

# REGULAR BOARD MEETING MINUTES

## MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

March 19, 2024

### Call to Order and Roll Call

The meeting was called to order at 5:00 p.m. by MCISD President Dale DeSloover.

#### MCISD BOARD

MEMBERS PRESENT: Dale DeSloover, Renee Larzelere, Paul Miller, Barry Martin and Russell Bless

#### MCISD BOARD

MEMBERS ABSENT: None

#### MCISD

STAFF PRESENT: Superintendent Steve McNew, Josh Dyer, Lisa Montrief, Eric Feldman, and Andrea Murphy

#### MCISD

STAFF ABSENT: Rachel Kopke

OTHERS PRESENT: Nicole VanDaele, Crystal Willit, Denise Miller and Kellie Farmer

### Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

### Presentation

Nicole VanDaele, MCISD EHS/HS Director, reviewed the changes in the 2024-2025 Head Start/Early Head Start grant submission.

### Important Dates

- March 25-29 Spring Break
- March 29 Good Friday, MCISD Closed
- March 31 Easter Sunday
- April 16 MCISD Board Meeting, 5:00 PM
- April 29 MCISD Board Retreat, 9:00 AM

### Expressions from the Public

none

## Recommended Actions

### Routine Matters

Dr. Martin made a motion, supported by Mr. Miller to approve the minutes of the February 20, 2024 meeting that were presented. The motion carried unanimously.

### Financial Reports

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Food Service Fund</u>	<u>Tech Tax</u>	<u>Student Activities</u>	<u>CP</u>	<u>Total</u>
<u>Check Registers</u>							
2/10-29/24	1,701,161.31	721,537.13	13,926.18	2,104,457.02	1,139.93	0	4,542,221.57
3/1-9/24	1,528,738.33	174,467.54	3,817.75	1,016,424.06	2,292.59	0	2,725,740.27

### ACH Transactions

Gross Payroll	1,819,123.02	1,957,093.03	0	0	501.18	0	2,776,717.23
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Early Head Start

Year to Date as of February 29, 2024 \$2,326,286.36

Ma Larzelere made a motion, supported by Mr. Bless, to approve the data substantiation report, the balance sheets, and the combined check registers. The motion carried unanimously.

## Old or New Business Requiring Board Action

### 2023-2024 Budget Amendment #2 (Limited Scope)

Mr. Bless made a motion, supported by Ms. Larzelere, to approve the following revisions to the 2023-2024 General Fund and Special Education Fund budgets:

	<u>Approved Budget</u>	<u>Requested Revision</u>
<u>General Fund</u>		
Revenue	\$29,275,986	\$29,609,210
Expenditures	\$29,748,295	\$30,108,663
<u>Special Education Fund</u>		
Revenue	\$64,567,172	\$55,832,634
Expenditures	\$56,009,025	\$57,843,097

The motion carried unanimously.

### First Review of Board Policies

Eric Feldman reviewed the following board policies with the Board.

Policy 1240	Evaluation of the Superintendent
Policy 2410	Prohibition of Referral or Assistance
Policy 2414	Reproductive Health and Family Planning
Policy 6320	Purchasing

Policy 6321	New School Construction, Renovation
Policy 6325	Procurement
Policy 6350	Prevailing Wage
Policy 8390	Animals on District Property
Policy 8800	Religion/Patriotic Ceremonies and Observances

No edits were suggested.

### **Approval of the Personnel Update**

Dr. Martin made a motion, supported by Mr. Miller to approve the following personnel update:

- Employment
  - o Hannan Alcock, Teacher, Dundee Middle School
  - o Rachael Doran, Head Start Teacher, Arborwood South
  - o Miranda Evans, Teacher, Monroe Road Elementary
  - o Chloe Ilacqua, Speech and Language Pathologist
  - o Sarah Loftus, Orientation and Mobility Specialist
  - o Kira Zapalac, Speech and Language Pathologist
- Leaves of Absence
  - o Kristen Dunmeade, maternity leave, returning May 28, 2024
  - o Jackie Maes-Gaines, person leave, returning March 6, 2024
  - o Mary Mattei, maternity leave, returning June 10, 2024
  - o Emily Spannagel, maternity leave, returning October 14, 2024
  - o Samantha Tomaszewski, FMLA, returning March 22, 2024
- Resignations/Retirement
  - o Brad Booth, retired
  - o Chuck Estep, retired
  - o Jessica Nadeau, resigned
  - o Shawn Polak, retired
  - o Samantha Stange, resigned
  - o Betsy Winter, resigned
  - o Ciara Witfoth, resigned

The motion carried unanimously.

### **Proposed Internal Revenue Code Selection 127 Plan**

Mr. Miller made a motion, supported by Ms. Larzelere to approve the Internal Revenue Service Code Section 127 Plan. The motion carried unanimously.

### **Temporary School Psychologist**

Ms. Larzelere made a motion, supported by Dr. Martin to approve the temporary employment of Robert Ghena to work up to 44 days starting March 18, 2024 through the 2023-2024 school year, to support the North Region. The motion carried unanimously.

### **Temporary CASA Volunteer Coordinator**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the temporary employment extension of Bethany Walters as a temporary CASA Volunteer Coordinator, effective immediately. The motion carried unanimously.

### **Request for New Position: Behavior Coach**

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of a Behavior Coach position to support the Educational Center and Transition Center, effective immediately. The motion carried unanimously.

### **Request for Rate Increase – Youth Center Liaison**

Mr. Miller made a motion, supported by Mr. Bless to approve the rate increase of 1.5% for the Youth Center Liaison, Skylar Iott, retroactive to October 1, 2023. The motion carried unanimously.

### **Winter Break Closure 2024-2025**

Ms. Larzelere made a motion, supported by Dr. Martin to approve the winter break closure for the 2024-2025 school year. The motion carried unanimously.

### **Early Head Start/Head Start Annual Funding Application**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the annual funding application of the MCISD Early Head Start/Head Start program for the fiscal year July 1, 2024 through June 30, 2025. The motion carried unanimously.

### **Out of State Conference Request – Felder, P.**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference request for Patrick Felder to attend the BrainStorm K20 Educational Technology Conference 2024 in Sandusky, OH from May 5-7, 2024. The motion carried unanimously.

### **Out of State Conference Request – Keck, J.**

Mr. Miller made a motion, supported by Dr. Martin to approve the out of state conference request for James Keck to attend the BrainStorm K20 Educational Technology Conference 2024 in Sandusky, OH from May 5-7, 2024. The motion carried unanimously.

### **Out of State Conference Request – McNew, S.**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Steve McNew to attend the 2024 Urban Superintendents Summer Academy in Chattanooga, TN from July 10-13, 2024. Flight, lodging and meals will be funded by the Urban Superintendents Association of America. The motion carried unanimously.

### **Out of State Conference Request – Lourdes University**

Dr. Martin made a motion, supported by Mr. Miller to approve the out of state conference request for Whitney Steyer, ASD Consultant, Laurel Rosen-Weatherford, Music Therapist, Peyton Kaercher, Music Therapist and Rayann Turner, Teacher Consultant, to attend the Spectrum of Possibilities Autism Conference at Lourdes University on April 12, 2024. The motion carried unanimously.

### **Request for Special Meeting – Board Spring Retreat**

Mr. Bless made a motion, supported by Ms. Larzelere to schedule a special board meeting for the purpose of conducting the Board Spring Retreat on April 29, 2024 at 9:00 AM at Holiday Camp. The motion carried unanimously.

### **Revised Special Education Van Purchase**

Ms. Larzelere made a motion, supported by Ms. Bless to approve the purchase of one (1) van from Gorno Ford for a 2023 Ford Transit High Roof 10-passenger wagon for \$59,934 and one van from Bab Maxey Ford for a 2024 Ford Transit Medium Roof 10-passenger wagon for \$62,490. The motion carried unanimously.

## Fiber Project and Lease Agreement

Dr. Martin made a motion, supported by Mr. Miller to award the Monroe County Technology Consortium Fiber project bid to 123Net, Southfield, MI, for 12 connections costing \$9,199,550 with \$9,138,996 from E-Rate and state funding; and awarding 1 connection to D&P Communications, Petersburg, MI, costing \$42,000 with \$31,500 from E-Rate and state funding. The motion carried unanimously.

## Reports from the Superintendent and Administrative Staff

### Business and Administrative Services – Josh Dyer

- Gave the board a Holiday Camp Renovation Project update.
- Discussed the options in heating the pool at Holiday Camp.

### Human Resources and Legal Counsel – Eric Feldman

- Discussed the building signage at the MCISD main campus; working with the Lockout Company.
- Currently negotiating with all MCISD employee groups.

### Curriculum and Instruction – Lisa Monrief

- Informed the Board that the 3<sup>rd</sup> grade reading retention mandates have been revoked.
- Discussed the CTE parent meetings that are scheduled for next school year.

### Special Education and Early Childhood Services – Rachel Kopke

#### Current Enrollment Report-February 2024

Program	Total Enrollment/Funded Enrollment (total enrollment should equal funded enrollment)	Over Income Enrollment CP#2004 (130% FPL+: under 10%) (101-130% FPL: under 35%)	Disabilities Enrollment (Over 10%)	Students Enrolled Receiving Tiered Intervention Services/In Process of SE Evaluation
Head Start	Enrolled: 239 Reserved (not to exceed 7): 0 Vacant less than 30 days: 1 <b>Total Enrollment: 240/240-100%</b>	130% FPL+: 17/240=7% 101-130% FPL: 5/240=2%	46/240=19%	42/240=18%
Early Head Start	Enrolled: 46 Reserved (not to exceed 1): 0 Vacant less than 30 days: 4 <b>Total Enrollment: 48/48-100%</b>	130% FPL+: 2/48=4% 101-130% FPL: 2/48=4%	12/48=25%	9/48=19%

#### Current Waitlist Report-As of 3/1/24

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	6	0	0
Head Start	22 (can be counted in more	4 (can be counted in more than 1	14 (can be counted in more

	than 1 location)	location)	than 1 location)
Airport-Niedermeier Elementary 31 slots	5	1	5
Bedford-Smith Rd Elementary 31 Slots	3	0	4
Dundee-Dundee Elementary 15 Slots	3	0	0
Ida-Ida Elementary 15 Slots	0	0	0
Monroe-AWS Elementary 77 slots	6	3	3
Monroe-MCCC Elementary 15 Slots	3	1	4
Monroe-Orchard Elementary 25 Slots	9	2	1
Monroe-Riverside Elementary 16 Slots	1	0	0
Monroe-YMCA Elementary 15 Slots	5	2	6

**Head Start Attendance Reports-February 2024**

Site	Attendance Percentage
In Person Arborwood	86.69%
In Person Dundee	82.35%
In Person Ida	78.04%
In Person MCCC	88.14%
In Person Niedermeier	84.93%
In Person Orchard	84.68%
In Person Riverside	89.84%
In Person SRE	91.53%
In Person YMCA	85.77%
<b>In Person Program Attendance Total</b>	<b>86.27%</b>

**Early Head Start Attendance Reports-February 2024**

Site	Attendance Percentage
HV 1	83%
HV 2	63%
HV 3	66%
HV 4	41%
<b>Program Attendance Total</b>	<b>63.4%</b>

**Office of Head Start Communication**

Communication Type	New Postings	Links to Postings
Information Memorandums	NONE	<a href="#">Information Memoranda   ECLKC (hhs.gov)</a>
Program Instructions	NONE	<a href="#">Program Instructions   ECLKC (hhs.gov)</a>

**Program Updates**

- Program Location Updates
  - The program was informed that the YMCA does not plan to continue the rental agreement past FY25 due to the YMCA wanting to expand their childcare services. There is currently one classroom at this location.
  - The program was made aware there may not be space at Orchard within the next few years. There currently are two classrooms in the Orchard location.
  - The program was offered space for three Head Start classrooms at Riverside Elementary in Monroe beginning summer 2024. The program plans to move the YMCA classroom and both Orchard classrooms to Riverside.

### **Superintendent – Steve McNew**

- Informed the board that Eric Feldman has tendered his letter of resignation.
- Discussed the MCABOE meeting that recently took place.
- Discussed the recent meetings with the MCCC concerning CTE.

### **Adjourn**

At 7:04 p.m. Mr. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller  
Secretary