

Ludington Board of Education
Public Meeting Notice

Please Post

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

In-Person Meeting: Personnel/Policy Committee

Date: July 14, 2021

Time: 7:00 a.m.

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

- 1) CALL TO ORDER & ROLL CALL
 Stephanie Reed Mike Nagle Leona Ashley
- 2) CITIZEN PARTICIPATION
- 3) AGENDA MODIFICATION
- 4) DISCUSSION ITEMS
 - a) New Teacher Hiring Recommendations
 - b) Evaluation of Superintendent for 2020-2021 school year
 - c) WSESD SEPAC Representative Designation
 - d) EpiPen Prescription Renewals
 - e) Set Board Meeting Schedule 2021-2022 (Dates, Times, Location)
 - f) Thrun Law Firm - Review of School Law Notes
 - a) Updates from other committees
- 5) OTHER ITEMS OF BUSINESS AND ANNOUNCEMENTS
- 6) ADJOURNMENT

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

Memorandum - Office of the Superintendent

TO: Board of Education
FROM: Jason J. Kennedy, Superintendent
RE: Committee Meeting – Agenda Notes

CITIZEN PARTICIPATION

Review Board Policy 0167.3: Public Participation at Board Meetings

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

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

The presiding officer shall be guided by the following rules:

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

Revised: January 21, 2019

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

DISCUSSION ITEMS

New Teacher Hiring Recommendations

- **Elementary Music Teacher:** We will need an action item to approve the hiring of Ryan Lewis as the elementary music teacher at Foster School at our Board meeting on Monday. Ryan Lewis comes to us with a plethora of music and arts experiences. Most recently, he was an elementary music teacher in Redmond, Washington. Previously, he has held positions as director of choir at Tolt Middle School, Instrumental and Vocal Director at Cedarcrest High School, and served nine years in the United States Army Reserve, 448th Civil Affairs Battalion. Mr. Lewis has a Bachelors in Education K-12 Instrumental, Vocal, and General Music from Central Washington University and a Masters in Arts Integration in Curriculum from Lesley University. His experience ranges from kindergarten through high school which will provide an exorbitant amount of knowledge as we transition into the new Elementary Complex where both past and new traditions can be formed. I believe that Mr. Lewis is the perfect fit to carry out past musical traditions, but use his experience to create highly engaging musical experiences for students within our school, district, and community. The hiring of Mr. Lewis is contingent upon successful criminal history background checks, drug testing, and board approval.
- **Middle School ELA Teacher:** We will need an action item to approve the hiring of Courtney Doman as an English Language Arts teacher at O.J. DeJonge Middle School at our Board meeting on Monday. Ms. Doman is an experienced educator, having taught English language arts at Lakeside Middle School in Cumming, Georgia. At Lakeside Middle School, Ms. Doman established a literacy-rich classroom that promoted 21st Century skills such as collaboration, communication, and critical thinking. Ms. Doman served as the department chair at Lakeside Middle School, leading the work of professional learning communities and collaborative learning teams within the building. She also has experience in working with English language learners and in leading co-curricular activities. In addition to her work at Lakeside Middle School, Ms. Doman recently served Ludington Area Schools as a long-term substitute teacher, filling in at Lakeview Elementary School. Ms. Doman possesses Michigan teaching certification in secondary English language arts (BA), grades 5-9 social studies (RX), and has a middle level specialization. Ms. Doman earned her Bachelor of Arts degree from Michigan State University and a Master of Arts degree in Middle Grades English from Piedmont College in Georgia. The hiring of Ms. Doman is contingent upon successful criminal history background checks, drug testing, and board approval.
- **High School Special Education Teacher:** We will need an action item to approve the hiring of Jeff Knapp as a teacher at Ludington High School at our Board meeting on Monday. The hiring of Mr. Knapp is contingent upon successful criminal history background checks, drug testing, and board approval. A more detailed description of Mr. Knapp and his qualifications will be provided in the regular Board meeting agenda this week, after the hiring recommendation is fully received from the school.
- **High School Science Teacher:** We will need an action item to approve the hiring of Matthew Gunberg as a science teacher at Ludington High School at our Board meeting on

Monday. The hiring of Mr. Gunberg is contingent upon successful criminal history background checks, drug testing, and board approval. A more detailed description of Mr. Gunberg and his qualifications will be provided in the regular Board meeting agenda this week, after the hiring recommendation is fully received from the school.

Evaluation of the Superintendent

We will discuss the evaluation of the superintendent and the process that the Board desires to use to either complete an evaluation of the superintendent. It is my recommendation that a modified evaluation of the superintendent be completed for the 2020-2021 school year, as student, teacher, and principal achievement data is not available due to COVID-19.

WSESD SEPAC Representative Designation

Each district in the WSESD must appoint a special education parent advisory council representative. The District is working to confirm whether our current SEPAC representative will continue in her role to support LASD. If so, I plan to recommend that the Board approve Shannon Miller as the Ludington Area School District representative to the West Shore Educational Service District Special Education Parent Advisory Committee for the 2021/2022 school year. Shannon has been serving in this capacity for the District the past couple years. She has done a great job representing LASD in this capacity and we would like for her to continue in this role, as long as she confirms that she will continue in this capacity for the District. A formal recommendation will be made at the Board meeting on Monday, after consultation with Mrs. Miller.

EpiPen Prescription Renewals

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

Set Board Meeting Schedule 2021-2022 (Dates, Times, Locations)

We will need an action item to set the Board meeting schedule for the regular meetings of the Board of Education for 2021-2022 with a starting time at 6:00 p.m. for all regularly scheduled meetings, as outlined below:

<u>Tentative Date</u>	<u>Meeting Type</u>	<u>Location/School Building</u>
August 16, 2021	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
September 20, 2021	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
October 18, 2021	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
November 15, 2021	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*December 13, 2021	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
January 17, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
February 21, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
March 21, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.

April 18, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
May 16, 2022	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*June 27, 2022	Budget & Regular	Administration Office, 809 E. Tinkham Ave.

Thrun Law Firm - Review of School Law Notes

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

Updates from Other Committees

We will review updates from each of the other committees in preparation for the Board meeting on Monday, July 19, 2021.