

# **REGULAR BOARD MEETING MINUTES**

## **MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION**

**April 28, 2020**

**Monroe County ISD  
Zoom Virtual Call**

### **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, Russell Bless and Barry Martin

#### **MCISD BOARD**

**MEMBERS ABSENT:** none

#### **MCISD**

**STAFF PRESENT:** Superintendent Steve McNew, Elizabeth Taylor, Lisa Montrief, Rachel Kopke, Josh Dyer and Andrea Murphy

#### **MCISD STAFF**

**ABSENT:** none

**OTHERS PRESENT:** Denise Miller, Chris Wisinski, Crystal Willit, Linda Bredernitz, Roberta Neckel and Garth Brittenham

### **Pledge of Allegiance**

The Pledge of Allegiance was led by President DeSloover.

### **Important Dates**

- May 15 Stay at Home Order Extension Date
- May 19 MCISD Board Meeting; 5:00 PM

### **Expressions from the Public**

No expressions from the public.

### **Recommended Actions**

### **Routine Matters**

Ms. Larzelere made a motion, supported by Dr. Martin to approve the minutes of the March 17 and April 15, 2020 meetings that were presented. The motion carried unanimously.

## Financial Reports

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Food Service Fund</u>	<u>Student Activities</u>	CP	<u>Total</u>
<u>Check Registers</u>						
3/8-3/31/20	1,804,160.65	479,969.09	11,052.62	3,904.17	0	2,299,086.53
<u>ACH Transactions</u>						
Withholding & Sales						
Taxes	555,759.20	0	43.10	0	0	555,802.30
Gross Payroll	603,786.35	1,585,096.85	0	1,163.76	0	2,190,046.96
Student Activity Account	0	0	0	0	0	0
Transfers						
Early Head Start						
Year to Date as of March 31, 2020		\$226,030.48				
Head Start						
Year to Date as of March 31, 2020		\$1,879,972.24				

Mr. Bless 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

### Employment Recommendation – Farris, M.

Dr. Martin made a motion, supported by Mr. Bless, to approve the employment recommendation for Madyson Farris as an Early Childhood Special Education teacher at Arborwood North Elementary School, effective August 25, 2020.

A roll call vote was taken:

Ayes: Larzelere, Bless, Miller, Martin and DeSloover

Nayes: none

The motion carried unanimously.

### Employment Recommendation – Kaercher, P.

Mr. Miller made a motion, supported by Ms. Larzelere to approve the employment recommendation for Peyton Kaercher as a music therapist, effective August 25, 2020.

A roll call vote was taken:

Ayes: Larzelere, Bless, Miller, Martin and DeSloover

Nayes: none

The motion carried unanimously.

### Employment Recommendation – Winter, E.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the employment recommendation for Elizabeth Winter as an Instructional Technology Specialist effective July 1, 2020.

A roll call vote was taken:

Ayes: Larzelere, Bless, Miller, Martin and DeSloover

Nayes: none

The motion carried unanimously.

## **Tenure Status Recommendation – Cole, C. & Himes, A.**

Dr. Martin made a motion, supported by Mr. Bless to approve the tenure status recommendation for Christine Cole, local based special education teacher, and Amanda Himes, Monroe County Middle College teacher.

A roll call vote was taken:

Ayes: Larzelere, Bless, Miller, Martin and DeSloover

Nayes: none

The motion carried unanimously.

## **Contract Ext. – Central Office Staff**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the following central office contract extensions:

Contract extensions through June 30, 2021

Josh Dyer, Assistant Supt. for Business and Administrative Services

Rachel Kopke, Assistant Supt. for Special Education and Early Childhood Services

Lisa Montrief, Assistant Supt. for Curriculum and Instruction

Contract extension through June 30, 2022

Elizabeth Taylor, Assistant Supt. for Human Resources and Legal Counsel

A roll call vote was taken:

Ayes: Larzelere, Bless, Miller, Martin and DeSloover

Nayes: none

The motion carried unanimously.

## **Contract Ext. - Superintendent**

Ms. Larzelere made a motion, supported by Dr. Martin to approve the contract extension for Superintendent Steve McNew through the 2022-2023 school year.

A roll call vote was taken:

Ayes: Larzelere, Bless, Miller, Martin and DeSloover

Nayes: none

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**

- Continuing to hold interviews via Zoom

### **Curriculum and Instruction – Lisa Montrief**

- Reported that this week is the second week of online learning for MCMC students – 97% student participation.
- Continuing to hold Zoom principal meetings; early literacy coaches continue to meeting with grade level staff.

## Special Education and Early Childhood Services – Rachel Kopke

- Continue working through Continuity of Learning Plans for Early Childhood, LBSE and Special Education programs.
- In the process of discussing what a graduation ceremony will look like for Ed Center and Transition Center students.

### Current Enrollment Report- March 2020

Program	Total Enrollment/Funded Enrollment (total enrollment should equal funded enrollment)	Over Income Enrollment (under 10%)	Disabilities Enrollment (over 10%)
Head Start	Enrolled: 266 Reserved (not to exceed 8): 0 Vacant less than 30 days: 1 <b>Total Enrollment: 267/267</b>	<b>17-6%</b>	<b>47-18%</b>
Early Head Start	Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 <b>Total Enrollment: 48/48</b>	<b>2/48-4%</b>	<b>17/48-35%</b>

### Current Waitlist Report- March 2020

Program	Income Eligible	Over Income
Head Start	58	60
Early Head Start	4	5

### Head Start Attendance Reports March 2020

Site	Attendance Percentage
Arborwood	88.75%
Dundee	91.50%
Ida	81.94%
MCCC	90.00%
Niedermeier	83.80%
Orchard	86.93%
Riverside	87.50%
SRE	84.25%
Sodt	86.27%
Program Attendance Total	<b>86.86% (Over 85%)</b>

### Early Head Start Attendance Reports- March 2020

Site	Attendance Percentage
HV 1	25%
HV 2	77%
HV 3	61%
HV 4	88%
Program Attendance Total	<b>63% (Over 50%)</b>

### **Office of Head Start Communication**

Communication Type	Number of new postings (found on the MCISD website)
Information Memorandums	0
Program Instructions	0

<http://www.monroeisd.us/departments/specialedcse/educational-opportunities/>

### **Program Updates**

- 1) EHS/HS Staff are receiving professional development the week of 4/13/2020 on how to implement our Early Childhood Remote Learning Plan. The plan is scheduled to be implemented beginning the week of 4/20/20.

The Early Childhood Remote Learning Plan includes the following:

- a. A weekly lesson plan will be developed and sent to families using activities that can be completed in the home environment.
  - b. A 1-1 virtual home visit will be offered to each family weekly using a phone call or zoom platform. Individualized educational activities will be provided and staff will gather and address family need during this time.
  - c. A video lesson/book reading will be developed and shared with families weekly.
  - d. Weekly sessions for teams of staff (teachers, assistants, floats, coordinators, Site Leads, FPS', home visitors, etc.) will be required. The purpose of the teaming sessions will be for staff to collaborate virtually on how to best meet the needs of each individual family based on the documentation gathered by the teaching staff during the 1-1 virtual home visit.
- 2) The program is now accepting EHS/HS enrollment referrals electronically for the 20-21 school year. Enrollments are being assigned and followed up on weekly.

### **Superintendent – Stephen McNew**

- In the process of scheduling Zoom meetings with Legislators including Congressmen Tim Walberg and Gary Peters.
- Continuing to hold MCISD Special Education Budget Presentations with local districts.
- Sent the local districts a video presenting the MCISD budget.

### **Adjourn**

At 6:02 p.m. Mr. Bless made a motion, supported by Ms. Larzelere to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller  
Secretary