

**MILAN AREA SCHOOLS
BOARD OF EDUCATION
WORKSHOP MEETING
WEDNESDAY, January 26, 2022
AGENDA**

I. Call to Order

II. Pledge of Allegiance

III. Educational Program Report

A. Milan Middle School

IV. Communications

This meeting 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 meeting. There are two times for public participation during the meeting as indicated in the agenda. When addressing the Board, you will be asked to state your name. The Board determines the amount of time granted to individuals or groups to speak. Each person shall be allowed to speak for up to 3 minutes. Board members may question speakers, but are not obligated to answer questions or make statements or commitments in response to issues raised by the public. In general, such items will be referred to the superintendent for advisement, investigation, study, and/or recommendation or designated as future agenda items for Board consideration.

A. Public Comments

V. Consent Agenda

- A. Approval of Minutes - Regular Meeting - January 12, 2022
- Closed Session - January 12, 2022

VI. Old/New Business

A. Budget and Finance Issues

- 1. 2021-2022 General Fund Budget Amendment - Attachment A

B. Personnel Issues

- 1. 2021-2022 Milan Education Association Letter of Agreement - Attachment B
- 2. Bus Driver/Monitor, Cafeteria, Admin. Assistant, & Custodial Substitute Pay Rates - Attachment C

C. Board Issues

- 1. Book Study Discussion - Safe Is Not Enough: Better Schools for LGBTQ Students

D. Public Comments

E. Superintendent's Comments

F. Assistant Superintendent's Comments

G. Addenda

- 1. Student Board Member Comments
- 2. Board Member Comments
 - a. Board Committee Assignments - President
 - b. Superintendent Goal Development Timeline - President

VII. Adjournment

**MILAN AREA SCHOOLS
BOARD OF EDUCATION
WORKSHOP MEETING
WEDNESDAY, January 26, 2022
RESOLUTIONS**

I. Call to Order

The workshop meeting of the Milan Area Schools Board of Education was called to order in the Milan High School Theater located at 200 Big Red Drive, Milan MI, 48160, by President Cislo at _____ p.m. on January 26, 2022.

Board Members Present:

Board Members Absent:

Staff Present:

Guests Present:

II. Pledge of Allegiance

III. Educational Program Report

A. Milan Middle School

IV. Communications

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A. Public Comments

V. Consent Agenda

A. Approval of Minutes - Regular Meeting - January 12, 2022
- Closed Session - January 12, 2022

Motion by _____ supported by _____ to approve the consent agenda that includes the minutes of the regular meeting of January 12, 2022, and the minutes of the closed session of January 12, 2022.

Heikka ____ Kiger ____ Landingham ____ Moccio ____ Cislo ____ Faro ____ Frait ____
Carried _____.

VI. Old/New Business

A. Budget and Finance Issues

1. 2021-2022 General Fund Budget Amendment - Attachment A

Motion by _____ supported by _____ to approve the 2021-2022 General Fund Budget Amendment as included in Attachment A.

Kiger ____ Landingham ____ Moccio ____ Cislo ____ Faro ____ Frait ____ Heikka ____
Carried _____.

B. Personnel Issues

1. 2021-2022 Milan Education Association Letter of Agreement - Attachment B

Motion by _____ supported by _____ to approve the Milan Education Association 2021-2022 Letter of Agreement as included in Attachment B.

Landingham _____ Moccio _____ Cislo _____ Faro _____ Frait _____ Heikka _____ Kiger _____
Carried _____.

2. Bus Driver/Monitor, Cafeteria, Admin. Assistant, & Custodial Substitute Pay Rates - Attachment C

Motion by _____ supported by _____ to approve the Bus Driver/Monitor, Cafeteria, Administrative Assistant, and Custodial Substitute Pay Rates as detailed in Attachment C.

Moccio _____ Cislo _____ Faro _____ Frait _____ Heikka _____ Kiger _____ Landingham _____
Carried _____.

C. Board Issues

1. Book Study Discussion - Safe Is Not Enough: Better Schools for LGBTQ Students

D. Public Comments

E. Superintendent's Comments

F. Assistant Superintendent's Comments

G. Addenda

1. Student Board Member Comments

2. Board Member Comments

a. Board Committee Assignments - President

b. Superintendent Goal Development Timeline - President

VII. Adjournment - Time of Adjournment _____.

DRAFT

**MILAN AREA SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
Wednesday, January 12, 2022**

The regular meeting of the Milan Area Schools Board of Education was called to order in the Milan High School Theater located at 200 Big Red Drive, Milan MI, 48160, by President Cislo at 7:00 p.m. on January 12, 2022

Board Members Present: Cislo, Moccio Heikka (7:01 PM), Landingham, Kiger, Faro, Frait

Board Members Absent: None

Staff Present: Bryan Girbach, Ryan McMahon, Krista Hendrix, Jennifer Barker, Yvette Kashmer, Sue Kesterson

Guests Present: Debbie Allen, Rod Beaton, Denise Beaton, Shannon Dare Wayne, Annie Kruise, Rachel Hobbs, James Rise, Elaine Chateau, Jill Tewsley, Maxine Tewsley, Trish Parker, George Elder, Kirk DeMars

Pledge of Allegiance

The Board held a moment of silence in honor of Taye Johnson

In honor of National School Board Member Recognition Month, the Board was recognized for their hard work and dedication.

Motion by Frait supported by Faro to elect Cislo for President of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Heikka supported by Faro to elect Landingham for Vice-President of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Landingham supported by Faro to elect Heikka for Secretary of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Kiger supported by Heikka to elect Faro for Treasurer of the Milan Area Schools Board of Education for a one year term. All Ayes. Carried 7-0

Motion by Moccio supported by Kiger to approve the appointments listed below:

Washtenaw School Board Association Representative Frait.

Legislative Relations Network Representative Frait

All Ayes. Carried 7-0

Comments from the public were heard.

Motion by Faro supported by Landingham to approve the consent agenda that includes the minutes of the regular meeting of December 1, 2021, the minutes of the workshop meeting of December 7, 2021, the minutes of the closed session of December 7, 2021, and the approval of bills/reimbursement of expenses. Motion carried 6-1. No vote by Frait.

The Board heard a First Reading of the 2021-2022 General Fund Budget Amendment as included in Attachment A.

Motion by Faro supported by Landingham to appoint the following person to the teaching position listed and Base Salary listed effective immediately.

* Lindsay Smith - MMS Teacher Consultant (\$70,418)

All Ayes. Carried 7-0

- Cislo stated a personal conflict of interest related to the Milan Education Association 2021-2022 Letter of Agreement.
- Heikka stated a personal and professional conflict of interest related to the Milan Education Association 2021-2022 Letter of Agreement.

Motion by Faro supported by Kiger to table the Milan Education Association 2021-2022 Letter of Agreement as included in Attachment B.

All Ayes. Carried 7-0

The Board held a discussion on chapters 4 and 5 of the book Safe Is Not Enough: Better Schools for LGBTQ Students.

The Board heard a First Reading of an update on policy 8450.06 - Temporary COVID-19 Vaccination, Testing, and Face Covering, as in Attachment C

Comments from the public were heard.

Comments from the Superintendent were heard.

Comments from the Assistant Superintendent were heard.

Comments from Student Board Members were heard.

Comments from Board Members were heard.

Motion by Frait supported by Landingham to enter into closed session pursuant to Section 8(b) of the Michigan Open Meetings Act, and upon the request of the student's parent/guardian, for the purpose of conducting a hearing to consider the discipline of a student whose identity is known to the Board as student 2021-2022-1. All Ayes. Carried 7-0

Time entered closed session 8:55 p.m.

Time returned to open session 9:41 p.m.

Motion by Kiger supported by Faro to expel student 2021-2022-1 in accordance with the attached resolution. All Ayes. Carried 7-0

Time of Adjournment: 9:42 p.m.

**MILAN AREA SCHOOLS
BOARD OF EDUCATION
General Fund
2021-2022 Budget Amendment**

		FY 21-22 Adopted Budget	FY 21-22 January Amended Budget	Increase/ Decrease
<u>REVENUE:</u>				
100	Local	\$3,531,576	\$4,688,348	\$1,156,772
300	State	17,765,336	18,975,225	1,209,889
400	Federal	1,234,789	1,610,760	375,971
500/600	Incoming Transfers	2,900,753	2,773,447	(127,306)
	Total Revenues	\$25,432,454	\$28,047,780	\$2,615,326
<u>EXPENDITURES:</u>				
110	Basic Programs	\$11,747,463	\$13,049,918	\$1,302,455
120	Added Needs	2,443,526	2,779,923	336,397
130	Adult/Cont. Ed.	223,493	224,640	1,147
	Total Instruction	\$14,414,482	\$16,054,481	\$1,639,999
210	Pupil Support Services	\$3,794,050	\$4,001,465	\$207,415
220	Instructional Support	1,071,079	1,147,927	76,848
230	General Administration	536,566	559,831	23,265
240	School Administration	1,547,092	1,570,752	23,660
250	Business Support	433,960	448,944	14,984
260	Operation/Maintenance	3,027,242	3,421,092	393,850
270	Transportation	1,250,211	1,379,447	129,236
280	Central Support	772,370	865,876	93,506
290	Support Service Other	532,929	533,892	963
300	Community Services	623,723	816,084	192,361
400	Site Improvement Services	-	-	-
600	Transfers	-	-	-
	Total Supporting Services	\$13,589,222	\$14,745,310	\$1,156,088
	Total Expenditures	\$28,003,704	\$30,799,791	\$2,796,087
	Excess of Revenues Over Expenditures	(\$2,571,250)	(\$2,752,011)	(\$180,761)
	Beg. General Fund Balance @ 7/1/21	\$5,924,740	\$5,924,740	\$0
	Beginning Fund Balance as % of Expenditures	21.16%	19.24%	-1.92%
	Est. Total Ending Fund Balance @ 6/30/22	\$3,353,490	\$3,172,729	(\$180,761)
Ending Fund Balance Assignments				
	Assigned Harkness Estate	-	(50,000)	(50,000)
	Assigned Curriculum	(90,000)	(90,000)	-
	Assigned PECC	(41,297)	(41,297)	-
	Assigned Athletics	(20,965)	(20,965)	-
	Assigned Technology	(75,000)	(75,000)	-
	Assigned Building & Grounds	(75,000)	(75,000)	-
	Assigned Buses	(90,000)	(90,000)	-
	Unassigned	2,961,228	2,730,467	(230,761)
	Total Ending Fund Balance as % of Expenditures	11.98%	10.30%	-1.67%
	Unassigned Ending Fund Balance as % of Expenditures	10.57%	8.87%	-1.71%

Milan Area Schools
2021-2022 Budget Amendment #1
Proposed Changes to the Fiscal Year 2021-2022 Budget

Proposed revenue increase/(decrease) for the amendment: **2,615,326**

Revenue	
Grants w/offsetting expenses	1,078,630
State Aid funding adjustments	396,810
\$425 per pupil increase to foundation	
student count 33.5 less than adopted budget	
Adjustment to Property Tax revenues	803,722
Adjustment to Early Childhood revenues based on enrollment	353,000
MPSERS state aid adjustments	(182,153)
Increase to Section 147c - MPSERS	238,373
Adjustments to Act 18 payments from WISD	(127,306)
Miscellaneous adjustments	54,250
Total Revenue Change	<u>2,615,326</u>

Proposed expense increase/(decrease) for the amendment: **2,796,087**

Expenses	
Grants w/offsetting revenues	1,078,630
Wage changes: Increases to wage including FICA & Retirement	1,185,153
Increase to Section 147c - MPSERS	238,373
Insurance increase as of Jan 2022 and change in MEA contract	166,336
Parking lot repairs/maintenance	90,250
Chillers at the Middle School	8,294
Miscellaneous adjustments	29,051
Total Expense Change	<u>2,796,087</u>

Resulting in an additional use of fund balance of: **180,761**

Fund Balance as of July 1, 2021	5,924,740
Revenues over Expenditures based on amendment	(2,752,011)
Estimated Fund Balance as of June 30, 2022	3,172,729

Milan Area Schools Board of Education and Milan Education Association Letter of Agreement

This Letter of Agreement ("Agreement") is entered into by the Board of Education ("Board") of the Milan Area Schools ("District") and the Milan Education Association ("Association") to address modified working conditions related to the COVID-19 pandemic for the 2021-2022 school year. The term "Teacher" when hereinafter used in this Agreement, shall refer to all employees represented by the Association as described in Article 1 of the Collective Bargaining Agreement.

1. The District will provide, at no cost to teachers, the following personal protective equipment:
 - a. Face coverings that satisfy the District's definition. The District may, in its discretion, provide disposable or reusable face coverings. If the District provides reusable face coverings, the teacher is responsible for laundering and cleaning the face covering.
 - b. Hand sanitizer in each classroom.
 - c. Disinfectant spray in each classroom.
 - d. Face shields and goggles, if requested by an individual teacher because the nature of the teacher's duties does not allow the teacher to maintain 3 feet of distance from students.
 - e. Disposable gowns for teachers assigned to assist students with hygiene and toileting needs or who are assigned to supervise students with COVID-19 symptoms.
2. When masks are mandated by orders or by MAS Board Policy, teachers and administrators will require students to wear face coverings, unless the student is exempt from the face-covering requirement for a reason described in applicable county or state orders. Building administrators will assist teachers by promptly addressing any reported incidents of student noncompliance.
3. If a vaccinated teacher *, while at work, is determined to be a close contact of someone confirmed to have COVID-19 and is subject to a COVID-19 quarantine or isolation pursuant to an order of the local public health department, the teacher will continue to be paid during the quarantine/isolation period, and the District will not deduct days or hours from the teacher's accrued sick leave.

If a teacher, vaccinated or unvaccinated, tests positive for COVID-19, the teacher will continue to be paid and the District will not deduct days or hours from the teacher's accrued sick leave for up to fifteen (15) work days, unless the exposure is traceable to an outside circumstance.

If the teacher submits a physician's note stating that the teacher is not able to work due to COVID-19, then any absences beyond the original fifteen (15) work days, unless the exposure is traceable to an outside circumstance, will be handled as follows:

- Work days sixteen (16) through twenty-five (25), the teacher will be required to take available sick leave or other available leave consistent with the Master Agreement.
- Work days twenty-six (26) through forty (40) the teacher will be paid, and the District will not deduct days or hours from the teacher's accrued sick leave.
- Work days forty-one (41) and beyond, the teacher will be required to take available sick leave or other available leave consistent with the Master Agreement.

If the exposure is traceable to an outside circumstance, then the teacher will be required to take available sick leave or other available leave consistent with the Master Agreement for all absences related to the exposure.

If the teacher is able to work, the District may require the teacher to work or provide instruction remotely during the quarantine/isolation period. In such circumstances, the teacher is not considered absent. If the teacher is able to work or provide instruction remotely during the quarantine/isolation period and the teacher does not have access to the necessary technology or equipment, the District will provide the technology and equipment, if feasible, at no cost to the teacher.

* This includes those staff who for medical reasons cannot be vaccinated, provided the teacher supplies a doctor's note supporting the claim. Only an MD or DO signature will be accepted.

4. In the event that worker's compensation coverage is extended to COVID-19 infections in the education sector, employees who collect worker's compensation payments may elect to use accrued sick time to make up the difference between their regular salary and the worker's compensation benefit. Example: Worker's Compensation provides half of the employee's regular salary, then a half of a sick day will be used to make the employee whole.
5. Should it become necessary, due to the pandemic, for the District to institute a hybrid program of education or a fully virtual education program, the Administration will consult with the Association prior to determining expectations and guidelines of the educational program.
6. The "tenure sick bank" memorialized in Article 10.A.2 of the Master Agreement will be opened to all teachers. Any teacher may elect to become a participating member of the sick leave bank by authorizing such in writing during a one week open membership period mutually agreed upon between the parties. Said authorization shall be filed with the Superintendent. All new members shall be required to contribute one (1) personal sick leave day and will remain members of the bank following the expiration of this agreement. All other sick bank language remains in effect as per the Master Agreement.
7. All provisions of this agreement regarding sick day coverage shall be retroactive to August 30, 2021.
8. If any provision of this Letter of Agreement is inconsistent with a provision in the Master Agreement between the parties, the provision in this Letter of Agreement controls.
9. The terms of this Agreement constitute sufficient consideration for the parties' respective undertakings and covenants.
10. No precedent, custom, or binding past practice is established by this Agreement.
11. This Agreement constitutes the entire agreement between the parties, and supersedes any prior or concurrent agreements, written or oral, regarding its subject matter.
12. This Agreement is effective for the 2021-2022 school year only and expires on June 30, 2022.

January __, 2021

For the Board of Education of Milan Area Schools

Andrew Cislo
Its: President

January __, 2021

For the Milan Education Association

James Brousseau
Its: President

TO: Board of Education
FROM: Bryan Girbach
RE: Substitute Pay Rates
DATE: January 26, 2022

Dear Board Members,

For three reasons, I believe it is time to review our substitute pay rates. First, Milan, like every other district in the state, is experiencing substitute shortages. Second, the contractual raises we provided this year created a sizable gap between our substitute pay rates and our employee pay rates. Lastly, employing quality substitutes is our best recruiting tool when we need to hire full time employees.

The chart below has our current substitute pay rates, our current employee pay rates, and my recommendation for new substitute pay rates.

Position	Substitute Pay Rate Set 4-25-18	Current Employee Beginning Pay Rate	New Recommended Substitute Pay Rate
Bus Driver	\$13.50 (year 1) \$14.00 (year 2) \$14.50 (year >2) <\$16.97>	\$17.50 (1st semester) \$18.00 (2nd Semester) \$18.50 (2nd year)	\$16.00 <hourly rate at end of employment>
Bus Monitor	\$9.75	\$12.00 (1st semester) \$12.25 (2nd semester)	\$10.50 <hourly rate at end of employment>
Cafeteria	\$9.25 <\$10.75>	\$12.42	\$11.00 <hourly rate at end of employment>
Administrative Assistant	\$10.00	\$13.20 (first 60 days) \$14.09 Year 1	\$11.70 <hourly rate at end of employment>
Position	Substitute Pay Rate Set 10-28-20	Current Employee Beginning Pay Rate	New Recommended Substitute Pay Rate
Custodian	\$12.00	\$15.47 (first 60 days) \$15.78 Year 1	\$14.00 <hourly rate at end of employment>
Values in < > are for retired/resigned employees in good standing.			

I am requesting these new rates, if approved, be effective February 1, 2022.

Thank You,

Bryan M. Girbach

Bryan M. Girbach