

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
WEDNESDAY, APRIL 10, 2024  
AGENDA**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Board Recognitions**

- A. 2023-2024 MHS Varsity Girls' Swimming and Diving Team - Attachment A
- B. 2023-2024 MHS Varsity Girls' Volleyball Team - Attachment B
- C. Paraprofessional Appreciation - Attachment C

**IV. 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

**V. Routine Matters for Approval**

- A. Minutes of the Regular Meeting of March 13, 2024
- B. Minutes of the Regular Meeting Closed Session of March 13, 2024
- C. Bills/Reimbursement of Expenses

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

- A. Academics / Programs
  - 1. Adult/Community Education Graduates - Attachment D
  - 2. Agricultural Mechanics Course - Attachment E
- B. Learning Environment / Culture
  - 1. Internal Revenue Code Section 127 Plan - Attachment F
- C. Communications / Community Engagement
  - 1. Public Comments
  - 2. Student Board Representative Comments
  - 3. Assistant Superintendent Comments
  - 4. Superintendent Comments
  - 5. Board Member Comments

**VII. Adjournment**

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
WEDNESDAY, APRIL 10, 2024  
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 April 10, 2024.

Board Members Present:

Board Members Absent:

Staff Present:

Guests Present:

**II. Pledge of Allegiance**

**III. Board Recognitions**

A. 2023-2024 MHS Varsity Girls' Swimming and Diving Team - Attachment A

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to commend the 2023-2024 MHS Varsity Girls' Swimming and Diving Team and their coaches for all of their accomplishments this year.

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

B. 2023-2024 MHS Varsity Girls' Volleyball Team - Attachment B

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to commend the 2023-2024 MHS Varsity Girls' Volleyball Team and their coaches for all of their accomplishments this year.

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

C. Paraprofessional Appreciation - Attachment C

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to thank the Paraprofessionals of Milan Area Schools as recorded in Attachment C.

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

#### **IV. 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**

#### **V. Routine Matters for Approval**

##### **A. Minutes of the Regular Meeting March 13, 2024**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the minutes of the regular meeting of March 13, 2024.

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

##### **B. Minutes of the Regular Meeting Closed Session of March 13, 2024**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the minutes of the regular meeting closed session of March 13, 2024.

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

##### **C. Bills/Reimbursement of Expenses**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the bills/reimbursement of expenses.

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

#### **VI. Milan Area Schools Strategic Plan Business**

##### **A. Academics / Programs**

##### **1. Adult/Community Education Graduates - Attachment D**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Adult/Community Education Graduates (as listed in Attachment D) contingent upon their completion of all graduation requirements.

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

##### **2. Agricultural Mechanics Course - Attachment E**

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Agricultural Mechanics Course (as detailed in Attachment E).

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

B. Learning Environment / Culture

1. Internal Revenue Code Section 127 Plan - Attachment F

Motion by \_\_\_\_\_ supported by \_\_\_\_\_ to approve the Internal Revenue Code Section 127 Plan (as detailed in Attachment F).

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

C. Communications / Community Engagement

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

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

# DRAFT

**MILAN AREA SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
Wednesday, March 13, 2024**

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 7:01 p.m. on March 13, 2024.

**Board Members Present:** Cislo, Heikka, Gutierrez, Faro, Rosen-Leacher, Prior

**Board Members Absent:** Meray

**Signed in Staff:** Bryan Girbach, Ryan McMahon, Margaret Durkee, Vicki Etter, Dawn Hynds

**Signed in Guests:** Gwen Fosse, Andrea Bennink, Kris Timmerman, Ann Ricks, Gino Ricks, Brandy Timmerman

Pledge of Allegiance

The family of Gino Shaw recognized MMS Staff members Dawn Hynds and Vicki Etter for their response to a student medical incident

Public Comments: None

Motion by Gutierrez supported by Faro to approve the minutes of the regular meeting of February 26, 2024. All Ayes. Carried 6-0

Motion by Rosen-Leacher supported by Prior to approve the minutes of the regular meeting first closed session of February 26, 2024. All Ayes. Carried 6-0

Motion by Gutierrez supported by Rosen-Leacher to approve the minutes of the regular meeting second closed session of February 26, 2024. 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 heard a WISD PAC Update presented by Andrea Bennink

Motion by Faro supported by Heikka to approve Cassidy Schettenhelm as a Milan High School Science Teacher and Sophia Kleyla as a Symons Elementary School Social Worker effective

upon the district's receipt of their credentials required for permanent employment in their respective positions. All Ayes. Carried 6-0

Motion by Rosen-Leacher supported by Prior to extend Superintendent Girbach's contract by one year through June 30, 2029. All Ayes. Carried 6-0

Public Comments: None

Assistant Superintendent Comments were heard on the following topics:

- Grant Update
  - Robotics
  - Literacy
  - 31aa Mental Health / Safety
  - FFA Facility
- New Class being Proposed - Ag Mechanics
- NAEP at Symons Elementary

Superintendent Comments were heard on the following topics:

- Thank You for Contract Extension
- Boys Bowling Accomplishments
- Girls Bowlin Accomplishments
- Washtenaw United Girls Hockey Team Accomplishments
- Boys Swimming Team Accomplishments
- Middle School Choirs Accomplishments
- Vicki Etter - WNIC 100.3 Teacher of the Week
- Robert Hull - MIAAA Athletic Director of the Year
- Reproductive Health Education Survey

Board Member Comments:

- Heikka wished students in the play and Spring sports tryouts good luck. She discussed her reason for voting in favor of Mr. Girbach's contract extension. She also discussed the success of the Boys Swim Team at the State Meet.
- Prior reminded the community of the Spring Sports schedules and invited them to come support the athletes. She also congratulated the Boys Swim Team and their success at the State Meet and discussed compliments the boys received for their good behavior during the meet.
- Gutierrez expressed deep gratitude and joy in seeing Gino Shaw and his family at the meeting and thanked the staff for the care they provide our students. She also thanked the providers at Michigan Medicine for the care they provide to our community. She also thanked Mr. Girbach for the compassion he provides our families.
- Cislo thanked Ms. Bennink for her update and providing resources for students and families over the summer. Reminded everyone to complete the MASB survey. He announced that he would follow up with MASB on their DEI workshop. He mentioned the WASB meeting. He congratulated the Robotics team for their success. He thanked Mrs. Miller for her continued support and facilitation of the Community Reads project and GMAC for supporting the program. He read a note from Mrs. Meray praising students participating in the Middle School Quiz Bowl. He also discussed pride in our student and parent volunteers for all they do in our community.

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 parent/guardian, for the purpose of considering a reinstatement petition for a student whose identity is known to the Board as student 2022-2023-3. All Ayes. Carried 6-0

Time entered closed session 8:00 p.m.

Time returned to open session 9:48 p.m.

Motion by Faro supported by Prior to conditionally reinstate student 2022-2023-3 in accordance with the attached resolution as read by President Cislo. All Ayes. Carried 6-0

Time of Adjournment: 9:53 p.m.

# Milan Area Schools

## Board of Education Resolution

April 10, 2024

*Whereas,* The 2023-2024 Milan High School Girls' Swimming and Diving Team completed its regular season with a 14 and 1 record; and

*Whereas,* The team won the Monroe County Championship for the 3rd consecutive year; and

*Whereas,* The Team distinguished itself by winning the Huron League Championship for the 24th straight year with a 5-0 League Dual Meet record and winning the Championship Meet, while earning 16 All Huron League Honors; and the Team further distinguished itself by placing 4th in the State; and

*Whereas,* Krista Cook, Mary Kate Wayne, Kiera Luhrs, Annabelle Williams, Kam Stripp, Megan McChesney, Lila McKenna, Hannah Brady, Sara Mitchell and Laila Nemeth were honored as All Huron League; and

*Whereas,* Kiera Luhrs, Annabelle Williams, Mary Kate Wayne, Kam Stripp, and Lila McKenna were All State; and

*Whereas,* The team had an average GPA of 3.5, and Laila Nemeth, Krista Cook, Kiera Luhrs, Annabelle Williams, and Kam Stripp were all honored as All Academic in the Huron League, and Kiera Luhrs, Annabelle Williams, and Kam Stripp were Academic All State; and

*Whereas,* Head Coach Dan Heikka, Assistant Coaches Kerry Frame, Emma Frame and Emily Huelke, and all members of the 2023 Girls' Swimming and Diving Team have exhibited great sacrifice and dedication to make these accomplishments possible.

*Now Therefore Be It Resolved,*

that the Milan Area Schools Board of Education commends Coaches Dan Heikka, Kerry Frame, Emma Frame and Emily Huelke, and the entire 2023-2024 Milan High School Girls' Swimming and Diving Team for their accomplishments and that we sincerely thank them for the honor and pride they have brought to themselves, their school, and the community.



# Milan Area Schools

## Board of Education Resolution

April 10, 2024

- Whereas,* The 2023-2024 Milan High School Girls' Varsity Volleyball Team completed its regular season with a 8 and 2 record, with loses only going to one team; and
- Whereas,* The team placed 2nd in the Division 1 Belleville Invitational Varsity Tournament; and
- Whereas,* The team was the first in Milan History to win a Quarterfinal Match and advance to the Final Four; and
- Whereas,* Courtney Nye, Malea Wourman, Madison Slack, Mariah Stines, Lauryn Parris, and Hailey Knox were recognized as All Huron League; and
- Whereas,* The team placed first in the Milan Quad; and
- Whereas,* Courtney Nye, Malea Wourman, Madison Slack were recognized as All Region Athletes by the MIVCA association; and
- Whereas,* Head Coach Makenna Slack and Assistant Coaches Julie Mossburg, Louise Batta, and Kayla Leeth dedicated many hours to the athletes' physical and mental strength to make a historic run.

*Now Therefore Be It Resolved,*

that the Milan Area Schools Board of Education commends Coach Makenna Slackand, Assistant Coaches Julie Mossburg, Louise Batta, and Kayla Leeth and the 2023-2024 Varsity Girls' Volleyball Team for their accomplishments and that we sincerely thank them for the honor and pride they have brought to themselves, their school, and the community.

# MILAN AREA SCHOOLS RESOLUTION

April 10, 2024

Milan Area Schools recognizes April 3, 2024, as Paraprofessional Appreciation Day.

**Whereas,** Paraprofessionals are essential to the mission of our district and the success of our students; and

**Whereas,** Paraprofessionals provide a variety of services and supports to help our students achieve success; and

**Whereas,** Paraprofessionals collaborate with teachers and other district staff to provide a quality educational experience for all students; and

**Whereas,** Paraprofessionals provide essential services within our schools including

- support for instruction in the most inclusive setting
- assistance with the social and daily care needs of individual students
- numerous other tasks that contribute to educational success; and

**Whereas,** the support and services provided by Paraprofessionals are integral to student achievement, resulting in better, more effective schools where all students are welcome and safe; and

**Whereas,** Milan Area Schools is committed to excellence in education and recognizes the important role Paraprofessionals play in ensuring educational success.

## **Now Therefore Be It Resolved,**

The Board of Education hereby extends its appreciation to all Milan Area Schools Paraprofessionals for supporting the education of our students; and

## **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 Paraprofessionals for their dedication and devotion to their work.

D

Milan Community Education  
200 Big Red Dr.  
Milan, MI 48160  
734-439-5272

Milan Area Schools  
100 Big Red Drive  
Milan, MI 48160

Dear Board Members:

The following Milan Adult Education Students will be eligible for a Milan High School Diploma on Tuesday, May 28th pending their successful completion of Winter 2024 classes.

Lydia Breese	Dikota Kreighbaum
Chloe Chambers	Robert Murphy
Josh Esquivel	Elayne Nolan
Savannah Kerkes	Kayla Urquhart
Anna Kinser	

I respectfully submit their names for your approval.

Sincerely,



Connie Cox

## MHS Course Proposal 2024-25

### Agricultural Mechanics

#### A. Course Description

Agricultural Mechanics is a full year course that is open to agriscience program completers (students who have passed Zoology A and B and Botany A and B). This course will include hands-on learning and instruction on topics such as shop safety, tool selection and usage, engine repair and maintenance, and equipment restoration and maintenance. Major projects may include the Delo Tractor Restoration Competition. Students who enroll will also continue to learn about and be able to become active members of the National FFA Organization. Prerequisites: Zoology and Botany

#### B. How is this course applicable to the student population?

CTE courses are in high demand at MHS and through our SWWC programming. This course will be applicable to all students interested in hands-on learning and more specifically any type of CTE work related to a future in agriculture and/or an extension for our students interested in hands-on mechanic professions. This course is directly related to our district and board goals of increasing career related learning opportunities that lead directly to industry certification or trade-school programming.

#### C. What are the key intended program learning objectives?

Core Academic Objectives- A program that prepares individuals to maintain and repair specialized farm, ranch, and agribusiness power equipment and vehicles. Includes instruction in the principles of diesel, combustion, electrical, steam, hydraulic, and mechanical systems and their application to the maintenance of terrestrial and airborne crop-spraying equipment; tractors and hauling equipment; planting and harvesting equipment; cutting equipment; power sources and systems for silos; irrigation and pumping equipment; dairy, feeding, and shearing operations; and processing systems.

#### D. What is the scope and sequence and a statement of the rationale used to determine the amount and type of instructional time needed to accomplish the objectives at each level?

Agricultural Science CTE courses are governed by state and national CTE standards. The Milan High School Agricultural Mechanics program will abide by the same standards.

#### E. What is the justification in terms of the goals of this District, especially when it is proposed to take the place of an existing course of study?

This course will not replace any existing courses. It will be used in conjunction with our current Ag. Science program to utilize our new district infrastructure (Ag. Science Barn) and expand upon the learning opportunities for our year two CTE

completers.

**F. What are the methods for instruction?**

- a. Students will have daily classes consisting of 59 minutes of instruction
- b. Students will be exposed to lecture, individual work, group work, and individual learning
- c. Students will be engaged in the selection of key course topics
- d. Teachers will be formally trained by Ag. Science CTE trainers in best practices for this course
- e. Teachers will be offered yearly PD to ensure up to date instructional practices and curriculum design are utilized

**G. What resources and materials are needed to properly maintain this course?**

As with all academic courses at MHS, the district will provide a basic year budget. In addition to district funding, CTE and state grant funding will be used for initial start up costs. Finally, the FFA will acquire tools and equipment through grants that will be kept and maintained in the FFA barn. We will use small engines, tractors and other equipment to teach Ag. mechanics as well as general maintenance.

**H. What is the plan for continuous assessment?**

This course includes an end of unit and end of course assessment. CTE courses require assessments that can be used as an effective program evaluation tool. The success of students on the rubric based assessments can be used as a tool for modifying curriculum, assessments, and instruction. In addition to student academic success, the course will complete yearly reviews (which include an oversight board) and is a part of the CTE process as required by state law.

**I. What is the past history of this course outside of Milan?**

Mr. Stahl started an Agricultural Mechanics program in Dundee roughly 15 years ago. It has been a huge success for students. With the completion of the new barn and materials provided through the ISD we will be able to offer a fully operational Ag Mechanics program in year one.

# IRC Section 127 Plan

## Educational Assistance Program

### MILAN AREA SCHOOLS

This Educational Assistance Plan (the “Plan”) is established by Milan Area Schools (the “District”) to provide eligible employees with educational assistance benefits under Section 127 of the Internal Revenue Code (“Section 127”) to enhance employee proficiency and opportunity for advancement, or in the case of educational assistance provided through grant-funded loan repayment programs, to recognize past academic accomplishments.

1. **District-Funded Educational Assistance.** District-funded educational assistance, which consists of payments from District resources of expenses incurred by or on behalf of an employee for forms of instruction or training that improve or develop the employee’s capabilities, is only available to those employees who have this benefit defined in their contract. Qualifications for this assistance will be defined and detailed in these contracts.
  - a. **Qualified Educational Expenses.** Eligible employees may be reimbursed by the District for qualified educational expenses as detailed in their contract
  - b. **Prior Approval.** To be considered for reimbursement, a course must be in agreement with the employees’ contract.
  - c. **Maximum Reimbursement.** The District will reimburse eligible employees for completing credit hours that are in agreement with the employees’ contract.
  - d. **Minimum Scores.** To receive reimbursement, employees must complete courses with a passing grade or score.
  - e. **Reimbursement.** To receive reimbursement, eligible employees must submit, to the district office, evidence of course completion and grade attainment by submitting a transcript (or report card) as applicable with a detailed invoice and proof of payment by the employee. Eligible employees are not eligible for reimbursement by the District of tuition paid by any grant, scholarship, or other educational assistance program and shall not request reimbursement for the same.
2. **Grant-Funded Educational Assistance.** Grant-funded educational assistance consists of grant funds received by the District from a third party for: (1) payment for any form of eligible instruction or training that improves or develops the employee’s capabilities; or (2) repayment of eligible student loans. To the extent such grant funding is available, the District will distribute this funding in accordance with grant requirements to employees who meet the grant program’s guidelines and eligibility requirements, and who complete any District-required certifications and documentation of eligibility.
3. **Plan Revision or Termination.** The District reserves the right to change the terms or terminate the Plan without prior notice. In this event, the District will reimburse employees according to the terms of this Plan for all courses in process prior to termination, but reimbursement will not be provided for any course that began after termination and notification of the same.

4. **Taxation.** Section 127 provides an exemption from gross income of up to \$5,250 of educational assistance per calendar year, including employer-paid student loan payments through December 31, 2025. Once the receipt of benefits of \$5,250 is exceeded in a calendar year, or if an educational assistance benefit is no longer exempt from gross income under the Internal Revenue Code, the employee is responsible for any resulting tax consequences.