



East Lansing Board of Education

509 Burcham Drive, East Lansing, MI 48823

Regular Meeting
November 13, 2023 - 7:00 PM
Board Room
509 Burcham Drive
East Lansing, Michigan 48823



Agenda

I. Opening of Meeting

A. *Call to Order*

B. *Roll Call*

C. *Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens*

D. *Approval of Agenda*

Motion: The Board of Education approves the November 13, 2023 regular meeting agenda, as presented.

E. *Approval of Minutes*

Motion: The Board of Education approves the October 23, 2023 regular meeting minutes, as presented.

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II. Recognition

III. Student Representative Report

IV. Superintendent's Report

V. **Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

VI. Presentations

A. Ingham County Health Department School-Based Health Clinic

B. MSAN Student Conference & Action Plan, MSAN Scholars and Advisors

VII. Action Items

A. Revised Policy 4216 Personal Communication Devices **10**
Motion: The Board of Education approves the revision to Policy 4216 Personal Communication Devices.

B. ELBOPA Donation **11**
Motion: The Board of Education accept the Cushman 1200 Hauler Pro Electric Cart donation from ELBOPA contingent upon the following:

The cart shall be restricted in use with first priority to the ELHS band program but may be used by other programs/functions if not being used by the band program and approved by the ELHS Band Director or administration.

VIII. Committee Reports

- A. Academic and Technology Committee
- B. Facilities Committee
- C. Finance Committee
- D. Intergovernmental Relations
- E. Personnel Committee
- F. Policy Committee

IX. Announcements

X. Adjournment

Respectfully Submitted,

***Dori Leyko
Superintendent***

I. Opening of Meeting

I.A. Call to Order

Dr. Terah Chambers, President called the meeting to order at 7:02 p.m.

I.B. Roll Call

Dr. Terah Chambers:	Present
Dr. Kath Edsall:	Present
Ms. Tali Faris-Hylen:	Present
Mr. Gary Holbrook:	Present
Dr. Elizabeth Lyons:	Present
Mr. Chris Martin:	Present
Dr. Estrella Torrez:	Present
Ms. Dori Leyko, Superintendent	Present
Student Representatives	
Jennifer Rairigh	Absent
Holyn Walsh	Absent

Present: 8. Student Representatives were not in attendance.

I.C. Mission Statement: Nurturing Each Child, Educating All Students, Building World Citizens

Mr. Gary Holbrook read the Mission Statement.

I.D. Oath of Office

I.D.1. Estrella Torrez

I.E. Approval of Agenda

Motion: 23-24/041: The Board of Education approves the agenda of the October 23, 2023, regular meeting, as presented.

This motion, made by Mr. Chris Martin and seconded by Dr. Elizabeth Lyons, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Gary Holbrook: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye, Dr. Estrella Torrez: Aye

Aye: 7, Nay: 0

I.F. *Approval of Minutes*

Motion: 23-24/041: The Board of Education approves the October 9, 2023, regular meeting and October 9, 2023, closed session minutes.

I.F.1. October 9, 2023, regular meeting

I.F.2. October 9, 2023, closed session minutes

This motion, made by Ms. Tali Faris-Hylen and seconded by Dr. Elizabeth Lyons, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Gary Holbrook: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye, Dr. Estrella Torrez: Aye

Aye: 7, Nay: 0

II. **Recognition**

- National Merit Semifinalist- **Peter Ahlin**.

We have two commended students this year- **Khaled Taifor and Walker Lutz**

We have seven students who have received the National African American Recognition Award (NAARA). Those students include:

Aaron White

Carmel Eiland

Ava Hayes

Carmella Watson

Wennie Johnson

Isaiah Lott

Sophia Diakite

We have one student who has been recognized as the recipient of the National Hispanic Recognition Award (NHRA) and that student is: **Eron Palmer**

- Congratulations to the football team for their fantastic season. They will face Everett at home on Friday in the first round of playoffs.

III. **Student Representative Report**

- No report.

IV. **Superintendent's Report**

Board of Education Vacancy Filled

At the October 9 meeting, the Board of Education unanimously voted to appoint Estrella Torrez to fill the vacancy. Mrs. Torrez took her oath of office last evening and will fill this vacancy through the end of 2024.

No Classes November 10 for Staff Professional Learning

Please mark your calendars for the following days of no classes:

- Friday, November 10
- Friday, February 16
- Friday, March 8
- Friday, April 26

First Set of Emergency Lockdown Drills Completed Last Week

In partnership with the East Lansing Police Department and the Meridian Township Police Department, all of our buildings held their first of three required lockdown drills last week. Matt Morales, Director of Health and Safety, coordinated these drills and was onsite to facilitate their implementation and bring back feedback and suggestions for improvement and alignment. One change we made this school year was to share the dates of these lockdown drills with families in advance and to provide resources and talking points so that students may be better prepared for these drills. Thanks to ELPD and Meridian Township PD for their assistance with these state-mandated drills.

GLP Financial Classroom Grants Awarded to Staff

At the last Board meeting, representatives from GLP Financial Group awarded ELPS with a \$5000 classroom materials scholarship. At the October 13 Professional Learning Friday, we raffled off ten \$500 scholarships to staff – one at each elementary building and two each at the middle school and high school. Our ten scholarship recipients are:

- Donley – Kelsey Rourke, 2nd-grade teacher
- Glencairn – David Mack, 1st-grade teacher
- Marble – Sami Tucker, Physical Education teacher
- Red Cedar – Marc Finger, Physical Education teacher
- Robert L. Green – Heather Dufner, Special Education teacher
- Whitehills – Sarah Moreno, School Social Worker
- MacDonald Middle School – Leah Jones and Bryan Moody, Math teachers
- East Lansing High School – Jillee Horn, Social Studies teacher and Kristen Day, English teacher

MSAN Student Conference

The MSAN Student Conference is back! After a 3-year hiatus due to COVID, the MSAN Student Conference is being held November 1 – 4 in the Sun Prairie Area School District in Madison, Wisconsin. Eight ELHS students and three chaperones will be attending the conference and will be here at the November 13 Board meeting to share their experiences and present their action plan. And ELPS will be hosting next fall's MSAN Student Conference right here in East Lansing!

Upcoming Board Meeting Presentations

(subject to change – 2024 meeting dates are tentative)

Tonight:

- East Lansing High School Goals and Updates (can be viewed on our website with Board materials as well)

November 13, 2023:

- Multicultural Student Achievement Network (MSAN) Student Conference and MacDonald Middle School Intersectional Social Justice Collaborative (ISJC)
- School-Based Health Clinic – Ingham County Health Department

November 27, 2023:

- Whitehills – Social Justice Trees
- ELPS Goals Updates

December 11, 2023:

- Glencairn – Morning Celebration and Social Justice Integration

January 22, 2024:

- MacDonald Middle School – Restorative Practices & Student Support Team

February 12, 2024:

- First budget revision

February 26, 2024:

- Robert L. Green – Educating All Students through Targeted and Intensive Interventions

March 11, 2024:

- Marble – Social Justice & Wall of Pride
- ELPS Goals Update

April 8, 2024:

- Donley – Positive Behavior Interventions and Supports (PBIS)

Next Board of Education Meeting is November 13, 2023

The next meeting of the Board of Education is Monday, November 13, 2023.

Discussion followed.

V. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

- Brandi Branson/ELPAT - General comment and thank you for the action taken at MacDonald Middle School.

VI. Presentation

VI.A. ELHS 2023 Goals and Updates, Ashley Schwarzbek, East Lansing High School Principal

Discussion followed.

VII. Action Items

VII.A. **Revised Policies**

Motion: 23-24/043: The Board of Education approves the revisions to the following Board Policies, as presented.

- Policy 2303 - Violation of Board Code of Ethics
- Policy 2306 - Board Member Compensation
- Policy 2405 - Board Officers
- Policy 2501 - Meetings
- Policy 2501A - Electronic Board of Education Meetings
- Policy 2506 - Organizational Meetings
- Policy 3118 - Title IX Sexual Harassment
- Policy 3301A - Purchasing and Procurement with Federal Funds
- Policy 3303 - Gifts and Donations
- Policy 3308 - Distribution of Printed Material and Advertising in School
- Policy 3405 - Bloodborne Pathogens
- Policy 3407 - Asbestos Management
- Policy 3408 - Firearms and Weapons
- Policy 4101 - Non-Discrimination
- Policy 4103 - Whistleblowers' Protection
- Policy 4104 - Employment Complaint Procedure
- Policy 4105 - Workplace Accommodations for Employees and Applicants Under State and Federal Law
- Policy 4220 - Use or Disposal of District Property
- Policy 4404 - Performance Based Compensation for Teachers
- Policy 4504 - Performance Based Compensation (Administrators/Supervisors)
- Policy 5205B - Student Discipline - Students with Disabilities
- Policy 5411 - Student Promotion, Retention, and Placement
- Policy 5419 - Reading Assessments, Instruction, Intervention, and Retention
- Policy 5707 - School Wellness Policy

This motion, made by Dr. Kath Edsall and seconded by Dr. Elizabeth Lyons, Passed.

Dr. Estrella Torrez: Abstain (With Conflict), Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Gary Holbrook: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Abstain (With Conflict): 1

Discussion followed. Dr. Kath Edsall clarified that the revisions of these policies were mostly small grammatical or legal authority changes.

VII.B. 2024 Summer Tax Levy Resolution

Motion: 23-24/044: The Board of Education adopt the resolution, as presented, to impose a 100% summer tax levy to collect all school property taxes.

This motion, made by Dr. Elizabeth Lyons and seconded by Mr. Gary Holbrook, Passed.

Dr. Estrella Torrez: Abstain (With Conflict), Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Gary Holbrook: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Abstain (With Conflict): 1

Discussion followed.

VII.C. 2023-24 Tuition Rates

Motion: 23-24/045: The Board of Education approve the 2023-24 tuition rates as presented.

This motion, made by Dr. Kath Edsall and seconded by Ms. Tali Faris-Hylen, Passed.

Dr. Estrella Torrez: Abstain (With Conflict), Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Gary Holbrook: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Abstain (With Conflict): 1

Discussion followed.

VII.D. Safety, Security and Accessibility Bond for Secondary Buildings

Motion: 23-24/046: The Board of Education approve the exploration of a Safety, Security and Accessibility Bond Proposal for improvements at East Lansing High School and MacDonald Middle School.

This motion, made by Dr. Elizabeth Lyons and seconded by Dr. Kath Edsall, Passed.

Dr. Estrella Torrez: Abstain (With Conflict), Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Tali Faris-Hylen: Aye, Mr. Gary Holbrook: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye

Aye: 6, Nay: 0, Abstain (With Conflict): 1

Discussion followed.

VIII. Committee Reports

VIII.A. Academic and Technology Committee

- Next meeting is October 27 at 2:00 p.m.

VIII.B. Facilities Committee

- Next meeting is November 9 at 12:00 p.m.

VIII.C. Finance Committee

- Next meeting is October 25 at 12:30 p.m.

VIII.D. Intergovernmental Relations

- No meeting scheduled.
- There is no chair at this time due to Ms. Fink's resignation.

VIII.E. Personnel Committee

- No meeting scheduled.
- No immediate items to discuss.

VIII.F. Policy Committee

- Discussed one item to bring the Board for action on November 9. This is in Items of Information.
- Two additional items are in Items of Information that will not need a vote: Onboarding new Board members; Parents Records Request to review educational records. This will be available on the website. Thank you to ELPAT for recommending this form.
- One policy was passed on to Academic and Technology.

IX. Announcements

There were no announcements.

X. Adjournment

The meeting adjourned at 8:16 p.m.

President

Secretary

Series 4000: District Employment

4200 Employee Conduct and Ethics

4216 *Personal Communication Devices*

“Personal communication devices” include employee-owned cell phones, computers, tablets, or any other device that enables an employee to access the internet or engage in communications through an application, social media, or any other communication method. Employee use of personal communication devices during the work day, including school-sponsored activities, and to conduct school-related business, is limited as follows:

- A. except in emergencies, an employee’s use of personal communication devices shall not interfere with instructional activities or work-related duties. Employees taking an authorized break may use personal communication devices in a manner that does not disrupt the District’s operations or violate the confidentiality of students or others;
- B. employees shall not use personal communication devices to access inappropriate content or engage in unlawful activities while on duty, on District property, or attending a District-related event;
- C. employees must not use personal communication devices to inappropriately communicate with other employees, students, and parents/guardians;
- D. employees must ensure that the District’s records and files, including confidential student information, are only maintained on District-provided technology and that confidentiality is maintained. District records and files must not be stored on a personal communication device;
- E. employees recognize that when a personal communication device accesses the District’s network, the employee’s use may become subject to the District’s Acceptable Use Policy;
- F. employees may not use their personal communication devices to record communications or images during the work or school day or at a school-sponsored event other than a public performance or sporting event, unless the employee has received permission from the Superintendent or designee. Dissemination of any recording is prohibited unless the Superintendent or designee approves that action in writing; or
- G. unauthorized recording of communications or images of students, parents, co-workers, or non-public meetings is prohibited unless there is an educational purpose to do so, and may result in discipline, including discharge.

Legal authority: MCL 380.11a(3), 380.601a

Date adopted: December 13, 2021

Date revised:



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education, Dori Leyko, Superintendent

FROM: Richard Pugh, Director of Finance & Operations

SUBJECT: Action Item – ELBOPA Donation

DATE: November 6, 2023

Recommendation:

It is recommended that the Board of Education accept the Cushman 1200 Hauler Pro Electric Cart donation from ELBOPA contingent upon the following:

- The cart shall be restricted in use with first priority to the ELHS band program but may be used by other programs/functions if not being used by the band program and approved by the ELHS Band Director or administration.

Background:

Per Board policy #3303 the Board of Education is required to approve any donation valued over \$4,999. The East Lansing Band and Orchestra Parent Association (ELBOPA) has purchased an electric cart valued at \$6,500 that is would like to donate to the District and specifically for the High School band program.