

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

December 15, 2020

Meeting held via Zoom.

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 and Russell Bless
Barry Martin, Renee Larzelere and Paul Miller

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: R. Neckel, C. Wisinski, A. Shilling, C. Willit, D. Miller, C. LaPointe

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

2019-2020 Audit Presentation

Daniel Clark, CPA, Rehman Robson, highlighted the 2019-2020 audit report with the board of education. Mr. Clark reported a clean opinion with zero findings.

Important Dates

- Dec 24-Jan 3 MCISD Closed
- Jan 19 MCISD Board Meeting, 5:00 PM
- Feb 1 Joint Board Meeting with Lenawee; @ Lenawee, 5:00 PM

Expressions from the Public

No expressions from the public.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Ms. Larzelere to approve the minutes of the November 17, 2020 meeting that were presented. The motion carried unanimously.

Financial Reports

	General Fund	Special Education Fund	Food Service Fund	Student Activities	CP	Total
<u>Check Registers</u>						
11/8-11/30/20	1,388,346.94	820,781.15	12,505.40	2,341.90	0	2,223,975.39
12/1-12/5/20	17,250.42	21,011.76	0	0	0	38,262.18
<u>ACH Transactions</u>						
Withholding & Sales						
Taxes	576,984.65	0	29.22	0	0	577,013.87
Gross Payroll	629,710.80	1,610,395.24	0	565.01	0	2,240,671.05
Student Activity Account Transfers	0	0	0	0	0	0
Early Head Start						
Year to Date as of November 30, 2020		\$148,199.19				
Head Start						
Year to Date as of November 30, 2020		\$972,354.81				

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

2020-2021 Budget Amendment

Dr. Martin, supported by Mr. Miller, to approve the following revisions to the 2020-2021 General Fund and Special Education Fund budget revisions:

	Approved Budget	Requested Revision
<u>General Fund</u>		
Revenue	\$24,041,172	\$28,803,209
Expenditures	\$24,836,045	\$26,659,949
<u>Special Education Fund</u>		
Revenue	\$45,567,907	\$46,650,750
Expenditures	\$48,262,961	\$48,650,767
<u>School Service Fund</u>		
Revenue	\$176,880	\$168,080
Expenditures	\$176,054	\$168,054
<u>School Activity Fund</u>		
Revenue	\$76,000	76,000
Expenditures	76,000	76,000
<u>Capital Projects Fund</u>		
Revenue	\$250,500	\$250,500
Expenditures	\$775,950	\$275,950

The motion carried unanimously.

Medical Leave of Absence Request – Close, B.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the maternity leave of absence request for Brigitte Close to begin on or about January 21, 2021 expecting to return to work March 8, 2021.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Request for Maternity Leave of Absence – Lechlak, M.

Mr. Bless made a motion, supported by Dr. Martin to approve the maternity leave of absence request for Margot Lechlak to begin on or about March 5, 2021 and return to work on May 28, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Request for Maternity Leave of Absence – Weyher, E.

Dr. Martin made a motion, supported by Ms. Larzelere to approve the maternity leave of absence request for Elizabeth Weyher to begin on or about April 26, 2021 through the remainder of the 2020-2021 school year.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Request for Medical Leave of Absence – Harford, L.

Mr. Miller made a motion, supported by Mr. Bless to approve the medical leave of absence request from Loretta Harford beginning January 29, 2021 returning April 29, 2021.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Request for Medical Leave of Absence – Maes-Gaines, J.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the medical leave of absence request from Jackie Maes-Gaines beginning December 8, 2020 returning March 8, 2021.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Request for Medical Leave of Absence – Wisinski, C.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the medical leave of absence request from Christine Wisinski beginning December 14, 2020 returning April 12, 2021.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Temporary Occupational Therapist

Mr. Bless made a motion, supported by Dr. Martin to approve the temporary employment of Emily Bolin as a Occupational Therapist for up to 55 days from February 1, 2021 through May 14, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Employee Tenure Recommendation – Rhoades, L.

Ms. Lazelere made a motion, supported by Mr. Bless to approve the tenure recommendation for Lauren Rhoades, special education teacher consultant in the East Region.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Increase School Nurse Position

Mr. Bless made a motion, supported by Ms. Larzelere to approve the increase from parttime to fulltime for the school nurse position in the Educational and Transition Centers.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Reconfirmation of the MCISD's Extended Continuity of Learning Plans

Dr. Rachel Kopke reviewed the reconfirmation outline for the Early Childhood, Center Based Programs, and Youth Center; and, Lisa Montrief reviewed the Monroe County Middle College Extended Continuity of Learning Plans.

No expressions from the public concerning the MCISD's Extended Continuity of Learning Plans were expressed.

Mr. Miller made a motion, supported by Dr. Martin to approve the MCISD's Extended Continuity of Learning Plans.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: 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

- Updated the board on staff/programs that are impacted by COVID.

Curriculum and Instruction – Lisa Montrief

- Working with local district staff to support virtual learning

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report- November 2020

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%)
Head Start	Enrolled: 219 Reserved (not to exceed 8):8 Vacant less than 30 days: 0 Total Enrollment: 227/267	130% FPL+: 16/226 (7%) 101-130% FPL: 15/226 (6%)	35/226=15%
Early Head Start	Enrolled: 45 Reserved (not to exceed 1): 1 Vacant less than 30 days: 2 Total Enrollment: 48/48	130% FPL+: 2/48 (4%) 101-130% FPL: 5/48 (10%)	12/48=25%

Current Waitlist Report- November 2020

Program	Income Eligible	Over Income
Head Start	3	29
Early Head Start	3	2

- **All Income eligible and those over income that are on the waitlist and were able to be placed have been offered a slot and have denied it for one or more reasons related to COVID-19.**

Head Start Participation Reports November 2020

Site	Attendance Percentage
In Person Arborwood	0%-Remote
In Person Dundee	96.43%
In Person Ida	91.07%
In Person MCCC	77.68%
In Person Niedermeier	87.40%
In Person Orchard	0%-Remote
In Person Riverside	0%-Remote
In Person SRE	0%-Remote
In Person YMCA	85.71%
In Person Program Attendance Total	87.66%
Hybrid Remote Monday/Tuesday 10-11am	47%
Hybrid Remote Monday/Tuesday 1-2pm	30%
Hybrid Remote Wednesday/Thursday 10-11am	30%
Hybrid Remote Wednesday/Thursday 1-2pm	25%
EVENING REMOTE 6-7pm	21%
Remote Only Monday-Thursday	40%
Remote Program Attendance Total	1215 attended- 3359 offered=36%
Total number of kids attending in-person, but not using remote instruction	3

Early Head Start Participation Reports- November 2020 (Remote Learning)

Site	Attendance Percentage
HV 1	97%
HV 2	92%

HV 3	100%
HV 4	71%
Program Attendance Total	90%

Office of Head Start Communication

Communication Type	Number of new postings (found on the MCISD website)
Information Memorandums	0
Program Instructions	1- ACF-PI-HS-20-07

Program Updates

- Bedford Public Schools closed buildings through at least 1/7/2021. This effects our Smith Road location which houses 2 Head Start classrooms.
- Monroe Public Schools closed all buildings through 1/18/2021. This effects our Arborwood South, Orchard and Riverside locations. Buildings listed house 7 Head Start classrooms in addition to the Orchard classroom that was already running remote only.
- A total of 6 Head Start classrooms are still open and implementing our hybrid in-person plan.
- The program has worked closely with transportation to develop a schedule to deliver meals and supplies on a bi-weekly basis to all families who have students learning remotely.
- Instructional supply kits have been delivered to 264 families to use during remote learning.
- 183 iPads have been loaned out to families in need of a device as of 12/9/2020. As students transition into remote only, more devices are being loaned out daily.

Superintendent – Steve McNew

- Discussed the Monday superintendent meetings with Kim Comerzan and the Monroe County superintendents.
- Informed the board that districts are returning the Technology Millage Renewal resolutions; this will come to the board in January.
- The Joint Board Meeting with Lenawee is scheduled Feb. 1 in Lenawee.
- Discussed the continued connection with the Governor’s Task Force Committee; currently waiting on a vaccine fact sheet to share with staff.

At 6:10 p.m. Ms. Larzelere made a motion, supported by Mr. Bless to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller
Secretary