

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

January 20, 2026

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, Russell Bless, Paul Miller and Barry Martin

MCISD BOARD

MEMBERS ABSENT: none

MCISD

STAFF PRESENT: Superintendent Steve McNew, Lisa Montrief, Rachel Kopke, Anya Lusk, Renee Rymanowicz and Andrea Murphy

MCISD

STAFF ABSENT: Margot Lechlak, Chad Baas and Adrea Stevens

OTHERS PRESENT: None

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Educational Presentation

Margot Lechlak, Mental Health Coordinator, outlined the services the Mental Health Team offers to all Monroe County schools to support student and staff well-being.

Important Dates

- Jan 20 MCISD Board Meeting, 5:00 PM
- Jan 31- Feb 3 NSBA Advocacy Institute, Washington DC
- Feb 17 MCISD Board Meeting, 5:00 PM

Expressions from the Public

None

Recommended Actions

Routine Matters

Mr. Bess made a motion, supported by Ms. Larzelere to approve the minutes of the December 16, 2025 meeting that were presented. The motion carried unanimously.

Financial Reports

	Gnl Fund	Special Ed. Fund	Food Service Fund	Tech Tax	Student Acts	Debt Ret.	CP	ESPC Bond	Total
<u>Check Registers</u>									
12/10-12/31/25	3,104,497.80	5,229,135.28	20,317.75	7,773.36	2,970.32	0	0	0	8,364,694.51
1/1-1/9/26	1,249,405.09	113,845.14	2,362.98	410,526.09	1,707.14	350.00	0	0	1,778,196.44
<u>ACH Transactions</u>									
Gross Payroll	1,103,742.25	2,448,283.12	0	0	145.54	0	0	0	3,552,170.91
Student Activity	0	0	0	0	0	0	0	0	0
Transfers									

Early Head Start & Head Start FY25

Year to Date as of December 31, 2025 \$1,654,487.42

Dr. Martin made a motion, supported by Mr. Miller, 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

Approval of Personnel Update

Ms. Larzelere made a motion, supported by Mr. Bless to approve the following personnel update:

- Employment
 - o Chad Baas, Assistant Superintendent for Business and Administrative Services, effective TBD
 - o Jenna Diekman, Special Education Teacher, Wagar Middle School, effective January 5, 2026
 - o Benjamin German, Special Education Teacher, Bedford High School, effective January 26, 2026
 - o Alicia Komives, Social Worker, East Region, effective February 9, 2026
 - o Nicole Miller-Strauss, School Psychologist, Southwest Region, effective February 2, 2026
 - o Rebecca Roof, Accounting Supervisor, effective TBD
 - o Renee Rymanowicz, Director of Budget and Shared Services, effective TBD
 - o Ashley Speirs, Special Education Teacher, effective January 5, 2026
- Leaves of Absence

- Alexa Anteau, East Region, beginning February 23, 2026 until the start of the 2026-2027 school year, maternity
- Maria Brown-Jimenez, Educational Center, beginning December 12, 2025 through March 6, 2026, medical
- Rachael Coci, Riverside Route, beginning February 9, 2026 through February 13, 2026, medical
- Maryam Smolyanov, North Region, beginning April 26, 2026 through August 31, 2026, maternity
- Resignations/Retirement
 - Kari DeGrace, resigned
 - Josh Dyer, resigned
 - Kara Garborg-Gardner, resigned
 - Michele Jenkins, resigned
 - Jayme Kirk, resigned
 - Kathryn Nice, resigned

The motion carried unanimously.

Request for New Position: Director of Budget and Shared Services

Mr. Miller made a motion, supported by Dr. Martin to approve the establishment and posting of a Director of Budget and Shared Services, effective immediately. The motion carried unanimously.

Request for New Position: Shared-Time Technology Support Coordinator

Dr. Martin made a motion, supported by Ms. Larzelere to approve the establishment and posting of a Shared-Time Technology Support Coordinator, effective immediately. The motion carried unanimously.

Out of State Conference Request – Montrief & Kopke

Ms. Larzelere made a motion, supported by Mr. Miller to approve the out of state conference request for Lisa Montrief and Rachel Kopke to attend the 2026 Power Trip in Austin, TX from July 19-22, 2026. The motion carried unanimously.

Monroe County Technology Millage Renewal Request

Mr. Miller made a motion, supported by Mr. Bless to adopt the resolution supporting the Monroe County Technology Enhancement Millage Renewal on May 5, 2026. The motion carried unanimously.

2026 Staff Computer Purchase

Dr. Martin made a motion, supported by Mr. Bless to approve the purchase of 40 laptops for staff members from People Driven Technology, Inc. and GovConnection for a total cost of \$52,984.68. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Renee Rymanowicz

- No report

Human Resources and Legal Counsel – Anya Lusk

- In the process of becoming a board member at Gabby’s Ladder.
- Working with staff contractors to fill positions.

Curriculum and Instruction – Lisa Montrief

- Student enrichment programs are in the process of being scheduled.
- Discussed the Knabusch Center and the RRNBF local district field trips

Special Education and Early Childhood Services – Rachel Kopke

Enrollment Report-December 2025

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: 229 Reserved (not to exceed 7): 2 Vacant less than 30 days: 9 Total Enrollment:240/240-0%	130% FPL+: 6/240=3% 101-130% FPL:6/240=3%	62/240=26% 6-Autism 3-Other Health Impairment 19-ECDD 34-Speech and Language Impaired	51/240=21% 0-Newly Assigned 1-Initial Screening 0- comprehensive evaluation 19- SAT Process 7-Academnic Intervention Plan 4- speech only evaluation 6-Speech Intervention 8-Monitoring Progress/Data Collection 12-Home Support
Early Head Start	Enrolled: 46 Reserved (not to exceed 1): 1 Vacant less than 30 days: 1 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 2/48=4%	12/48=25% 2-Autism 1-Other Health Impairment 6-ECDD 3-Speech and Language Impaired	3/48=10% 0-comprehensive evaluation 1-Home Support
			74/288-26%	54/288-19%

Current Waitlist Report-As of 1/16/26

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	0	0	0

Head Start	25 (can be counted in more than 1 location)	2 (can be counted in more than 1 location)	37 (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	6 (all 3 yo)	1	9
Bedford-Smith Rd Elementary 31 Slots	6	1	9
Dundee-Dundee Elementary 15 Slots	2	0	10
Ida-Ida Elementary 15 Slots	1	0	10
Monroe-Custer 2 Elementary 77 slots	10 (all 3 yo)	0	14
Monroe-Riverside Elementary 71 Slots	14	1	13

Head Start Attendance Reports-December 2025

Site	Attendance Percentage
In Person Custer	83.01%
In Person Dundee	84.85%
In Person Ida	85.19%
In Person Niedermeier	79.23%
In Person Riverside	85.92%
In Person SRE	83.33%
In Person Program Attendance Total	83.77%

Early Head Start Attendance Reports-December 2025

Site	Attendance Percentage
HV 1	54%
HV 2	68%
HV 3	60%
HV 4	55%
Program Attendance Total	59%

Self-Assessment Updates

Head Start Attendance Tracking

Month	# of students under 85% Attendance/# enrolled	# of students under 85% attendance due to TRANSPORTATION issues	# of students under 85% attendance due to ILLNESS	# of students under 85% attendance due to OTHER-please list reasons x=number of FPS mentioned reason/5 fps
March 2025	70/239=29%	5/70=7%	39/70=56%	9/239-4%
April 2025	72/238=30%	6/72=8.33%	46/72=64%	6/238-3%
May 2025	74/238=31%	6/74=8.10%	46/74=62%	15/238-6%
June 2025	NA	NA	NA	NA
July 2025	NA	NA	NA	NA
August 2025	NA	NA	NA	NA
September 2025	59/234-25%	4/234-2%	38/234-16%	17/234-7%
October 2025	86/234-25%	4/232-2%	58/232-25%	25/232-11%
November 2025	75/237-32%	4/237-2%	55/237-23%	16/237-7%
December 2025	97/231-42%	6-231-3%	58-231-25%	10-231-4%

ATTENDANCE NOTES:

A new [Information Memorandum](#) was released on 9/26/25 addressing vacant slots due to chronic absenteeism. Possible revisions to attendance procedures may be needed as they outline if a child has not attended school for a max of 30 consecutive calendar days and the program has made at least 3 attempts to contact, the slot should be considered vacant/child dropped from the program. However, there are also exceptions outlined within the IM. The program does have a policy to complete a “Special Cases Application” signed by parent, FPS and program Director when those exceptions are identified as a need.

HS Required Screening-5
 Early Pick Ups-2
 Vacation-12
 Sick Family Member-16
 Parent in Rehab/Incarcerated-5
 Custody Issues-2
 Funeral/Death in Family-4
 CPS-4
 Slept In-1
 Separation Anxiety-1
 Special Cases Application-5
 Temporarily Moved-1

Head Start Dental Tracking

A	B	C	D	E	F	G	H	I
MONTH	# Students enrolled less than 90 days <small>*Not yet required to have a dental on file</small>	# Students who have been enrolled for 90+ days	# Students who have a dental exam on file within 90 days of entry (Goal- 95%+) (D/C=%)	# of students who have a dental exam on file after 90 days of entry	Total # of students who have been enrolled 90+days with a dental exam on file (Goal- 95%+) ((D+E)/C))	# of students still missing a dental exam (Goal- 5%/<) (G/C=%)	# of students who required follow up from delta exam (H/F=%)	# of students who needed follow up and received it (Goal- 0%) (I/H=%)
March 2025	41	236	154-65%	6	160-68%	76-32%	27-17%	6-22%
April 2025	44	237	157-66%	9	166-70%	71-30%	27-16%	8-29%
May 2025	33	248	162-65%	12	174-70%	74-29%	28-16%	10-36%
June 2025	33	248	162-65%	12	174-70%	74-29%	28-16%	11-39%
July 2025	0	0	0	0	0	0	0	0
August 2025	0	0	0	0	0	0	0	0
September 2025	234	0	174-75%	0	0	58-25%	21-9%	1-5%
October 2025	232	0	181	0	0	50	19	1-5%
November 2025	30	206	183/206- 89%	0	183/206- 89%	33/206- 16%	19/183- 10%	3-16%
December 2025	16	217	190/217- 88%	3	193/217- 89%	40/217- 18%	24/193- 12%	3/24- 13%

DENTAL NOTES: The program has implemented targeted strategies such as asking families to complete Smiles on Wheels consent during the initial home visit and bringing outlying centers to the ISD to ensure access to Smiles on Wheels. By implementing these two strategies, the program has exceeded the percentage of total dental exams completed during the 24-25 school year by 10%, within the first 45 days of the 25-26 school year. The 90-day deadline for dentals to come in is December 1, 2025. The revised goal is to get 85% of dental exams for those who have been in school for 90 days by that time. The program exceeded their revised goal of 85% of students enrolled for 90 days obtaining a dental exam by 12/1/25, 89% received an exam by 12/1/25.

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	NONE	Information Memoranda ECLKC (hhs.gov)
Program Instructions	NONE	Program Instructions ECLKC (hhs.gov)

Superintendent – Stephen McNew

- NSBA Advocacy Institute in February, 2026
- Informed the board that meals at the MCMC will start January 22, 2025 due to snow days.

Adjourn

At 5:54 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary