

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

April 24, 2018

Monroe County ISD
Professional Development Building
1101 S. Raisinville Road
Monroe, MI 48161

Call to Order and Roll Call

The meeting was called to order at 6:00 p.m. by MCISD President Dale DeSloover.

MCISD BOARD

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

MCISD BOARD

MEMBERS ABSENT: none

MCISD

STAFF PRESENT: Superintendent Steve McNew, Michelle Brahaney, Josh Dyer, Lisa Montrief, Elizabeth Taylor and Andrea Murphy

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

2018-2019 MCISD Budget Presentation

Local District Attendees

Airport Community Schools: John Krimmel and Paul Miller

Bedford Public Schools: Carl Shultz and Julie Campbell

Dundee Community Schools: Sharon Ramirez

Ida Public Schools: Rick Carsten and Jennifer Muir

Jefferson Schools: Mike Petty and Jenna Blair

Mason Consolidated Schools: Andrew Shaw and Andrea McGarry

Monroe Public Schools: Kathy Eighmey

Summerfield Schools: Jack Hewitt and Pete Boss

Whiteford Agricultural Schools: Val Orr and Tracy Malhoit

Josh Dyer reviewed the 2018-19 proposed budgets, which showed the following figures:

General Fund

Revenue \$21,339,428

Expenditures \$22,053,692

Special Education Fund

Revenue	\$37,201,846
Expenditures	\$39,639,178

School Service Fund

Revenue	\$167,508
Expenditures	\$170,875

Capital Projects Fund

Revenue	\$200,000
Expenditures	\$197,900

Important Dates

- April 26 MCISD Special Meeting - Candidate Interviews - 5:30 PM
- April 28 Celebrate Children at the Mall of Monroe, 10:00 AM - 2:00 PM
- May 2 Monroe County Fine Arts Festival - MCCC
- May 3 Whole Apple Awards, 6:00 PM, MCISD PD Center
- May 4 MCMC Graduation, 6:00 PM, MCCC Meyer Theater
- May 8 Chamber of Commerce Koffee Klub, MCISD, 7:45 AM
- May 9 Monroe County Spelling Bee, PD Center, 6:30 PM
- May 10 Educational Center Spring Show, MCCC Meyer Theater, 6:30 PM
- May 15 MCISD Board Meeting - 7:00 PM
- May 16 MCISD Employee Recognition Reception, PD Center, 4:30 - 6:00 PM

Expressions from the Public

There were no expressions from the public.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the March 20, 2018 (regular meeting), and April 20, 2018 (special meeting) meeting. The motion carried unanimously.

Financial Reports

	<u>General</u> <u>Fund</u>	<u>Special</u> <u>Education</u> <u>Fund</u>	<u>School</u> <u>Services</u> <u>Fund</u>	<u>Total</u>
<u>Check Registers</u>				
3/11-3/31/2018	1,582,854.99	498,240.56	20,972.64	2,102,068.19
4/1-4/14/2018	313,176.60	33,456.61	1,568.25	348,201.46
<u>ACH Transactions</u>				
Withholding & Sales				
Taxes	455,761.45	0	38.39	455,799.84
Postage	682.74	317.26	0	1,000.00
Retirement	628,090.08	0	0	628,090.08

Gross Payroll	507,222.25	1,348,324.16	0	1,855,546.41
Capital Projects				
Expenditures	2,389.25	0	0	2,389.25
Student Activity Account	5,471.49	0	0	5,471.49
Expenditures				

Early Head Start

Year to Date as of March 31, 2018 \$222,168.94

Head Start

Year to Date as of March 31, 2018 \$1,454,006.14

Mr. Miller made a motion, supported by Ms. Larzelere, 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

2017-2018 Budget Amendment

Mr. Miller made a motion, supported by Ms. Larzelere to approve the 2017-2018 budget revisions as follows:

	<u>Approved Budget</u>	<u>Requested Revision</u>
<u>General Fund</u>		
Revenue	\$22,265,950	\$22,773,145
Expenditures	\$22,840,851	\$23,199,601
<u>Special Education Fund</u>		
Revenue	\$36,933,791	\$37,939,308
Expenditures	\$38,363,211	\$38,513,158

The motion carried unanimously.

Medical Leave of Absence Request

Mr. Miller made a motion, supported by Ms. Larzelere to approve the medical leave of absence request for Cassandra Luther beginning April 18, 2018; returning to work on April 20, 2018. The motion carried unanimously.

Employment Recommendation – Worden, K.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment recommendation for Kim Worden as the Shared-Time Accountant position with Summerfield Schools, effective April 25, 2018. The motion carried unanimously.

Employment Recommendation – Baas, C.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the employment recommendation for Chad Baas as the Shared-Time Business Manager with Ida Public Schools, effective April 23, 2018. The motion carried unanimously.

Temporary CASA Volunteer Coordinator

Mr. Bless made a motion, supported by Ms. Larzelere to approve the temporary employment of Patsy Martell as a CASA volunteer coordinator for up to eighty (80) hours from April 23, 2018 through May 18, 2018. The motion carried unanimously.

Temporary GSRP Teacher

Mr. Miller made a motion, supported by Ms. Larzelere to approve the temporary employment of Kristine Huffmaster as a GSRP teacher for up to thirty-six (36) days from April 9, 2018 through May 31, 2018. The motion carried unanimously.

Central Office Contract Extensions

Mr. Bless made a motion, supported by Mr. Miller to approve the central office contracts as follows:

Through June 30, 2019:

Michelle Brahaney, Assistant Superintendent for Special Education and Early Childhood Services

Josh Dyer, Assistant Superintendent for Business and Administrative Services

Lisa Montrief, Assistant Superintendent for Curriculum and Instruction

Through June 30, 2021:

Elizabeth Taylor, Assistant Superintendent for Human Resources and Legal Counsel

The motion carried unanimously.

Out of State Conference Request

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference request for Michelle Brahaney to attend the Administration for Children and Families national Research Conference on Early Childhood in Arlington, Virginia from June 23 – 27, 2018. The costs associated with this conference will be grant funded. The motion carried unanimously.

Out of State Conference Request

Mr. Miller made a motion, supported by Ms. Larzelere to approve the out of state conference request for Michelle Brahaney to attend the AASA Early Learning Cohort 2018 May Meeting in Shaker Heights, OH from May 7-8, 2019. The costs associated with this conference are funded through AASA, except for meals. The motion carried unanimously.

Request for 2018 Special Education Dept. Summer Services

Ms. Larzelere made a motion, supported by Mr. Bless to approve the 2018 summer services as listed:

- Early Intervention, birth to three diagnostics, home visiting and therapy
- Early Childhood Diagnostics
- Extended School Year Program
 - Classrooms
 - Bus drivers and aides for transportation program

- Programs for students with hearing impairments
- Homebound services
- Educational Center Severely Cognitively Impaired Program
 - Physical therapy service with assistant
 - IST support
 - Music therapy
 - Life guard services
- Additional Summer Programming
 - Youth Center tutors
 - Youth Center Liaison

The motion carried unanimously.

Acceptance of Donation – HS and GSRP Classrooms, Countywide

Mr. Miller made a motion, supported by Ms. Larzelere to accept a donation from the YMCA of socks and underwear, at an approximate cost of \$3,000.00, to the Head Start and GSRP programs. The motion carried unanimously.

Acceptance of Donation – Local Based Special Education at Holiday Camp

Mr. Bless made a motion, supported by Mr. Miller to accept a donation from the Knights of Columbus, Michigan State Council, in the amount of \$210.52. This donation is a result of the Tootsie Roll Drive and will support the LBSE program at Holiday Camp. The motion carried unanimously.

Acceptance of Donation – Music Therapy Program

Mr. Miller made a motion, supported by Ms. Larzelere to accept a donation from the Monroe County Convention and Tourism Bureau in the amount of \$300.00 to support the MCISD music therapy program. The motion carried unanimously.

Acceptance of Donation – CASA

Mr. Bless made a motion, supported by Mr. Miller to accept a donation from the Bedford Lions Club to support the CASA program. The motion carried unanimously.

Acceptance of Donation – Educational Center

Mr. Miller made a motion, supported by Mr. Bless to accept a donation from the Flower Market, 8930 S. Custer Road, Monroe, in the amount of \$50.00 to support the Educational Center Italian dinner event on April 11, 2018. The motion carried unanimously.

Award GSRP Playground Bid at Sodt Elementary

Ms. Larzelere made a motion, supported by Mr. Bless to award the GSRP Sodt Elementary playground bid to Great Lakes Recreation Company in the amount of \$27,423.00. The motion carried unanimously.

Executive Session

At 7:46 PM, Mr. Miller made a motion, supported by Mr. Larzelere to enter into executive session for the purpose of discussing collective bargaining. A roll call vote was taken:

Ayes: Bless, Larzelere, Miller and DeSloover

Nays: none

The motion carried unanimously.

Reconvene

The meeting reconvened at 7:54 PM.

MCIFSA Contract Ratification

Mr. Miller made a motion, supported by Ms. Larzelere to approve and ratify the MCIFSA contract for a period of July 1, 2018 through June 30, 2021. 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 – Betsy Taylor

- Employee Recognition Reception is May 16th at 4:30 PM
- Continue to negotiate with employee groups with the exception of the MCIFSA.
- Continue to interview and file open positions

Curriculum and Instruction – Lisa Montrief

- Informed the board that two MCMC students have artwork displayed at the IHM Gallery.
- Invited the board to attend the Monroe County Fine Arts Festival on May 2nd at the MCCC.

Special Education and Early Childhood Services – Michelle Brahaney

- Informed the board that early childhood referrals are incoming from Child Protective Services, physicians, direct referrals from hospitals, parents and other preschool programs that are not operated by the MCISD.

Enrollment

Head Start Enrollment: 267/267

Head Start Over Income Enrollment (under 10%): 24-9%

Head Start Disabilities Enrollment (under 10%): 43-16%

Early Head Start Enrollment: 72/72

Early Head Start Over Income Enrollment (under 10%): 7-10%

Early Head Start Disabilities Enrollment (under 10%): 20-28%

Current Waitlist

Head Start Income Eligible: 46

Head Start Over Income: 58

Early Head Start Income Eligible: 5

Early Head Start Over Income: 1

Head Start Attendance

Arborwood: 86.46%

Ida: 92.65%

MCCC: 90.66%

Riverside: 81.13%

SRE: 90.73%

Sodt: 84.68%

Program Total: 85.82% (over 85%)

Early Head Start Attendance

HV1: 63%

HV2: 68%

HV3: 49%

HV4: 80%

HV5: 93%

HV6: 78%

Program Total: 71.83%

Office of Head Start Communication Memorandums: N/A

Program Updates:

- 2019 Early Head Start and Head Start grants were submitted
- MCISD was awarded a 4-star quality rating in the Head Start programs at the MCCC, Smith Road Elementary, Ida Schools, Riverside Early Learning Center, and Sodt Elementary. All programs have requested a PQA review to request a 5-star rating.

Superintendent – Stephen McNew

- Informed the board that the special education team is preparing for the summer 2019 renovations of the special education services building.
- Informed the board that the MCISD has received the Green School Award
- Announced that the Monroe Exchange Club has award donations to Holiday Camp and CASA, these will come to the May meeting for acceptance.

Adjourn

At 8:06 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary