

**MILAN AREA SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY, October 13, 2021
AGENDA**

I. Call to Order

II. Pledge of Allegiance

III. Board Recognitions

- A. School Administrator's Month – Attachment A

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 - Workshop Meeting - September 29, 2021
- Closed Session - September 29, 2021
- B. Approval of Bills/Reimbursement of Expenses
- C. 2022 Resolution to Levy Summer Taxes – Attachment B

VI. Old/New Business

- A. Budget and Finance Issues
 - 1. 2021 Annual Audit – Tracey Kendall - Rehmann – Attachment C – First Reading
- B. Personnel Issues
 - 1. Administrators, Directors, Managers, Supervisors, Deans, Central Office Staff, Technology Staff, Mechanics, and Adult/Community Education Staff Contracts – Attachment D
- C. Board Issues
 - 1. Board Goal Development
 - a. Communication Committee Member Selection Process Survey - Attachment E
- D. Public Comments
- E. Superintendent's Comments
- F. Assistant Superintendent's Comments
- G. Addenda
 - 1. Board Member Comments

VII. Adjournment

**MILAN AREA SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
WEDNESDAY, October 13, 2021
RESOLUTIONS**

I. Call to Order

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 _____ p.m. on October 13, 2021.

Board Members Present:

Board Members Absent:

Staff Present:

Guests Present:

II. Pledge of Allegiance

III. Board Recognitions

A. School Administrator's Month – Attachment A

Motion by _____ supported by _____ to thank the administrators of Milan Area Schools as recorded in Attachment A.

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

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 - Workshop Meeting - September 29, 2021
- Closed Session - September 29, 2021

B. Approval of Bills/Reimbursement of Expenses

C. 2022 Resolution to Levy Summer Taxes – Attachment B

Motion by _____ supported by _____ to approve the consent agenda that includes the minutes of the workshop meeting of September 29, 2021, the minutes of the closed session meeting of September 29, 2021, the approval of bills/reimbursement of expenses, and the 2022 Resolution to Levy Summer Taxes.

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

VI. Old/New Business

A. Budget and Finance Issues

1. 2021 Annual Audit – Tracey Kendall - Rehmann – Attachment C – First Reading

B. Personnel Issues

1. Administrators, Directors, Managers, Supervisors, Deans, Central Office Staff, Technology Staff, Mechanics, and Adult/Community Education Staff Contracts – Attachment D

Motion by _____ supported by _____ to approve the Administrators, Directors, Managers, Supervisors, Deans, Central Office Staff, Technology Staff, Mechanics, and Adult/Community Education Staff contracts as presented in attachment D.

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

C. Board Issues

1. Board Goal Development
 - a. Communication Committee Member Selection Process Survey - Attachment E

Motion by _____ supported by _____ to approve the Communication Committee Member Selection Process Survey as detailed in Attachment E.

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

D. Public Comments

E. Superintendent's Comments

F. Assistant Superintendent's Comments

G. Addenda

1. Student Board Member Comments
2. Board Member Comments

VII. Adjournment - Time of Adjournment _____.

DRAFT

**MILAN AREA SCHOOLS
BOARD OF EDUCATION
WORKSHOP MEETING
Wednesday, September 29, 2021**

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 September 8, 2021.

Board Members Present: Cislo, Faro, Frait, Heikka, Kiger, Landingham, Moccio

Board Members Absent: None

Staff Present: Bryan Girbach, Ryan McMahon, Yvette Kashmer, Jennifer Barker

Guests Present: Vance McCrumb, Debbie Allen, Yo Gabba Gabba, Lisa Sanders, Louise Swoffer, Rachel Hobbs, David Kruise, Annie Kruise, George Elder, Chris Gaffrey, Alecia Powell, Holli Vallade

Motion by Cislo supported by Faro to recess the regular meeting of the Milan Area Schools Board of Education at 7:01 p.m. All Ayes. Carried 7-0

Following a recess, the regular meeting of the Milan Area Schools Board of Education was called to order at 7:05 p.m. by President Cislo.

Pledge of Allegiance

Public Comments:

- Rachel Hobbs commented on the closed session minutes, COVID dollars, and financial documents.
- Vance McCrumb, a representative of the Ann Arbor VFW Post 423, spoke to the Board regarding the National Scholarship Program opportunity for High School and Middle School students.
- Lisa Sanders spoke about dyslexia, shared data on dyslexia, requested staff training on dyslexia, and commented on the topic of student pronouns.
- Annie Kruise thanked the Board for sharing the google doc for the communications committee selection process and asked questions about the survey. She also asked about mask mandates for October 1.

- Debbie Allen thanked the MHS staff and everyone involved with the homecoming event. She also spoke about bullying and harassment concerns.

Motion by Faro supported by Landingham to approve the consent agenda that includes the minutes of the regular meeting of September 8, 2021 and the minutes of the closed session of September 8, 2021. All Ayes. Carried 7-0

Motion by Heikka supported by Faro to approve the Cafeteria Employee Policies as detailed in Attachment A. Motion Carried 5-1. (No vote by Frait Abstention from Heikka due to a personal conflict of interest)

Motion by Faro supported by Heikka to approve the Board Scorecard as detailed in Attachment B. All Ayes. Carried 7-0

Motion by Frait supported by Landingham to approve the Communication Committee Charter as detailed in Attachment C. All Ayes. Carried 7-0

The Board discussed the Communication Committee Member Selection Process as provided in Attachment D.

Motion by Heikka supported by Faro to approve the MHS Student School Board Representative survey as detailed in Attachment E. All Ayes. Carried 7-0

The Board was updated on the Board Operating Procedures Manual review process.

Public Comments:

- Debbie Allen directed questions to the Board regarding voting and amending documents.
- Rachel Hobbs spoke to the Board regarding the board scorecard and asked for clarification on information regarding the Sexual health Advisor Committee (SHAC).
- George Elder spoke to the Board regarding a concern about pronouns and self identification by students.
- Holli Vallade thanked the Board for involving parents on committees. She also spoke to the Board regarding committees and the selection of the community members involved. She then shared concerns about masks, the district's website, Critical Race Theory (CRT), bullying, transportation, LGBTQ, student enrollment, student achievement, and communication.
- Alicia Powell inquired about committee membership being put on the website. She also voiced a concern about district transportation.
- Annie Kruse spoke about COVID dollars, air filtration system upgrades, and communication scorecard ideas.

Superintendent's Comments:

Students

- The district wants to remind our students and families that, throughout the 2021-2022 school year, full meal equivalent breakfasts and lunches will be free to all students on scheduled school days. Individual milks and other food items will NOT be free.

Staff

- Katie Hicks (Paddock Teacher) mother passed away. Please keep Katie and her family in your thoughts.

General

- The Paddock Early Childhood Center has space remaining in the Great Start Readiness Program. This FREE, full day preschool is for qualified children that turn four by December 1st. For more information please call 734-439-5159 or visit our website at milanareaschools.org.
- Milan COVID data can be viewed by visiting milanareaschools.org and clicking on the COVID Case Data (24 Hour Notifications & Weekly Dashboard) link.
- Last year upon the return of students to in-person instruction, Milan Area Schools upgraded the filters on our HVAC systems. At that time, the district also increased the amount of outside air being pulled into our HVAC systems.

Budget Update

- The Governor signed the non-school related state budgets today. The budget included language regarding mask mandates made by local health departments. At this time, the Washtenaw County Health Department's mask mandate remains in effect. I will keep the community updated if anything changes regarding the county mask mandate. It is important to remember that Milan Area Schools had a mask mandate in place prior to the county mandate being implemented. The district's mask mandate would remain in force if the county rescinds their mask mandate. The language does not affect current quarantine rules.
- The district's annual audit will be presented at the October 13th board meeting.

Assistant Superintendent Comments:

- Assistant Superintendent McMahon updated the Board on the Individual Reading Improvement Plans (IRIPs). In both elementary buildings, the Literacy Team, classroom teachers, and building administrators are working through the assessment and identification process to have plans ready by parent-teacher conferences.
- Assistant Superintendent McMahon updated the Board on the Additional Instructional Time Grant. Our application was submitted ahead of the deadline and was written to provide paraprofessional support and before and after school additional literacy instruction.

Board Member Comments:

- Board Member Moccio spoke about the success of the homecoming events, the parade, and the dance. She also thanked the city for supporting the parade.
- Board Member Landingham asked Assistant Superintendent McMahon about the consolidated application and inquired about a Board book study.
- Board Member Kiger thanked Josephine Forbush, High School Agriscience teacher, for her representation at the Monroe County Farm Bureau Annual Meeting. She also shared information from her attendance at the Behind the Scenes event in Lansing. Kiger also stated that the diversity work being conducted in the district makes her proud to be a part of the Milan Area Schools Board.
- Board Member Faro addressed comments about the budget, bonus dollars, COVID dollars, and COVID quarantines. Faro thanked Robert Hull on supporting the mask mandate at sporting events. He also thanked Kim Jasper on her communications and gave kudos to Aaron Shinn and Chris Gill on the homecoming events. Faro also announced that he had completed the MASB certification requirements for a first year Board Member.
- Board Member Heikka thanked the community, staff, and students who came together for the success of spirit week and the homecoming events. She also thanked the city for supporting the parade. Heikka then stated that she is proud of the work the Board and staff are doing and the time they are putting into work the district's diversity initiatives.
- Board Member Frait attended the FCI graduation ceremony and was thankful for the opportunity to attend such a powerful event. Frait thanked Connie Cox and the Community Ed staff for leading the Adult Education Week and bus event. She also thanked the Equestrian Team for being the Reserved District Champions. Frait congratulated the undefeated Tennis Team. Frait then shared information gained from attending the WISD Legislative Coffee. She also thanked everyone for a successful homecoming.
- Board Member Cislo thanked the transportation department for their dedication. He commented on attending the FCI graduation and shared how it was such a special event. Cislo talked about the Legislative Coffee and his attendance at the Greater Milan Area Community Foundation awards ceremony (where grants were awarded to teachers for programs). Cislo stated that the Board is considering a presentation by the Michigan Organization on Adult Sexual Health in the future.

Motion by Heikka supported by Faro to enter into closed session as allowed by the Open Meetings Act for Negotiation Strategies. All Ayes. Carried 7-0

Time entered closed session 9:15 p.m.

Time returned to open session 9:55 p.m.

Time of Adjournment: 9:55 p.m.



MILAN AREA SCHOOLS RESOLUTION

October 13, 2021



WHEREAS, energetic and inspiring school leadership is essential if Milan's schools are to prepare students for success, both during their K-12 careers and afterward; and,

WHEREAS, school administrators serve as educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives. They are also entrusted with the educational development of young people; and,

WHEREAS, school administrators set the academic tone for their schools and work collaboratively with teachers and parents to develop and implement a clear mission, high curriculum standards and performance goals; and,

WHEREAS school administrators play a vital role in the success of students by creating school environments that facilitate great teaching and learning as well as continuous school improvement; and,

WHEREAS, much of the success of K-12 students can be attributed to school administrators who act as the liaison between the school and the community it serves, ensuring that parents and taxpayers are aware of student and school achievements; and,

WHEREAS, the celebration of Michigan School Administrators Month would honor elementary, middle level, and high school administrators and recognize the importance of school leadership in ensuring that every child has access to a high-quality education; and,

WHEREAS, during this month, we join with educators, parents and students throughout Michigan to raise awareness of the importance of educational leadership. We also recognize and thank the hard-working school administrators in Milan schools who set exemplary examples of service;

NOW, THEREFORE, BE IT RESOLVED that the Milan Area Schools Board of Education recognizes our administrators' commitment and proudly thanks them in the name of the community and the Milan Area School District.

BE IT FURTHER RESOLVED that the Milan Area Schools Board of Education strongly encourages all members of our community to join with us in personally expressing appreciation to our administrators for their dedication and devotion to their work.

Annual Summer Tax Resolution Milan Area Schools (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the MHS Theater (200 Big Red Drive, Milan, MI 48160), within the boundaries of the District on the 13th day of October, 2021, at 7:00 o'clock in the p.m. (the "Meeting")

The meeting was called to order by Andrew Cislo, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect 50% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board, pursuant to 1976 PA 451, as amended (the Revised School Code), invokes for 2022 its previously adopted ongoing resolution imposing a summer tax levy of one-half of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2022 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies before January 1, 2022.

3. Pursuant to and in accordance with Section 1613(1) of the Revised School Code, the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCL 380.1611 or MCL 380.1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Milan Area Schools, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

Attachment C

2021 Annual Audit

The 2021 Audit is still being finalized by Rehmann and will be made public as soon as the district receives a copy. We are hoping to receive it on Monday or Tuesday. As this is the first reading of the audit and it is not being voted on at this meeting, the Attachment may be made available to the Board at the meeting. The audit will be part of the Agenda Packet at the October 27, 2021 meeting.

**Administrators, Directors, Managers, Supervisors, Deans, Central Office Staff, Technology Staff,
Mechanics, and Adult/Community Education Staff Contracts**

Salary Increases

Position	2021-2022	2022-2023	2023-2024
Superintendent	4%	2%	2%
Asst. Superintendent	4%	2%	2%
Student Services	4%	2%	2%
Finance Director	4%	2%	2%
HS Principal	4%	2%	2%
HS Asst. Principal	4%	2%	2%
MS Principal	4%	2%	2%
MS Asst. Principal	4%	2%	2%
Symons Principal	4%	2%	2%
Paddock Principal	4%	2%	2%
Transportation Director	8%	2%	2%
Mechanic	4%	2%	2%
Central Office Admin. Asst.	4%	2%	2%
Payroll/HR Manager	4%	2%	2%
Accounts Payable Coord.	8%	2%	2%
Media Services Manager	10%	2%	2%
Athletic Director	8%	2%	2%
Dean of Students/AD	4%	2%	2%
Technology Director	4%	2%	2%
Computer Technician	4%	2%	2%
Computer Technician	4%	2%	2%
Computer Technician	4%	2%	2%
Computer Technician	4%	2%	2%
Early Childhood Director	0%	TBD	TBD
Adult Ed Coordinator	4%	TBD	TBD
Adult/Community Ed	4%	TBD	TBD
Adult/Community Ed Teachers	8%	TBD	TBD
Adult/Community Ed Staff	4%	TBD	TBD
Theater Manager	4%	2%	2%
Maint. Director	4%	2%	2%

Language Additions

In November of 2022, the two parties will review the newly approved financial audit. If the audited unassigned fund balance (defined as the audited fund balance minus \$330,000, the assigned fund balance for athletics, the assigned fund balance for PECC, and the newly assigned fund balance for unspent ESSER funds) compared to the audited expenditures is more than \$1,400,00 above 10%, the unassigned fund balance exceeding the \$1,400,000 above 10% will be distributed to all employees of the district (using percent of salary calculations). The funds distributed to the employees will be used to increase each employee's Base Salary by an equivalent percentage. Eligible employees must have been on the June 30, 2022 payroll and must be on the December 15, 2022 payroll.

In November of 2023, the two parties will review the newly approved financial audit. If the audited unassigned fund balance (defined as the audited fund balance minus \$330,000, the assigned fund balance for athletics, the assigned fund balance for PECC, and the newly assigned fund balance for unspent ESSER funds) compared to the audited expenditures is more than \$950,000 above 10%, the unassigned fund balance exceeding the \$950,000 above 10% will be distributed to all employees of the district (using percent of salary calculations). The funds distributed to the employees will be used to increase each employee's Base Salary by an equivalent percentage. Eligible employees must have been on the June 30, 2023 payroll and must be on the December 15, 2023 payroll.

DRAFT - Interest in Milan Area Schools Board Communications Ad Hoc Committee - DRAFT

PLEASE COMPLETE THIS FORM ONLY IF YOU ARE A PARENT/GUARDIAN OF A STUDENT(S) CURRENTLY ATTENDING MILAN AREA SCHOOLS. The Milan Area Schools Board of Education is seeking interest only from parents/guardians who currently have students attending at this time. Community appointees without students currently attending will be determined if necessary after the initial selection of appointees. The purpose of the Milan Area Schools Board Communications Ad Hoc Committee is to review the current state of school board communications with the broader community. Please note: this ad hoc committee is only looking at school board communications and not broader school district communications. Broader school district communication issues and ideas will be gathered and referred to the Superintendent. You must be able to meet at least once per month until June 2022. Submitting answers to this form does not guarantee an appointment to the committee. Answers will be reviewed and the recommended appointees will be approved by the Milan Area Schools Board of Education. Thank you for your interest in helping the board communicate more effectively.

csloa@milanareaschools.org (not shared) [Switch account](#)

* Required

First
name *

Your answer

Last
Name *

Your answer

Email
address *

Your answer

Phone number *

Your answer

How many children do you currently have in Milan Area
Schools? *

- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5
- ☐ More than 5

At what grade level (associated building) are your children? Please choose all that
apply even if your child does not use the associated building. *

- ☐ Young Fives - Second Grade (Paddock)
- ☐ Third - Fifth Grade (Symons)
- ☐ Sixth - Eighth Grade (Middle School)
- ☐ Ninth Grade - Young Adults (High School)

Of your children currently attending, how many years of experience with Milan Area Schools does the most experienced child have? *

- ☐ less than 2 years
- ☐ 2 to 4 years
- ☐ 5 to 7 years
- ☐ 8 to 10 years
- ☐ 11 to 13 years

Please explain any conflict of interest you may have - Milan Area Schools employee, related to a Milan Area Schools employee or board member, business relationship with Milan Area Schools, etc. *

Your answer

In order to help communicate with various cross sections of the school population, please list the school activities in which your family has been or is currently involved. *

Your answer

In order to help communicate with various cross sections of the community, please list the community activities in which your family has been or is currently involved. *

Your answer

The board desires a diversity of perspectives and experiences on the committee.
Please explain what type of diversity you would bring to the committee. *

Your answer

Please list any background or experience you have in marketing,
communications, or public relations. *

Your answer

Is there anything else you would like us to know about you? *

Your answer

Submit

Clear form