

# Union City Community Schools

## *“Striving For Excellence in Everything We Do”*

Union City, Michigan 49094 / Superintendent’s Office (517) 741-3300 – Fax (517) 741-5205

### Board of Education Agenda

Monthly Board Meeting	High School Media Center
Monday, October 18, 2021	6:30 PM

#### I. **Call To Order**

##### a. **Pledge of Allegiance**

##### b. **Opening Statement**

Welcome to the Union City Community Schools Board meeting. Our meeting agenda is available for you to follow. The expectation for our board meeting is to follow this agenda closely. We operate under the Open Meetings Act and utilize Roberts Rule of Order to govern our discussion and decision-making process. There is an opportunity for public comment during our set agenda. We welcome the public to express their opinions during this time of our agenda. If there are questions about the agenda or the board meeting process, please seek out one of the Board members for clarification.

#### II. **Consent Agenda**

##### a. **Approval of Minutes**

1. Rescheduled Regular Meeting 9/28/21
2. Closed Session 9/28/21
3. Special Meeting (Committee of the Whole) 10/4/21

##### b. **Resignation**

Athena Smith, Middle School Paraprofessional, has resigned effective October 15, 2021.

##### c. **Field Trip Request**

Richard Maples, senior class advisor is asking for board approval for a senior trip to Cedar Point on May 13, 2021.

#### III. **Correspondence**

#### IV. **Public Comment**

##### a. **Public Comments Statement**

This is the section of the meeting in which the public may make comments or share their opinions about items on the agenda. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow for the Board to do further research.

#### V. **Action Items**

##### a. **Financials**

Board action is required to approve the financials for the month ending September 30, 2021.

b. **Superintendent Goals**

Board action is required to approve the superintendent goals as presented.

c. **District Goals**

Board action is required to approve the district goals as presented.

d. **Letter of Agreement**

Board action is required to approve the Letter of Agreement between Union City Community Schools and the UCEA/MEA as presented.

VI. **Discussion Items**

a. **Proposed Sex Ed Advisory Board (SEAB) By-Laws**

Board discussion regarding the proposed by-laws.

b. **Superintendent Evaluation**

Board discussion needs to take place to set a timeframe for the superintendent evaluation.

VII. **Information Items**

a. **ESSR Funds Breakdown**

b. **National Principals Month**

Recognizing and honoring our principals.

c. **Additional kindergarten Section.**

Our kindergarten sections remain large and we continue to look for a suitable candidate to allow us to create a 4th section and decrease these class sizes if possible.

VIII. **Public Comment**

IX. **Public Comments Statement**

This is the section of the meeting in which the public may make comments or share their opinions about Union City Community Schools. We ask you to limit your comments to no longer than 5 minutes per person to allow others the opportunity to speak. This is an opportunity for the Board to listen to your concerns. It is not Board practice to act on the concerns voiced during this meeting to allow for the Board to do further research.

X. **Board Roundtable**

XI. **Adjournment**

**This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda items four (IV) and eight (VIII).**

**If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the meeting or hearing, please contact, Kelly AcMoody at 517-741-8091 at least one week prior to the meeting or as soon as possible.**

Rescheduled Regular Board Meeting  
Tuesday, September 28, 2021 6:30 PM Eastern

High School Media Center  
430 St. Joseph Street  
Union City, MI 49094

### **Call to Order**

Acting President Darin LaBar called the meeting to order at 6:32 p.m.

Paula DeJongh:	Present
Amber Herman:	Present
Darin LaBar:	Present
Dave Mathis:	Present
Archie Mears:	Present
Kyle Miller:	Present
Jennifer Searls:	Absent

### **Pledge of Allegiance**

### **Opening Statement**

### **Consent Agenda**

The Board of Education approves the consent agenda as presented. This motion, made by Amber Herman and seconded by Kyle Miller, Carried.

Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

### **Approval of Minutes**

### **Regular Meeting 8/16/21**

### **Resignation**

### **Field Trip Request**

**Correspondence** - None

### **Public Comment**

### **Public Comments Statement**

### **Action Items**

### **Financials**

The Board of Education approves the financials for the month ending August 31, 2021 as presented. This motion, made by Kyle Miller and seconded by Archie Mears, Carried.

Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## High School Course Guide

The Board of Education approves the addition of the Charger Academy courses and expectations as presented. This motion, made by Amber Herman and seconded by Kyle Miller, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## Cook Hires

The Board of Education approves the hiring of Jacquelyn Brauker, Kendra Williams, and Kelly Smeltzer as cooks. This motion, made by Archie Mears and seconded by Paula DeJongh, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## Paraprofessional Hires

The Board of Education approves the hiring of Addi McDowell and Alisha Wood as paraprofessionals. This motion, made by Kyle Miller and seconded by Dave Mathis, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## Bus Driver Hire

The Board of Education approves the hiring of Stephanie Yearling as a bus driver. This motion, made by Dave Mathis and seconded by Archie Mears, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## Teacher Hires

The Board of Education approves the hiring of Hannah Katz and Rebecca Arlt as teachers. This motion, made by Amber Herman and seconded by Archie Mears, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## Superintendent Goals

The Board of Education approves the superintendent goals as presented. This motion, made by Archie Mears and seconded by Kyle Miller, Failed. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 0, Nay: 6

The Board of Education tables the superintendent goals as presented until the October regular meeting. This motion, made by Dave Mathis and seconded by Archie Mears, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## **Individual Contracts**

The Board of Education approves all of the individual contracts as presented. This motion, made by Kyle Miller and seconded by Archie Mears, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## **Closed Session**

The Board of Education adjourned to closed session. This motion, made by Amber Herman and seconded by Kyle Miller, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0  
Acting President Darin LaBar adjourned to closed session at 6:49 p.m.

The Board of Education returns to open session. This motion, made by Kyle Miller and seconded by Archie Mears, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0  
Acting President Darin LaBar called the meeting back to order at 7:29 p.m.

## **Collective Bargaining Agreement Contract Approval**

The Board of Education approves the contracts for Bus Drivers, Food Service, Paraprofessionals, and Secretaries as presented. This motion, made by Archie Mears and seconded by Dave Mathis, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea  
Yea: 6, Nay: 0

## **Discussion Items**

### **Board Goals**

Board Goals will be a discussion item at the Committee of the Whole meeting on October 4.

### **Information**

#### **Superintendent Evaluation Tool Training**

Board members DeJongh, Mathis, Mears, and Miller chose the virtual training for the Superintendent Evaluation tool.

#### **Substitute Teacher Shortage**

Superintendent Katz presented information to the board about the ongoing substitute teacher shortage.

#### **Bus Camera Installation**

Superintendent Katz updated the board on the bus camera installation.

### **Security Upgrade Update**

Superintendent Katz updated the board on the security upgrades.

### **Job Posting**

Superintendent Katz shared the job posting and information about the position that will help replace aspects of his previous position as Chief Information Officer. Also, about shifting responsibilities, and continuing to handle some parts of his previous position.

### **Public Comment**

Tate Goodwin, COVID-related.

### **Public Comments Statement**

### **Board Roundtable**

LaBar – Committee of the Whole Meeting on October 4; Mathis – Elvis; Miller – Elementary playground equipment update.

### **Adjournment**

The Board of Education adjourns the meeting. This motion, made by Kyle Miller and seconded by Dave Mathis, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Archie Mears: Yea, Kyle Miller: Yea

Yea: 6, Nay: 0

Acting President Darin LaBar adjourned the rescheduled regular meeting at 8:12 p.m.

Kyle Miller  
Secretary

Kelly AcMoody  
Recording Secretary

### **Call To Order**

Acting President LaBar called the meeting to order at 6:30 p.m.

Paula DeJongh:	Present
Amber Herman:	Present
Darin LaBar:	Present
Dave Mathis:	Absent
Archie Mears:	Absent
Kyle Miller:	Present
Jennifer Searls:	Absent

### **Pledge of Allegiance**

### **Opening Statement**

**Public Comment** - None

### **Public Comments Statement**

### **Discussion Items**

### **Superintendent Goals**

Discussion regarding the goals presented by Superintendent Katz. Changes to the presented goals will be an action item at the October regular meeting.

### **Board Goals**

The board discussed the goals as presented. The goals will now be considered and named district goals. The agreed upon district goal list will be presented as an action item at the October regular meeting.

### **Board Roundtable**

Superintendent Katz suggested creating sub committees for facilities and personnel. The facilities information will continue to be presented to the entire board; an ad hoc personnel committee will be scheduled when needed.

### **Adjournment**

The Board of Education adjourns the meeting. This motion, made by Amber Herman and seconded by Kyle Miller, Carried. Paula DeJongh: Yea, Amber Herman: Yea, Darin LaBar: Yea, Dave Mathis: Yea, Kyle Miller: Yea  
Yea: 5, Nay: 0

Acting President LaBar adjourned the meeting at 7:51 p.m.

10.4.2021

I am saddened to inform you that I will be putting in my two weeks as of Oct. 4<sup>th</sup> 2021 and my last day will be Oct. 15, 2021.

Thank-you for this great opportunity and I wish you the best 2021 / 2022 school year.

Best wishes  
Athene Smith

FIELD TRIP REQUEST FORM

Teacher: Richard Maples School/Class: Class of 2022

Request Date: 9-24 Trip Date: 5-13 Destination: Cedar Point

Number of Students: 60 Number of Staff/Chaperones: 2-4

Purpose of Trip: Senior trip

Course of Study: \_\_\_\_\_ Fee(s): TBA

Specific Learning Objectives to be Accomplished:  
Senior trip

Student Behaviors that will Confirm Achievement of the Learning Objectives:  
N/A

Course Objectives Related to the Learning Objectives:  
N/A

Pre-Trip Lessons/Activities to be Done in the Classroom:  
N/A

Post Trip Activities/Lessons to Reinforce/Extend Learning:

Four horizontal lines for writing post-trip activities.

I have utilized the guidelines in 2340A to plan, conduct, and evaluate the trip and, upon approval of the trip, I will obtain parental permission (2340 F2 or F2A) and use the Checklist for Trips (2340 F3). I certify that this trip, as requested, is in conformity with the administrative guidelines established by the District.

**Field Trip Approval**

Trip Approved:  Trip Disapproved:

Principal: Amber Cage Date: 10/11/21

**NOTE: All field trips over 50 miles, one way, must be approved by the Board of Education**

Trip Approved:  Trip Disapproved:

Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

**HIGH SCHOOL USE ONLY**

SUBSTITUTE NEEDED:	A1 _____	B1 _____
	A2 _____	B2 _____
	A3 _____	B3 _____
	A4 _____	B4 _____

**DUE 15 WORKDAYS BEFORE TRIP**

**SUBMIT 2 COPIES TO BUILDING OFFICE**

**SUBMIT A BUS REQUEST IF USING DISTRICT TRANSPORTATION**

UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF SEPTEMBER 30, 2021			UNION CITY COMMUNITY SCHOOLS - TREASURER'S REPORT STATUS OF GENERAL, DEBT RETIREMENT, FOOD SERVICE, TRUST & AGENCY, AND SINKING FUNDS AS OF SEPTEMBER 30, 2020		
<b>Current Year</b>			<b>Prior Year</b>		
Balance as of 8/31/2021			Balance as of 8/31/2020		
General Fund Cash Accounts	2,354,413		General Fund Cash Accounts	3,202,606	
Food Service Checking Accounts	96,074		Food Service Checking Accounts	168,558	
Trust & Agency Checking Accounts***	106,682		Trust & Agency Checking Accounts***	103,948	
SF Cash	564,966		SF Cash	402,059	
SF DS Cash 2013	2,533		SF DS Cash 2013	2,532	
SF DS Cash 2016	305		SF DS Cash 2016	329	
Total Cash On Hand	\$3,124,974		Total Cash On Hand	3,880,032	
<b>Current Month Activities</b>			<b>Prior Year-Current Month Activities</b>		
<b>YTD Activities</b>					
General Fund Revenue	32,380	1,768,128	General Fund Revenue	14,406	
Food Service Revenue	3,396	106,980	Food Service Revenue	55.86	
Trust & Agency Revenue	3	3	Trust & Agency Revenue	5,817	
SF Revenue	46	148	SF Revenue	99	
SF DS Revenue 2013	0	0	SF DS Revenue 2013	0	
SF DS Revenue 2016	0	0	SF DS Revenue 2016	0	
Total Revenue	\$35,825	1,875,259	Total Revenue	20,378	
General Fund Expenses	686,406	3,328,989	General Fund Expenses	504,827	
Net Payroll	301,459	761,848	Net Payroll	246,919	
Food Service Expenses	63,152	93,572	Food Service Expenses	38,677	
Trust & Agency Expenses	7,095	7,095	Trust & Agency Expenses	2,593.89	
SF Expenses	2,039.00	36,459	SF Expenses	10,379.50	
SF DS Expenses 2013	-	34,420	SF DS Expenses 2013	-	
SF DS Expenses 2016	-	-	SF DS Expenses 2016	-	
Total Expenses	\$1,060,151	4,262,382	Total Expenses	803,397	
Balance as of 9/30/2021			Balance as of 9/30/2020		
General Fund Cash Accounts	1,398,929		General Fund Cash Accounts	2,465,266	
Food Service Checking Accounts	36,318		Food Service Checking Accounts	129,937	
Trust & Agency Checking Accounts***	99,590		Trust & Agency Checking Accounts***	107,171	
SF Cash	562,973		SF Cash	391,778	
SF DS Cash 2013	2,533		SF DS Cash 2013	2,532	
SF DS Cash 2016	305		SF DS Cash 2016	329	
Total Cash On Hand	\$2,100,648		Total Cash On Hand	3,097,013	

**Union City Community Schools**  
 General Fund Statement of Revenue and Expenditure Compared to Budget  
 For Period Ending September 30, 2021

	YTD ACTIVITY	CURRENT BUDGET	VARIANCE	PERCENT OF BUDGET
<b>REVENUE</b>				
Local Sources	37,324.05	\$ 1,137,133	(1,099,809)	3.28%
State Sources	0	8,578,579	(8,578,579)	0.00%
Federal Sources	0	441,802	(441,802)	0.00%
Other Financing Sources	0	565,000	(565,000)	0.00%
		32,000		
<b>TOTAL REVENUE</b>	<b>37,324</b>	<b>10,754,514</b>	<b>(10,685,190)</b>	
<b>EXPENDITURES</b>				
INSTRUCTION				
Basic Program	1,346,999	5,160,235	3,813,236	26.10%
Added Needs	291,227	1,610,926	1,319,699	18.08%
<b>Total Instruction</b>	<b>1,638,226</b>	<b>6,771,161</b>	<b>5,132,935</b>	
SUPPORT SERVICE EXPENSE				
Pupil	128,230	569,020	440,790	22.54%
Improvement Instructional Staff	22,160	152,797	130,637	14.50%
General Administration	118,364	357,688	239,324	33.09%
School Administration	130,953	650,104	519,151	20.14%
Fiscal Services	72,411	309,432	237,021	23.40%
Operation & Maintenance	355,060	940,805	585,744	37.74%
Transportation	89,042	559,353	470,311	15.92%
Central Support	61,926	313,379	251,453	19.76%
Athletics	88,533.28	382,557	294,024	23.14%
Community Services	1,247	3,706	2,459	33.65%
Payments to Other Govt Units	0		0	0.00%
Site Improvement Services	0		0	0.00%
Prior Period Adjustments	0		0	0.00%
Debt Service	61,807	65,000	3,193	0.00%
Fund Modification to Food Service	0	0	0	0.00%
<b>Total Support Services</b>	<b>1,129,732</b>	<b>4,303,839</b>	<b>2,622,979</b>	
<b>TOTAL EXPENDITURES</b>	<b>2,767,958</b>	<b>11,075,000</b>	<b>7,755,914</b>	
<b>EXCESS REVENUE (EXPENDITURES)</b>				
	<b>(\$2,730,634)</b>	<b>(\$320,487)</b>		
Non-spendable (inventory)	10,410	10,410		
Assigned (Capital Expenditures)	75,000	75,000		
Unassigned (Undesignated)	1,329,314	1,329,314		
<b>BEGINNING FUND BALANCE</b>	<b>1,414,724</b>	<b>1,414,724</b>		
<b>ENDING FUND BALANCE</b>	<b>(\$1,315,910)</b>	<b>\$1,094,237</b>		



# Union City Community Schools

430 St. Joseph Street  
Union City, MI 49094  
Ph: 517.741.8091  
Fax: 517.741.5205

**Chris Katz**  
Superintendent  
ckatz@unioncityschools.org

10/4/2021

To: UCCS School Board

From: Superintendent Chris Katz

Re: Superintendent Goals

Following our closed session discussion on my goals for this year, I considered the variety of suggestions that were made and believe that these are the four I would very much like to pursue this year.

1. Develop a plan for maximizing the use of the ESSER funds available to the district over the next 3 years to address the needs in our district created by or revealed by the COVID-19 pandemic.
2. Prepare a 5 year budget plan that identifies a staff and service structure that meets the needs of the students in the district while being sustainable financially.
3. Develop a long term facilities plan for a period of 10-15 years. Identify a timeline for repairs, replacements and upgrades necessary to bring our district facilities up to a quality standard and keep them there.
4. Create and begin to implement a method for organizing power standards and curriculum resources into a logical system that can be referenced and actively used by all teachers, administrators, parents, and students.

Thank you,

Chris Katz



## Union City Community Schools

### District Goals 2021-2022

Mission Statement: Striving for Excellence in Everything We Do

- 1) Target to increase/maintain the fund balance for 2021-2022 with a minimum fund balance of 10%
- 2) Student Achievement:
  - a. Every student that graduates has a college/career readiness plan.
  - b. Maintain a 4 year cohort graduation rate of at least 88%
  - c. Achieve the academic goals submitted as part of 98b legislation for each building:
    - i. Elementary School: 50% of all students will meet their projected growth target on NWEA Map Growth Assessment.
    - ii. Middle School Math: 48% of all students will meet their projected growth target on NWEA Map Growth Assessment.
    - iii. Middle School Reading: 45% of all students will meet their projected growth target on NWEA Map Growth Assessment.
    - iv. High School: 70% of all students will pass their second semester assessments with a score of 60% or higher.
  - d. Use the audit of special education services to launch an investigation to discover the cause of our comparatively high rate of special education students and begin the process of building a plan to address any changes necessary.
- 3) Ensure that the district has appropriate systems in place to support positive behavior from our students and improve the climate of the district communities.
  - a. Improve the building scores on the TFI (Tiered Fidelity Inventory) with an ultimate goal of 85% or above.
    - i. Elementary School Goal : 70%
    - ii. Middle School Goal: 65%
    - iii. High School Goal: 60%
  - b. Complete a district wide climate survey that demonstrates a positive climate in the school district communities including students, staff, and parents.

LETTER OF AGREEMENT

2021-2022 COVID leave days

This Non-Precedent Letter of Agreement is entered into between UNION CITY COMMUNITY SCHOOLS DISTRICT (the "District") and the UNION CITY EDUCATION ASSOCIATION/MEA/NEA (the "Association").

The goal of this LOA is to help prevent bargaining unit members from harm due to being Quarantined, Sick or needing to stay home with children due to a COVID related issue.

If a staff member tests positive for Covid-19 or has a child who tests positive for Covid-19, and provides evidence of positive test to the Superintendent, the following will apply for any days absent from work.

- A. The first 3 days absent the staff member must use sick days.
- B. The next 7 days absent due to isolation will be excused and paid without the use of sick days.
- C. Extended absences beyond this will require the use of sick days or days without pay - unless the staff member is out of sick days and other staff members agree to donate sick days as per Article 9, Section 13 of the Bargaining Agreement.

Staff placed in quarantine or staff whose small children are in quarantine requiring them to be at home, neither of whom are ill, shall teach from home via google meet. If staff does not have dependable home internet a hotspot will be provided by the district. In the alternative, the staff member may elect to use one (1) sick day per each quarantine day.

The parties agree that this is a temporary amendment to the collective bargaining agreement. This agreement does not constitute the establishment of precedent, custom, or practice.

UNION CITY COMMUNITY SCHOOLS BOARD OF EDUCATION

By: [Signature]  
Its: Superintendent  
Dated: 10/7/21

UNION CITY EDUCATION ASSOCIATION/MEA/NEA

By: [Signature]  
Its: PRESIDENT  
Dated: 9 OCT 27, 2021

UNION CITY COMMUNITY SCHOOL DISTRICT  
SEX EDUCATION ADVISORY BOARD  
**BY-LAWS**

ARTICLE A - OFFICIAL NAME

Section I. The name of the is Union City Community Schools Advisory Board shall be the Union City Community Schools Sex Education Advisory Board.

ARTICLE B - PURPOSE

Section 1: The Union City Community Schools Sex Education Advisory Board shall function on a continuous basis in an advisory capacity to the Union City Community Schools Board of Education in accordance with Michigan Laws.

Section 2: Specifically, this Board shall assist the Union City Community Schools Board of Education, the Union City Community School administration and the Union City Community Schools staff in establishing program goals and objectives to provide students enrolled in Union City Community Schools programs with accurate knowledge regarding sex education information to support the reduction in the rate of sex, pregnancy, and or sexually transmitted diseases among students.

Section 3: The advisory board shall provide a thoughtful, timely, and periodical review of sex education curricula and materials for use in Union City Community Schools student programs.

The curricula and materials will provide information to students that are:

- a) Age appropriate
- b) Developmentally appropriate
- c) Medically accurate

The advisory board will develop recommendations for goals, objectives, curricula and materials regarding sex education. These recommendations will be forwarded to the Superintendent. Then these recommendations will be presented by the Superintendent to the Union City Community Schools Board of education so they may consider official support of specific recommendations.

Section 4: Whenever the “Superintendent” appears in these By-Laws, the words “or his/her designated representative” shall be assumed to follow.

Section 5: Representatives for the advisory Board may be asked to assist the administration with presentations of recommendations to the Union City Community Schools Board of Education.

#### ARTICLE C - AUTHORIZATION

Section 1: The Union City Community Schools Sex Education Advisory Board is a public advisory Board with members appointed by the Union City Community Schools Board of Education in compliance with Michigan Law.

#### ARTICLE D - NUMBER OF MEMBERS

Section 1: The Union City Community Schools Sex Education Advisory Board membership should include no less than ten (10) individuals.

##### Membership shall consist of:

- At least (one-half) 1/2 of the members shall be parents who have a child attending a district school.
- The majority of the parent members shall be individuals who are not employed by the district.
- At least one (1) professional staff member from each building level who is responsible for providing or overseeing reproductive health instruction shall be approved for the board.
- Membership shall include students of the district, educators, local clergy, and community health professionals.
- The Board shall appoint (2) Co-Chairs, at least one (1) of whom is a parent of a student in the district.

#### ARTICLE E - NOMINATION FOR MEMBERSHIP

Section 1: Any interested person may submit an application to the Union City Community Schools Superintendent for his/her consideration as a potential nominee of this advisory Board.

Section 2: An application for membership of the sex education advisory board shall be posted and made available on the District website and in the central office. At least once per year, or when necessary to maintain required membership, the Board of Education will review applications and determine membership for the sex education advisory board.

#### ARTICLE F - TERMS OF MEMBERSHIP

Section 1: A Union City Community Schools Sex Education Advisory Board member will maintain their position on the board until the role they are identified as serving through their application is no longer valid. When this role no longer applies, membership to the board is immediately terminated.

Section 2: A member in good standing shall be defined as those that have been appointed to the Board by the Union City Community Schools Board of Education.

Section 3: A Union City Community Schools Sex Education Advisory Board member may remove themselves from the board at any time by submitting a letter to the Board of education.

Section 4: Union City Community Schools Sex Education Advisory Board Members may be removed from membership by the Board of education for any conduct that violates the responsibilities of a member.

#### ARTICLE G - DUTIES OF MEMBERS

Section 1: The Union City Community Schools Sex Education Advisory Board will develop recommendations for goals, objectives, curricula and materials regarding sex education. These recommendations will be forwarded to the Superintendent. Then these recommendations will be presented by the Superintendent to the Union City Community Schools Board of Education so they may consider official support of specific recommendations.

Section 2: In their role as advisory Board members, individual/andor the Board's request, needs, concerns, and recommendations shall be forwarded to the Superintendent.

Section 3: Co-Chairpersons: There shall be two co-chairpersons, one (1) parent co-chairperson and one (1) Union City Community Schools co-chairperson. They shall exercise general supervision and control over business and affairs of the Union City Community Schools Sex Education Advisory Board. The co-chairpersons shall sign documents, contracts, or other instruments as the authorized official representatives of the advisory Board. In addition, the co-chairpersons shall assist the Superintendent in developing the agenda for the meetings of the advisory Board, schedule all meetings; preside over such meetings; and appoint sub-Boards as need arises. In general, the co-chairpersons shall perform all duties incident to the office of a chairperson.

Section 4: All Members:

- a) Attend regularly scheduled meetings

- b) Periodically assist Union City Community Schools administration with establishing goals and objectives regarding age and developmentally appropriate sex education for students in Union City Community Schools programs.
- c) Periodically review and recommend curricula and materials for use in Union City Community Schools student programs that will provide age appropriate and medically accurate information to students about sex education.

Section 5: The Union City Community Schools administration will organize and provide a variety of curricula and materials for the advisory Board to consider.

Section 6: The advisory Board recommendations will be forwarded to the Union City Community Schools Superintendent and he/she will forward to the Union City Community Schools Board of Education for their consideration and approval.

Section 7: Members may be asked to act as representatives of the advisory Board in providing advice to Union City Community Schools regarding special initiatives, service rewards, and other such activities. Where applicable, the members will be asked to report back to the advisory Board regarding these activities.

## ARTICLE H - MEETINGS

Section 1: The Union City Community Schools Sex Education Advisory Board shall meet a minimum of two (2) times per year. Additional or special meetings may be called by the Union City Community Schools Superintendent.

Section 2: Union City Community Schools Sex Education Advisory Board meetings shall be open to the public. Any person shall be permitted to address the advisory Board regarding an appropriate agenda item. Individuals desiring to appear on the printed agenda for purposes of addressing the advisory Board shall notify one of the chairpersons no later than five (5) business days prior to the date of the meeting. Members in good standing are exempt from this requirement and may address the advisory Board at the prescribed agenda item.

Section 3: The advisory meetings shall follow a prescribed agenda (format) containing, but not limited to, the following items:

- a) Call to Order
- b) Membership Roll Call
- c) Comments from the Public
- d) Approval of Previous Meeting's Agenda
- e) Approval of the Agenda and Additions to the Agenda
- f) Presentations

- g) Information Items
- h) Items Requiring Action by the Board
- i) Announcements
- j) Adjournment

Section 4: Notice of meetings shall be given as soon as possible by the co-chairpersons. Notice shall include a listing of items for discussion and/or action.

Section 5: A copy of the minutes of each meeting shall be sent to the members of the Union City Community Schools Sex Education Advisory Board and the Union City Community Schools Superintendent.

Section 6: Quorum at the meetings: At all meetings, thirty percent (30%) of the members in good standing shall constitute a quorum, which is necessary to conduct business. If a quorum is not present, then the Board will operate under “Board of the Whole” and may not act on any business items that may bind the Board.

#### ARTICLE J - VOTING RIGHTS AND PROCEDURES

Section 1: Only official members in good standing may vote at the Union City Community Schools Sex Education Advisory Board meetings. Each member shall hold one (1) vote on each business item.

Section 2: All decisions and actions on all issues brought before the advisory Board shall be determined by either roll call vote or show of hands. All votes must be recorded and entered into the minutes.

Section 3: A majority vote (50% + 1) of the votes cast (abstentions shall not be counted as legal votes cast) shall be required to receive approval or pass any business item by the advisory Board.

#### ARTICLE K - AMENDMENTS

Section 1: These By-Laws, or any Article, or Section thereof, may be recommended for consideration for amendment by the advisory Board to the Union City Community Schools Superintendent. Only the Union City Community Schools Board of Education can act to implement recommended By-Law changes. A written notification of such proposed amendment or amendments must be sent to each advisory member and ex-officio member not less than ten (10) business days prior to the time of consideration.

Section 2: By-Laws shall be reviewed at the Advisory Board at least once annually at a Board meeting.

/end

Source: UNION CITY COMMUNITY SCHOOLS DISTRICT, 2021

Esser Funds Breakdown

Description	ESSER	ESSER Equity	ESSER II	ESSER III
ipad and Laptop lease	102,518.25			
Face masks and shields	5,868.90			
Bus Cleaning	5,334.00			
Covid Officer	22,262.80			
Brenthaven ipad covers/laptop bags		13,052.00		
Schoology-Software		10,500.00		
Moss-Phone system and PA			35,115.49	
New ipads for ES			123,880.00	
Schoology Training, addt support			24,086.87	
iPad Stands			2,996.00	
Bus cameras			30,039.84	
Additional Cleaning			12,687.00	
Sanitation Supplies			10,206.00	
Incentive Payment			7,820.40	
Apple Lease-pay date 7/1/21	20,830.95		108,962.46	
Moss-Security/camera system			253,390.87	
Bridges Math Curriculmn ES			34,073.35	
Edmentum-Virtual Learning			44,000.00	
Misc Covid Cleaning Cost			10,000.00	
Alternative Ed Teacher's pay/benefits			105,481.90	
Extra 8th grade teacher position			108,232.00	

Total Spent	156,814.90	23,552.00	910,972.18	0.00
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Allocated Funds	156,814.90	23,552.00	1,171,363.00	1,820,522.00
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Remaining Funds	0.00	0.00	260,390.82	1,820,522.00
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Must be spent by 9/22      Must be spent by 9/23

**Total Remaining ESSER Funds** **2,080,912.82**

**Amount that must be allocated to support learning loss recovery** **364,104.40**

**Amount that can be used for facility updates, etc...** **1,716,808.42**



# Union City Community Schools

430 St. Joseph Street  
Union City, MI 49094  
Ph: 517.741.8091  
Fax: 517.741.5205

**Chris Katz**  
Superintendent  
ckatz@unioncityschools.org

10/17/2021

To: UCCS School Board

From: Superintendent Chris Katz

October is National Principals Month. On behalf of the students and staff of Union City Community Schools I want recognize our principals for their hard work and dedication.

Jennifer Johnson is beginning her third year as Union City Elementary Principal. She led the elementary through the Covid-19

crisis and despite not yet being able to experience a “normal” year thus far has continued to move our staff forward in adopting new curriculum resources for reading and math.

Jamie Thomas likewise is at the beginning of her third year as Union City Middle School Principals. Making the transition from classroom teacher to principal, she too has led through a very difficult couple of years, and in addition took on the task of finding and implementing new math curriculum resources for the district.

Amber Case, starting her 2nd year as Union City High School Principal began her role already in the middle of Covid-19 and has provided steady leadership and guidance in bringing the high school through this period and into a new year – and finally through a normal homecoming week again.

All three of them have gone above and beyond the requirements of their contracts – putting in many extra hours and taking on extra duties, even all through the summer. They have stepped up time and again to make sure that the tasks that needed to be done, were done and at a high level.

So – to each of these talented ladies I say a very heartfelt thank you. You are greatly appreciated!

Chris Katz





# Union City Community Schools

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Fax: 517.741.5205

**Chris Katz**  
Superintendent  
ckatz@unioncityschools.org

10/18/2021

To: UCCS School Board

From: Superintendent Chris Katz

Re: Kindergarten Classrooms

As you are aware, our Kindergarten classrooms began the year by getting a huge influx of students. We looked for candidates to fill an additional position, but we were unable to find one that was suitable.

There was some thought that perhaps our numbers would go down, but they have remained high. Our current Kindergarten sections have 26, 26, and 27 students.

Our teachers have worked as hard as they can to support these large class sizes. But for kindergarten, they are not providing the best opportunity for our students.

Jennifer has continued to search for a candidate to fill a 4th position. In fact, she had an interview today with a potential candidate. I just want you to be aware that if we can find someone who we believe will be a quality hire, we still hope to add that kindergarten section.

Thank you,

A handwritten signature in black ink that reads "Christopher L. Katz". The signature is written in a cursive style with a large, prominent 'C' and 'K'.

Chris Katz