

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

April 26, 2022

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: Steve Foster and Nicholas Hay

OTHERS PRESENT: Crystal Willit, Denise Miller and Rebecca Martin

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Educational Presentation

Steve Foster, MCISD Director of Buildings and Grounds, and Nicholas Hay, Director of Information Services, updated the board on the summer improvement projects and security camera upgrade that will be taking place this summer at the main MCISD campus.

Important Dates

- May 6 MCMC Graduation, 6:00 PM
- May 17 MCISD Board Meeting, 5:00 PM
- May 30 Memorial Day, MCISD Closed

Expressions from the Public

No expressions from the public.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Mr. Bless to approve the minutes of the March 15 and April 12, 2022 meetings that were presented. The motion carried unanimously.

Financial Reports

	General <u>Fund</u>	Special Education <u>Fund</u>	Food Service <u>Fund</u>	Student Activities	CP	<u>Total</u>
<u>Check Registers</u>						
3/6-3/31/22	3,212,342.62	901,851.65	13,502.75	1,765.26	162,003.49	4,291,465.77
4/1-4/16/22	1,011,681.21	157,157.92	1,453.27	1,209.34	6,800.00	1,178,301.74
<u>ACH Transactions</u>						
Gross Payroll	684,035.75	1,665,761.39	0	101.42	0	2,349,898.56
Student Activity Account Transfers	0	0	0	0	0	0

Early Head Start & Head Start

Year to Date as of March 31, 2022 \$2,495,123.78

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

First Review of Board Policies 1623, 3362, 4362, 5517 and 2260.02

Eric Feldman reviewed the following board policies with the board:

- Policy 1623 Section 504/ADA Prohibition Against Disability Discrimination in Employment
- Policy 3362 Anti-Harassment
- Policy 4362 Anti-Harassment
- Policy 5517 Anti-Harassment
- Policy 2260.02 Title IX Sexual Harassment

The noted changes were made to add Eric Feldman as the Assistant Superintendent of Human Resources and Legal Services; replacing Elizabeth Taylor. The motion carried unanimously.

Second Reading and Adoption of Board Policies 1623, 3362, 4362, 5517 and 2260.02

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

- Policy 1623 Section 504/ADA Prohibition Against Disability Discrimination in Employment
- Policy 3362 Anti-Harassment
- Policy 4362 Anti-Harassment
- Policy 5517 Anti-Harassment
- Policy 2260.02 Title IX Sexual Harassment

The motion carried unanimously.

Personnel Update

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

A. Employment

- a. Karissa Coffman, School Social Worker, Educational Center
- b. Heather Dinklage, School Psychologist, North Region
- c. Nicholas Hakeos, Behavior Coach, Monroe Public Schools
- d. Joel Phillips, Head Start Teacher, Smith Road Elementary
- e. Annmarie Pizzo, Speech and Language Pathologist, ECSE

B. Leave(s) of Absence

- a. none
- C. Resignations/Retirements
 - a. Sandra Whitcomb, Student Applications Support Specialist, retired
 - b. Deanna Thoma, Early Childhood Special Education Bus Driver, retired
 - c. Caroline Ripple, Early Childhood Special Education Bus Driver, retired
 - d. Gina Collins, Speech and Language Pathologist, resign
 - e. Joanne O’Leary, Teacher, retired

The motion carried unanimously.

Request for New Positions: ECSE Program Assistant Floaters

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of two (2) Program Assistant positions effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position: Behavior Coach

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of an Early Childhood Special Education Behavior Coach position, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Great Start Collaborative Director – Increased Schedule

Mr. Miller made a motion, supported by Dr. Martin to approve the additional workdays for the Great Start Collaborative Director between April 1, 2022 through September 30, 2022. The motion carried unanimously.

Action Special Education Supervisor

Mr. Dr. Martin made a motion, supported by Mr. Miller to approve Laural Rosen-Weatherford to shadow Kelly Keyes as the Acting Special Education Supervisor. The motion carried unanimously.

Central Office Contract Extensions

Mr. Bless made a motion, supported by Ms. Larzelere to approve the contract extensions as follows:

- Joshua Dyer, Rachel Kopke, Lisa Montrief and Eric Feldman through the 2023-2024 school year

The motion carried unanimously.

Proposed Calendars for 2022-2023 School Year

Ms. Larzelere made a motion, supported by Mr. Bless to approve the 2022-2023 school year calendars for the Monroe County Middle College, SCI Program and Schedule D (Educational Center, Transition Center and Youth Center). The motion carried unanimously.

8th Grade Washington DC Trip – Osstifin, J.

Mr. Bless made a motion, supported by Ms. Larzelere to allow Jason Osstifin, MCISD School Social Worker at Bedford Junior High, to attend the 8th grade field trip to Washington DC from May 31 to June 4, 2022. The motion carried unanimously.

Request for Special Education Summer Services 2022

Dr. Marin made a motion, supported by Mr. Miller to approve the following services for the summer of 2022:

- Early On
 - Teacher, Early On
 - School Psychologist
 - Social Worker

- Teacher
 - Speech Therapist
 - 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
- The motion carried unanimously.

Out of State Conference Request - CASA

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference request for Jerica Sharp, CASA Director, to attend the National CASA Conference in Seattle, WA from June 3-7, 2022. The motion carried unanimously.

Security Camera Bid

Mr. Bless made a motion, supported by Dr. Martin to award the purchase and installation of the security camera bid to Red Letter Productions, Inc., from Addison, MI in the amount of \$61,430. The motion carried unanimously.

GSRP Playground Bid – Custer I Elementary

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

Ms. Larzelere made a motion, supported by Mr. Bless to accept the donations in the amount of \$500.00 to both Holiday Camp and CASA. 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

- Discussed the new portion of the Holiday Camp property.

Curriculum and Instruction – Lisa Montrief

- Discussed the Career Expo, Monroe County Fine Arts Festival and Monroe County Spelling Bee

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report- March 2022

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: 305 Reserved (not to exceed 1): 5 Vacant less than 30 days: 5 Total Enrollment: 315/315-100%	130% FPL+: 23/315=7% 101-130% FPL: 39/315=12%	55/315=17%
Head Start	Enrolled: 257 Reserved (not to exceed 8): 5 Vacant less than 30 days: 5 Total Enrollment: 267/267-100%	130% FPL+: 21/267=8% 101-130% FPL: 34/267=13%	42/267=16%
Early Head Start	Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 5/48=10%	13/48=27%

Current Waitlist Report- March 2022 (as of 4/12/22)

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Head Start	14	4	28
Early Head Start	5	0	1

Head Start Participation Reports March 2022

Site	Attendance Percentage
In Person Arborwood	84.36%
In Person Dundee	88.85%
In Person Ida	92.31%
In Person MCCC	76.90%
In Person Niedermeier	85.24%
In Person Orchard	77.71%
In Person Riverside	88.16%
In Person SRE	84.55%
In Person YMCA	91.33%

In Person Program Attendance Total	84.14%
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Head Start Attendance Averages Transported/Self-Transported

Month	Average Attendance: <u>Transported</u> Students	# Of days transportation was <u>Cancelled</u> ORCHARD	# Of days transportation was <u>Cancelled</u> NIEDERMEIER	Average Attendance: <u>Self-Transported</u> Students
September 2021	84.89%	0		86.77%
October 2021	84.31%	0		84.75%
November 2021	77.86%	3/16-18.75%		82.11%
December 2021	78.85%	5/13-38.46%		79.74%
January 2022	76.5%	1/8-12.5%	1/15-6.66%	75.48%
February 2022	84.20%	0 Cancellations	CLOSED RUN	83.86%
March 2022	84.63%	0 Cancellations	CLOSED RUN	81.24%
April 2022			CLOSED RUN	
May 2022			CLOSED RUN	

Early Head Start Participation Reports-March 2022

Site	Attendance Percentage
HV 1	84.62%
HV 2	85.71%
HV 3	90.20%
HV 4	68.75%
Program Attendance Total	82.35%

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)

Program Updates

- COVID updates during the month of March 2022 in our Head Start Program

Month	# Staff COVID+	# Students COVID+	# Staff Quarantined Due to Exposure of COVID +	# Students Quarantined Due to Exposure of COVID +
October 2021	1	2	2	17
November 2021	4	4	4	82
December 2021	1	6	9	90
January 2022	13	15	11	145
February 2022	3	4	2	81
March 2022	2	3	0	38
April 2022				
May 2022				

June 2022				
TOTALS	19	27	26	334

- The EHS/HS Annual Grant was submitted 4/1/22 as proposed in March 2022.
- A FY22 budget revision request was submitted on 3/31/22 as proposed in March 2022 to move funds to complete improvements needed on various playgrounds.

Superintendent – Steve McNew

- Informed the board that Josh Dyer is finalizing the budget presentation to the local districts regarding the MCISD budget.

At 7:06 p.m. Ms. Larzelere made a motion, supported by Mr. Bless to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller, Secretary