



Policy Advisory Committee Meeting Minutes

Plymouth-Canton Community Schools
February 12, 2024 – 5:00 p.m.
Meeting Location: Collaboration Conference Room
454 S. Harvey, Plymouth, MI 48170

Committee Attendees: Patti McCoin, Anupam Sidhu, Dr. Monica Merritt,
Chris Allan, and Aamina Ahmed

Others Present: William Blaha, Lisa Rasmussen and John Johnston

1. The meeting was called to order at 5:03 p.m. Member McCoin welcomed the group and asked each member to introduce themselves.
2. Citizens Comments: John Johnston said he likes the new photos of past P-CCS students that were hung up in the Board Office. Dr. Merritt said that the photos were donated by a P-CCS staff member.
3. The Meeting Minutes from December 12, 2023 were reviewed.
One correction was noted.
(Page 3 of the minutes) **Policy 9700 RELATIONS WITH SPECIAL INTEREST GROUPS**
the wording was changed from "She doesn't believe a **police** change is needed for this."
To "She doesn't believe a **policy** change is needed for this."
4. Dr. Merritt reviewed the agenda.
5. Old Business: None
6. New Business:

William Blaha spoke about the Public Employees Relations Act in Michigan. Mr. Blaha said that previously, topics that became prohibited, went to the School Board to create guidelines around the topics. The law has changed and these topics now have to go to bargaining. Mr. Blaha stated that Board Policies have to be compliant with the law.

Mr. Blaha said beginning July 1, 2024 new changes will go into effect. The words in red on the meeting policy notes reflect the changes.

Policy 0122 - Board Powers

- A. Mr. Blaha said the wording that has been crossed out of the policy notes that were being discussed are not prohibited subjects anymore and that they are subject to bargaining

Teacher placement/ Assignments

Layoff and recall

Evaluations/Observations

Merit pay

Discipline/ Discharge

Policy 1420 - School Administrators Evaluation

Mr. Blaha stated that the existing language is still in effect. The words in red indicate a distinction between policy that is in effect before July 1, 2024 and after July 1, 2024.

P-CCS is still required to annually evaluate staff depending on the position held.

Mr. Blaha spoke about current policy that states before the 2024-2025 school year, forty percent of the annual year-end evaluation shall be based on student growth and assessment data. This will change to twenty percent beginning in the 2024-2025 school year.

Member Sidhu asked if this was up to the district to decide? Mr. Blaha stated that maybe clarification from the MDE is needed?

Mr. Blaha spoke about the changes being made to school administration evaluations. After July 1, 2024, the rating system must assign a rating of effective, developing, or needing support. He also said that after July 1, 2024 the evaluation must also include a mid-year progress report for each administrator in each year they are evaluated. The mid-year progress report will not replace the annual evaluation. Additionally, for the first three years an administrator is in a new administrative position, they shall be assigned a mentor or coach.

It was mentioned that teachers and administrators have a different evaluation process and some of these rules are only for administrators.

Member McCain stated that administrators and teachers have different skill sets.

Member Sidhu questioned if the year 2023 on page 14 should be changed to 2024?.

Dr. Merritt said it was still reflecting the current policy (before July 1, 2024) and that's why it reads that way.

Policy 3120 Employment of Professional Staff

Mr. Blaha said the only changes to Employment of Personnel are grammatical revisions.

The wording "they are" will be changed to "the".

The wording "s/he" is being changed to "the staff".

The word "their" will be changed to "the Board member's"

The word "his/her" will be stricken

Policy 3131 Reduction of Certified Staff

Dr. Merritt said that the P-CCS Board of Education delegated to the Superintendent the responsibility of developing administrative procedures for personnel decisions, in accordance with the Board Policy.

Mr. Blaha said the language in red that has been crossed off is old law and it's a policy decision of the Board to retain teachers and that policies are valid unless they conflict with bargaining.

Policy 3139 Staff Discipline

Dr. Merritt said in the PCEA bargaining agreement, staff such as Social Workers are recognized under the teacher contract. Should the language say "teacher" or "staff?"

Mr. Blaha said that the word "teacher" is appropriate and is governed by the tenure act. Social Workers are not part of the tenure act.

Dr. Merritt said an addendum was created for staff who are in the PCEA contract but aren't teachers. (Appendix I)

Policy 3140 Termination and Resignation

Mr. Blaha mentioned the following grammatical changes:

"S/He" will be replaced by "The Superintendent"

"His/Her" will be replaced by "the teacher's"

Member Sldhu asked if any employees have appeared before the Board regarding termination?

Dr. Merritt said that every employee has the right to appear before the Board and the Board can decide to terminate. This is done in a closed session.

Member McCoin said it has happened but most employees choose to resign

Member Sidhu asked for clarification on page 20 second paragraph of the policy manual -

*Employees and those under contract to work regularly and continuously in the schools, whether part-time or full-time, cannot continue employment with the **Board** if a criminal history records check or other authoritative source reveals a condition of a "listed" offense under M.C.L.A. 28.722 (Policy notes page 20)*

Member Sidhu asked if the language should be changed to District instead of Board?

Mr. Blaha felt this was in reference to third party organizations

Dr. Merritt said all contracts go through the Board and it's appropriate in this context.

Policy 3220 Professional Staff Evaluations

Mr. Blaha spoke about the changes before and after July 1, 2024 and items that aren't consistent with the law should be removed.

Mr. Blaha spoke about the changes in observations and that as of July 1, 2024,

-A post-observation meeting between the observer and the teacher will be held.

-Observations must not be less than 15 minutes

-One observation may be unscheduled

-Teachers will be provided with written feedback within 30 calendar days of the observation.

Member Sidhu asked if an online module could be created for the written feedback

Mr. Blaha spoke about training about being provided to teachers and evaluators:

By no later than September 1, 2024, every three (3) years thereafter, each individual who conducts an evaluation shall complete rater reliability training provided by the District that complies with M.C.L. 380.1249 (Policy notes page 25)

Mr. Johnston asked if teachers who have mentors receive a different type of training?

Dr. Merritt said that mentors are not involved in evaluations and don't participate in the evaluation process.

Mr. Blaha said teachers with mentors are evaluated on the same evaluation scale. He also said training is needed to ensure consistency in all of the buildings within the district.

Dr. Merritt said it could create a problem when buildings are inconsistent. All affected staff will know what is expected.

Mr. Blaha said in addition to consistency there are new areas in the law for challenging evaluations.

Member Sidhu spoke about ineffective ratings for non-probationary teachers and that a request for review of the evaluation /rating must be submitted in writing within twenty days after the rating has been given to the teacher. Is this twenty calendar days or business days?

Mr. Blaha will look at the law and get back to the committee for clarification

Mr. Blaha spoke about the section regarding students being placed with a staff member who has received ineffective ratings for two consecutive years and whether a parent/guardian needs to be notified if their child is being taught by a teacher who has been rated ineffective.(Provided the District is unable to comply with placing the child with another teacher)

Member Sidhut asked if the parents/guardians are to be notified by the Board of the District?

Mr. Blaha said the Administrators do the notification and it doesn't have to be signed by the Board.

Member McCoin asked if most teachers loop?

Dr. Merritt said looping doesn't happen as much at the elementary level but happens more at the high school level because teachers are able to teach different sections

Mr. Johnson asked if teachers are certified to teach more than one class and can teachers be taken out of a class they were ineffective for and remain in a class they were deemed effective?

Member McCoin said yes that is possible as long as they have the certification to teach the classes

Member Sidhu said most teachers can/are certified in more than one subject.

Clarification on page 26 (word was cut off of notes) -

*After July 1,2024, if a teacher is rated as needed support, the teacher must be provided with the options related to review of the evaluation, including a written response, the ability to request **m** **propriate**, utilization of the grievance process or binding arbitration as set out in M.C.L 380.1248. (Policy notes page 26)*

The Correction is:

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

Dr. Merritt said the correction would be made

Policy 3244 Individualized Development Plan

Mr. Blaha said the Individualized Development Plan was to bring changes to the law to include the Board.

It is the policy of the Board that an individualized development plan shall be provided to all probationary teachers and any teachers who received a rating of minimally effective, ineffective, needing support, or developing, on the most recent year-end evaluation. (Policy notes page 28)

Member Sidhu asked for clarification. Does the word “shall” mean must or may?

Mr Blaha said “shall” means must.

Mr. Blaha asked the group if they had any questions or thoughts on the changes?

Member McCoin shared she feels a lot of the changes are going back to how it used to be prior to 2011.

Dr. Merritt said the first read might be at the February 27, 2024 Board meeting. If corrections can be made and put in the policy agenda for corrections. Dr. Merritt also stated we must make sure we're compliant with the law.

7. Future Scheduled Meeting Dates:

February 27, 2024

March 12, 2024

April 23, 2024

May 28, 2024

June 25, 2024

The meeting was adjourned at 6:19 p.m.