

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
WEDNESDAY, DECEMBER 13, 2023  
AGENDA**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Communications / Community Engagement**

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**

**IV. Routine Matters for Approval**

**A. Minutes of the Regular Meeting December 5, 2023**

**B. Minutes of the Regular Meeting Closed Session of December 5, 2023**

**V. Milan Area Schools Strategic Plan Business**

**A. Finance / Operations**

1. Letter of Agreement with the Milan Area Schools Support Staff (MASSS) - Attachment A
2. Grant Update for Board / Community

**B. Personnel / Leadership**

1. Teacher Appointment

**C. Communications / Community Engagement**

1. Public Comments
2. Student Board Representative Comments
3. Assistant Superintendent Comments
4. Superintendent Comments
5. Board Member Comments

**VI. Other Old/New Business**

**A. Personnel Matters**

1. Closed Session - Superintendent's Evaluation
2. Approval of Superintendent's Evaluation Rating

**VII. Adjournment**

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
WEDNESDAY, DECEMBER 13, 2023  
RESOLUTIONS**

**I. Call to Order**

The regular meeting of the Milan Area Schools Board of Education was called to order in the District Office Boardroom located at 100 Big Red Drive, Milan MI, 48160, by President Cislo at \_\_\_\_\_ p.m. on December 13, 2023.

Board Members Present:

Board Members Absent:

Staff Present:

Guests Present:

**II. Pledge of Allegiance**

**III. Communications / Community Engagement**

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**

**IV. Routine Matters for Approval**

**A. Minutes of the Regular Meeting December 5, 2023**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the minutes of the regular meeting of December 5, 2023.

Meray \_\_\_\_ Prior \_\_\_\_ Rosen-Leacher \_\_\_\_ Cislo \_\_\_\_ Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_  
Carried \_\_\_\_\_.

**B. Minutes of the Regular Meeting Closed Session of December 5, 2023**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the minutes of the regular meeting closed session of December 5, 2023.

Prior \_\_\_\_ Rosen-Leacher \_\_\_\_ Cislo \_\_\_\_ Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_  
Carried \_\_\_\_\_.

**V. Milan Area Schools Strategic Plan Business**

**A. Finance / Operations**

**1. Letter of Agreement with the Milan Area Schools Support Staff (MASSS) - Attachment A**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Letter of Agreement with the Milan Area Schools Support Staff (MASSS) as included in Attachment A. This approval is contingent upon the Milan Area Schools Support Staff's ratification of the same Letter of Agreement.

Rosen-Leacher \_\_\_\_ Cislo \_\_\_\_ Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_  
Carried \_\_\_\_\_.

2. Grant Update for Board / Community  
B. Personnel / Leadership  
1. Teacher Appointment

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve Allison Davis as a Milan Middle School Science Teacher effective immediately.

Cislo \_\_\_\_ Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_ Rosen-Leacher \_\_\_\_  
Carried \_\_\_\_\_.

C. Communications / Community Engagement

1. Public Comments
2. Student Board Representative Comments
3. Assistant Superintendent Comments
4. Superintendent Comments
5. Board Member Comments

**VI. Other Old/New Business**

A. Personnel Matters

1. Closed Session - Superintendent's Evaluation

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to enter into closed session pursuant to Section 8(1)(a) of the Michigan Open Meetings Act, and upon the request of the employee, for the purpose of conducting a periodic personnel evaluation.

Faro \_\_\_\_ Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_ Rosen-Leacher \_\_\_\_ Cislo \_\_\_\_  
Carried \_\_\_\_\_.

Time entered closed session \_\_\_\_\_.

Time returned to open session \_\_\_\_\_.

2. Approval of Superintendent's Evaluation Rating

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to rate Superintendent Bryan Girbach as \_\_\_\_\_  
\_\_\_\_\_ for the 2023-2024 school year.  
(Ineffective, Minimally Effective, Effective, Highly Effective)

Gutierrez \_\_\_\_ Heikka \_\_\_\_ Meray \_\_\_\_ Prior \_\_\_\_ Rosen-Leacher \_\_\_\_ Cislo \_\_\_\_ Faro \_\_\_\_  
Carried \_\_\_\_\_.

**VII. Adjournment** - Time of Adjournment \_\_\_\_\_.

# DRAFT

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
Tuesday, December 5, 2023**

The regular meeting of the Milan Area Schools Board of Education was called to order in the Milan Area Schools District Boardroom located at 100 Big Red Drive, Milan MI, 48160, by President Cislo at 7:00 p.m. on December 5, 2023.

**Board Members Present:** Cislo, Faro, Gutierrez, Heikka, Meray, Prior

**Board Members Absent:** Rosen-Leacher

**Signed in Staff:** Bryan Girbach, Ryan McMahon, Aaron Shinn, Margaret Durkee

**Signed in Guests:** Avery Powell, Andrea Bennink, Allyson Jones, Camden DeMars, Gwendolyn Jones

Pledge of Allegiance

The Oath of Office was ceremoniously performed by President Cislo for our recently appointed Board Member Cassie Prior. Cassie will be serving the remaining term of recently resigned Board Member Kristen Frait. The official Oath of Office was performed at an earlier date.

Public Comments: None

Motion by Faro supported by Meray to approve the minutes of the special meeting of November 15, 2023. All Ayes. Carried 6-0

Motion by Gutierrez supported by Meray to approve the minutes of the special meeting closed session of November 15, 2023. All Ayes. Carried 6-0

Motion by Faro supported by Meray to approve the minutes of the regular meeting as corrected of November 15, 2023. All Ayes. Carried 6-0

Motion by Faro supported by Heikka to approve the bills/reimbursement of expenses. All Ayes. Carried 6-0

The Board received a WISD PAC Update presented by Andrea Bennink

Motion by Faro supported by Meray to approve Cynthia Cialone as the Milan Area Schools Payroll/Benefits Manager effective immediately. All Ayes. Carried 6-0

Public Comments: None

Student Board Representative Comments:

- Powell congratulated Moriah Stines on her college commitment and Coach Jesse Hoskins for his Regional Coach of the Year award. She also congratulated the fall sports for their accomplishments. She also announced upcoming winter sport events and wished the teams luck. Lastly, she reminded the Seniors to order their caps and gowns for graduation.

Assistant Superintendent Comments were heard on the following topics:

- Grant Updates - 99h, 99u, and 31aa

Superintendent Comments were heard on the following topics:

- MHS Production of Alice in Wonderland
- MHS Girls Swimming and Diving Team
- MHS Volleyball Team
- Coach Dan Heikka - MISCA Division 3 Coach of the Year
- New Milan Middle School Principal - Jennifer Bookout
- Posting for Symons Elementary Principal
- Carolyn White and Krista Hendrix Thank You for Completing Payroll without a Payroll Manager
- 11-28-23 Big Red Chat with the Board
- Welcome Cassie Prior to the Board of Education
- MMS Internal Review
- PowerSchool Grades and Report Cards

Board Member Comments:

- Faro provided a finance update. He also announced his support for the District's DEI committee and support for the committee in the 2024 budget. He also inquired about Officer and Committee appointments for 2024.
- Meray welcomed Ms. Prior to the Board. She congratulated the Middle School Spelling Bee students and thanked the staff for their work in hosting the event, including Kim Jasper, Julz Meray, and the custodians. She congratulated the cast and crew of Alice in Wonderland for their performance and thanked the Directors for their work. She also thanked the Croswell Opera House for hosting the Middle School drama group for a tour of the House and a performance of The Little Mermaid.
- Gutierrez welcomed Ms. Prior to the Board. She thanked those that attended the Big Red Board Chat and stated that the group had a good conversation about ReImagining Milan and other topics. She thanked Julz Meray for her work in hosting the Middle School Spelling Bee. She believed the words were hard and she appreciated the bravery of the students. She thanked Julz Meray for managing the Middle School play and for taking the students to the Croswell Opera House. She congratulated Dan Heikka for winning Division III Coach of the Year. She congratulated Mrs. Bookout for her appointment as Middle School Principal. She thanked the staff for their work in updating the grades as a result of the PowerSchool outage. She also supported Faro's suggestion to support the District's DEI committee.
- Heikka expressed support for a yearly report from the Special Education Department. She also supported Faro's suggestion to support the District's DEI committee and announced she would support that committee through the 2024 budget.

- Prior thanked the Board and stated she looked forward to working with the Board.
- Cislo announced his appreciation for those that attended the Big Red Board Chat. He asked the Board to submit any questions related to Mr. Girbach's evaluation by Friday. He also announced that the Board's organization meeting would occur in January and Board Officers and committee assignments would be determined at that time. He also announced that a new member would be appointed to the Academic Committee and that Ms. Prior would serve through the end of the year on the Communications Committee. He also announced that the Board would need representatives for the WASB and the Legislative Relations Network. He also discussed the DEI committee in the context of a Board Self-Evaluation in the new year.

Motion by Heikka supported by Faro to enter into closed session pursuant to Section 8(1)(b) of the Michigan Open Meetings Act, and upon the request of the student's parents/guardians, for the purpose of conducting a hearing to consider the discipline of a student whose identity is known to the Board as student 2023-2024-4. All Ayes. Carried 6-0

Time entered closed session 7:54 p.m.

Time returned to open session 10:32 p.m..

Motion by Heikka supported by Prior to expel student 2023-2024-4 in accordance with the attached resolution as read by President Cislo. Carried 5-1 No vote by Meray

Time of Adjournment 10:37 p.m.

## Milan Area Schools Board of Education and Milan Area Schools Support Staff Letter of Agreement

This Letter of Agreement ("LOA") is entered into by the Board of Education ("Board") of the Milan Area Schools ("District") and the Milan Area Schools Support Staff ("Association") to amend paraprofessional and administrative assistant hourly pay rates currently referenced in the collective bargaining agreement ("CBA") between the District and the Association.

1. For hours worked from the first day of the next payroll cycle after this LOA is ratified through the expiration date of the CBA, compensation for paraprofessionals shall be the amended rates as follows:

<b>Paraprofessionals</b>		
	2023-2024 Original	2023-2024 Amended
Probationary	\$13.53	\$15.25
Step 1	\$13.79	\$15.51
Step 2	\$14.16	\$15.88
Step 3	\$14.51	\$16.23
Step 4	\$14.56	\$16.28
Step 5-9	\$14.92	\$16.64
Step 10-14	\$15.44	\$17.16
Step 15+	\$16.06	\$17.78

2. For hours worked from the first day of the next payroll cycle after LOA is ratified through the expiration of the CBA, compensation for administrative assistants shall be the amended rates as follows:

<b>Administrative Assistants</b>		
	2023-2024 Original	2023-2024 Amended
Probationary	\$13.74	\$15.76
Step 1	\$14.66	\$16.68
Step 2	\$17.46	\$17.78
Step 3	\$19.38	\$19.38
Step 4	\$20.61	\$20.61
Step 5-9	\$20.81	\$20.81
Step 10-14	\$20.92	\$20.92
Step 15+	\$21.21	\$21.21

3. If any provision of this LOA is inconsistent with a provision in the CBA, the provision in this LOA controls.

4. The terms of this LOA constitute sufficient consideration for the parties' respective undertakings and covenants.

5. No precedent, custom, or binding past practice is established by this LOA.

6. This Agreement amends paraprofessional and administrative assistant hourly pay rates for hours worked from the first day of the next payroll cycle after the LOA is ratified through the expiration of the current CBA. This LOA automatically expires on the expiration of the CBA. Upon expiration, employees will continue to be paid at the step level in place at the time of expiration until a successor agreement is reached or the parties agree otherwise. Nothing in this LOA may be construed to guarantee any rate of pay following its expiration.

December \_\_, 2023  
Milan Area Schools

For the Board of Education of the

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Andrew Cislo  
Its: President

December \_\_, 2023

For the Milan Area Schools Support Staff

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Sue Krichbaum  
Its: President