

# **REGULAR BOARD MEETING MINUTES**

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

**August 18, 2020**

**Monroe County ISD  
Zoom Virtual Call**

### **Call to Order and Roll Call**

The meeting was called to order at 8:30 a.m. by MCISD President Dale DeSloover.

#### **MCISD BOARD**

**MEMBERS PRESENT:** Dale DeSloover, Renee Larzelere, Paul Miller, Barry Martin

#### **MCISD BOARD**

**MEMBERS ABSENT:** Russell Bless

#### **MCISD**

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

#### **MCISD STAFF**

**ABSENT:** none

**OTHERS PRESENT:** Many MCISD staff members

### **Pledge of Allegiance**

The Pledge of Allegiance was led by President DeSloover.

### **Important Dates**

- August 17 EC, TC and MoCI Parent Meeting via Zoom @ 6:30 PM
- August 18 MCISD Staff Zoom Call @ 11:00 am
- August 19 EC, TC and MoCI Parent Meeting via Zoom @ 11:00 AM
- August 24 MCISD Administration Building Reopen
- Sept 15 Board Meeting, 5:00 PM

### **Expressions from the Public**

Roberta Neckel, President of the MCIEA, addressed the board regarding the preparation of the MCISD Return to Work Guide and the MCISD Preparedness and Response Plan which include the Continuity of Learning Plans.

### **Recommended Actions**

#### **Routine Matters**

Ms. Larzelere made a motion, supported by Dr. Martin to approve the minutes of the July 21 and August 13, 2020 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>						
7/13-7/31/20	1,119,089.67	451,375.18	0	911.17	0	1,571,376.02
8/1-8/8/20	69,149.46	47,310.16	0	0	0	117,628.40
<u>ACH Transactions</u>						
Withholding & Sales						
Taxes	478,889.10	0	0	0	0	478,889.10
Gross Payroll	525,876.26	1,298,872.94	0	0	0	1,824,749.20
Student Activity Account Transfers	0	0	0	0	0	0
Early Head Start						
Year end June 30, 2020		\$312,784.32				
Head Start						
Year end June 30, 2020		\$2,733,585.88				
Early Head Start						
Year to Date as of July 31, 2020		\$15,148.07				
Head Start						
Year to Date as of July 31, 2020		\$70,653.59				

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

### Recall of Staff Members

Ms. Larzelere made a motion, supported by Dr. Martin, to approve the following Recall of Staff:

**WHEREAS:**

The Board of Education has determined that it will be necessary to recall Educational Center SCI Program Assistants, Julie Bunge, Alice Cotton, Jackie Maes-Gaines and Amiera Nash for the 2020-2021 school year;

**NOW, THEREFORE BE IT RESOLVED:**

That the below listed employees are to be recalled for the following listed position, effective August 24, 2020.

<u>Name</u>	<u>Position</u>
Julie Bunge	SCI Program Assistant
Alice Cotton	SCI Program Assistant
Jackie Maes-Gaines	SCI Program Assistant
Amiera Nash	SCI Program Assistant

The Board of Education hereby further resolves and directs the Superintendent to immediately notify in writing said employee affected by this recall.

Ayes: Larzelere, Miller, Martin and DeSloover

Nayes: none

The motion carried.

### **Employment Recommendation – Foster, J.**

Mr. Miller made a motion, supported by Ms. Larzelere to approve the employment recommendation for Jean Foster as the School Health Coordinator, effective August 3, 2020.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin and DeSloover

Nayes: none

The motion carried.

### **Employment Recommendation – Lechlak, M.**

Dr. Martin made a motion, supported by Ms. Larzelere to approve the employment recommendation for Margot Lechlak as the Mental Health Crisis Coordinator, effective August 3, 2020.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin and DeSloover

Nayes: none

The motion carried.

### **New Position: Fulltime Speech and Language Pathologist at Dundee**

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of a Speech and Language Pathologist position at Dundee Community Schools with the start of the 2020-2021 school year.

Ayes: Larzelere, Miller, Martin and DeSloover

Nayes: none

The motion carried.

### **Employment Recommendation – Young, E.**

Ms. Larzelere made a motion, supported by Mr. Miller to approve the employment of Emily Young as the Speech and Language Pathologist at Dundee Community Schools, effective August 25, 2020.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin and DeSloover

Nayes: none

The motion carried.

### **Increased Work Schedule – Custodian**

Mr. Miller made a motion, supported by Dr. Martin to approve the increase in schedule for custodian Summer Snyder from part-time to full-time.

Ayes: Larzelere, Miller, Martin and DeSloover

Nayes: none

The motion carried.

### **New Position: Mental Health Consultant**

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of a Mental Health Consultant funded via a combination of 31N grant dollars and general fund dollars.

Ayes: Larzelere, Miller, Martin and DeSloover

Nayes: none

The motion carried.

### **Employment Recommendation – Rokita, T.**

Ms. Larzelere made a motion, supported by Mr. Miller to approve the employment recommendation for Traice Rokita as a Speech and Language Pathologist at Dundee Community Schools and Airport Community Schools.

Ayes: Larzelere, Miller, Martin and DeSloover

Nays: none

The motion carried.

### **Tax Tribunal and Appeal Litigation Cost Sharing Agreement**

Dr. Martin made a motion, supported by Mr. Miller to approve the Tax Tribunal and Appeal Litigation Cost Sharing Agreement with Frenchtown Charter Township. This agreement is in response to the DTE Power Plant re-evaluation of taxes.

Ayes: Larzelere, Miller, Martin and DeSloover

Nays: none

The motion carried.

### **Reports from the Superintendent and Administrative Staff**

#### **Business and Administrative Services – Josh Dyer**

- No further comments

#### **Human Resources and Legal Counsel – Betsy Taylor**

- Informed the board the process that was followed when creating the Return to Work Guide and the MCISD Preparedness and Response Plan. Both plans were drafted using guidance from Governor Whitmer's executive order, including the MI Safe Schools Return to School Roadmap.

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

- Addressed the MCMC Continuity of Learning Plan

#### **Special Education and Early Childhood Services – Rachel Kopke**

- Addressed the Continuity of Learning Plans for Early Childhood, the Educational Center, Transition Center and the Youth Center

### **Current Enrollment Report- June 2020**

<b>Program</b>	<b>Total Enrollment/Funded Enrollment</b> (total enrollment should equal funded enrollment)	<b>Over Income Enrollment</b> (under 10%)	<b>Disabilities Enrollment</b> (over 10%)
Head Start	Enrolled: 136 Reserved (not to exceed 8):0 Vacant less than 30 days: 0 <b>Total Enrollment: 136/267</b> <small>*8 classrooms ended the year in May. 8 classrooms ended the year on June 12<sup>th</sup>. This accounts for the reduced enrollment.</small>	14/267=5%	39/267=15%
Early Head Start	Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 <b>Total Enrollment: 48/48</b>	2/48=4%	17/48=35%

### Current Waitlist Report- June 2020

Program	Income Eligible	Over Income
Head Start	58	60
Early Head Start	3	4

### Head Start Participation Reports June 2020 (Remote Learning)

Site	Attendance Percentage
Arborwood	25/68=37%
Dundee	23/34=67%
Ida	30/32=94%
MCCC	26/34=76%
Niedermeier	0/0=0%
Orchard	64/102=63%
Riverside	0/0=0%
SRE	0/0=0%
Sodt	0/0=0%
Program Attendance Total	<b>168/270=62%</b>

- **Numbers include the number of contacts/numbers of possible contacts. Numbers at each location vary due to the number of funded enrollment at each location being different. Additionally, some locations ended the school year in May, therefore their attendance totals are 0%.**

### Early Head Start Participation Reports- June 2020 (Remote Learning)

Site	Attendance Percentage
HV 1	36/48 HV attended=75%
HV 2	46/48 HV attended=96%
HV 3	44/48 HV attended=92%
HV 4	24/28 HV attended=86% %
Program Attendance Total	<b>/172 HV attended=87%</b>

### Office of Head Start Communication

Communication Type	Number of new postings (found on the MCISD website)
Information	1

Memorandums	
Program Instructions	0

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

### **Program Updates**

- 1) During fall of 2019, Jefferson Public Schools notified the MCISD that the Head Start program would be required to move from their current classroom at Sodr Elementary to a classroom within Sodr that is shared with 3 other GSRP classrooms at the start of the 20-21 school year. Although the program was thankful to continue to have classroom space available, the Head Start program has recently been offered the opportunity to partner with the YMCA of Monroe. The area near the YMCA (Riverside) currently houses the largest part of the Head Start waitlist. Additionally, the physical space being offered at the YMCA is compatible with a childcare licensing rules and regulations and is a desirable early childhood space. The program plans to move forward with this partnership and open a classroom at this location at the start of the 2020-2021 school year.
- 2) The MCISD was awarded the proposed 2020-2021 continuation grant for Head Start in the amount of \$3,113,989 for program operations and \$33,009 for training and technical assistance. This budget includes the addition of 8 float positions to allow for three staff members per classroom.
- 3) The MCISD was awarded the proposed baseline grant for Early Head Start for a five-year project period in the amount of \$331,149 for program operations and \$10,000 for training and technical assistance.
- 4) The proposed cost-of-living and quality improvement grants for both the MCISD EHS/HS programs have not yet been approved, however the program expects approvals prior to the end of August.

### **Superintendent – Stephen McNew**

- Discussed HB 5911, 5912, 5913, 5914

### **Adjourn**

At 9:42 a.m. Dr. Martin made a motion, supported by Ms. Larzelere to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,  
Paul Miller  
Secretary