

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: July 13, 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) Non-Union Contracts and Service Agreements
  - b) New Teacher Contracts
    - i. High School Special Education Teacher
    - ii. Middle School English Language Arts Teacher
    - iii. 5th Grade Teacher at Foster
  - c) 2018 - 2019 Student Handbooks
  - d) K-12 Curriculum and Course Offerings
  - e) Set Board Schedule 2018/2019
  - f) Update on Community Forum on Facilities: June 27, 2018
  - g) Thrun Law Firm - Review of School Law Notes
  - h) 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 Kennedy, Superintendent

**RE:** Personnel/Policy Committee Meeting ~ Agenda Notes

---

## Non-Union Contracts and Service Agreements

We will review the following list of non-union contracts and service agreements prior to the recommendation for approval at the July 2018 Board meeting.

- Mark Boon, LHS Student Enhancement Intervention Specialist, annual contract, 6 hours per day, salary not to exceed \$27,996
- Dennis Genson, LHS At-Risk, hourly contract \$21.44/hour, 2 hours/day, 3 days/week
- Michelle Holtrust, LHS Student Success Coordinator, \$38,620 full-time, annual contract
- Kirk Walden, LHS At-Risk Coordinator, 6 hours/day, salary not to exceed \$18,193
- Becky Erickson, OJ At-Risk Behavioral Support Specialist, hourly contract, \$17.51/hour, 4 hours/day
- Michelle Kiessel, Foster At-Risk Specialist, full-time, annual contract \$38,620
- Sarah Mikesell, Foster At-Risk Interventionist, part-time, annual salary \$30,896
- Jennifer Shaw, Lakeview At-Risk Specialist, full-time, annual contract \$38,620
- Deb Stephens - Franklin At Risk Specialist 2.5 days/week \$27.30/hour, 15 hours/week [\$16,689 per year]
- Susan Bogart, Franklin At-Risk Specialist 2 days/week \$20.60/hour/ up to 15 hours/week (11,977 per year)
- Tricia Hale, PMECC 4 Yr P. Teacher, hourly contract, \$14.86/hour, 7 ½ hours/day, M-TH
- Julie Marshall, PMECC Director, hourly contract, \$25.76/hour, 20 hours/week
- Courtney Walters, PMECC 3 Yr P. Teacher, hourly contract, \$14.86/hour, 4 hours/day M-Th
- Dale Horowski, Teacher Evaluations, \$5,100 annual stipend

## New Teacher Contracts

### High School Special Education Teacher - Mrs. Sarah Foster

The special education position at Ludington High School was posted through June 22, 2018. An interview team consisting of four (4) teachers and one (1) administrator interviewed the candidates for the position on July 2, 2018 and July 3, 2018. The interview team selected Mrs. Sarah Foster to fill the vacant teaching position.

Mrs. Foster holds a Bachelor's of Science degree from Central Michigan University with an emphasis in special education. She holds K-12 special education certification, and most recently has taught at Mason County Eastern Schools. She holds endorsements in cognitive impairments, early childhood education, and communications disorders. Prior to working at Mason County Eastern Schools, Mrs.

Foster was employed as a middle school special education teacher at Grant Middle School, before her family moved to Ludington. Mrs. Foster has also coached soccer and volleyball.

We will need an action item at the Board meeting on Monday, July 16, 2018 to approve the hiring of Mrs. Sarah Foster as a special education teacher at Ludington High School.

#### Middle School English Language Arts Teacher - Mrs. Julie Keson

On July 6, 2018 an interview team comprised of the principal, assistant principal, and teachers from the English Language Arts Department reviewed candidates for the vacant English Language Arts position at OJ DeJonge Middle School. The interview team unanimously selected Julie Keson to fill the vacant teaching position.

Mrs. Keson is an experienced educator, most recently having served as a middle school English Language Arts teacher at Mason County Eastern Schools. She has a wealth of experience in utilizing research-based best practices such as MAISA writing curricula in her pedagogy. Mrs. Keson also brings a wealth of leadership experience, such as leading the Cardinal PROUD PBIS initiative at MCE and serving as a leader in providing students with a Multi-Tiered System of Support. Mrs. Keson led testing initiatives such as the M-STEP and NWEA assessments for MCE. Additionally, Mrs. Keson has served as an athletic coach and has sponsored multiple extracurricular activities in her tenure. Mrs. Keson is a graduate of Northern Michigan University with a Bachelor of Science in English and a minor in psychology. She also has credits toward a Master's degree in educational leadership.

We will need an action item at the Board meeting on Monday, July 16, 2018 to approve the hiring of Mrs. Julie Keson as an English Language Arts teacher at OJ DeJonge Middle School.

#### 5th Grade Teacher at Foster

On Wednesday, June 27, 2018 a team of Foster staff including two (2) general education teachers, Dean of Students, counselor, special education teacher and the principal interviewed qualified candidates for consideration of the posted fifth grade teaching position. Following the interviews, the team made a recommendation to hire Mrs. Bekki Moser to fill the vacant fifth grade position at Foster Elementary School.

Mrs. Moser graduated from Ferris State University with a Bachelor's degree in Elementary Education and minors in English Language Arts and Social Studies. She has previously been employed at Ludington Area Catholic Schools and has served as Vice President for the Foster Elementary School PTC. Mrs. Moser comes highly recommended from numerous Ludington Area Schools employees and through reference checks. One reference stated, "Bekki's greatest strength is that she cares about the kids." This is the single most important aspect of teaching. The committee saw this in the interview and felt that Mrs. Moser would be a great fit for Foster Elementary School and the fifth-grade team.

We will need an action item at the Board meeting on Monday, July 16, 2018 to approve the hiring of Mrs. Bekki Moser as an elementary teacher at Foster Elementary School.

### **2018 - 2019 Student Handbooks**

We will discuss the student handbooks for each school building and recommend that the Board approve the handbooks through its consent agenda at the Board meeting on July 16, 2018.

### **K-12 Curriculum and Course Offerings**

We will discuss the course offerings for the District and recommend that the Board approve the K-12 curriculum and course offerings for the 2018 - 2019 school year through its consent agenda at the Board meeting on July 16, 2018.

### **Set Board Schedule 2018/2019; All regular meetings at 6:00 p.m.**

<u>Tentative Date</u>	<u>Meeting Type</u>	<u>Location/School Building</u>
July 16, 2018	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
August 20, 2018	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
September 17, 2018	Regular Meeting	OJ DeJonge MS, 706 E. Tinkham Avenue
October 15, 2018	Regular Meeting	Ludington HS, 508 N. Washington Avenue
November 19, 2018	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*December 10, 2018	Regular Meeting	PMECC, 1115 S. Madison Street
January 21, 2019	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
February 18, 2019	Regular Meeting	Lakeview School, 502 W. Haight Street
March 18, 2019	Regular Meeting	Franklin School, 721 E. Anderson Street
April 15, 2019	Regular Meeting	Foster School, 505 E. Foster Street
May 20, 2019	Regular Meeting	Administration Office, 809 E. Tinkham Ave.
*June 24, 2019	Budget & Regular	Administration Office, 809 E. Tinkham Ave.

### **Update on Community Forum on Facilities: June 27, 2018**

An update from the community forum held on June 27, 2018 will be discussed with the committee.

### **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 discuss 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. The memorandum detail can be found for each of these items on the agendas for the other committee meetings.