



MINUTES OF REGULAR BOARD MEETING
HASLETT BOARD OF EDUCATION
MONDAY, JUNE 14, 2021
5593 FRANKLIN STREET, HASLETT, MI 48840
7:00 PM
517-339-8242

Present: Lemmer/Bird/Collins/Polverento/Wheeler
Absent with Notice: Morey

Staff: Cook/Jensen/Gustafson/Batten/Callahan/Gott/Harden/Leemon/Leung/Lindbert/North/Valla

Guests: Goldberg/Bainbridge

I. CALL TO ORDER

The meeting was called to order at 7:00 PM by Tammy Lemmer, President.

II. PLEDGE OF ALLEGIANCE

III. SUPERINTENDENT'S REPORT

1. Successful Graduation Ceremony

Superintendent Cook congratulated Principal Brandy Butcher, Amy Barcy, Pat Hepfer, Joe Dutcher, Haslett High School staff, and parent volunteers on coordinating a very successful and well-organized graduation ceremony and end-of-year activities.

2. Wilkshire Early Childhood Center Principal Recommendation

Superintendent Cook recommended for hire Patrick VanRemmen for the Wilkshire Early Childhood Center Principal position. He has a BA in English from Michigan State University and an MA in Elementary and Early Childhood Education from Aquinas College. Pat was previously a Grade 5 Teacher at Ralya Elementary School and served as Principal of Discovery Elementary School in Williamston.

3. Child Care Director Recommendation

Superintendent Cook recommended for hire Gregory Daza for the Child Care Program Director position at Haslett Community Education. He has a BA in Group Social Studies and Elementary Education from Grand Valley State University. Greg was previously employed with Waverly Community Schools as an Assistant Child Care Supervisor.

4. Staff Resignation

Superintendent Cook acknowledge the resignation of Erin Parr (Haslett High School English Teacher), effective June 11, 2021. Erin has served the district for seven years. Best wishes to Erin in her future endeavors.

5. Personnel Recommendations

The following teachers are being recommended for hire for the 2021-22 school year:

- A. Camille Burgtorf was recommended for hire as a Kindergarten Teacher at Wilkshire Early Childhood Center. She has a BA in Elementary Education, Art and Design, and History from Alma College and an MA in Learning Disabilities from Saginaw Valley State University. Camille was previously employed as a Kindergarten Teacher at Brookview Elementary School in Jacksonville, Florida.

- B. Katina Hessinger was recommended for hire as a Grade 2 Teacher at Ralya Elementary School. She has a BA in Elementary Education from Eastern Michigan University and an MA in Gifted Education from Arizona State University. Katina was previously employed as a Grade 4 Teacher at Gilbert Elementary School in Gilbert, Arizona.
- C. Alexis Jackson was recommended for hire as an Early Childhood Special Education Teacher at the MSU Preschool. She has a BS in Special Education and Early Childhood Education from Western Michigan University and an MA in Early Childhood Education from Grand Valley State University. Alexis was previously employed at Ionia Public Schools as an Early Childhood Special Education Teacher.
- D. Gabriella Lofton was recommended for hire as a Special Education CI Teacher at Haslett High School. She has a BSED in Special Education CI and Secondary English from Central Michigan University. Gabriella was previously employed with the Autism Centers of Michigan as a Registered Behavior Technician.
- E. Emily Proctor was recommended for hire as a Grade 5 Teacher at Ralya Elementary School. She has a BA in Communication Arts and Spanish from Indiana Wesleyan University and an MA in Elementary Education from the University of Phoenix. Emily was previously employed as a Grade 1 Teacher at Discovery Elementary School in Williamston.
- F. Kathryn Swords was recommended for hire as a Grade 1/Kindergarten Swing Teacher at Ralya Elementary School. She has a BA in English and Human Services from Albion College, and a Masters in Education and Social Studies from Aquinas College. Kathryn was previously employed with Morrice Area Schools as a Grade 1 Teacher.

6. Other Items

Superintendent Cook expressed appreciation to the Middle School staff for organizing a successful 8th Grade Party.

IV. DISCUSSION ITEMS

- 1. Out-of-State Field Trip Request – Choir Students to New York City, New York
Matt Callaghan and Samara Valla, High School/Middle School Choir Directors, presented an out-of-state field trip request for the High School Choirs to travel to New York City, New York. The choir would leave on April 28, 2022 and return on May 1, 2022. This field trip will be available to all juniors and seniors participating in the choir program. Fundraising opportunities will be offered, and the Choir Boosters will continue to offer scholarships and fund an additional portion of each student’s trip total. A new vendor has been identified, which will significantly lower costs for students. This out-of-state field trip request will be on the consent agenda at the June 28, 2021 board meeting.

Mrs. Valla and Mr. Callaghan also shared special choir accolades and discussed adaptations to the program due to COVID. The district choirs performed four virtual choir concerts, one High School play, one Middle School play, and one High School musical this school year. A clip of the musical “You’re a Good Man Charlie Brown” was shown.

- 2. K-5 Reading Curriculum Adoption “Into Reading”
Erin North (Ralya Principal), Jody Leung (Ralya MTSS Coach), Jessica Harden (Murphy MTSS Coach), and Jill Batten (Wilkshire MTSS Coach) presented a recommendation to the board to adopt the “Into Reading” ELA Curriculum for Grades K-5.

This curriculum would be launched in August, with professional development embedded throughout the 2021-22 school year. This PD would include a two-hour Zoom “Getting Started,” along with a six-hour “Back to School” to familiarize the teachers with the curriculum. Grade level and individual coaching support will also be provided.

Treasurer Bird and the other board members thanked the MTSS coaches and Principal North for the time, effort, and collaboration they put forth in choosing this new Reading curriculum.

This K-5 Reading Curriculum Adoption will be an action item on the June 28, 2021 board meeting agenda.

3. 2020-21 Budget Hearing

The District has met the legal requirement of posting a notice in the local newspaper and elsewhere that the board is holding a public hearing on the 2020-21 General Operating Fund Budget.

4. Proposed 2020-21 Final Budget Amendment

Director of Finance Jensen recommended revisions to the 2020-21 General Operating Fund reflecting new income from state and federal sources and decreases from Kids Connection, Athletics, and Community Education. Adjustments were made to salary and benefits, contingency funds, contracted services, and supplies.

The Finance/Facilities Committee met on May 4, 2021, and the Policy/Personnel Committee met on May 6, 2021 to review the proposed 2020-21 budget amendment. The 2020-21 budget amendment will be on the consent agenda at the June 28, 2021 board meeting.

5. Proposed 2021-22 Budget

Director of Finance Jensen presented the 2021-22 proposed General Operating Fund and School Services Fund Budgets based on current state budget proposals. The proposal reflects anticipated increases in state aid despite projected decreases in student enrollment.

The Finance/Facilities Committee met on May 4, 2021, and the Policy/Personnel Committee met on May 6, 2021 to review the proposed 2021-22 Budget. The 2021-22 Budget will be on the consent agenda at the June 28, 2021 board meeting.

6. Second Reading of Proposed New and Revised Board Policies

The Policy/Personnel Committee Chairperson Polverento presented a second reading and summary of recommended new and revised board policies from NEOLA, as listed below:

Policy 2260.01 – Section 504/ADA Prohibition Against Discrimination Based on Disability (Revised)

Policy 2266 – Nondiscrimination on the Basis of Sex in Education Programs or Activities (Revised)

Policy 5341 – Emergency Medical Authorization (Revised)

Policy 5342 – Do Not Resuscitate Orders (DNR) for Minor Students (New)

Policy 5343 – Physician Order for Scope of Treatment (New)

Policy 7440.01 – Video Surveillance and Electronic Monitoring (Revised)

Policy 8321 – Criminal Justice Information Security (Non-Criminal Justice Agency)
(Revised)

Policy 8330 – Student Records (Revised)

Policy 8400 – School Safety Information (Revised)

Policy 8500 – Food Services (Revised)

Policy 8510 – Wellness (Revised)

EDGAR Revisions

Policy 6114 – Cost Principles (Revised – October 2020)

Policy 6325 – Procurement-Federal Grants/Funds (Revised – October 2020)

Policy 7450 – Property Inventory (Revised)

Policy 7455 – Accounting System for Capital Assets (Revised)

Nondiscrimination/Anti-Harassment Policies Update

Policies 1422/3122/4122 – Nondiscrimination and Equal Employment Opportunity
(Revised)

Policies 1623/3123/4123 – Section 504/ADA Prohibition Against Disability
Discrimination in Employment (Revised)

Policies 1662/3362/4362 – Anti-Harassment (Revised)

Policy 2260 – Nondiscrimination and Access to Equal Educational Opportunity (Revised)

Policy 5517 – Anti-Harassment (Revised)

It was noted that the majority of these updates are due to changes in statutory language at the state and/or federal level or are pulling administrative guideline language into formal policy. These policies will be available for review at the Haslett Administration Building or on the BoardDocs platform. Unless there are any proposed changes to these recommendations, a final reading and vote will take place at the June 28, 2021 board meeting.

Treasurer Bird and President Lemmer thanked the Policy/Personnel Committee and Chairperson Polverento for the extra time spent reviewing these new and revised board policies.

7. **COVID-19 Extended Learning Plan Monthly Reconfirmation**

The Haslett Board of Education discussed the reconfirmation of the COVID-19 Extended Learning Plan for the month of May. This plan must be submitted monthly to the Ingham Intermediate School District. Superintendent Cook reported a change to the submitted plan reflecting the district's addition of a summer school session. This information is posted on the district website. Superintendent Cook thanked Principal Lindbert and Principal North for their help in calculating and submitting the report each month.

8. **Responsive Return to School Attendance Data**

The Return to Learn Legislation (Public Acts 147, 148, and 149 of 2020) modified the attendance requirement from the measure of scheduled physical attendance over 180

calendar days to a measure of participation through two-way interaction. These communication results are tabulated each week, posted to the district website, and included in the monthly Extended Learning Plan required by the State of Michigan.

V. CORRESPONDENCE AND COMMENTS FROM THE PUBLIC

Board Correspondence

Secretary Wheeler shared correspondence from: Carol Peacock regarding her disagreement with the district's equity plan, Jennifer Thompson regarding her thanks for coordinating a successful graduation ceremony and recognition of the Senior Class of 2021, Danielle Torres regarding her daughter's Certification of Completion from Haslett High School, Stephanie Chandel regarding a successful "Pennies for Patients" fundraiser for the Leukemia Society, and Jason Mellema (IISD Superintendent) sharing a resolution recently passed by the Ingham Intermediate School District in appreciation of the local Superintendents.

All correspondence received by the Haslett Board of Education is personally read, considered, and receives a response.

Comments from Public

The following individual presented a public comment: Terry Goldberg.

VI. BOARD REPORTS

1. Policy/Personnel Committee Meeting

The Policy/Personnel Committee met on June 9, 2021 to receive a budget update and enrollment projections, an update on staffing for the 2021-22 school year, and changes in positions for current staff. The committee was also updated on the Fall Return to School Plan, the school calendar, the return of student Chromebooks, and a timeline for contract negotiations.

2. Finance/Facilities Committee Meeting

The Finance/Facilities Committee met on June 8, 2021 to discuss budgets for this year and projections for next year, along with receiving staffing and Bond and Sinking Fund updates. The committee also discussed the Fall Return to School Plan, the Superintendent's Evaluation Process, and contract negotiations.

3. Haslett's Voice for Change

The District has added a new DEI (Diversity, Equity, and Inclusion) section to the website, which includes professional development, resources, and committee information. Treasurer Bird indicated he appreciated the effort that went into designing the DEI webpage. The information can be found under the "Our District" tab. Secretary Wheeler reported she represented the Board of Education at the first DEI committee meeting that occurred on May 29, 2021. This meeting introduced the committee members, established framework for common language, discussed effective communication, and explored suggestions for moving forward as a committee. The DEI committee will be meeting monthly.

4. Items from Board Members

- Trustee Collins thanked the teachers and administrators for making the end of the year activities so wonderful.
- Vice President Polverento acknowledged the great job that was done by school buildings for end-of year celebrations. All individuals involved in the planning process were creative and supportive.

- Secretary Wheeler thanked the administrators, staff, and volunteers for organizing an amazing graduation ceremony for the Senior Class of 2021. She shared positive feedback for holding future graduation ceremonies at the Jamie Gent Stadium.
- Treasurer Bird shared that his son had a great end of year experience. He also thanked administrators, staff, and volunteers who were involved in graduation and echoed the same positive feedback for holding our future graduation ceremonies at Jamie Gent Stadium.
- President Lemmer also shared her thanks and appreciation to the organizers of the graduation ceremony.
- President Lemmer announced she received a letter of resignation from Trustee Greg Michaud, effective June 13, 2021. He indicated it has been an honor to serve the Haslett Board of Education and community. Mr. Michaud was thanked for his years of service.

An appointment process will be conducted for community members interested in serving on the Board of Education. Applicants are required to be registered voters (aged 18 and older) residing in the Haslett district to legally serve on the board. The board is obligated by the State of Michigan to fill this open position within 30 days.

VII. CONSENT AGENDA

MOTION BY POLVERENTO, SECONDED BY COLLINS TO APPROVE:

1. THE MAY 24, 2021 REGULAR BOARD MEETING MINUTES, AS PRESENTED.
2. THE MAY 24, 2021 CLOSED SESSION MEETING MINUTES, AS PRESENTED.
3. THE JUNE 8, 2021 FINANCE/FACILITIES COMMITTEE MEETING MINUTES, AS PRESENTED.
4. THE JUNE 9, 2021 POLICY/PERSONNEL COMMITTEE MEETING MINUTES, AS PRESENTED.
5. THE HIRING OF PAT VANREMMEN AS THE WILKSHIRE EARLY CHILDHOOD CENTER PRINCIPAL.
6. THE HIRING OF THE FOLLOWING TEACHERS FOR THE 2021-22 SCHOOL YEAR:
 - A. CAMILLE BURGTORF AS A KINDERGARTEN TEACHER AT WILKSHIRE EARLY CHILDHOOD CENTER.
 - B. KATINA HESSINGER AS A GRADE 2 TEACHER AT RALYA ELEMENTARY SCHOOL.
 - C. ALEXIS JACKSON AS AN EARLY CHILDHOOD SPECIAL EDUCATION TEACHER AT THE MSU PRESCHOOL.
 - D. GABRIELLA LOFTON AS A SPECIAL EDUCATION CI TEACHER AT HASLETT HIGH SCHOOL.

- E. EMILY PROCTOR AS A GRADE 5 TEACHER AT RALYA ELEMENTARY SCHOOL.
- F. KATHRYN SWORDS AS A GRADE 1/KINDERGARTEN SWING TEACHER AT RALYA ELEMENTARY SCHOOL.
- 7. THE MICHIGAN ASSOCIATION OF SCHOOL BOARDS MEMBERSHIP/MASB'S LEGAL TRUST FUND, AS PRESENTED.
- 8. THE RESOLUTION TO CONTINUE THE DISTRICT'S MEMBERSHIP IN THE MICHIGAN HIGH SCHOOL ATHLETIC ASSOCIATION FOR THE 2021-22 SCHOOL YEAR.
- 9. THE FOLLOWING TAX CERTIFICATION OF THE TREASURERS OF THE CHARTER TOWNSHIP OF MERIDIAN AND BATH, AND WOODHULL TOWNSHIP, AS SET FORTH IN ATTACHMENT H, FORM L-4029, FOR SUMMER TAX COLLECTION:

		Meridian, Bath & Woodhull <u>(Half Year)</u>
Homestead Property	School Operating	-0-
	Debt	4.1650
	2009 Sinking Fund	.3781
	2013 Sinking Fund	.6074
Non-Homestead Property	School Operating	9.0000
	Debt	4.1650
	2009 Sinking Fund	.3781
	2013 Sinking Fund	.6074

Motion carried. Unanimous vote: 5-0

VIII. ANNOUNCEMENTS

- A regularly scheduled Board of Education meeting will be held on June 28, 2021 at 7:00 PM in the Board Room of the Administration Building. This meeting will be broadcast simultaneously on YouTube.

IX. CLOSED SESSION

MOTION BY BIRD, SECONDED BY WHEELER TO MOVE INTO CLOSED SESSION AT 8:30 PM, PER THE REQUEST OF SUPERINTENENT COOK, FOR THE PURPOSE OF CONDUCTING HIS 2020-21 YEAR-END EVALUATION PURSUANT TO SECTION 8(a) OF THE OPEN MEETINGS ACT.

Roll Call: Yes: Lemmer/Bird/Collins/Polverento/Wheeler
 No: None

Motion carried. Unanimous vote: 5-0

MOTION BY POLVERENTO, SECONDED BY WHEELER TO RETURN TO OPEN SESSION AT 10:42 PM.

Roll Call: Yes: Lemmer/Bird/Collins/Polverento/Wheeler
 No: None

Motion carried. Unanimous vote: 5-0

X. CLOSED SESSION

MOTION BY BIRD, SECONDED BY COLLINS TO MOVE INTO CLOSED SESSION AT 10:43 PM, PER THE REQUEST OF SUPERINTENDENT COOK, FOR THE PURPOSE OF DISCUSSING UNION CONTRACT NEGOTIATIONS PURSUANT TO SECTION 8(c) OF THE OPEN MEETINGS ACT.

Roll Call: Yes: Lemmer/Bird/Collins/Polverento/Wheeler
No: None **Motion carried. Unanimous vote: 5-0**

MOTION BY COLLINS, SECONDED BY WHEELER TO RETURN TO OPEN SESSION AT 11:00 PM.

Roll Call: Yes: Lemmer/Bird/Collins/Polverento/Wheeler
No: None **Motion carried. Unanimous vote: 5-0**

XI. ACTION ITEMS

MOTION BY POLVERENTO, SECONDED BY BIRD TO APPROVE:

1. Approval of Secretarial Union Labor Agreement
THE THREE-YEAR LABOR AGREEMENT, EFFECTIVE JULY 1, 2021-JUNE 30, 2024 WITH THE HASLETT SECRETARIES ASSOCIATION, MEA/NEA.
Motion carried. Unanimous vote: 5-0

MOTION BY BIRD, SECONDED BY COLLINS TO APPROVE:

2. Approval of Applied Services Union Labor Agreement
THE THREE-YEAR LABOR AGREEMENT, EFFECTIVE JULY 1, 2021-JUNE 30, 2024 WITH THE HASLETT APPLIED SERVICES ASSOCIATION, MEA/NEA.
Motion carried. Unanimous vote: 5-0

XII. ADJOURNMENT

MOTION BY POLVERENTO, SECONDED BY WHEELER TO ADJOURN AT 11:01 PM.

Motion Carried. Unanimous vote. 5-0

Date Approved_____

Board Secretary_____

(M. Gustafson, Recorder)