

## AGENDA

5:45 pm

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Organizational Meeting
  - 23-24-55 Election of Officers
  - 23-24-56 Organizational Resolutions
  - 23-24-57 Financial Resolutions
  - 23-24-58 Adoption of Legal Reference Note
6. Superintendent's Report
  - City Recreation Millage - Kelli Hoover
  - School Board Appreciation Month
7. Consent Agenda
  - 23-24-59 Minutes
  - 23-24-60 Human Resources
  - 23-24-61 Monthly Financial Report, December
  - 23-24-62 Bond Financial Report, December
  - 23-24-63 JHS Stadium Project Financial Report, December
8. **Citizens Requesting to Address the Board** (*Board Policy 0167.3*) - *this is an opportunity for any citizen present to address the Board on any item. The time limit is normally five (5) minutes, but the president or presiding officer may impose a shorter time limit if necessary.*
9. Discussion Item
  - 23-24-64 Neola Special Update, 1st Reading
  - 23-24-65 Auditor's Appointment
  - 23-24-66 Technology Upgrades
10. Action Items
  - 23-24-67 Resolution for Recreation Millage Ballot Proposal
  - 23-24-68 All Covered Proposal for Managed IT Support and Services
11. Board Comments
12. Calendar
  - February 20, 2024 - Regular Board Meeting, JHS Media Center, 5:30 pm
  - March 8, 2024 – JHS Ambassador Auction, more details to follow
13. Adjournment

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-55

SUBJECT: Election of Officers

FOR ACTION: Jeff Beal

**1. Election of President:**

- a. Nominations and Election
- b. Oath of Office - administered by ranking officer

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will abide by the bylaws, rules and regulations of this Board and shall faithfully discharge the duties of my office as President to the best of my knowledge and ability."

**2. Election of Vice President:**

- a. Nominations and Election
- b. Oath of Office - administered by ranking officer

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will abide by the bylaws, rules and regulations of this Board and shall faithfully discharge the duties of my office as Vice President to the best of my knowledge and ability."

**3. Election of Secretary:**

- a. Nominations and Election
- b. Oath of Office - administered by ranking officer

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will abide by the bylaws, rules and regulations of this Board and shall faithfully discharge the duties of my office as Secretary to the best of my knowledge and ability."

**4. Election of Treasurer:**

- a. Nominations and Election
- b. Oath of Office - administered by ranking officer

"I, \_\_\_\_\_, do solemnly swear (or affirm) that I will abide by the bylaws, rules and regulations of this Board and shall faithfully discharge the duties of my office as Treasurer to the best of my knowledge and ability."

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-56

SUBJECT: Organizational Resolutions

FOR ACTION: Board Secretary

- A. Schedule of Time/Place of 2024 Regular Meetings:** That the regular monthly meetings of the Jackson Board of Education be held in accordance with the following schedule - all meetings will begin at 5:30 pm unless posted otherwise.

	Meeting Date	Location
January	16	JHS Media Center
February	20	JHS Media Center
March	19	JHS Media Center
April	16	JHS Media Center
May	21	JHS Media Center
June	18	JHS Media Center
July	23	JHS Media Center
August	20	JHS Media Center
September	17	JHS Media Center
October	15	JHS Media Center
November	19	JHS Media Center
December	17	JHS Media Center

Special Meetings will be called as needed.

- B. Legal Advertisements:** That *mLive Media Group* and *The Jackson Blazer* will be used for the purpose of legal advertisements as may be required by law.
- C. Name of Each Committee and Charge:** That the President of the Board shall appoint members to the organizations/committees listed below for the 2024 calendar year.

Jackson County School Board Association (1<sup>st</sup> Saturday, 9am)  
Jackson Parks and Recreation Department

Board Committees:

Finance  
Policy  
District Improvement

- D. **Approval of Organizational Memberships:** Michigan Association of School Boards, Jackson Lunch Rotary Corporate, Non-Profit Network, Greater Jackson Chamber of Commerce and Jackson County NAACP.
- E. **Delegation of Election Duties:** The Secretary of the Board of Education delegates the election duties to the Election's Officer of the Jackson Public Schools.
- F. **Approval of Annual Retainer Contracts:** Resolved, that Brendon Beer, from the law firm of Abbott, Thompson, Mauldin, Parker & Beer, PLC shall continue as legal counsel for the Board during the 2024 calendar year, provided that the Board may employ other legal counsel to handle matters as deemed appropriate by the Board.

**RECOMMENDATION:**

The administration recommends the Board adopt the organizational resolutions as presented for the 2024 calendar year.

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-57

SUBJECT: Financial Resolutions

FOR ACTION: Marcus Leon

**STATEMENT OF THE ISSUE:**

Each year the Board of Education must designate the financial institutions in which the funds of the school district will be deposited. At the current time, Comerica Bank is the District's main depository.

**COST/BENEFIT STATEMENT:**

Comerica Bank charges about \$40,000 per year to maintain our accounts. The benefit is to safeguard the District's funds and to provide investment income.

**BUDGET IMPACT STATEMENT:**

No impact since the fees charged are included in the 2023-24 budget, and are partially offset by interest income.

**RECOMMENDATION:**

Administration recommends approval of the following depository institutions: Comerica Bank, County National Bank, Huntington Bank, True Community Credit Union (formerly CP credit union), Baker Tilly, MiClass, Southern MI Bank and Trust and PFM.

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-58

SUBJECT: Adoption of Legal Reference Note

FOR ACTION: Jeff Beal

**STATEMENT OF THE ISSUE:**

The Revised School Code requires that school boards adopt a legal reference note.

- A. Legal Name of School District: *"Jackson Public Schools."*
- B. Jackson Public Schools is a general powers school district under Michigan law.
- C. The Board of Education is comprised of seven members, who are elected for terms of six years.
- D. Members holding office on January 1, 2024 and the expiration of their current terms are listed below:

Name	Term Expires
Pam Fitzgerald	December 31, 2024
Libby Brown	December 31, 2024
Angela Mitchell	December 31, 2024
Kesha Hamilton	December 31, 2026
Shalanda Hunt	December 31, 2026
Marilyn Acton-Dowell	December 31, 2028
Derek Dobies	December 31, 2028

- E. Members of the Board of Education are elected in even years in the November elections.

**RECOMMENDATION:**

Administration recommends that the Board adopt the Legal Reference Note as presented.

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-59

SUBJECT: Minutes

FOR ACTION: Jeff Beal

**STATEMENT OF THE ISSUE:**

In accordance with Board policy, the minutes of the Board of Education must be approved by the Board.

**RECOMMENDATION:**

Administration recommends approval of the following minutes as presented:

December 19, 2023

Regular Meeting

**JACKSON PUBLIC SCHOOLS**  
**Board of Education Minutes**  
**Regular Meeting**  
**December 19, 2023**

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The Board of Education of the Jackson Public Schools held a Regular Meeting at 5:30 p.m. on Tuesday, December 19, 2023 at Jackson High School, 544 Wildwood Ave., pursuant to notice duly given.

Present: Pam Fitzgerald, Angela Mitchell, Derek Dobies, Marilyn Acton-Dowell, Libby Brown, Kesha Hamilton, Shalanda Hunt

**Approval of Agenda**

*Motion by D. Dobies, supported by A. Mitchell, to move items 23-24-49, 23-24-50 and 23-24-51 to the consent agenda. Motion carried 6-1 (no-Hamilton).*

*Motion by K. Hamilton, supported by L. Brown, to move item 23-24-44 to Action. Motion carried unanimously.*

*Motion by D. Dobies, supported by M. Acton, to approve the agenda as amended. Motion carried unanimously.*

**Superintendent's Report**

Sharp Park Academy Update -- The Girl Scout troop from Sharp Park led the pledge ceremony for the meeting. Principal Jasper Lusby shared the success of the Open Court reading program with Jen Slat providing some examples of activities they are implementing. Cristina Sanchiz and her students demonstrated what they have been learning in Spanish Club.

**Consent Agenda**

The consent agenda consisted of the following items:

- 23-24-43 Minutes
- 23-24-45 Monthly Financial Report, November
- 23-24-46 Bond Financial Report, November

*Motion by A. Mitchell, supported by M. Acton, to approve the consent agenda as amended. Motion carried unanimously.*

**Citizen(s) Requesting to Address the Board**

Joni Orandello  
William Hastings

**Discussion Items**

**23-24-47 All Covered Proposal for Managed IT Support and Services**

The Superintendent is planning to make a recommendation in January to move forward with the proposal. He indicated the costs are about the same with some additional start up fees. Transition would take place in July 2024 with notification to the ISD that JPS will leave the Technology Consortium. An more thorough budget will be provided at the January meeting.

**23-24-48 City Recreation Millage**

The Superintendent shared that the City Recreation Millage will be on the August ballot. The current millage is .50 mills and the 2024 recommendation will increase to .75 mills. A presentation will be given at the January meeting with a recommendation to approve a resolution to move forward.



## Action Items

### **23-24-44 Human Resources**

Ms. Hamilton expressed concern about people leaving the district in the middle of the year; thanked Jessica for providing the exit interview information although feels information is being falsified. She will continue to recommend a 3<sup>rd</sup> party be used for the exit interviews.

Mr. Dobies asked about the attrition rate and understands the need for anonymity in the provided information.

Ms. Brown inquired how incorrect information got into the report. She also continues to feel that a 3<sup>rd</sup> party should be used.

*Motion by L. Brown, supported by K. Hamilton, to receive the Human Resources report as presented. Motion carried unanimously.*

### **23-24-52 2023/24-1 Budget Amendment**

*Motion by M. Acton, supported by D. Dobies, to approve the 2023/24-1 budget amendment as presented. Motion carried unanimously.*

### **23-24-53 Superintendent Evaluation**

Mrs. Fitzgerald read the summary report prepared following the superintendent evaluation workshop.

*Motion by A. Mitchell, supported by D. Dobies, to approve the Superintendent Evaluation document as presented. Motion carried unanimously.*

### **23-24-54 Superintendent Employment Agreement**

Ms. Brown still concerned the extra duty contract was done with three people; hope in the future MASB guidelines are followed; never came to the Board when it was originated.

Ms. Hamilton expressed concern that the current contract still has the extra duty agreement; unsure what the current HR Director is doing; Superintendent is fundamentally double dipping.

*Motion by A. Mitchell, supported by S. Hunt, to approve the Superintendent Employment Agreement by granting a one-year extension, expiring on June 30, 2028 as presented. Motion carried 5-2 (No-Hamilton/Brown).*

## Board Comments

A. Mitchell	Parkside parent engagement event was a big success
K. Hamilton	hopes all students and staff have a restful vacation; NE staff requested to meet with Board members without administration present; administrative policy conflicting with board policy; will keep trying
M. Acton	enjoy the break; everyone is working hard
D. Dobies	appreciated the Girl Scouts ceremony and Sharp Park presentation
L. Brown	loves when students come and present; Spanish Club presentation was great

## Calendar

- January 16, 2024, Organizational/Regular Board Meeting, 5:30 pm, Jackson High School

## Adjournment

Meeting adjourned at 7:21 pm.

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Elizabeth Brown, Secretary

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-60

SUBJECT: Human Resources

FOR ACTION: Jessica Carter/Jeff Beal

**STATEMENT OF THE ISSUE:**

**New Hire**

**Kamaljit Kaur** has been hired to teach social studies at Jackson High School. She received her bachelor's degree from Eastern Michigan University.

**RECOMMENDATION:**

Administration recommends the Board receive the Human Resources report as presented.

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-61

SUBJECT: Monthly Financial Report, December

FOR ACTION: Mr. Marcus Leon

**STATEMENT OF THE ISSUE:**

The December Financial Report has been prepared.

Overall, revenues at 32%, are slightly higher than the expected revenues of 29% through the same time period last year. This is due to higher than expected tax collection rates. Current overall expenses at 40% are slightly higher than the expected expenses of 38% through the same time period last year. Most categories are tracking to budget.

**RECOMMENDATION:**

The administration recommends approval of the December 2023 Financial Report as presented.

# JACKSON PUBLIC SCHOOLS

Revenues and Expenditures for the Six Month Period  
Ending December, 2023

	Prior Year Ending	Current Year Budget	Prior Year to Date Actual	Current Year to Date Actual	% YTD	% Prior YTD
<b>REVENUES:</b>						
Local Revenues	11,415,349	11,783,436	9,763,540	11,165,657	95%	86%
State Revenues	48,371,230	50,215,650	12,563,987	13,184,650	26%	26%
Federal	16,279,389	14,317,922	232,084	337,049	2%	1%
Transfer-In	3,620,155	2,994,910	499,818	493,300	16%	14%
<b>TOTAL REVENUE</b>	<b>79,686,123</b>	<b>79,311,918</b>	<b>23,059,429</b>	<b>25,180,657</b>	<b>32%</b>	<b>29%</b>

<b>EXPENDITURES:</b>						
Instruction						
Elementary	17,800,185	18,304,411	5,440,300	6,113,170	33%	31%
Middle School	6,268,631	6,126,509	1,965,060	2,080,963	34%	31%
High School	10,743,107	10,065,013	3,591,718	3,633,865	36%	33%
Summer Programs	149,302	228,882	26,011	105,602	46%	17%
Special Education	6,804,758	8,082,836	2,238,443	2,804,503	35%	33%
Compensatory Education	3,017,017	3,204,950	992,962	1,245,550	39%	33%
Vocational Education	-	8,268	-	-	0%	0%
<b>Total Instructional</b>	<b>44,783,000</b>	<b>46,020,869</b>	<b>14,254,494</b>	<b>15,983,654</b>	<b>35%</b>	<b>32%</b>

Timing of expenditures vs PY

Support Services						
Pupil Support	2,079,856	2,331,925	760,401	993,063	43%	37%
Instructional Support	2,002,551	2,063,274	922,604	984,871	48%	46%
Executive Administration	697,833	745,260	388,871	399,631	54%	56%
School Administration	4,982,302	5,511,087	2,074,406	2,319,420	42%	42%
Business Services	1,492,186	1,460,057	830,512	700,771	48%	56%
Maintenance & Operations	6,814,306	7,793,145	2,755,595	4,174,009	54%	40%
Transportation	3,484,633	3,997,212	1,478,240	2,325,768	58%	42%
Central Services	2,005,667	2,100,678	844,000	820,437	39%	42%
Technology	2,282,753	2,650,840	1,790,496	1,459,226	55%	78%
Athletics	1,079,359	1,279,151	589,698	500,413	39%	55%
Other Support	458,491	167,500	128,734	83,389	50%	28%
<b>Total Support Services</b>	<b>27,379,939</b>	<b>30,100,129</b>	<b>12,563,556</b>	<b>14,760,998</b>	<b>49%</b>	<b>46%</b>

Utility costs, summer painting/maintenance projects  
Energy advisor fee for clean bus rebate (875k)

Community Activities	1,145,894	1,394,627	487,452	259,550	19%	43%
Site & Building Improvements	389,702	452,000	668,814	461,602	102%	172%
Transfers-Out	109,975	75,000	34,939	75,000	100%	0%
<b>TOTAL EXPENDITURES</b>	<b>73,808,511</b>	<b>78,042,625</b>	<b>28,009,256</b>	<b>31,540,804</b>	<b>40%</b>	<b>38%</b>

SCMV planning. Will update with next amendment

Excess of Revenues, over  
Expenditures

\$4.5 million grant draw on 12/22, not received until January

5,877,612	1,269,293	(4,949,827)	(6,360,147)
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Foundation

9,150.00

9,608.00

State Aid Membership

4,839.00

4,859.00

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-62

SUBJECT: Bond Financial Report, December

FOR ACTION: Marcus Leon

**STATEMENT OF THE ISSUE:**

The Bond Financial Report details expenditures through the month of December 2024.

**RECOMMENDATION:**

Administration recommends the Board approve the December Bond Financial Report as presented.

# Jackson Public Schools

2018 Bond Issue Projects - Overall

For Period Ending 12/31/2023

Contractor	Original Bid	Change Orders	Contract Amount	Payments to date	Balance Owed	Budget	Over(Under) Budget	percent allocated
TMP Architecture	4,067,528.00	90,437.51	4,157,965.51	4,157,965.51	-	4,157,965.51	-	100.00%
CSM Group - Const Mgr	4,095,128.00	820,388.00	4,915,516.00	4,899,046.00	16,470.00	4,915,516.00	-	100.00%
Other items / Reimbursables	108,421.10	332.65	108,753.75	108,753.75	-	(736,845.51)	845,599.26	-14.76%
Bond Fees/Costs	445,596.87	-	445,596.87	445,596.87	-	774,681.00	(329,084.13)	57.52%
Buses	1,914,738.86	-	1,914,738.86	1,914,738.86	-	2,000,000.00	(85,261.14)	95.74%
Cascades Elem.	13,908,312.70	461,465.39	14,369,778.09	14,323,358.79	46,419.30	16,794,051.00	(2,424,272.91)	85.56%
Dibble Elem.	4,374,664.56	422,619.98	4,869,931.54	4,846,939.84	22,991.70	5,050,118.00	(180,186.46)	96.43%
Hunt Elem.	4,394,730.13	(8,093.79)	4,461,679.34	4,423,986.51	37,692.83	4,881,974.00	(420,294.66)	91.39%
Hunt Parking Lot	444,215.65	48,505.95	492,721.60	487,410.60	5,311.00	598,406.00	(105,684.40)	82.34%
Northeast Elem.	4,207,984.65	(53,619.79)	4,154,364.86	4,143,775.85	10,589.01	4,580,373.00	(426,008.14)	90.70%
Lewis Elem.	8,241,180.28	416,915.87	8,876,829.15	8,871,546.96	5,282.19	8,611,501.00	265,328.15	103.08%
Sharp Park Elem.	5,907,674.99	340,803.51	6,585,195.50	5,248,265.74	1,336,929.76	4,518,365.00	2,066,830.50	145.74%
Montessori	1,058,237.16	43,405.00	1,126,319.16	1,101,970.65	24,348.51	2,048,140.00	(921,820.84)	54.99%
Parkside	9,524,593.31	1,268,296.17	10,792,889.48	10,574,283.58	218,605.90	11,468,141.00	(675,251.52)	94.11%
High School	19,265,937.99	756,039.88	20,021,977.87	19,993,294.52	28,683.35	19,643,398.00	378,579.87	101.93%
High School Phase 3	3,769,575.88	298,486.06	4,068,061.94	3,841,895.75	226,166.19	4,894,145.75	(775,565.00)	83.12%
Total	85,728,520.13	4,905,982.39	91,362,319.52	89,382,829.78	1,979,489.74	94,199,929.75	(2,787,091.42)	96.99%

**LOCAL CONTRACTS AWARDED \$ 24,210,324**

\*\*\* Local = within 40 miles of Jackson

	Estimated	Actual
Bond Proceeds	86,740,000.00	87,008,281.00
Interest Income	1,504,681.00	5,570,234.27
	88,244,681.00	92,578,515.27

**TOTAL SPEND % 96.55%**

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-63

SUBJECT: JHS Stadium Project  
Financial Report, December

FOR ACTION: Marcus Leon

**STATEMENT OF THE ISSUE:**

The JHS Stadium Project Financial Report details expenditures through the month of December 2023.

**RECOMMENDATION:**

Administration recommends the Board approve the JHS Stadium Project Financial Report as presented.

# Jackson Public Schools

2020 JHS Stadium Upgrades

For Period Ending 12/31/2023

Contractor	Original Bid	Change Orders	Contract Amount	Payments to date	Balance Owed	Budget	Over(Under) Budget	percent allocated
TMP Architecture	392,500.00	149.50	392,649.50	392,649.50	-	392,649.50	-	100.00%
CSM Group - Const Mgr	178,685.00	-	178,685.00	178,685.00	-	178,685.00	-	100.00%
Other items / Reimbursables	93,554.28	-	93,554.28	93,554.28	-	601,203.00	(507,648.72)	15.56%
Construction	9,455,828.53	1,090,354.00	10,546,182.53	10,039,942.52	506,240.01	10,511,374.00	34,808.53	100.33%
Technology	85,561.15	12,079.18	97,640.33	97,640.33	-	113,054.00	(15,413.67)	86.37%
Furniture/Equipment	307,753.35	3,143.00	310,896.35	310,896.35	-	284,524.00	26,372.35	109.27%
Total	10,513,882.31	1,105,725.68	11,619,607.99	11,113,367.98	506,240.01	12,081,489.50	(461,881.51)	96.18%

**LOCAL CONTRACTS AWARDED \$ 5,174,215**

\*\*\* Local = within 40 miles of Jackson

**TOTAL  
SPEND %**

**98.92%**

	Estimated	Actual
Donation Proceeds	10,000,000.00	10,000,000.00
Transfer from bond	-	1,200,000.00
Interest Income	23,548.00	34,765.98
	10,023,548.00	11,234,765.98



JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-64

SUBJECT: Neola Special Update,  
1st Reading

FOR DISCUSSION: Jeff Beal

**STATEMENT OF THE ISSUE:**

Several times per year, NEOLA provides updates to districts when laws change or new information becomes available that needs to be considered.

The policy committee met on January 9, 2024 to review the following:

- Special Update

No action required at this meeting. The policies will be recommended for adoption at the February meeting.



Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of PROFESSIONAL STAFF EVALUATION
Code	po3220
Status	First Reading
Adopted	July 13, 2015
Last Revised	February 10, 2020

### 3220 - PROFESSIONAL STAFF EVALUATION

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with the involvement of professional staff, the Board delegates to the Superintendent the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does at least all of the following:

- A. evaluates the employee's job performance at least annually in a year-end evaluation, while providing timely and constructive feedback

Teachers rated highly effective or, as of July 1, 2024 effective on the three (3) most recent consecutive year-end evaluations may be evaluated every other year or, as of July 1, 2024, every third year, at the District's discretion.

- B. establishes clear approaches to measuring student growth and provides professional staff with relevant data on student growth

based on the most recent three (3) consecutive school years of student growth data, or all available student growth data if less than three (3) years is available.

- C. evaluates an employee's job performance, using rating categories of highly effective, effective, minimally effective, and ineffective e prior to July 1, 2024 and using rating categories of effective, developing, and needing support as of July 1, 2024, which take into account student growth and assessment data or student learning objectives. Before the 2024-2025 school year - For the 2018-19 twenty five percent (25%) of the annual year-end evaluation shall be based on student growth and assessment data. Beginning with the 2019-2020 school year, forty percent (40%) of the annual year-end evaluation shall be based on student growth and assessment data. Beginning in the 2024-2025 school year, twenty percent (20%) of the year-end evaluation must be based on student growth and assessment data or student learning objectives metrics.

Evaluations must also comply with the following:

1. The portion of a teacher's annual year-end evaluation that is not based on student growth and assessment data or student learning objective metrics shall be based primarily on a teacher's performance as measured by the District as described below.
2. Prior to July 1, 2024, the Beginning with the 2018-2019 school year, for core content areas in grades and subjects in which state assessments are administered, fifty percent (50%) of student growth must be measured using the state assessments, and the portion of student growth not measured using state assessments must be measured using multiple research-based growth measures or alternative assessments that are rigorous and comparable across schools within the District. Student growth also may be measured by

student learning objectives or nationally normed or locally adopted assessments that are aligned to state standards, or based on achievement of individualized education program goals.

3. ~~Prior to July 1, 2024, the~~ The portion of a teacher's evaluation that is not measured using student growth and assessment data or using the evaluation tool developed or adopted by the District shall incorporate criteria enumerated in section M.C.L. 380.1248(1)(b)(i) to (iii) that are not otherwise evaluated under the tool. (See Policy 3131.)

~~After July 1, 2024, the portion of a teacher's evaluation that is not measured using student growth and assessment data or student learning objectives metrics, or using the evaluation tool developed or adopted by the District, must be based on objective criteria.~~

4. ~~Prior to July 1, 2024, if there are~~ If there are student growth and assessment data available for a teacher for at least three (3) school years, the annual year-end evaluation shall be based on the student growth and assessment data for the most recent three (3) consecutive-school-year period. If there are not student growth and assessment data available for a teacher for at least three (3) school years, the annual year-end evaluation shall be based on all student growth and assessment data that are available for the teacher.
- 5.

As of July 1, 2024, the following apply: Evaluations and feedback concerning the evaluation must be provided in writing to the teacher; if a written evaluation is not provided, the teacher is deemed effective; if required by circumstances described in M.C.L. 380.1249, a teacher must be designated as unevaluated; and if a teacher receives an unevaluated designation, the teacher's rating from the immediately prior school year must be used.

D. uses the evaluations, at a minimum, to inform decisions regarding all of the following:

1. the effectiveness of employees, so that they are given ample opportunities for improvement
2. ~~prior to July 1, 2024, promotion, retention, and development of employees, including providing relevant coaching, instruction support, or professional development; and after July 1, 2024, development of employees, including providing relevant coaching, instruction support, or professional development~~
3. ~~prior to July 1, 2024, whether to grant tenure or full certification, or both, to employees, using rigorous standards and streamlined, transparent, and fair procedures~~
4. ~~prior to July 1, 2024, removing ineffective tenured and untenured employees after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures~~

~~Commencing with the 2015-16 school year,~~

- E. provides a mid-year progress report for every ~~certificated~~ teacher who is in the first year of probation or has received a rating of minimally effective or ineffective ~~or, after July 1, 2024, needing support or developing~~ on the ~~most recent last~~ year-end evaluation

This mid-year report shall ~~supplement and~~ not take to replace the ~~annual~~ year-end evaluation. The mid-year report shall:

1. ~~prior to July 1, 2024,~~ be based, at least in part, on student achievement;
2. be aligned with the teacher's individualized development plan;
3. include specific performance goals and any recommended training for the remainder of the school year, as well as written improvement plan developed in consultation with the teacher that incorporates the goals and training;

F. Includes classroom observations in accordance with the following:

1. must include a review of the lesson plan, State curriculum standards being taught and student engagement in the lesson ~~and, as of July 1, 2024, the items described in this paragraph must be discussed during a post-observation meeting between the observer and the teacher;~~

2. must include multiple observations unless the teacher has received an effective or higher rating on the last two (2) year-end evaluations;
3. observations need not be for an entire class period but, as of July 1, 2024 must not be less than fifteen (15) minutes;
4. ~~at least one~~ (1) observation ~~may~~ must be unscheduled;
5. the school administrator responsible for the teacher's performance evaluation shall conduct at least one (1) of the observations;

Other observations may be conducted by other observers who are trained in the use of the evaluation tool as described below. These other observers may be teacher leaders.

6. the District shall ensure that, within thirty (30) ~~calendar~~ days after each observation, the teacher is provided with ~~written~~ feedback from the observation.
- G. For the purposes of conducting annual year-end evaluations under the performance evaluation system, the District will adopt and implement one (1) or more of the evaluation tools for teachers that are included on the list established and maintained by the Michigan Department of Education ("MDE").

The evaluation tool(s) shall be used consistently among the schools operated by the District so that all similarly situated teachers are evaluated using the same evaluation tool.

- H. The District will post on its public website all of the following information about the measures it uses for its performance evaluation system for teachers:

1. The research base for the evaluation framework, instrument, and process or, if the District adapts or modifies an evaluation tool from the MDE list, the research base for the listed evaluation tool and an assurance that the adaptations or modifications do not compromise the validity of that research base.
2. The identity and qualifications of the author or authors or, if the District adapts or modifies an evaluation tool from the MDE list, the identity and qualifications of a person with expertise in teacher evaluations who has reviewed the adapted or modified evaluation tool.
3. Either evidence of reliability, validity, and efficacy or a plan for developing that evidence or, if the District adapts or modifies an evaluation tool from the MDE list, an assurance that the adaptations or modifications do not compromise the reliability, validity, or efficacy of the evaluation tool or the evaluation process.
4. The evaluation frameworks and rubrics with detailed descriptors for each performance level on key summative indicators.
5. A description of the processes for conducting classroom observations, collecting evidence, conducting evaluation conferences, developing performance ratings, and developing performance improvement plans.
6. A description of the plan for providing evaluators and observers with training.

- I. The District shall also

1. ~~provide~~ Provide training to teachers on the evaluation tool(s) used by the District in its performance evaluation system and how each evaluation tool is used. This training may be provided by a district or by a consortium consisting of the District, the intermediate school district or a public school academy.
2. ~~ensure~~ Ensure that training is provided to all evaluators and observers. The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide the training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.
3. 1. ~~by not later than September 1, 2024, and every three (3) years thereafter, each individual who conducts an evaluation shall complete~~ reliability training provided by the District that complies with M.C.L. 380.1249

The staff evaluation program shall aim at the early identification of specific areas in which the individual professional staff member needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to a professional staff member shall not release that professional staff member from the responsibility to improve. If a professional staff member, after receiving a reasonable degree of assistance, fails to perform ~~his/her~~ assigned



responsibilities in a satisfactory manner, dismissal, or non-renewal procedures may be invoked. A teacher rated as ineffective or, as of July 1, 2024, needing support "ineffective" on two (2) consecutive year-end evaluations must be dismissed from employment as a teacher with the District. In such an instance, all relevant evaluation documents may be used in the proceedings.

Prior to July 1, 2024, if a non-probationary teacher is rated as ineffective on an annual year-end evaluation, the teacher may request a review of the evaluation and the rating by the Superintendent. The request for a review must be submitted in writing within twenty (20) days after the teacher is informed of the rating. Upon receipt of the request, the Superintendent shall review the evaluation and rating and may make any modifications as appropriate based on his/her review. However, the performance evaluation system shall not allow for a review as described in this subdivision more than twice in a three (3) school-year period.

After July 1, 2024, if a teacher is rated as needing support, the teacher must be provided with the options related to review of the evaluation, including a written response, the ability to request mediation, and when appropriate, utilization of the grievance process or binding arbitration as set out in M.C.L. 380.1248.

The District shall not assign a student to be taught in the same subject area for two (2) consecutive years by a teacher who has been rated as ineffective or, after July 1, 2024, as needing support on the teacher's his/her two (2) most recent annual year-end evaluations. If the District is unable to comply with this and plans to assign a student to be taught in the same subject area for two (2) consecutive years by a teacher who has been rated as ineffective or, after July 1, 2024, as needing support on the teacher's his/her two (2) most recent annual year-end evaluations, the Board will notify the student's parent or legal guardian in writing not later than July 15 immediately preceding the beginning of the school year for which the student is assigned to the teacher, that the District is unable to comply and that the student has been assigned to be taught in the same subject area for a second consecutive year by a teacher who has been rated as ineffective or, as of July 1, 2024, as needing support on the teacher's on his/her two (2) most recent annual year-end evaluations. The notification shall include an explanation of why the Board is unable to comply. After July 1, 2024, if a teacher requests a review of the teacher's evaluation under the amendments to the statute, the Board must not issue the notification until the review process is complete.

Evaluations shall be conducted of each professional staff member as stipulated in the Teacher Tenure Act, the Revised School Code, a negotiated agreement or contract, the Superintendent's administrative guidelines and as directed by the Michigan Department of Education. A professional staff member shall be given a copy of any documents relating to the staff member's his/her performance which are to be placed in the personnel file.

This policy shall not deprive a professional staff member of any rights provided by State law or contractual rights consistent with State law.

Revised 12/15/15

Revised 7/20/16

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M.C.L. 380.1249 (as amended)



Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of STAFF REDUCTIONS/RECALLS
Code	po3131
Status	First Reading
Adopted	July 13, 2015
Last Revised	July 20, 2016

### 3131 - STAFF REDUCTIONS/RECALLS

It is the policy of this Board that all personnel decisions shall be based on retaining effective teachers in situations involving a staffing or program reduction or any other personnel decision resulting in the elimination of a position, as well as for hiring after such reductions/position eliminations or recall to vacant positions. The District shall not utilize length of service as the sole factor in personnel decisions. Length of service or tenure status may only be considered by the administration when all other factors, as listed below, are considered equal amongst the potentially affected teachers. Length of service or tenure status may only be considered by the administration when all other factors, as listed below, are considered equal amongst the potentially affected teachers.

This policy shall not operate or be applied to retain or recall a teacher whose most recent performance evaluation contains an overall rating of minimally effective or ineffective Minimally Effective or Ineffective or needing support in preference to any properly certified and qualified teacher with a higher effectiveness rating as reflected in that teacher's most recent performance evaluation. This policy also shall not operate or be applied to retain or recall a probationary teacher who has received a rating of either minimally effective or ineffective Minimally Effective or Ineffective in preference to any properly certified and qualified teacher with a higher effectiveness rating. A probationary teacher who is rated as effective Effective or, prior to July 1, 2024, as highly effective Highly Effective on his/her the most recent annual performance evaluation is not subject to displacement being displaced under this policy by a tenured teacher solely because the other teacher has attained tenure under the Teachers' Tenure Act.

The effectiveness of teachers as measured under shall be measured in accordance with the District's performance evaluation system developed under Section 1249 of the School Code or as otherwise collectively bargained must be used as a factor for personnel decisions, and the personnel decisions shall be based on the following factors:

The following shall also be used for personnel decisions made under this policy:

- A. ☐ The teacher's length of service in a grade level or subject area.
- B. ☐ The teacher's disciplinary record.
- C. ☐ Relevant special training. This factor may be based on completion of relevant training, other than the professional development or continuing education, which is required by the employer or by State law, and the integration of that training into instruction in a meaningful way.

**[DRAFTING NOTE: The following are no longer listed in M.C.L. 380.1248 as of February 13, 2024.]**



- D. ☐ Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.
- E. ☐ The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of the teacher's subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher-level understanding, differentiating, and managing a classroom; and consistent preparation to maximize instructional time.
- F. ☐ The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents and other teachers, and ability to withstand the strain of teaching.
- G. ☐ The teacher's attendance record.
- H. ☐ Significant, relevant accomplishments and contributions. This factor shall be based on whether the individual contributes to the overall performance of the school by making clear, significant, relevant contributions above the normal expectations for an individual in the teacher's peer group and having demonstrated a record of exceptional performance.
- A. Individual performance shall be the majority factor in making the decision, and shall consist of but is not limited to all of the following:

1. Evidence of student growth, which shall be the predominant factor in assessing an employee's individual performance.
2. The teacher's demonstrated pedagogical skills, including at least a special determination concerning the teacher's knowledge of his or her subject area and the ability to impart that knowledge through planning, delivering rigorous content, checking for and building higher level understanding, differentiating, and managing a classroom; and consistent preparation to maximize instructional time.
3. The teacher's management of the classroom, manner and efficacy of disciplining students, rapport with parents and other teachers, and ability to withstand the strain of teaching.
4. The teacher's attendance and disciplinary record, if any.

B. Significant, relevant accomplishments and contributions. This factor shall be based on whether the individual contributes to the overall performance of the school by making clear, significant, relevant contributions above the normal expectations for an individual in his or her peer group and having demonstrated a record of exceptional performance.

C. Relevant special training. This factor shall be based on completion of relevant training other than the professional development or continuing education that is required by the employer or by state law, and integration of that training into instruction in a meaningful way.

In making program and staffing decision, the Board of Education shall determine the size of the teaching staff in response to curricular, fiscal, and other operating conditions and retains the exclusive right to do so. To the extent that such determinations involve the requirements of Section 1248 of the Revised School Code, MCL 380.1248, this policy shall guide the implementation of that statute.

This Policy applies to "teachers", which term refers to those employees of the District whose employment is regulated by the Teachers' Tenure Act, MCL 38.71 et seq. For purposes of this policy, the term "teacher" shall be defined co-extensively with Article I, Section 1 of the Teachers' Tenure Act, MCL 38.71.

Decisions involving the reduction and recall of teachers shall be guided by the following standards and procedures:

- A. These decisions will be initially premised on retaining effective teachers who are certified (or otherwise approved or authorized) and qualified to instruct the courses within the established curriculum, grades, and departments.
1. All teachers must be properly certified (or otherwise approved or authorized) for all aspects of their assignment. The certification (or authorization/approval status, as applicable) of a teacher shall be determined by the Revised School Code, the Teacher Certification Code, the Michigan Department of Education's Rules for Special Education Programs and Services, and other applicable statutes and regulatory authority.
  2. All teachers must also be qualified for all aspects of their assignment. Teacher qualifications must be determined by the Board through reference to the following standards:



- a. Compliance with applicable state or federal regulatory standards, including but not limited to, those standards established as a condition to receipt of foundation, grant, or categorical funding;
  - b. Compliance with applicable accreditation requirements;
  - c. Assessment of the extent to which a teacher's professional training and academic preparation are relevant to an instructional assignment and are predictive of the teacher's effectiveness in that assignment;
  - d. Assessment of the extent to which a teacher's prior teaching experience is relevant to an instructional assignment and is predictive of the teacher's effectiveness in that assignment; and
  - e. Possession or satisfaction of any qualification requirement(s) contained in a job posting, job description, or administrative regulation pertaining to the position in question which was promulgated in advance of the reduction or recall.
3. A teacher shall maintain current and valid certification (or approval or authorization, as applicable), and shall be responsible for filing a copy of his/her teaching certificate (or approval or authorization, as applicable) in the Superintendent's office in conformance with requirements of Section 1532 of the Revised School Code. If a teacher petitions for nullification of his/her teaching certificate or any endorsement on that certificate, he/she shall promptly provide written notice of that petition to the Superintendent's office. A teacher shall supply current documentation to the District of all of the teacher's qualifications (as defined above)
  4. Reduction and recall decisions shall be made on the basis of the certification and qualifications of a teacher, as reflected in the District's records, at the time that such decisions are made.
- B. The Superintendent shall be responsible, acting within budgetary approval, for establishing the number and type of teaching assignments to implement the approved curriculum. If the Superintendent determines that insufficient funds have been budgeted to support delivery of the curriculum through the existing complement of faculty, he/she shall recommend to the Board the number of teaching positions to be reduced and the grades or departments within which the recommended reductions are to be effectuated.
- Similarly, if after a reduction of teaching staff, the Superintendent determines that the District's curriculum cannot be delivered through the existing complement of faculty and that sufficient funds are budgeted to support the augmentation of faculty through recall of teachers, he/she shall recommend to the Board the number of teaching positions to be added and to identify the affected grades or departments.
- C. All teacher reductions and recalls are subject to formal action and approval by the Board of Education.
- D. When a teaching position has been identified for reduction and there exists a concurrently vacant teaching assignment for which the incumbent teacher in the position to be reduced is both certified and qualified, and if that teacher has received an overall rating of at least "effective" on his/her most recent year end performance evaluation, that teacher shall be assigned to the vacant position unless the Superintendent determines that the educational interests of the District would not be furthered by that assignment.
- E. If one or more teaching positions are to be reduced, the Superintendent shall first identify the academic level(s) or department(s) impacted by the reduction. Among those teachers who are certified (or approved or authorized) and qualified to instruct the remaining curriculum within the impacted academic levels or departments, selection of a teacher for layoff shall be based upon the teacher's effectiveness score. Those teachers within the above group with the highest effectiveness scores will be retained and the teachers with the lowest effectiveness scores will be laid off.
1. The Superintendent shall provide written notice of layoff to affected teachers.
  2. It is the laid off teacher's responsibility to maintain current contact information (address, phone and e-mail address) in the Superintendent's office.
- F. In the event of a recall of teachers, the Superintendent shall identify the grades or departments where additional position(s) will be created. The Superintendent may reassign on staff teachers to the additional position(s) in accordance with District Policy 5870 Teacher Placement. Recall of teacher(s) to assignments that remain unfilled shall be accomplished by first recalling the teacher with the highest effectiveness rating who is certified and qualified for the open assignment.
1. The Superintendent shall provide written notice of recall of teachers and shall establish the time within which the teacher must accept recall in order to preserve the teacher's employment rights.



2. A teacher who is recalled and fails to accept recall by the time designated in the recall notice and report for work by the deadline specified in the recall notice, shall be regarded as having forfeited all rights to recall and continued employment unless the Superintendent, in his/her discretion, has extended those time limitations, in writing.
- G. This Policy shall not operate or be applied to retain or recall a teacher whose most recent performance evaluation contains an overall rating of "ineffective" in preference to any teacher with a higher effectiveness rating, as reflected in that teacher's most recent performance evaluation.

This Policy shall not operate or be applied to retain or recall a probationary teacher who has received a rating of either minimally effective or ineffective on his/her most recent annual year end performance evaluation in preference to any tenured teacher who is rated either effective or highly effective on his/her most recent annual year end performance evaluation.

A probationary teacher who is rated as effective or highly effective on his or her most recent annual year end performance evaluation is not subject to being displaced under this policy by a tenured teacher solely because the other teacher has attained tenure under the Teachers' Tenure Act, MCL 38.71 et seq.

- H. A teacher's length of service with this District or the teacher's attainment of tenure under the Teachers' Tenure Act shall not be the primary or determining factors in layoff and recall decisions, except if the decision involved two or more teachers and all have the same effectiveness ratings, as described in paragraph 9 of this Policy.

In that circumstance, a tenured teacher has priority over a probationary teacher and, among tenured teachers, the teacher's seniority (as established by the most recent seniority list for the bargaining unit to which the tenured teachers belong) will determine preference for reduction and recall.

- I. A teacher's effectiveness rating shall be determined according to the following standards:

1. Individual performance shall be the majority factor in determining a teacher's effectiveness rating (51%). The teacher's individual performance shall be determined through the performance evaluation system used to implement the requirements of Section 1249 of the Revised School Code.
  - a. In arriving at the value of a teacher's effectiveness rating on the criterion of individual performance, the predominant factor (26%) shall be based on evidence of student growth. The percentage weight assigned to student growth within the performance evaluation shall comport with those percentages expressed in Section 1249 of the Revised School Code.
  - b. The remainder (25%) of the teacher's effectiveness rating on the criterion of individual performance shall be based on the evaluation results of demonstrated pedagogical skills, including, but not limited to, determination of the following:
    1. The teacher's knowledge of the subject matter pertinent to the area of his/her assignment;
    2. The teacher's ability to impact that knowledge to students as demonstrated through planning, delivery of rigorous content, checking for and building higher level understanding of the subject matter instructed, and differentiating instruction;
    3. The teacher's ability to manage the classroom as well as the teacher's manner and efficacy of disciplining pupils;
    4. The teacher's ability to maximize effective use of instructional time through consistent and proficient preparation;
    5. The quality of the teacher's relationships with students, parents/guardians and other teachers;
    6. The teacher's ability to perform essential job functions;
    7. The teacher's attendance record, exclusive of any absences taken under the Family and Medical Leave Act or as a reasonable accommodation pursuant to applicable state or federal law; and
    8. The teacher's disciplinary record, if any.
  - c. In applying the above standards, a teacher's evaluation shall be his/her most recent year end evaluation, except for teacher on an Individualized Development Plan. In that case, the evaluation used for application of the above standard shall be the District's most recent evaluation of the teacher at the time that a reduction or recall decision is made.



2. An additional factor (24%) in determining teacher effectiveness shall be the extent to which the teacher has made clear, significant, and relevant accomplishments and contributions and has demonstrated a record of exceptional performance in that context. Those contributions and accomplishments must exceed the normal expectations for an individual in the teacher's professional peer group.
  - a. The Superintendent shall annually develop and publish a list of activities that will be regarded by the District as indicators of teacher effectiveness because those activities reflect accomplishments and contributions exceeding normal expectations for a teacher's professional peer group.
  - b. The Superintendent shall designate values for the identified accomplishments and contributions, as defined above, that will be used in the calculation of the teacher's effectiveness score.
  - c. The Superintendent shall develop and maintain a system for the recording and verification of those activities of teachers that qualify as accomplishments and contributions to be used in the calculation of a teacher's effectiveness score.
3. The final factor in determining teacher effectiveness (25%) is the extent to which the teacher has engaged in relevant special training pertinent to the teacher's instructional assignment and the extent to which the teacher has integrated that training into instruction in a meaningful way.
  - a. Qualifying training excludes any training or professional development under Sections 1526, 1526a or 1527 of the Revised School Code.
  - b. Qualifying training or professional development excludes any training or professional development designated on the school calendar or otherwise designated on a regularly scheduled teacher work day during teacher work hours.
  - c. Qualifying training or professional development must satisfy all of the following standards:
    1. The training or professional development takes place outside of the teacher work day during the school year or outside the teacher work year.
    2. The training or professional development has direct relevance to the teacher's assignment or to another area within the endorsements appearing on the teacher's Michigan teaching certificate (or authorization/approval, as applicable) and has received the prior approval of the Superintendent (or designee).
    3. The teacher is able to demonstrate that the training or professional development is integrated into the instruction delivered by the teacher in a meaningful way.
  - d. The Superintendent shall develop and maintain a system for the recording and verification of qualifying professional development and training to be used in the calculation of a teacher's effectiveness rating.
  - e. The Superintendent shall designate the values associated with qualifying professional development and training that will be used in the calculation of a teacher's effectiveness rating.
  - f. A teacher who has earned an effectiveness rating through completion of qualifying professional development or training shall retain that score for two (2) school years after the school year in which it is initially earned, so long as there is evidence that the teacher continues to integrate that training or professional development into instruction in a meaningful way. This standard does not prevent a teacher from taking additional qualifying training or professional development to enhance the teacher's effectiveness rating.



Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of EMPLOYMENT OF PROFESSIONAL STAFF
Code	po3120
Status	First Reading
Adopted	July 13, 2015
Last Revised	November 16, 2021

#### 3120 - EMPLOYMENT OF PROFESSIONAL STAFF

The Board of Education recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly-qualified and competent personnel. the Board requires that anyone employed as a professional staff member with instructional responsibilities in an elementary or secondary school in this District hold a certificate, permit, or vocational authorization valid for the positions to which the professional staff member -s/he/they is are assigned, and that the individual meets the established criteria to be highly qualified in the his/her assignment.

The Board shall approve the employment, and also, when not covered by the terms of a negotiated, collectively-bargained agreement, fix the compensation, and establish the term of employment for each professional staff member employed by the District.

Individuals employed in the following categories shall be considered members of the professional staff:

- A. Jackson Education Association (JEA)
- B. Jackson Public Schools Administrators Association (JPSAA)

All professional staff are subject to a criminal history record check. See Policy 3121.

Such approval shall be given only to those candidates for employment recommended by the Superintendent.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.

All applications for employment shall be referred to the Assistant Superintendent for Human Resources.

Relatives of Board members may be employed by the District, provided the Board member does not participate in any way in the discussion or vote on the employment when a conflict of interest is involved.

Relatives of staff members may be employed by the District, provided the staff member being employed is not placed in a position in which s/he would be supervised directly by the relative staff member.

Applications for employment will not be accepted from any current District Board member. If a Board member wishes to apply for a position, his/her resignation must be accepted by the Board prior to submitting an application.

Any professional staff member's intentional misstatement of fact or omission material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

The temporary employment of professional staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.

No candidate for employment to the professional staff as a nonadministrator shall receive recommendation for such employment without having proffered visual evidence of proper certification or that application for such certification is in process, except as otherwise permitted by law.

Prior to hiring an applicant, the Superintendent shall obtain from the applicant a signed Consent to Obtain Records (Form 3120 F2) and shall obtain from the applicant's current or immediately-previous employer any records, including the applicant's personnel file relating to unprofessional conduct in which the applicant engaged. Any such records are to be reviewed prior to a recommendation for employment and may be disclosed to those individuals directly involved in evaluating the applicant's qualifications.

### **Nepotism**

The Board shall not employ any teacher or other employee over eighteen (18) years of age, if such person is a member of the immediate family of the Superintendent or any member of the Board without going through the district hiring process and notification to the Board of Education of the relationship. The spouse of the Superintendent or a Board member may not be denied employment for the sole reason of marital status. Members of the immediate family of the Superintendent or a Board member, who are under eighteen (18) years of age, may not be denied employment solely based on their familial status.

No District employee shall be placed in a position in which he/she/they would be in a direct supervisory relationship with a member of his/her/their immediate family. Employees in this capacity as of adoption of this policy are exempt.

Members of the immediate family shall be defined as father, mother, brother, sister, son, daughter, son-in-law, daughter-in-law, sister-in-law, or brother-in-law and, for purposes of supervision, husband and wife.

The Superintendent shall prepare administrative guidelines for the recruitment and selection of all professional staff.

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Revised 12/10/18

Revised 10/14/19

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M.C.L. 380.1229 – 1231, 380.1233, 380.1233b, 380.1237, 380.1531d, 380.623

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Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of PROBATIONARY TEACHERS
Code	po3142
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Last Revised	December 12, 2016

### 3142 - PROBATIONARY TEACHERS

The Board of Education recognizes its obligation to employ only those professional staff members best trained and equipped to meet the educational needs of the students of this District. The Board shall discharge that obligation by retaining in service only those probationary teachers who meet those standards.

~~Prior to July 1, 2024, teachers~~ Teachers, new to the District, who have not previously acquired tenure in the State of Michigan, will be in a probationary status for the first five (5) years of employment before becoming eligible for tenure in the District, except as provided below. A teacher must receive ratings of ~~effective or highly effective~~ Effective or Highly Effective on the last three (3) annual performance evaluations to achieve tenure.

~~Prior to July 1, 2024, teachers probationary~~ Probationary teachers who are rated highly effective on the annual performance evaluation in years 2, 3 and 4 achieve tenure after four (4) years. Any teacher having tenure in the district as of July 19, 2011, will not be required to serve additional probation.

Beginning July 1, 2024, if a teacher has been rated as effective on or after July 1, 2024, or highly effective before July 1, 2024, on three (3) consecutive year-end performance evaluations and has completed at least four (4) full school years of employment in the probationary period, the teacher is considered to have successfully completed the probationary period.

Teachers, new to the District, who have previously acquired tenure in any other Michigan school district, shall be required to serve no more than two (2) years of probation before becoming eligible for tenure in the District but may, at the Board's option, be placed immediately on continuing tenure.

The Superintendent shall ensure that all probationary teachers are provided an Individualized Development Plan, evaluated in a timely manner by appropriate administrators, notified of areas in of which performance is not meeting expectations, and are provided assistance in improving their performance.

The Board shall annually review the performance of all probationary teachers by a date adequate to ensure timely compliance with all statutory, contractual, and other applicable timelines. The Superintendent shall provide to the Board a written recommendation with regard to each such teacher specifically noting the extent to which the probationary teacher's performance is meeting District expectations. On the basis of its review, the Board may, in its discretion, non-renew employment based on unsatisfactory performance; or (3) continue the probationary period of employment if not otherwise eligible for tenure (not to exceed the statutory probation periods). The Board's review of such recommendation shall comport with all applicable statutory, contractual, or other legal requirements.

The Superintendent shall ensure that appropriate notices of the Board's actions are timely sent and delivered to all affected probationary teachers. The Superintendent shall further ensure that appropriate guidelines are drafted implementing the requirements of the Teacher Tenure Act.

A teacher who is in a probationary period may be dismissed from his/her employment by the Board at anytime.

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M.C.L. 38.81 et seq.



Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
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Last Revised	December 10, 2018

#### 0122 - **BOARD POWERS**

The District shall operate as a General Powers School District. As such it has all of the rights, powers, and duties expressly stated in statute; may exercise a power implied or incident to any power expressly stated in statute; and, except as provided by law, may exercise a power incidental or appropriate to the performance of any function related to the operation of the District in the interests of public elementary and secondary education in the District, including, but not limited to, all of the following:

- A. Educating Students. In addition to educating students in grades K-12, this function may include the operation of preschool, lifelong education, adult education, community education, training, enrichment, and recreation programs for other persons.
- B. Providing for the safety and welfare of students while at school or at a school-sponsored activity or while enroute to or from school or a school-sponsored activity.
- C. Acquiring, constructing, maintaining, repairing, renovating, disposing of, or conveying school property, facilities, equipment, technology, or furnishings.
- D. Hiring, contracting for, scheduling, supervising, or terminating employees, independent contractors, and others to carry out District powers.

The District shall indemnify its employees.

- E. Receiving, accounting for, investing, or expending District money; borrowing money and pledging District funds for repayment; and qualifying for State-School Aid and other public or private money from local, regional, State, or Federal sources.

The District may enter into agreements or cooperative arrangements with other entities, public or private, or join organizations as part of performing the functions of the School District.

The District is a body corporate and shall be governed by a school board. An act of this Board is not valid unless approved, at a meeting of the Board, by a majority vote of the members lawfully serving on the Board.

The Board may submit to the School electors a question that is within the scope of the powers of the School electors and that the Board considers proper for the management of the School system or the advancement of education in the School District. Upon the adoption of a question by the Board, the Board shall submit the question to the School electors by complying with Michigan election law (M.C.L. 168.312).



The Board shall adopt bylaws. These bylaws may establish or change Board procedures, the number of Board officers, titles and duties of Board officers, and any other matter related to effective and efficient functioning of the Board.

The Board has authority, based on statute, to make decisions regarding the following subjects without resort to prior bargaining:

- A. the policyholder of an employee group insurance benefit
- B. the starting day for the school year and the amount of student contact time to receive full State school aid
- C. the composition of the District's school-improvement committees established under M.C.L. 380.1277
- D. the decision whether or not to have inter-district and intra-district open-enrollment opportunities
- E. the decision whether or not to permit authorization of Charter Schools (public school academies)
- F. ~~contracting with outside parties for noninstructional support services provided by an employee group including the procedures for obtaining a contract, the identity of the outside party, and the impact on individual staff members or a bargaining unit if the employee group is given an opportunity to bid on providing the noninstructional support services~~
- G. use of volunteers
- H. decisions regarding the use of experimental or pilot programs including staffing, use of technology, provision of the technology, and the impact on individual staff members or a bargaining unit
- I. compensation or reimbursement of a staff member for monetary penalties imposed on the staff member under the Public Employment Relations Act
- J. ~~any decision regarding the placement of teachers, or the impact of that decision on an individual employee or the bargaining unit~~
- K. ~~for teachers covered under the Teacher Tenure Act, decisions about the development, content, standards, procedures, adoption, and implementation of policies regarding personnel decisions when conducting a staffing or program reduction or a position as well as decisions regarding recall or hiring after any such reduction~~  
  
~~This includes the impact of any such decisions on an individual employee or the bargaining unit.~~
- L. ~~decisions about the development, content, standards, procedures, adoption and implementation of a performance evaluation system under M.C.L. 380.1249 for teachers and administrators~~
- M. ~~decisions concerning the content of a teacher's or administrator's performance evaluation or the impact of such decision~~
- N. ~~decisions about the format, timing or number of classroom observations required for evaluation under the Teacher Tenure Act (M.C.L. 38.83a)~~
- O. ~~decisions concerning the classroom observation of an individual teacher, and the impact of such decision on an individual teacher or the bargaining unit~~
- P. ~~decisions about the development, content, standards, procedures, adoption and implementation of the method of performance based compensation for teachers and administrators in accordance with M.C.L. 380.1250~~
- Q. ~~decisions about how performance evaluation is used to determine the performance based compensation for teachers and administrators~~
- R. ~~decisions concerning the performance based pay of an individual teacher or administrator, or the impact of such decision on such individual or the bargaining unit~~
- S. ~~decisions about the development, content, standards, procedures, adoption and implementation of a policy regarding discipline or discharge for teachers covered under the Teacher Tenure Act (M.C.L. 38.71)~~
- T. ~~decisions concerning the discipline or discharge of a teacher covered under the Teacher Tenure Act (M.C.L. 38.71), or the impact of such decision on an individual teacher or the bargaining unit~~



U. insertion of statutorily required emergency manager language into all collective bargaining agreements

V. ~~decisions on whether to enter into an intergovernmental agreement to consolidate, to jointly perform or to collaborate on one or more functions or services~~

1. ~~procedures of obtaining a contract for such an agreement to transfer of functions or responsibilities~~

2. ~~identities of any other parties to such an agreement~~

W. ~~any requirement that would violate section 10(3), M.C.L. 423.210(3), (Right to Work Law)~~

X. ~~decisions about the development, format, content, and procedures of the notification to parents and legal guardians required under M.C.L. 380.1249a (the requirement to make the notifications is effective with the 2018-2019 school year)~~

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M.C.L. 380.11a, 380.1131 et seq.,

M.C.L. 423.201, 202, 206, and 215

M.C.L. 168.301 et seq.



Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of SCHOOL ADMINISTRATOR EVALUATION
Code	po1420
Status	First Reading
Adopted	July 13, 2015
Last Revised	February 10, 2020

#### 1420 - **SCHOOL ADMINISTRATOR EVALUATION**

The Board of Education, through the powers derived from the School Code and other relevant statutes, is responsible for the employment and discharge of all personnel. To carry out this responsibility, with the involvement of school administrators, it delegates to the Superintendent, the function of establishing and implementing a rigorous, transparent, and fair performance evaluation system that does all of the following:

- A. Evaluates the school administrator's job performance ~~at least~~ annually in a year-end evaluation, while providing timely and constructive feedback.

The Superintendent or designee shall perform administrators' evaluations. Administrators rated highly effective on three (3) consecutive year-end evaluations may be evaluated every other year, at the District's discretion.

- B. Establishes clear approaches to measuring student growth and provides school administrators with relevant data on student growth.

- C. ~~Before the 2024-2025 school year, forty percent (40%) of the annual year-end evaluation shall be based on student growth and assessment data. Evaluates a school administrator's job performance as highly effective, effective, minimally effective or ineffective, using multiple rating categories that take into account student growth and assessment data. For the 2018-2019 school year, twenty five percent (25%) of the annual year-end evaluation shall be based on student growth and assessment data. Beginning with the 2019-2020 school year, forty percent (40%) of the annual year-end evaluation shall be based on student growth and assessment data.~~

~~Prior to July 1, 2024 for~~ For building level administrators, the data to be used is the aggregate student growth and assessment data that are used in teacher annual year-end evaluations in each school in which the school administrator works as an administrator. For a central-office-level administrator, the pertinent data is that of the entire School District.

Beginning in the 2024-2025 school year, the annual evaluation must include the student growth and assessment data or student learning objectives metrics and twenty percent (20%) of the annual evaluation must be based on student growth and assessment data or student learning objectives metrics.

After July 1, 2024, the evaluations must be based primarily on the administrator's performance as measured by the District's evaluation tool.

- D. Uses the evaluations, at a minimum, to inform decisions regarding all of the following:

1. The effectiveness of school administrators, so that they are given ample opportunities for improvement.
2. Promotion, retention, and development of school administrators, including providing relevant coaching, instruction support, or professional development.

3. Removing ineffective school administrators after they have had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures.
- E. Prior to July 1, 2024, the portion of the annual year-end evaluation that is not based on student growth and assessment data shall be based on at least the following for the school in which the school administrator works as an administrator:

1. The school administrators' training and proficiency in conducting teacher performance evaluations if they do so, or his/her designee's proficiency and training if the administrator designates such duties.
2. The progress made by the school or District in meeting the goals established in the school/District improvement plan.
3. Student attendance.
4. Student, parent, and teacher feedback and other information considered pertinent by the Board.
- 5.

- F. After July 1, 2024, the portion of the year-end evaluation that is not based on student growth and assessment data or student learning objectives must be based on objective criteria.

F. For the purposes of conducting annual year-end evaluations under the performance evaluation system, the District shall adopt and implement one (1) or more of the evaluation tools for teachers or administrators, if available, that are included on the list established and maintained by the Michigan Department of Education ("MDE"). However, if the District has one (1) or more local evaluation tools for administrators or modifications of an evaluation tool on the list, and the District complies with G., below, the district may conduct annual year-end evaluations for administrators using one (1) or more local evaluation tools or modifications. The evaluation tools shall be used consistently among the schools operated by the District so that all similarly situated school administrators are evaluated using the same measures.

- G. The district shall post on its public website all of the following information about the measures it uses for its performance evaluation system for school administrators:

1. The research base for the evaluation framework, instrument, and process or, if the district adapts or modifies an evaluation tool from the MDE list, the research base for the listed evaluation tool and an assurance that the adaptations or modifications do not compromise the validity of that research base.
2. The identity and qualifications of the author or authors or, if the district adapts or modifies an evaluation tool from the MDE list, the identity and qualifications of a person with expertise in teacher evaluations who has reviewed the adapted or modified evaluation tool.
3. Either evidence of reliability, validity, and efficacy or a plan for developing that evidence or, if the district adapts or modifies an evaluation tool from the MDE list, an assurance that the adaptations or modifications do not compromise the reliability, validity, or efficacy of the evaluation tool or the evaluation process.
4. The evaluation frameworks and rubrics with detailed descriptors for each performance level on key summative indicators.
5. A description of the processes for conducting classroom observations, collecting evidence, conducting evaluation conferences, developing performance ratings, and developing performance improvement plans.
6. A description of the plan for providing evaluators and observers with training.

- H. The District shall also:

1. Provide training to school administrators on the measures used by the district in its performance evaluation system and on how each of the measures is used. This training may be provided a district or by a consortium consisting of two (2) or more districts, the intermediate school district or a public school academy.

2. Ensure that training is provided to all evaluators and observers. The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide the training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.

Prior to July 1, 2024, administrators shall receive a rating of highly effective, effective, minimally effective, or ineffective. After July 1, 2024, the rating system must assign a rating of effective, developing, or needing support and the evaluation process shall comply with the requirements of M.C.L. 380.1249b. After July 1, 2024, if an administrator is rated as needing support, they will be provided with the options set out in M.C.L. 380.1249b.

The evaluation system shall ensure that if the administrator is rated as minimally effective or ineffective prior to July 1, 2024, or developing or needing support on or after July 1, 2024, the person(s) conducting the evaluation shall develop and require the school administrator to implement an Improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other measures designed to improve the rating of the administrator on the his/her next annual year-end evaluation. An administrator rated as ineffective prior to July 1, 2024, or needing support on or after July 1, 2024 "ineffective" on two (2) consecutive year-end evaluations must be dismissed from employment with the District.

After July 1, 2024, the evaluation system must include a midyear progress report for each administrator in each year they are evaluated. This midyear progress report shall comply with M.C.L. 380.1249b and may not replace the annual evaluation.

After July 1, 2024, for the first three (3) years that an administrator is in a new administrative position, they shall be assigned a mentor or coach.

The evaluation program shall aim at the early identification of specific areas in which the individual administrator needs help so that appropriate assistance may be provided or arranged for. A supervisor offering suggestions for improvement to an administrator shall not release that professional staff member from the responsibility to improve. If an administrator, after receiving a reasonable degree of assistance, fails to perform his/her assigned responsibilities in a satisfactory manner, dismissal, or non-renewal procedures may be invoked. In such an instance, all relevant evaluation documents may be used in the proceedings.

Evaluations shall be conducted of each administrator as stipulated in the revised School Code, the employment contract, the Superintendent's administrative guidelines and as directed by the Michigan Department of Education. An administrator shall be given a copy of any documents relating to the administrator's his/her performance which are to be placed in the personnel file.

This policy shall not deprive an administrator of any rights provided by State law or any contractual rights consistent with State law.

Revised 12/15/15

Revised 7/20/16

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M.C.L. 380.1249, 1249b





Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of ASSIGNMENT AND TRANSFER
Code	po3130
Status	First Reading
Adopted	July 13, 2015
Last Revised	December 10, 2018

#### 3130 - **ASSIGNMENT AND TRANSFER**

The Board of Education believes that the appropriate placement of qualified and competent staff is essential to the successful functioning of the District.

The Superintendent shall be responsible for the proper assignment and transfer of all professional staff members and shall attempt to effect the optimum assignment of the professional staff in conformance with any applicable contractual or legal requirements, State certification requirements, and Federal requirements. The Superintendent ~~S/He~~ shall establish an audit procedure to ensure that each instructional staff member's teaching certificate is currently in compliance with appropriate State certification criteria and has not been nullified or, if applicable, that the professional staff member is otherwise qualified to teach as allowed by law.

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Legal	M.C.L. 380.1231, 1233b E.S.E.A./N.C.L.B. – 20 U.S.C. 6319
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Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of TERMINATION AND RESIGNATION
Code	po3140
Status	
Adopted	July 13, 2015

#### 3140 - **TERMINATION AND RESIGNATION**

##### **TERMINATION**

An employment contract may be suspended or terminated, upon a majority vote of the Board of Education. In such cases, the Board shall abide by due process and such terms as may be set forth in a negotiated, collectively-bargained agreement, the Teacher Tenure Act or the individual contract, as applicable.

Employees and those under contract to work regularly and continuously in the schools, whether part-time or full-time, may not continue employment with the Board if a criminal history records check or other authoritative source reveals a conviction of a "listed" offense under M.C.L. 28.722.

Individuals convicted of a non-listed felony may not continue to work unless both the Superintendent and the Board give written approval. Such conviction(s) may subject professional staff to discharge or demotion of a teacher on continuing tenure. The State Board of Education will be notified of the report of conviction(s) as required by law.

##### **RESIGNATION**

A professional staff member may resign in accordance with the terms of the negotiated, collectively-bargained agreement or the staff member's ~~his/her~~ employment contract.

An administrator may resign by filing a written resignation with the Superintendent at least thirty (30) days prior to the effective date of the resignation.

Once a resignation has been submitted in writing and accepted by the Superintendent, that resignation shall be considered irrevocable.

The Superintendent may act for the Board in the acceptance of a resignation.

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Legal M.C.L. 28.722, 38.74, 380.1230 et seq., 380.1535a



Book	Policy Manual
Section	3000 Professional Staff
Title	Copy of VACANCIES
Code	po3132
Status	
Adopted	July 13, 2015
Last Reviewed	January 16, 2024

#### 3132 - **VACANCIES**

It shall be the policy of the Board of Education to employ the best qualified individual for any District vacancy at any level.

Vacancies shall be announced, and all members of the professional staff shall be eligible for consideration for any District vacancy, providing they are properly qualified.

The Superintendent shall establish procedures to facilitate identification and evaluation of candidates for administrative, supervisory, and other leadership positions.



Book	Policy Manual
Section	Special Update - November 2023 Ready for NEOLA
Title	Copy of STAFF DISCIPLINE
Code	po3139
Status	First Reading
Adopted	July 13, 2015
Last Revised	January 17, 2018

### 3139 - **STAFF DISCIPLINE**

Whenever it becomes necessary to discipline a member of the staff, the Board of Education directs the Superintendent shall utilize related procedures described in the current negotiated agreement, to the extent not inconsistent with the current negotiated agreement, and the following principles and procedures.

A teacher may only be discharged, demoted or otherwise disciplined for a reason that is not arbitrary or capricious. In all instances, discipline, discharge and demotion shall occur in accordance with the statutory requirements under the Teacher Tenure Act and the Revised School Code.

The administrator/Superintendent shall conduct an investigation of any alleged act or omission by a teacher that could result in disciplinary action. The teacher shall be provided with oral or written notice of the issue or incident being investigated.

The investigation shall include, at a minimum, interviews of appropriate persons and a meeting with the subject teacher and, if requested or if required by the bargaining agreement, the teacher's his/her designated representative (either another employee or a union representative if part of a bargaining unit) to allow the teacher an opportunity to respond to the complaint. Prior notice of this meeting shall be provided to the teacher for any discipline that may result in a suspension or loss of pay. The meeting shall not proceed without the teacher's designated representative; however, the meeting shall not be unduly delayed to secure the attendance of the teacher's preferred representative. The District may substitute another representative from the union to timely process the investigation.

After completion of the investigation, if discipline is to be imposed, the teacher shall receive written notice of the discipline and this notice shall also be placed in the teacher's file.

Discipline may include, but is not limited to:

- A. written warning;
- B. written reprimand;
- C. suspension (paid or unpaid);
- D. discharge.
- E. financial penalty in accordance with Michigan law.

The District does not have to apply discipline in a progressive manner, but, rather, may impose discipline consistent with the seriousness of the teacher's conduct, as determined by the District. Additionally, nothing in this policy limits the District's right to take other appropriate action, such as placing a teacher on administrative leave during the pendency of an investigation or issuing a counseling memorandum, which is considered instructional, not disciplinary.



If it appears that disciplinary action beyond written reprimand may be necessary, the administrator should contact the Superintendent to discuss the disciplinary action that is to be taken.

Any disciplinary action that is not subject to Board review as described below may be submitted to the Superintendent for review within five (5) work days of the teacher's receipt of the written confirmation. The Superintendent/designee is not required to conduct an independent investigation. S/He shall meet with the administrator who issued the discipline and with the teacher and his/her designated representative, if requested. The Superintendent may affirm, revise or reject any disciplinary action taken against a teacher and his/her decision is final.

The administrator's decision to impose any disciplinary action that is not subject to Board review, as described below, is final.

The following disciplinary actions may only be imposed by the Board in adherence with the requirements of the Teacher Tenure Act:

A. discharge of a tenured or probationary teacher;

B. demotion of a tenured teacher (which includes suspension for fifteen (15) or more consecutive days without pay or a reduction in compensation by more than equivalent of thirty (30) days compensation in one (1) school year);

C. non-renewal of a probationary teacher.

Revised 12/15/15

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M.C.L. 38.101 et seq., 38.74, 380.1230d, 380.1535a

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-65

SUBJECT: Auditor's Appointment

FOR DISCUSSION: Marcus Leon

**STATEMENT OF THE ISSUE:**

The district last sent out a Request for Proposal (RFP) for auditing services approximately 20 years ago. The RFP was sent to 4 firms and three firms responded. The proposals were reviewed and evaluated on the technical criteria contained in the RFP, which included:

- Past experience and performance on comparable school district engagements
- Quality of firm's personnel
- Experience with similar state and federal grant programs
- Adequacy of proposed staffing plan

**COST/BENEFIT STATEMENT:**

Average 3-year cost for each firm:

Plante/Moran:	\$52,195
Rehmann:	\$47,717
Maner Costerisan:	\$46,133

**BUDGET/IMPACT STATEMENT:**

Audit fees are included in the operating budget each year.

**RECOMMENDATION:**

This item is for discussion only. At the February Board meeting administration will recommend that Maner Costerisan be appointed as the District's independent auditors for the three years ending 2024 through 2026.

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-66

SUBJECT: Technology Upgrades

FOR DISCUSSION: Jeff Beal

**STATEMENT OF THE ISSUE:**

In anticipation of moving from the JCISD Technology Consortium to All Covered, there are start-up costs that are necessary to ensure a smooth transition and continuity of services.

<u>IT Transition Assessment and Transition Project</u>	\$ 467,750
<u>Hardware / Software</u>	<u>733,663</u>
<b>TOTAL</b>	<b>\$ 1,201,413</b>

These items will be paid for through the general fund. No action required at this meeting. A recommendation for approval will be on the February agenda.

JACKSON PUBLIC SCHOOLS  
SPECIAL BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-67

SUBJECT: [Resolution for Recreation](#)  
Millage Ballot Proposal

FOR ACTION: Jeff Beal/Marcus Leon

**STATEMENT OF THE ISSUE:**

The district has funded recreation programs for over 50 years. The millage was last renewed in early 2015 for ten years ending June 30, 2024. July 1, 2024 will be the last time it can be levied.

In cooperation with the City Council, the Parks and Recreation Board, Jackson Public Schools and the Friends of Recreation Committee is proposing a .25 mill increase.

If approved, the increase will allow the district and recreation department to:

- Continue to provide and grow recreation activities for the community
- Help offset program costs due to wage and supply increases
- Keep fees affordable
- Expand summer and after school programming
- Provide employment for high school and college students

**RECOMMENDATION:**

Administration recommends adoption of the attached resolution to authorize the .75 Recreation Millage ballot proposal.

**JACKSON PUBLIC SCHOOLS  
JACKSON COUNTY, MICHIGAN**

**RESOLUTION APPROVING AND CERTIFYING PUBLIC RECREATION AND  
PLAYGROUNDS BALLOT PROPOSAL**

Minutes of a Regular Meeting of the Board of Education of the Jackson Public Schools, County of Jackson, Michigan, held in the School District on January 16, 2024, at 5:30 p.m. Eastern Standard Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_;

WHEREAS, Section 2 of Public Act 156 of 1917, as amended, authorizes a school district to operate a system of public recreation and playgrounds and to vote a tax to provide funds for operating such a system; and

WHEREAS, the Board of Education of the School District determines that it is necessary for the health, safety and welfare of the School District to operate such a system independently or in cooperation with the City of Jackson or other municipality as permitted by Section 3 of Public Act 156 of 1917, as amended, and to submit a proposal to the qualified electors of the School District at the Annual Election to be held on August 6, 2024 to provide earmarked funds to operate such a system; and

WHEREAS, Section 312 of the General Election Law, Public Act 116 of 1954, as amended, requires that if a Board of Education wishes to submit a ballot proposal to the electors it must adopt a resolution to that effect and certify the ballot proposal language to the Election Coordinator (Jackson County Clerk) not less than eighty two (82) days before the election date.

NOW, THEREFORE, BE IT RESOLVED that:

1. The following ballot proposal to provide earmarked funds to operate a system of public recreation and playgrounds shall be submitted to the qualified electors of the School District at the Annual Election to be held on August 6, 2024.

PROPOSITION A

MILLAGE PROPOSAL TO PROVIDE EARMARKED  
FUNDS TO OPERATE A SYSTEM OF  
PUBLIC RECREATION AND PLAYGROUNDS

Shall the limitation on the amount of taxes, which may be assessed against all property in Jackson Public Schools, Jackson County, Michigan, be increased to three-quarters of one (0.75) mill (\$.75 on each \$1,000 of taxable value) for a period of ten years, 2025 through 2034, inclusive, to provide funds for purposes of operating a system of public recreation and playgrounds, such increase being an authorization of 0.75 new additional mill (the estimated amount of revenue that will be collected in calendar year 2025 if said 0.75 mill is authorized and levied is \$1,123,228, all of which will be disbursed to Jackson Public Schools)?

2. The Secretary of the Board of Education shall certify the foregoing ballot proposal language to the Election Coordinator (Jackson County Clerk) on or before May 14, 2024 by filing a certified copy of this Resolution with the Election Coordinator on or before that date.

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

AYES:

NAYES:

Resolution declared adopted.

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Secretary, Board of Education  
JACKSON PUBLIC SCHOOLS

### CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Board of Education of the Jackson Public Schools, County of Jackson, Michigan at a regular meeting held on January 16, 2024, and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 Public Acts of Michigan of 1976, and that the minutes of the open meeting were kept and will be or have been made available as required by the Act.

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Secretary, Board of Education  
JACKSON PUBLIC SCHOOLS

JACKSON PUBLIC SCHOOLS  
BOARD OF EDUCATION MEETING  
Jackson High School  
January 16, 2024

ITEM: 23-24-68

SUBJECT: All Covered [Managed IT Services](#) and  
[Support Proposal](#)

FOR ACTION: Jeff Beal

**STATEMENT OF THE ISSUE:**

In October, the Board approved the discovery phase of the All Covered project.

In December, the Superintendent provided an initial proposal from All Covered for Managed IT Services and Support for Jackson Public Schools based on the information gathered during the discovery phase.

The three-year proposal (7/1/24-6/30/27) has been reviewed and finalized and is ready to execute.

**RECOMMENDATION:**

Administration recommends approval of the three-year (7/1/24-6/30/27) proposal as presented and authorizes the Superintendent to execute the contract with All Covered for Managed IT Services and Support.