

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

April 18, 2023

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, Russell Bless, Barry Martin, Renee Larzelere and Paul Miller

MCISD BOARD

MEMBERS ABSENT: none

MCISD

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

MCISD STAFF

ABSENT: none

OTHERS PRESENT: none

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- April 18 MCISD Board Meeting, 5:00 PM
- April 19 Educational Center's 50th Anniversary Celebration, 5:00 PM
- May 3 MCABOE General Membership Meeting, 6:00 PM
- May 5 MCMC Graduation, 6:00 PM

Expressions from the Public

No expressions from the public.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Mr. Miller to approve the minutes of the March 21, 2023 meeting that was presented. The motion carried unanimously.

Financial Reports

General Fund	Special Education Fund	Food Service Fund	Tech Tax	Student Activities	CP	Total
--------------	------------------------	-------------------	----------	--------------------	----	-------

Check Registers

3/15-3/31/23	1,717,608.69	1,749,763.73	14,146.34	761,085.43	0	495.00	4,243,099.19
4/1-4/10/23	81,314.11	50,843.91	1,242.10	0	1,600.00	0	135,000.12

ACH Transactions

Gross Payroll	729,804.27	1,779,844.60	0	0	46.77	0	2,509,695.64
Student Activity Account	0	0	0	0	0	0	0
Transfers							

Early Head Start & Early Head Start

Year to Date as of March 31, 2023 \$2,496,628.26

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

Josh Dyer presented the following preliminary budget to the board:

General Fund

Revenue	\$23,156,660
Expenditures	\$24,183,697

Special Education

Revenue	\$49,938,518
Expenditures	\$53,212,935

First Review of Board Policies

Eric Feldman reviewed the following board policies with the board:

- Policy 1615 Use of Tobacco by Administrators
- Policy 3165 Temporary Head Start Vaccination Reqs
- Policy 3215 Use of Tobacco by Professional Staff
- Policy 4165 Temporary Head Start Vaccination Reqs
- Policy 4215 Use of Tobacco by Support Staff
- Policy 6325 Procurement – Federal Grants/Funds
- Policy 7434 Use of Tobacco on School Premises

Note edits were discussed.

First Review of Board Policies of the 5000 Series

Eric Feldman reviewed the following board policies with the board:

- 5111 Eligibility of Resident/Nonresident Students
- 5136 Personal Communication Devices
- 5230 Late Arrival and Early Dismissal
- 5342 Do Not Resuscitate Orders (DNR) for Minor Students
- 5510 Students – Sex Offender Registry; Criminal Convictions
- 5512 Use of Tobacco by Students
- 5517 Anti-Harassment
- 5540 Relationship with Governmental Agencies
- 5772 Weapons
- 5780 Student Rights

No edits were discussed.

Second Reading and Adoption of the 8000 Board Policies

Ms. Larzelere made a motion, supported by Mr. Bless to approve the revisions of the following board policies:

- Policy 8120 Iran Economic Sanctions Act Compliance
- Policy 8142 Criminal History Record Check
- Policy 8142.01 Weapon
- Policy 8210 School Calendar
- Policy 8310 Public Records
- Policy 8315 Information Management
- Policy 8325 Receipt of Legal Documents
- Policy 8330 Student Records
- Policy 8340 Letters of Reference
- Policy 8350 Confidentiality
- Policy 8351 Security Breach of Confidential Databases
- Policy 8390 Animals on District Property
- Policy 8400 School Safety Information
- Policy 8410 Crisis Information
- Policy 8420 Emergency Situations at Schools
- Policy 8431 Preparedness for Toxic Hazard and Asbestos Hazard
- Policy 8452 Automated External Defibrillators (AED)
- Policy 8453 Direct Contact Communicable Diseases
- Policy 8462 Student Abuse and Neglect
- Policy 8500 Food Services
- Policy 8531 Free and Reduced Price Meals
- Policy 8540 Vending Machines
- Policy 8600 Transportation
- Policy 8601 Monroe County Transportation Consortium for Students with Disabilities
- Policy 8651 Nonroutine Use of School Buses
- Policy 8800 Religious/Patriotic Ceremonies and Observations
- Policy 8900 Anti-Fraud

The motion carried unanimously.

Personnel Update

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

- A. Employment
 - a. Emily Salenbien, Head Start Teacher, Ida Elementary School
- B. Leave(s) of Absence
 - a. Amber Dietrich, August 29 through November 20, 2023
- C. Resignations/Retirements
 - a. Courtney Howell, resigned
 - b. Riley Payment, resigned

The motion carried unanimously.

Central Office Contract Extensions

Mr. Miller made a motion, supported by Dr. Martin to approve the contract extensions as follows:

- Joshua Dyer, Rachel Kopke, Lisa Montrief and Eric Feldman through the 2024-2025 school year

The motion carried unanimously.

Request for New Position: Assistant Principal – MCMC

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of an Assistant Principal – Monroe County Middle College, effective July 1, 2023. The motion carried unanimously.

Request for New Position: ECSE Speech and Language Pathologist

Ms. Larzelere made a motion, supported by Dr. Martin to approve the establishment and posting of an Early Childhood Speech and Language Pathologist, effective May 1, 2023. The motion carried unanimously.

Increased Schedule for School Health Coordinator

Mr. Miller made a motion, supported by Mr. Bless to approve ten (10) additional workdays for the School Health Coordinator, effective with the 2023-2024 school year. The motion carried unanimously.

Proposed Calendars for 2023-2024 School Year

Dr. Martin made a motion, supported by Mr. Bless to approve the following school calendars for the 2023-2024 school year:

- Early Childhood Special Education
- Great Start Readiness Program
- Head Start Program

The motion carried unanimously.

Contract Extension – Superintendent

Ms. Larzelere made a motion, supported by Mr. Miller to approve the employment contract extension for Superintendent Stephen McNew through the 2025-2026 school year. The motion carried unanimously.

Request for Special Education Summer Services 2023

Mr. Bless made a motion, supported by Ms. Larzelere to approve the following services for the summer of 2023:

- Early On
 - Teacher Consultant
 - Teacher, Early On
 - School Psychologist
 - Social Worker
 - Teacher
 - Speech Therapist (2)
 - Physical Therapists (2)
 - Occupational Therapists (2)
- Extended School Year Program
 - 2 Early Childhood parent interaction groups
 - 1 Early Childhood primary classroom (2 sections)
 - 1 Early Childhood secondary classroom (2 sections)
 - Teachers (2)
 - Aides (5)
 - Speech and Language Pathologist
 - Teacher consultants (3)
- Educational Center Severely Cognitively Impaired Program
 - Teacher
 - Orientation & Mobility Specialist

- Hearing Impaired Program
 - Teacher
- Vision and Mobility Services
 - Split time Teachers (2)
 - Mobility Specialist
- Ed Center SCI Program
 - Social Worker or TC
 - Music Therapist
- Summer Enrichment
 - Band Teachers (6)
 - Teacher Aides (6)
 - SLP or AT Consultant
- Edgenuity/Credit Recovery
 - Teacher
- Assistive Technology
 - Teacher Assistant
 - Program Assistant

The motion carried unanimously.

Out of State Conference Request - CASA

Mr. Miller made a motion, supported by Ms. Larzelere to approve the out of state conference request for Jerica Sharp, CASA Director, and Madison McIntyre, CASA Advocate, to attend the National CASA Conference in St. Louis, MO from June 9-12, 2023. The motion carried unanimously.

Request to Schedule Special Meeting – Biennial Election

Dr. Martin made a motion, supported by Ms. Larzelere to schedule a special election on June 5, 2023 at 5:00 pm for the purpose of conducting the Biennial Election. The motion carried unanimously.

Acceptance of Donation – Hearing Impaired Program

Dr. Martin made a motion, supported by Ms. Larzelere to award the purchase of a custom Little Tikes Commercial Playbuilder structure bid and components by Great Lakes Recreation Company (Zeeland, MI), for \$64, 088, not to exceed \$70,000. The motion carried unanimously.

Acceptance of Donation – CASA and Holiday Camp

Mr. Bless made a motion, supported by Ms. Larzelere to accept a donation in the amount of \$1,000.00 to the Hearing Impaired Program from the Bedford Lion’s Club. The motion carried unanimously.

MASB Spring Institute

Ms. Larzelere made a motion, supported by Mr. Miller to approve the attendance of Dale DeSloover and Russell Bless to attend the MASB Spring Institute from April 27-29, 2023 in Lansing, MI. The motion carried unanimously.

Request to Enter Executive Session

At 5:55 p.m., Mr. Bless made a motion, supported by Dr. Martin to enter Executive Session for the purpose of discussing attorney-client privileges.

A roll call vote was taken.

Ayes: Bless, Larzelere, Martin, Miller and DeSloover

Nays: none

Motion carried.

Reconvene

At 6:50 p.m., Mr. Bless made a motion, supported by Ms. Larzelere to return to Open Session. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- No further comments

Human Resources and Legal Counsel – Eric Feldman

- Informed the board of the new Federal school safety grants that the MCISD is applying for – deadline is May 17, 2023.

Curriculum and Instruction – Lisa Monrief

- Discussed the Career Expo – April 25, 2023
- Discussed the Law Enforcement CTE Course that will run for the first time in the 2023-2024 school year.

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report-March 2023

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%)
EHS/HS Combined	Enrolled: 304 Reserved (not to exceed 9): 8 Vacant less than 30 days: 3 Total Enrollment: 315/315-100%	130% FPL+: 19/315=6% 101-130% FPL: 15/315=5%	52/315=17%
Head Start	Enrolled: 252 Reserved (not to exceed 8): 4 Vacant less than 30 days: 11 Total Enrollment: 267/267-100%	130% FPL+: 18/267=7% 101-130% FPL: 11/267=4%	38/267=14%
Early Head Start	Enrolled: 45 Reserved (not to exceed 1): 0 Vacant less than 30 days: 3 Total Enrollment: 48/48-100%	130% FPL+: 1/48=2% 101-130% FPL: 4/48=8%	13/48=27%

Current Waitlist Report-As of 4/13/23

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	1	0	3
Head Start	28 (Some students below may be counted twice if they have more than 1 site preference)	2 (Some students below may be counted twice if they have more than 1 site preference)	37 (Some students below may be counted twice if they have more than 1 site preference)
Airport-Niedermeier	7	0	8

Elementary 33 slots			
Bedford-Smith Rd Elementary 33 Slots	9	1	13
Dundee-Dundee Elementary 17 Slots	1	0	12
Ida-Ida Elementary 16 Slots	1	0	10
Monroe-AWS Elementary 83 slots	3	0	8
Monroe-MCCC Elementary 18 Slots	4	1	15
Monroe-Orchard Elementary 34 Slots	4	0	7
Monroe-Riverside Elementary 16 Slots	2	0	1
Monroe-YMCA Elementary 17 Slots	6	1	16

Head Start Participation Reports March 2023

Site	Attendance Percentage
In Person Arborwood	80.79%
In Person Dundee	89.08%
In Person Ida	86.19%
In Person MCCC	90.08%
In Person Niedermeier	83.07%
In Person Orchard	89.28%
In Person Riverside	85.10%
In Person SRE	87.66%
In Person YMCA	74.03%
In Person Program Attendance Total	84.20%

Early Head Start Participation Reports-March 2023

Site	Attendance Percentage
HV 1	77%
HV 2	42%
HV 3	75%
HV 4	44%
Program Attendance Total	58%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	ACF-IM-HS-23-01	Information Memoranda ECLKC (hhs.gov)
Program Instructions	ACF-PI-HS-23-03	Program Instructions ECLKC (hhs.gov)

Program Updates

- The program was made aware of the need to move the Dundee Head Start classroom due to renovations occurring within the building. Program administration and Dundee Public Schools administration have worked collaboratively to identify an alternate space within the elementary and are currently working to obtain licensure of the new space before the 23-24 school year. Staff have been notified of this move.

Superintendent – Steve McNew

- Discussed the Educational Center's 50th Anniversary Celebration

At 7:10 p.m. Ms. Larzelere made a motion, supported by Mr. Bless to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller, Secretary