

**Hillsdale County Intermediate School District  
Board of Education Meeting  
December 20, 2018 ~ 5:30 P.M.  
DRAFT MINUTES**

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**Board Members Present:** Brandes, Gutowski, Leininger, Nye, White

**HCISD Staff:** Steel, Svacha, Shaffer, Magda, Rathburn, Patterson, Tobar, Swan, Carpenter, K. Jones, Frank, Conyne, Dunten, Lawless, McFeters, McDowell, Estel, Boardman, Rubin, Slamka, Ellison, Bigelow, Quigley, G. Jones, O'Heran, Streur, Johnston, McKelvey, Maxfield, Ansel, Buelow, Staib, Masters

**Guests:** Sid Halley, Hillsdale ESP; Ameer Snyder, Jonesville; Jeff Condon, HLCEA; Ruth Pribik, HLCEA; Debby Kerr, HCISD Retiree; Mary Halley, Jonesville; Troy Beasley, MEA; Ann Harris; Kelsea Hackworth, Jonesville; Sara Willer; L. Brown, Jonesville; Chris Huffman, HCISD Retiree

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**CALL TO ORDER**

President Leininger called the meeting to order at 5:31 PM. The Pledge of Allegiance was recited.

**APPROVAL OF CONSENT AGENDA**

- A. Minutes, Meeting on November 15, 2018, Regular Meeting
- B. Minutes, November 15, 2018, Closed Session
- C. Report on Investments
- D. Bills Payable

White/Nye to approve the consent agenda as presented.

Ayes: All    Nays: None    ***Carried***

**COMMENTS FROM GUESTS**

Linda Brown, resident, taxpayer, parent, and teacher at HHS, provided a handout with specific questions.

Jeff Condon, teacher in Adrian and Hillsdale-Lenawee Association, talked about the Lenawee County consortium. It started in 2013; the group worked on common insurance plans to capitalize on larger purchasing power. Jeff added that entering the consortium doesn't change the plans that you purchase, it saves on the administration: Invoices come to one place and is paid from there. Joining the consortium is very easy. About a year ago, Lenawee explored opening up Hillsdale County. Hillsdale County would experience savings: About \$500 per month for full family coverage; \$400 for 2 people; and \$175 for single. Jeff stated that he is here to ask that the Board allow the employees to join. It represents a huge savings. Jeff offered that he has the numbers, facts, quotes, and would be willing to stay after and answer any questions.

Liz Quigley, Speech Therapists at HCISD for 17 years. Liz stated she loves her my job and all the people. Liz serves as the co-president. Liz stated that she would like to request that staff be allowed to choose their our insurance.

Debby Kerr, retired about 2-1/2 years ago from the HCISD, since the beginning of the school year has had 7 families come to her with issues of services including one that hired their own speech therapist at \$100 per week.

Ann Harris, teacher at HHS for 25 years, since the State of MI passed laws to employees for sharing the costs; Ann disclosed that she actively worked to get the Lenawee Consortium to Hillsdale County. Ann stated that research shows that happier employees make for a better organization. In Hillsdale, Shawn Vondra, was willing to work with their staff in finding the best insurance. Ann said he was willing to allow employees to join the consortium to drive down the cost. Ann stated this is a \$30 per pay savings. Ann stated that as an educator,

she's never experienced a raise that kept up with the cost of living and doesn't expect to but is pleased that everyone worked together to build a better community.

Lora Gleib, MoCI classroom teacher for 21 years, stated she works with great people and teaches great kids. Lora stated that she is in complete support of our negotiation team.

Stacy Slamks, Psychologist for 15 years, asked the Board to please consider allowing staff to join the consortium A.

Gloria Jones asked that the Board consider the Consortium and take the high road - sign the contract and deal with the other stuff later.

Cindy Magda, works on Beck Road, requested that the Board please sign the letter of agreement. I have ongoing medical issues and changing companies could be catastrophic.

Cheryl, worked at HCISD for about 20 years, stated she loves her job and the people. Cheryl added that her husband is disabled and she works to provide the insurance for their family. Cheryl stated that she currently works 3 jobs to make sure we have enough money to keep them insured and pay their bills. Cheryl requested that the Board think about what it would do for everyone as they each have stories to tell about how it could help.

Michelle Falater, employee for 15 years, stated that she loves her job. Michelle added that she feels blessed to be able to work at the HCISD, blessed with the people and children, and said she loves them as her own family. Michelle requested that the Board consider allowing staff to join the consortium because it is the right thing to do.

Lisa Coyne, employee for 10 years for visually impaired and blind, stated she, too, loves her job and thinks staff deserve *this* – she stated she thinks it would be so effortless and a good deed around the holidays.

Shivawn, employee for 25 years as secretary, stated she has had wonderful times here and very much enjoyed staff members and children. Shivawn stated she is the co-president and the hardest part of that job is to watch people suffer when they have the hardest job. Shivawn stated this is the first time in 25 years that staff and administration is in mediation. Shivawn stated that she thinks we can be better and that we could work together to do the right things for kids, staff, and the HCISD.

Brittany Carpenter, a school social worker, said she loves working with families and kids. Brittany said that it has been very stressful for her and family.

### **CLOSED SESSION FOR THE PURPOSE OF NEGOTIATIONS**

Nye/Gutowski to convene to closed session for the purpose of negotiations at 5:50 PM. Roll Call: White, Brandes, Gutowski, Leininger, Nye Ayes: All Nays: None ***Carried***

Present: Leininger, Nye, White, Brandes, Gutowski, Steel, Svacha, Shaffer, Lawless, Attorney Martha Marcero

Leininger/White to reconvene to open session at 6:35 PM. Ayes: All Nays: None ***Carried***

### **OTHER BUSINESS ACTION ITEMS**

- A. New Hire: Todd Hines
- B. New Hire: Karen Kroa
- C. Union Grievance on Evaluation
- D. Policy. Second Reading. NEOLA Fall Update 2018, 33.1
- E. Policy. First Reading. Thru Reduction & Recall of Teachers
- F. Phone System Purchase

- G. Three Meadows Property
- H. Review Construction Trades House Bids for Kitchen and Bathroom

Item A

New Hire: Todd Hines

Brandes/Nye to approve the hire of Todd Hines for the position of maintenance/custodian team.

Ayes: All      Nays: None      ***Carried***

Item B

New Hire: Karen Kroa

White/Nye to approve the hire of Karen Kroa for the position of maintenance/custodian team.

Ayes: All      Nays: None      ***Carried***

Item C

Union Grievance on Evaluation

Troy Beasley, Uniserv Director, stated that the union is grieving the implementation of a new evaluation tool as it is a mandatory topic of bargaining. Troy stated they are seeking remedy in the form of administration withdrawing the evaluation rubric and returning to the prior evaluation tool. Troy addressed the “why” of the new tool and questioned why it was not brought to the bargaining table. The timeline issue was raised by Ronna Steel at her level. Troy stated that in September, Ronna asked Troy if she should assume the letter she sent was fine: The letter in question was not identified by Ronna or questioned by Troy. Troy discovered that the letter was delivered to the incorrect tenant in the MEA building and was given to them on September 21. Troy stated that they feel the contract was violated and they are currently bargaining and nothing in terms of a rubric has been presented. Troy said the union is happy to look at the rubric but that it is a mandatory issue of bargaining. Troy said they are requesting that the Board offer a remedy by removing the new implementation, go back to the old tool, and direct Ronna to bring it to the bargaining table. Troy read quotes.

Handout: Copies of Documents

Martha Marcero stated she was not going to debate whether the evaluation is part of bargaining. The evaluation tool in Hillsdale County is not part of the contract. Martha stated that the duty to bargain is that notice of proposed changes must be given and the expectation is that the opposite group will respond. Notice was served 2 years ago; There has since been 4 Uniserv directors. The administration has been trying to settle the tool for two years. Martha questioned why an ULP wasn’t served, and that the statute of limitations has run at this time. The Board confirmed that the evaluation tool has not been part of the contract. Martha stated that there is actually not a grievance because the union is trying to argue a violation of State law, and there’s no contract provisions. The administration gave the Union an opportunity of which they did not take.

Nye/Gutowski to deny the grievance in regard to an evaluation tool. Roll Call Vote. Ayes. Brandes, Gutowski, Leininger, Nye, White      Nays: None      ***Carried***

Item D

Policy. Second Reading. NEOLA Fall Update 2018, 33.1

Gutowski/Brandes to approve the NEOLA fall update as presented. Ayes: All      Nays: None      ***Carried***

Item E

Policy. First Reading. Thrun Reduction & Recall of Teachers

Item F

Phone System Purchase

The cost is estimated is for 84 phone units to meet 911 compliance. \$15,460 is the total one-time costs. There is approximately \$21K in annual cost savings.

Brandes/Nye to approve the purchase of a new phone system as presented.

Ayes: All      Nays: None      ***Carried***

### Item G

Three Meadows Property

Superintendent Steel has received a purchase agreement from the city but a few minor adjustments need to be made. The purchase is for 2 lots.

Nye/White to authorize Superintendent Ronna Steel to sign the purchase agreement.

Ayes: All

Nays: None

***Carried***

### Item H

Review Construction Trades House Bids for Kitchen and Bathroom

The recommending is to purchase from Stoll's.

Brandes /White to approve the purchase of kitchen and bathroom cabinetry and specification from Stoll's.

Ayes: All

Nays: None

***Carried***

## **BUSINESS ITEMS FOR FUTURE CONSIDERATION**

A. Hire of Positions (special/general/vocational)

B. Three Meadows, Purchase of Additional Lots

C. Staff Handbook

Superintendent Steel said the handbook is still being worked on.

D. Dean Jennings Facility Rental (placeholder)

There is no interest at this time for rentals.

E. Ratification of Employee Contracts (potential item)

F. Business Office Services with Litchfield Community Schools

Director Shaffer stated, in response to a question from the Board, that she would likely need to post business manager and potentially a secretary.

G. Science Curriculum and School Improvement Contract with M. Burger

The HCISD currently provides services to Litchfield Community Schools through a regional assistance grant; this position is in addition.

H. Out of State Speech Conference (PECS Training)

For training in Chicago in February

I. Out of State Conference (General Education)

Jonathan Tobar stated this is for his travel as president of the bi-lingual association. Jonathan is currently negotiating to see if the co-president can attend. The association pays the costs.

## **BUSINESS SERVICES REPORT**

Director Shaffer provided a report in the board book. Will Carleton Academy will be monitored in January and February. Director Shaffer mentioned that Choice Schools Management Company is top notch.

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## **SUPERINTENDENT'S REPORT**

Superintendent Steel provided a report in the board book. Superintendent Steel provided a brief update on lame duck and strategic planning. Superintendent Steel added that the strategic planning document is a live document and she is willing to share the link if the Board prefers.

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## **GENERAL EDUCATION**

Jonathan Tobar provided a report in the board book. Director Tobar added that the cost for the phones is a one-time fixed fee and installation is planned during spring break. Director Tobar reported on the following; The Early Literacy funding has been granted at \$79K for the county; Jonathan thanked Stacy for her technical support on the grant in working with the county; and Jonesville Schools was awarded \$20K for a Title Grant.

## **SPECIAL EDUCATION**

Susanne Masters provided a report in the board book. Director Masters reported on the special education strategic planning goals. Five goals were develop. The special education department and county are working together. Director Masters mentioned the items Greenfield student have worked on and are selling. A position of school social worker is posted currently.

### **HILLSDALE AREA CAREER CENTER**

Jonathan Tobar provided a report in the board book. Director Tobar reported on the following; Thanked Mr. Kelvey for being at the meeting; the HACC was complimented from ARCO on the product that is being produced; and that the we did not make round 3 of the Marshall Plan but we will reapply at the next round. \$5,000 was received for Mr. Boggs classroom from AT&T in recognition of the work being done in the classroom.

### **OTHER MATTERS**

Special board meeting

January 10, 6:30

White/Scott to schedule a special board meeting on January 10, 2019, at 6:30 PM for the purpose of the Superintendent's evaluation.

Ayes: All      Nays: None      ***Carried***

Director Shaffer shared information regarding the position mentioned by Mindy Wilson at the previous meeting. We missed it about the last meeting. The funding would come from 54D which is State money rather than Federal. This implies that a maintenance of effort must be in place. The grant money is to supplement not supplant. Mindy Wilson would like to hire a position to assist in Early On Coordination. About \$40K would be paid from the grant and about \$37K from 54D monies. The position would be an administrative position at a salary of \$75K to \$85K. The HCISD would need to cover \$15K of the position.

### **GENERAL COMMENTS FROM GUESTS**

Troy Beasley, Uniserv Director, thanked the Board. Troy added that *this* is the business side of what we do - the most important thing we do is with the people. Troy reminded the Board that they have a packet of information and requested that they look through it. Troy thank the Board for what they do and wished everyone a happy holiday.

Sid Haley, resident of Jonesville, read a statement.

### **ADJOURNMENT**

Gutowski/Brandes to adjourn at 8:24 PM

Ayes: All      Nays: None      ***Carried***

Respectfully Submitted,  
Kim Svacha