

Ludington Board of Education  
Public Meeting Notice

Please Post

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

Personnel/Policy Committee Meeting

Date: May 18, 2018

Time: 7:30 a.m.

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

- 1) CALL TO ORDER & ROLL CALL  
 Mike Nagle    Stephanie Reed    Josh Snyder
- 2) CITIZEN PARTICIPATION
- 3) AGENDA MODIFICATION
- 4) DISCUSSION ITEMS
  - a) Franklin Elementary Principal's Position
  - b) District Maintenance Position
  - c) Second Reading: NEOLA Policy Update Volume 32, Number 2
  - d) First Reading: NEOLA Policy Update: Technology Phase IV
  - e) Thrun Law Firm - Review of School Law Notes
  - f) Updates from Other Committees
    - i. Contract Negotiations Process - LEA / LESPA Agreements
    - ii. Review Facilities Assessment from Christman and GMB
    - iii. Updated Pro Forma Financial Data / Capital Improvement Funding Options
- 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 Kennedy, Superintendent  
**RE:** Personnel/Policy Committee Meeting ~ Agenda Notes

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## **Franklin Elementary Principal's Position**

After the announcement of Jan Jackoviak's retirement, effective June 30, 2018, the District posted the elementary principals position. The posting closed on May 4, 2018. Seventeen (17) applications were received from the District. A screening process was used following the Blueprint template, and seven (7) candidates were selected for interview as having met or exceeded the criteria that we were looking for in an applicant. One of the applicants declined an interview, citing that she has already accepted the elementary principals position at Constantine Public Schools. Interviews will be conducted with the remaining six (6) candidates following the Board committee meetings on Friday, May 18, 2018, and an update will be provided to the Board after the interviews have been conducted and we know next steps depending upon the outcome of the first round of interviews.

## **District Maintenance Position**

Due to the medical leave of a district maintenance employee, the contract required us to post the position due to the length of the employee's leave. We have worked through this process and had two internal applicants for the position. We have awarded the position to the Chris Hagerman, the employee that has served in this role on a temporary basis.

## **NEOLA Policy Update - Volume 32, Number 2**

0143.1 - Public Expression of Board Members: This update is optional, but serves as a reminder that social media communications, whether on the District's network or on a private network, may be subject to the provisions of the Open Meetings Act.

1421/3121/4121 - Criminal History Record Check: This policy has been revised to include accessibility and confidentiality provisions of policy 8321, and should be adopted to maintain compliance with MSP and FBI requirements.

4162 - Controlled Substances and Alcohol Policy for Commercial Motor Vehicles: This policy has been revised to comply with Federal regulations that went into effect in January 2018. The regulations specify which substances must be tested, and broadens the scope of the policy to include employees who perform safety sensitive functions, as opposed to drivers only.

5111 - Eligibility of Resident / Nonresident Students: This policy has been revised to reflect Federal regulation changes to enrollment procedures and requirements. The policy details the communication and notification requirements, as well as alternate documents that can verify age

and residency requirements.

7540.02 - Web Accessibility, Content, Apps, and Services: This policy has been replaced by entirely new language that governs web accessibility, web content, apps, and services to reflect the growing number of compliance requirements placed upon Districts.

8321 - Criminal Justice Information Security: This policy has been revised to include the latest revisions to the information security required of criminal history records information (CHRI) that is required by the FBI and the MSP.

#### **NEOLA Policy Update - Technology Phase IV**

##### 7530 - Lending of Board Owned Equipment

This policy has been updated to reflect the Board's position on lending Board Owned Equipment. The policy also addresses personally identifiable information (PII) on these devices.

##### 7530.02 - Staff Use of Personal Communication Devices

This policy is being updated to address the duty to maintain confidentiality of student personally identifiable information.

##### 7542 - Access to District Technology Resources and/or Information Resources from Personal Communication Devices

This policy addresses the use of a guest network for use by students, parents, and other visitors while on school property.

##### 7543 - Utilization of the District's Website and Remote Access to the District's Network

This policy is being revised to update resources that are available to parents, students, staff, and the community on the District's website.

#### **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.

#### **Other**

We will briefly review items from the other committee agendas so that all board members are aware of the topics covered in all meetings prior to the Board meeting Monday evening.