of school. In addition, the District enjoys a collegial relationship with the City of Saline and the Saline Police Department. In August 2023, a School Resource Office was hired to serve the central campus area. The SRO serves to educate and oversee any safety concerns, both during the school day and in the community.

Student Food Service Needs

Saline Area Schools provides a comprehensive breakfast and lunch program for all students. The district has provided parents with information to apply for free/reduced meals and the application process is available on the district's website.

Section 3

Saline Area Schools plan regarding periodic (no less frequently than every six months until February 2024) review and appropriate revisions of this plan. This review includes how the district will seek public comment and take such feedback into account when determining if the plan should be revised and the revisions that are necessary. This process should consider the timing of significant changes to CDC guidance on reopening schools. Any revisions must address the aspects of safety currently recommended by the CDC.

How the District Will Seek Public Comment

Saline Area Schools will continue to review and revise this plan as necessary and as required by law. The district may use the following methods to provide opportunities for public input:

- Board of Education Meetings
- Community Zoom sessions
- Public Comment at Regularly Scheduled Board of Education Meetings
- Google Form Surveys

- Let's Talk Communication Tool

Taking Community Feedback into Account when Determining if the Plan Should be Revised and the Revisions that are Necessary

When reviewing and revising the plan, Saline Area Schools will consider all public input. Specific recommendations from the public will be considered regarding the current plan, the need to revise the plan, and the revisions deemed necessary.

The district will review the plan no less frequently than every six months until February 2024.

The review process will also consider the timing of significant changes to CDC guidance. Revisions made will address the aspects of safety currently recommended by the CDC.

Section 4

Saline Area Schools plan regarding the format and understandability of the plan. Specifically, the plan must be written in a language that parents can understand and follow a uniform format. If necessary, upon request, the plan can be translated or provided in an alternative format accessible to parents with disabilities.

Format and Understandability of the Plan

Saline Area Schools will make every effort to maintain a plan that is provided in a uniform format and is written in language that parents can understand. The plan will be divided into four sections designed to meet the requirements of the law. The community can always ask for clarification of the plan by contacting Stephen Laatsch, the Superintendent of Schools.

Upon Request, the Plan can be Translated or Provided in an Alternative Format Accessible to Parents with a Disability

Upon request to the Superintendent, the District shall make reasonable accommodations for a person with disabilities to participate in the public input meetings and access the plan.



MEMORANDUM

February 27, 2024

To: Board of Education

From: Jenny Miller, Chair Policy Committee

Re: Neola Updates - PERA Updates

The following Neola Policy updates are being recommended for approval through the consent agenda per Board Operating Procedure 0131.1 which states ‘The Policy Committee Chair and the Superintendent reviews policy changes presented by Neola and separates them into "Consent Agenda" and "Full Board Discussion" categories and provides an overview document that includes rationales, if necessary, to assist in a full board review. ‘

Policy 0122 - BOARD POWERS

The attached revision to Policy 0122 is necessary due to the elimination of many topics from the list of prohibited subjects of bargaining. The topics that are no longer prohibited subjects have been deleted from this bylaw. These changes should be adopted to make Board policy consistent with the statutory changes that go into effect on February 13, 2024.

Policy 1420 - SCHOOL ADMINISTRATOR EVALUATION

This policy relates to administrator evaluations. There are many changes to the statute, M.C.L. 380.1249b, which go into effect July 1, 2024. The appropriate revisions were made to Policy, although the full statutory changes should be reviewed prior to the effective date.

Policy 3131 - STAFF REDUCTIONS/RECALLS

This policy relates to staff reductions and recalls which are no longer a prohibited subject of bargaining. Additionally, the legislature amended section 1248 of the RSC relating to what can be used as decision-making factors in staffing situations. Please note that the changes to the RSC are not effective until July 1, 2024. Due to the changes to the RSC, PO3131 has been revised to make some of the formerly required language optional in the event districts wish to retain this in policy. Additionally, prospective changes to the rating system, effective July 1, 2024, are contained in the revision for early adoption. Neola will consider whether changes to the administrative guidelines should also be made and, if so, present those changes after policy decisions have been made in the next update. Please also carefully read the drafting notes in the revisions to this policy.

Policy 3142 - PROBATIONARY TEACHERS

The new laws changed the rating system, effective July 1, 2024, which, in turn, created the need to revise the probationary teacher policy to accurately reflect the new rating system.

Policy 3220 - PROFESSIONAL STAFF EVALUATION

Senate Bill 395 and 396 were recently signed into law by Governor Whitmer. These bills dramatically change the evaluation system effective July 1, 2024. The revised policy incorporates those changes. Please review the drafting notes related to collective bargaining and other issues.



Book	Policy Manual
Section	Special Update - November 2023
Title	Special Update - November 2023 Revised BOARD POWERS
Code	po0122 (Consent Agenda 2/27/24)
Status	
Adopted	May 22, 2018
Last Revised	April 9, 2019

Revised Bylaw - Special Update - November 2023

0122 - BOARD POWERS

The District shall operate as a General Powers School District. As such it has all of the rights, powers, and duties expressly stated in statute; may exercise a power implied or incident to any power expressly stated in statute; and, except as provided by law, may exercise a power incidental or appropriate to the performance of any function related to the operation of the District in the interests of public elementary and secondary education in the District including, but not limited to, all of the following:

- A. Educating Students. In addition to educating students in grades K- 12, this function may include operation of preschool, lifelong education, adult education, community education, training, enrichment, and recreation programs for other persons.
- B. Providing for the safety and welfare of students while at school or at a school-sponsored activity or while enroute to or from school or a school-sponsored activity.
- C. Acquiring, constructing, maintaining, repairing, renovating, disposing of, or conveying school property, facilities, equipment, technology, or furnishings.
- D. Hiring, contracting for, scheduling, supervising, or terminating employees, independent contractors, and others to carry out District powers.

The District shall indemnify its employees.

- E. Receiving, accounting for, investing, or expending District money; borrowing money and pledging District funds for repayment; and qualifying for State-School Aid and other public or private money from local, regional, State, or Federal sources.

The District may enter into agreements or cooperative arrangements with other entities, public or private, or join organizations as part of performing the functions of the School District.

The District is a body corporate and shall be governed by a school board. An act of this Board is not valid unless approved, at a meeting of the Board, by a majority vote of the members lawfully serving on the Board.

The Board may submit to the School electors a question that is within the scope of the powers of the School electors and that the Board considers proper for the management of the School system or the advancement of education in the School District. Upon the adoption of a question by the Board, the Board shall submit the question to the School electors by complying with Michigan election law (M.C.L. 168.312).

The Board shall adopt bylaws. These bylaws may establish or change Board procedures, the number of Board officers, titles and duties of Board officers, and any other matter related to the effective and efficient functioning of the Board.

The Board has authority, based on statute, to make decisions regarding the following subjects without resort to prior bargaining:

- A. the policyholder of an employee group insurance benefit
- B. the starting day for the school year and the amount of student contact time to receive full State school aid
- C. the composition of the District's school-improvement committees established under M.C.L. 380.1277
- D. the decision whether or not to have inter-district and intra-district open-enrollment opportunities
- E. the decision whether or not to permit authorization of Charter Schools (public school academies)
- F. ~~contracting with outside parties for noninstructional support services provided by an employee group including the procedures for obtaining a contract, the identity of the outside party, and the impact on individual staff members or a bargaining unit if the employee group is given an opportunity to bid on providing the noninstructional support services~~
- G. use of volunteers
- H. decisions regarding the use of experimental or pilot programs including staffing, use of technology, provision of the technology, and the impact on individual staff members or a bargaining unit
- I. compensation or reimbursement of a staff member for monetary penalties imposed on the staff member under the Public Employment Relations Act
- J. ~~any decision regarding the placement of teachers, or the impact of that decision on an individual employee or the bargaining unit~~
- K. ~~for teachers covered under the Teacher Tenure Act, decisions about the development, content, standards, procedures, adoption, and implementation of policies regarding personnel decisions when conducting a staffing or program reduction or eliminating a position as well as decisions regarding recall or hiring after any such reduction~~
~~This includes the impact of any such decisions on an individual employee or the bargaining unit.~~
- L. ~~decisions about the development, content, standards, procedures, adoption, and implementation of a performance evaluation system under M.C.L. 380.1249 for teachers and administrators~~
- M. ~~decisions concerning the content of a teacher's or administrator's performance evaluation or the impact of such decision~~
- N. ~~decisions about the format, timing, or number of classroom observations required for evaluation under the Teacher Tenure Act (M.C.L. 38.83a)~~
- O. ~~decisions concerning the classroom observation of an individual teacher, and the impact of such decision on an individual teacher or the bargaining unit~~
- P. ~~decisions about the development, content, standards, procedures, adoption, and implementation of the method of performance-based compensation for teachers and administrators in accordance with M.C.L. 380.1250~~
- Q. ~~decisions about how performance evaluation is used to determine the performance-based compensation for teachers and administrators~~
- R. ~~decisions concerning the performance-based pay of an individual teacher or administrator, or the impact of such decision on such individual or the bargaining unit~~
- S. ~~decisions about the development, content, standards, procedures, adoption, and implementation of a policy regarding discipline or discharge for teachers covered under the Teacher Tenure Act (M.C.L. 38.71)~~
- T. ~~decisions concerning the discipline or discharge of a teacher covered under the Teacher Tenure Act (M.C.L. 38.71) or the impact of such decision on an individual teacher or the bargaining unit~~

U. insertion of statutorily required emergency manager language into all collective bargaining agreements

V. ~~decisions on whether to enter into an intergovernmental agreement to consolidate, to jointly perform, or to collaborate on one (1) or more functions or services [Note: the impact on employees of such decisions remains a mandatory subject of bargaining]~~

1. ~~procedures of obtaining a contract for such an agreement to transfer of functions or responsibilities~~

2. ~~identities of any other parties to such an agreement~~

W. ~~any requirement that would violate section 10(3), M.C.L. 423.210(3) (Right to Work Law)~~

X. ~~decisions about the development, format, content, and procedures of the notification to parents and legal guardians required under M.C.L. 380.1249a (the requirement to make the notifications is effective with the 2018-2019 school year)~~

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Legal

M.C.L. 380.11a, 380.1131 et seq.

M.C.L. 423.201, 202, 206, and 215

M.C.L. 168.301 et seq.



Book	Policy Manual
Section	Special Update - November 2023
Title	Special Update - November 2023 Revised SCHOOL ADMINISTRATOR EVALUATION
Code	po1420 (Consent Agenda 2/27/24)
Status	
Adopted	May 22, 2018
Last Revised	October 8, 2019

Revised Policy - Special Update - November 2023

1420 - SCHOOL ADMINISTRATOR EVALUATION

[DRAFTING NOTE: Please note that the amended statute also imposes a requirement for contracts entered into after the July 1, 2024 effective date. M.C.L. 380.1249b(1)(q). This does not need to be in policy, but will affect district operations going forward.]

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with the involvement of school administrators, it delegates to the Superintendent the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does all of the following:

- A. Evaluates the school administrator's job performance ~~at least~~ annually in a year-end evaluation, while providing timely and constructive feedback.

The Superintendent or designee shall perform administrators' evaluations. Administrators rated highly effective or, as of July 1, 2024, effective on three (3) consecutive year-end evaluations may be evaluated every other year, at the District's discretion.

- B. Establishes clear approaches to measuring student growth and provides school administrators with relevant data on student growth.
- C. ~~Before the 2024-2025 school year, forty percent (40%) of the annual year-end evaluation shall be based on student growth and assessment data. Evaluates a school administrator's job performance as highly effective, effective, minimally effective, or ineffective using multiple rating categories that take into account student growth and assessment data. For the 2018-2019 school year, twenty-five percent (25%) of the annual year-end evaluation shall be based on student growth and assessment data. Beginning with the 2019-2020 school year, forty percent (40%) of the annual year-end evaluation shall be based on student growth and assessment data.~~

~~Prior to July 1, 2024 for~~ For building-level administrators, the data to be used is the aggregate student growth and assessment data that are used in teacher annual year-end evaluations in each school in which the school administrator works as an administrator. For a ~~central office-level~~ central-office-level administrator, the pertinent data is that of the entire School District.

Beginning in the 2024-2025 school year, the annual evaluation must include the student growth and assessment data or student learning objectives metrics and twenty percent (20%) of the annual evaluation must be based on student growth and assessment data or student learning objectives metrics.

After July 1, 2024, the evaluations must be based primarily on the administrator's performance as measured by the District's evaluation tool.

D. Uses the evaluations, at a minimum, to inform decisions regarding all of the following:

1. The effectiveness of school administrators, so that they are given ample opportunities for improvement.
2. Promotion, retention, and development of school administrators, including providing relevant coaching, instruction support, or professional development.
3. ~~Prior to July 1, 2024, removing~~ Removing ineffective school administrators after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures.

E. ~~Prior to July 1, 2024, the~~ The portion of the annual year-end evaluation that is not based on student growth and assessment data shall be based on at least the following for the school in which the school administrator works as an administrator:

1. The school administrators' training and proficiency in conducting teacher performance evaluations if ~~they do/he does~~ they do so, or ~~his/her~~ his/her designee's proficiency and training if the administrator designates such duties.
2. The progress made by the school or District in meeting the goals established in the school/District improvement plan.
3. Student attendance.
4. Student, parent, and teacher feedback and other information considered pertinent by the Board.

After July 1, 2024, the portion of the year-end evaluation that is not based on student growth and assessment data or student learning objectives must be based on objective criteria.

F. For the purposes of conducting ~~annual~~ year-end evaluations under the performance evaluation system, the District shall adopt and implement one (1) or more of the evaluation tools for teachers or administrators, if available, that are included on the list established and maintained by the Michigan Department of Education ("MDE"). However, if the District has one (1) or more local evaluation tools for administrators or modifications of an evaluation tool on the list, and the District complies with G., below, the District may conduct ~~annual year-end~~ year-end evaluations for administrators using one (1) or more local evaluation tools or modifications. The evaluation tools shall be used consistently among the schools operated by the District so that all similarly situated school administrators are evaluated using the same measures.

G. The District shall post on its public website all of the following information about the measures it uses for its performance evaluation system for school administrators:

1. The research base for the evaluation framework, instrument, and processor or, if the District adapts or modifies an evaluation tool from the MDE list, the research base for the listed evaluation tool and an assurance that the adaptations or modifications do not compromise the validity of that research base.
2. The identity and qualifications of the author or authors or, if the District adapts or modifies an evaluation tool from the MDE list, the identity and qualifications of a person with expertise in teacher evaluations who has reviewed the adapted or modified evaluation tool.
3. Either evidence of reliability, validity, and efficacy or a plan for developing that evidence or, if the District adapts or modifies an evaluation tool from the MDE list, an assurance that the adaptations or modifications do not compromise the reliability, validity, or efficacy of the evaluation tool or the evaluation process.
4. The evaluation frameworks and rubrics with detailed descriptors for each performance level on key summative indicators.
5. A description of the processes for conducting classroom observations, collecting evidence, conducting evaluation conferences, developing performance ratings, and developing performance improvement plans.
6. A description of the plan for providing evaluators and observers with training.

H. The District shall also:

1. Provide training to school administrators on the measures used by the District in its performance evaluation system and on how each of the measures is used. This training may be provided by a District or by a consortium consisting of two (2) or more districts, the intermediate school district, or a public school academy.
2. Ensure that training is provided to all evaluators and observers. The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide the training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.

Prior to July 1, 2024, administrators shall receive a rating of highly effective, effective, minimally effective, or ineffective. After July 1, 2024, the rating system must assign a rating of effective, developing, or needing support and the evaluation process shall comply with the requirements of M.C.L. 380.1249b. After July 1, 2024, if an administrator is rated as needing support, they will be provided with the options set out in M.C.L. 380.1249b.

The evaluation system shall ensure that if the administrator is rated as minimally effective or ineffective prior to July 1, 2024, or developing or needing support on or after July 1, 2024, the person(s) conducting the evaluation shall develop and require the school administrator to implement an improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other measures designed to improve the rating of the administrator on the his/her next annual year-end evaluation. An administrator rated as ineffective prior to July 1, 2024, or needing support on or after July 1, 2024, "ineffective" on three (3) consecutive year-end evaluations must be dismissed from employment with the District.

After July 1, 2024, the evaluation system must include a midyear progress report for each administrator in each year they are evaluated. This midyear progress report shall comply with M.C.L. 380.1249b and may not replace the annual evaluation.

After July 1, 2024, for the first three (3) years that an administrator is in a new administrative position, they shall be assigned a mentor or coach.

The evaluation program shall aim at the early identification of specific areas in which the individual administrator needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to an administrator shall not release that professional staff member from the responsibility to improve. If an administrator, after receiving a reasonable degree of assistance, fails to perform his/her assigned responsibilities in a satisfactory manner, dismissal or non-renewal procedures may be invoked. In such an instance, all relevant evaluation documents may be used in the proceedings.

Evaluations shall be conducted of each administrator as stipulated in the revised School Code, the employment contract, the Superintendent's administrative guidelines, and as directed by the Michigan Department of Education. An administrator shall be given a copy of any documents relating to the administrator's his/her performance which are to be placed in the personnel file.

This policy shall not deprive an administrator of any rights provided by State law or any contractual rights consistent with State law.

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M.C.L. 380.1249, 1249b



Book Policy Manual
Section Special Update - November 2023
Title Special Update - November 2023 Revised STAFF REDUCTIONS/RECALLS
Code po3131 (Consent Agenda 2/27/24)
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Adopted May 22, 2018

Revised Policy - Special Update - November 2023

3131 - STAFF REDUCTIONS/RECALLS

It is the policy of this Board that all personnel decisions shall be based on retaining effective teachers in situations involving a staffing or program reduction or any other personnel decision resulting in the elimination of a position, as well as for hiring after such reductions/position eliminations or recall to vacant positions. The District shall not utilize length of service as the sole factor in personnel decisions. **[DRAFTING NOTE: This is optional only because the statute does not require it. It is recommended that districts select and retain this option.] X]** Length of service or tenure status may only be considered by the administration when all other factors, as listed below, are considered equal amongst the potentially affected teachers. **[END OF OPTION]** ~~Length of service or tenure status may only be considered by the administration when all other factors, as listed below, are considered equal amongst the potentially affected teachers.~~

[DRAFTING NOTE: This language was removed from M.C.L. 380.1248 and will need to be bargained, but a district may choose to maintain it in policy.]

[X This policy shall not operate or be applied to retain or recall a teacher whose most recent performance evaluation contains an overall rating of ~~minimally effective or ineffective~~ ~~Minimally Effective or Ineffective~~ **X]** or needing support **[END OF OPTION]** in preference to any properly certified and qualified teacher with a higher effectiveness rating as reflected in that teacher's most recent performance evaluation. This policy also shall not operate or be applied to retain or recall a probationary teacher who has received a rating of either ~~minimally effective or ineffective~~ ~~Minimally Effective or Ineffective~~ in preference to any properly certified and qualified teacher with a higher effectiveness rating. **[END OF OPTION]** **[DRAFTING NOTE: the following language remains in the Teachers' Tenure Act and should be maintained as revised]** A probationary teacher who is rated as ~~effective~~ ~~Effective~~ or, prior to July 1, 2024, as highly effective ~~Highly Effective~~ on his/her most recent annual performance evaluation is not subject to ~~displacement~~ ~~being displaced~~ under this policy by a tenured teacher solely because the other teacher has attained tenure under the Teachers' Tenure Act.

The effectiveness of teachers ~~as measured under~~ ~~shall be measured in accordance with~~ the District's performance evaluation system developed under Section 1249 of the School Code ~~or as otherwise collectively bargained must be used as a factor for personnel decisions., and the personnel decisions shall be based on the following factors:~~

[X The following shall also be used for personnel decisions made under this policy:

[DRAFTING NOTE: the first three (3) items listed below are expressly allowed by statute to be used for personnel decisions. The remaining subparts are no longer mentioned in the statute and districts should consider whether they wish to retain them as factors. Please note that these could change again if the Governor signs the enrolled senate bills relating to the evaluation system.]

A. **X]** The teacher's length of service in a grade level or subject area.

- B. The teacher's disciplinary record.
 - C. Relevant special training. This factor may be based on completion of relevant training, other than the professional development or continuing education, which is required by the employer or by State law, and the integration of that training into instruction in a meaningful way.
- [DRAFTING NOTE: The following are no longer listed in M.C.L. 380.1248 as of February 13, 2024.]**
- D. Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.
 - E. The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of the teacher's subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher-level understanding, differentiating, and managing a classroom; and consistent preparation to maximize instructional time.
 - F. The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents and other teachers, and ability to withstand the strain of teaching.
 - G. ~~The teacher's attendance record.~~
 - H. Significant, relevant accomplishments and contributions. This factor shall be based on whether the individual contributes to the overall performance of the school by making clear, significant, relevant contributions above the normal expectations for an individual in the teacher's peer group and having demonstrated a record of exceptional performance.
- A. ~~Individual performance shall be the majority factor in making the decision, and shall consist of but is not limited to all of the following:~~
- ~~1. Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.~~
 - ~~2. The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of his or her subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher-level understanding, differentiating, and managing a classroom; and consistent preparation to maximize instructional time.~~
 - ~~3. The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents and other teachers, and ability to withstand the strain of teaching.~~
 - ~~4. The teacher's attendance and disciplinary record, if any.~~
- ~~B. Significant, relevant accomplishments and contributions. This factor shall be based on whether the individual contributes to the overall performance of the school by making clear, significant, relevant contributions above the normal expectations for an individual in his/her peer group and having demonstrated a record of exceptional performance.~~
 - ~~C. Relevant special training. This factor shall be based on completion of relevant training other than the professional development or continuing education that is required by the employer or by state law, and integration of that training into instruction in a meaningful way.~~

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Book	Policy Manual
Section	Special Update - November 2023
Title	Special Update - November 2023 Revised PROBATIONARY TEACHERS
Code	po3142 (Consent Agenda 2/27/24)
Status	
Adopted	May 22, 2018

Revised Policy - Special Update - November 2023

3142 - PROBATIONARY TEACHERS

The Board of Education recognizes its obligation to employ only those professional staff members best trained and equipped to meet the educational needs of the students of this District. The Board shall discharge that obligation by retaining in service only those probationary teachers who meet those standards.

Prior to July 1, 2024, teachers ~~Teachers~~, new to the District, who have not previously acquired tenure in the State of Michigan, will be in a probationary status for the first five (5) years of employment before becoming eligible for tenure in the District, except as provided below. A teacher must receive ratings of **effective or highly effective** ~~Effective or Highly Effective~~ on the last three (3) annual performance evaluations to achieve tenure.

Prior to July 1, 2024, probationary ~~Probationary~~ teachers who are rated highly effective on the annual performance evaluation in years two (2), three (3), and four (4) achieve tenure after four (4) years. Any teacher having tenure in the District as of July 19, 2011, will not be required to serve additional probation.

Beginning July 1, 2024, if a teacher has been rated as effective on or after July 1, 2024, or highly effective before July 1, 2024, on three (3) consecutive year-end performance evaluations and has completed at least four (4) full school years of employment in the probationary period, the teacher is considered to have successfully completed the probationary period.

Teachers, new to the District, who have previously acquired tenure in any other Michigan school district, shall be required to serve no more than two (2) years of probation before becoming eligible for tenure in the District but may, at the Board's option, be placed immediately on continuing tenure.

The Superintendent shall ensure that all probationary teachers are provided an Individualized Development Plan, evaluated in a timely manner by appropriate administrators, notified of areas ~~in~~ of which performance is not meeting expectations, and are provided assistance in improving their performance.

The Board shall annually review the performance of all probationary teachers by a date adequate to ensure timely compliance with all statutory, contractual, and other applicable timelines. The Superintendent shall provide to the Board a written recommendation with regard to each such teacher specifically noting the extent to which the probationary teacher's performance is meeting District expectations. On the basis of its review, the Board may, in its discretion, 1) non-renew employment based on unsatisfactory performance; or 2) continue the probationary period of employment if not otherwise eligible for tenure (not to exceed the statutory probation periods). The Board's review of such recommendation shall comport with all applicable statutory, contractual, or other legal requirements.

The Superintendent shall ensure that appropriate notices of the Board's actions are timely sent and delivered to all affected probationary teachers. The Superintendent shall further ensure that appropriate guidelines are drafted implementing the requirements of the Teacher Tenure Act.

A teacher who is in a probationary period may be dismissed from ~~his/her~~ employment by the Board at any time.

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M.C.L. 38.81 et seq.



Book	Policy Manual
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Title	Special Update - November 2023 Revised PROFESSIONAL STAFF EVALUATION
Code	po3220 (Consent Agenda 2/27/24)
Status	
Adopted	May 22, 2018
Last Revised	October 8, 2019

Revised Policy - Special Update - November 2023

3220 - PROFESSIONAL STAFF EVALUATION

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with involvement of professional staff, the Board delegates to the Superintendent the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does at least all of the following:

- A. evaluates the employee's job performance ~~at least annually~~ in a year-end evaluation, while providing timely and constructive feedback

Teachers rated highly effective or, as of July 1, 2024, effective on the three (3) most recent consecutive year-end evaluations may be evaluated every other year or, as of July 1, 2024, every third year, at the District's discretion.

- B. establishes clear approaches to measuring student growth and provides professional staff with relevant data on student growth ~~based on the most recent three (3) consecutive school years of student growth data, or all available student growth data if less than three (3) years is available.~~

- C. evaluates an employee's job performance, using rating categories of highly effective, effective, minimally effective, and ineffective prior to July 1, 2024 and using rating categories of effective, developing, and needing support as of July 1, 2024, which take into account student growth and assessment data or student learning objectives

~~Before the 2024-2025 school year For the 2018-2019 school year twenty-five percent (25%) of the annual year-end evaluation shall be based on student growth and assessment data. Beginning with the 2019-2020 school year, forty percent (40%) of the annual year-end evaluation shall be based on student growth and assessment data. Beginning in the 2024-2025 school year, twenty percent (20%) of the year-end evaluation must be based on student growth and assessment data or student learning objectives metrics. [DRAFTING NOTE: The statute now requires that the metrics be agreed upon through collective bargaining, but this is not required to be in policy.]~~

Evaluations must also comply with the following:

1. The portion of a teacher's ~~annual~~ year-end evaluation that is not based on student growth and assessment data or student learning objective metrics shall be based primarily on a teacher's performance as measured by the District ~~as described below.~~
2. Prior to July 1, 2024 ~~Beginning with the 2018 - 2019 school year,~~ for core content areas in grades and subjects in which state assessments are administered, fifty percent (50%) of student growth must be measured using the state assessments, and the portion of student growth not measured using state

assessments must be measured using multiple research-based growth measures or alternative assessments that are rigorous and comparable across schools within the District. Student growth also may be measured by student learning objectives or nationally normed or locally adopted assessments that are aligned to state standards, or based on achievement of individualized education program goals.

3. Prior to July 1, 2024, ~~the~~ The portion of a teacher's evaluation that is not measured using student growth and assessment data or using the evaluation tool developed or adopted by the District shall incorporate criteria enumerated in section M.C.L. 380.1248(1)(b)(i) to (iii) that are not otherwise evaluated under the tool. (See Policy 3131) After July 1, 2024, the portion of a teacher's evaluation that is not measured using student growth and assessment data or student learning objectives metrics, or using the evaluation tool developed or adopted by the District, must be based on objective criteria.
4. Prior to July 1, 2024, ~~if~~ If there are student growth and assessment data available for a teacher for at least three (3) school years, the annual year-end evaluation shall be based on the student growth and assessment data for the most recent three (3) consecutive-school-year period. If there are not student growth and assessment data available for a teacher for at least three (3) school years, the annual year-end evaluation shall be based on all student growth and assessment data that are available for the teacher.
5. As of July 1, 2024, the following apply: Evaluations and feedback concerning the evaluation must be provided in writing to the teacher; if a written evaluation is not provided, the teacher is deemed effective; if required by circumstances described in M.C.L. 380.1249, a teacher must be designated as unevaluated; and if a teacher receives an unevaluated designation, the teacher's rating from the immediately prior school year must be used.

D. uses the evaluations, at a minimum, to inform decisions regarding all of the following:

1. the effectiveness of employees, so that they are given ample opportunities for improvement
2. prior to July 1, 2024, promotion, retention, and development of employees, including providing relevant coaching, instruction support, or professional development, and after July 1, 2024, development of employees, including providing relevant coaching, instruction support, or professional development
3. prior to July 1, 2024, whether to grant tenure or full certification, or both, to employees, using rigorous standards and streamlined, transparent, and fair procedures
4. prior to July 1, 2024, removing ineffective tenured and untenured employees after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures

E. provides a mid-year progress report for every ~~(-) certified~~ **[END OF OPTION]** teacher who is in the first year of probation or has received a rating of minimally effective or ineffective-or, after July 1, 2024, needing support or developing on the most recent ~~annual~~ year-end evaluation

This mid-year report shall supplement and not replace the ~~annual~~ year-end evaluation. The mid-year report shall:

1. prior to July 1, 2024, be based, at least in part, on student achievement;
2. be aligned with the teacher's individualized development plan;
3. include specific performance goals and any recommended training for the remainder of the school year, as well as written improvement plan developed in consultation with the teacher that incorporates the goals and training.

F. includes classroom observations in accordance with the following:

1. must include review of the lesson plan, State curriculum standards being taught, and student engagement in the lesson and, as of July 1, 2024, the items described in this paragraph must be discussed during a post-observation meeting between the observer and the teacher
2. must include multiple observations unless the teacher has received an effective or higher rating on the last two (2) year-end evaluations
3. observations need not be for an entire class period but, as of July 1, 2024 must not be less than fifteen (15) minutes
4. ~~at least~~ one (1) observation ~~may~~ must be unscheduled

5. the school administrator responsible for the teacher's performance evaluation shall conduct at least one (1) of the observations

Other observations may be conducted by other observers who are trained in the use of the evaluation tool as described below. These other observers may be teacher leaders.

6. the District shall ensure that, within thirty (30) calendar days after each observation, the teacher is provided with written feedback from the observation

- G. for the purposes of conducting annual year-end evaluations under the performance evaluation system, **[must select one (1) option below]**

the District will adopt and implement one (1) or more of the evaluation tools for teachers that are included on the list established and maintained by the Michigan Department of Education ("MDE")

the District will use its local evaluation tool(s) for teachers or modifications of an evaluation tool on the list, which must comply with H., below

The evaluation tool(s) shall be used consistently among the schools operated by the District so that all similarly situated teachers are evaluated using the same evaluation tool.

- H. the District will post on its public website all of the following information about the measures it uses for its performance evaluation system for teachers:

1. The research base for the evaluation framework, instrument, and process or, if the District adapts or modifies an evaluation tool from the MDE list, the research base for the listed evaluation tool and an assurance that the adaptations or modifications do not compromise the validity of that research base.
2. The identity and qualifications of the author or authors or, if the District adapts or modifies an evaluation tool from the MDE list, the identity and qualifications of a person with expertise in teacher evaluations who has reviewed the adapted or modified evaluation tool.
3. Either evidence of reliability, validity, and efficacy or a plan for developing that evidence or, if the District adapts or modifies an evaluation tool from the MDE list, an assurance that the adaptations or modifications do not compromise the reliability, validity, or efficacy of the evaluation tool or the evaluation process.
4. The evaluation frameworks and rubrics with detailed descriptors for each performance level on key summative indicators.
5. A description of the processes for conducting classroom observations, collecting evidence, conducting evaluation conferences, developing performance ratings, and developing performance improvement plans.
6. A description of the plan for providing evaluators and observers with training.

- I. the District shall also:

1. ~~provide~~Provide training to teachers on the evaluation tool(s) used by the District in its performance evaluation system and how each evaluation tool is used

This training may be provided by a district or by a consortium consisting of the District, the intermediate school district, or a public school academy.

2. ~~ensure~~Ensure that training is provided to all evaluators and observers

The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide the training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.

3. by not later than September 1, 2024, and every three (3) years thereafter, each individual who conducts an evaluation shall complete rater reliability training provided by the District that complies with M.C.L. 380.1249

The staff evaluation program shall aim at the early identification of specific areas in which the individual professional staff member needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to a professional staff member shall not release that professional staff member from the responsibility to

improve. If a professional staff member, after receiving a reasonable degree of assistance, fails to perform his/her assigned responsibilities in a satisfactory manner, dismissal, or non-renewal procedures may be invoked. A teacher rated as ineffective or, as of July 1, 2024, needing support "ineffective" on three (3) consecutive year-end evaluations must be dismissed from employment as a teacher with the District. In such an instance, all relevant evaluation documents may be used in the proceedings.

Prior to July 1, 2024, if a non-probationary teacher is rated as ineffective on an annual year-end evaluation, the teacher may request a review of the evaluation and the rating by the Superintendent. The request for a review must be submitted in writing within twenty (20) days after the teacher is informed of the rating. Upon receipt of the request, the Superintendent shall review the evaluation and rating and may make any modifications as appropriate based on his/her review. However, the performance evaluation system shall not allow for a review as described in this subdivision more than twice in a three (3) school-year period.

After July 1, 2024, if a teacher is rated as needing support, the teacher must be provided with the options related to review of the evaluation, including a written response, the ability to request mediation, and when appropriate, utilization of the grievance process or binding arbitration as set out in M.C.L. 380.1248.

The District shall not assign a student to be taught in the same subject area for two (2) consecutive years by a teacher who has been rated as ineffective or, after July 1, 2024, as needing support on the teacher's his/her two (2) most recent annual year-end evaluations. If the District is unable to comply with this and plans to assign a student to be taught in the same subject area for two (2) consecutive years by a teacher who has been rated as ineffective or, after July 1, 2024, as needing support on the teacher's his/her two (2) most recent annual year-end evaluations, the Board will notify the student's parent or legal guardian in writing not later than July 15 immediately preceding the beginning of the school year for which the student is assigned to the teacher, that the District is unable to comply and that the student has been assigned to be taught in the same subject area for a second consecutive year by a teacher who has been rated as ineffective or, as of July 1, 2024, as needing support on the teacher's his/her two (2) most recent annual year-end evaluations. The notification shall include an explanation of why the Board is unable to comply. After July 1, 2024, if a teacher requests a review of the teacher's evaluation under the amendments to the statute, the Board must not issue the notification until the review process is complete.

Evaluations shall be conducted of each professional staff member as stipulated in the Teacher Tenure Act, the revised School Code, a negotiated agreement or contract, the Superintendent's administrative guidelines, and as directed by the Michigan Department of Education. A professional staff member shall be given a copy of any documents relating to the staff member his/her performance which are to be placed in the personnel file.

This policy shall not deprive a professional staff member of any rights provided by State law or contractual rights consistent with State law.

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M.C.L. 380.1249 (as amended)