

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

December 16, 2019

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

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: Rebecca Martin

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- Dec 23-Jan 1 MCISD Closed
- Jan 21 Joint Board Meeting with Lenawee 5:00 PM; MCISD board meeting immediately following
- Jan 22-24 MAISA MidWinter Conference

Expressions from the Public

No expressions from the public.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the November 19 and December 11, 2019 meetings that were presented. The motion carried unanimously.

Financial Reports

	General <u>Fund</u>	Special Education <u>Fund</u>	School Services <u>Fund</u>	Student Activities	CP	<u>Total</u>
<u>Check Registers</u>						
11/10-11/30/19	1,267,562.44	711,862.77	15,791.87	963.55	0	1,996,180.63
12/1-12/7/19	51,514.46	27,042.09	1,517.96	40.70	9,695.54	99,810.75
<u>ACH Transactions</u>						
Withholding & Sales						
Taxes	566,590.08	0	60.89	0	0	566,650.97
Gross Payroll	618,253.05	1,594,117.07	0	1,134.53	0	2,213,504.65
Student Activity Account Transfers	0	0	0	0	0	0
Early Head Start						
Year to Date as of November 30, 2019		\$123,909.37				
Head Start						
Year to Date as of November 30, 2019		\$833,840.08				

Mr. Bless 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

2nd Reading and Adoption: Policies 3221 & 1420

Mr. Miller, supported by Ms. Larzelere, to approve the adoption of the following Board Policies:

3221 Teacher Evaluation

1420 School Administrator Evaluation

The motion carried unanimously.

Request for Medical Leave of Absence

Dr. Martin made a motion, supported by Mr. Miller to approve the medical leave of absence for Becky Leach, Head Start Program Support Aide Floater, to begin February 12 through the end of the school year. The motion carried unanimously.

Request for New Positions – Early Literacy Coach (2)

Dr. Martin made a motion, supported by Mr. Bless to approve the establishment and postings of two Early Literacy Coaches, effective immediately. The motion carried unanimously.

Employment Recommendation – Crowler, Z.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the employment recommendation for Zima Crowder as a Speech and Language Pathologist for ECSE, effective December 12, 2019. The motion carried unanimously.

Increase in Exempt Salary Threshold

Ms. Larzelere made a motion, supported by Mr. Bless to approve the increase in salary for Betsy Rothrock due to the Department of Labor increase in exempt salary threshold. The motion carried unanimously.

Request to Enter into Executive Session

At 5:27 p.m., Mr. Bless made a motion, supported by Ms. Larzelere to enter into executive session to review the MCISD's Emergency Operations Plan. A roll call vote was taken:

Ayes: Bless, Larzelere, Martin, Miller and DeSloover

Nays: none

The motion carried unanimously.

Reconvene

The meeting reconvened at 5:38 p.m.

Adoption of the MCISD Emergency Operations Plan

Ms. Larzelere made a motion, supported by Mr. Bless to adopt the MCISD District Emergency Operations Plan. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Informed the board that the last FICA payout was issued to employees this week.

Human Resources and Legal Counsel – Betsy Taylor

- No further comments

Curriculum and Instruction – Lisa Montrief

- CTE Shadow Day included 100 students.
- Discussed the Perkins V federal funding changes
- Informed the board that Eric Langton from the Monroe County Prosecutor's Office met with principals and superintendents regarding the Truancy Protocol.

Special Education and Early Childhood Services – Rachel Kopke

- Informed the board about the MDE visit that took place with Richard Lauers regarding the GSRP program.

Enrollment (Nov 2019)

Head Start Enrollment: 267/267

Head Start Over Income Enrollment (under 10%): 16-6%

Head Start Disabilities Enrollment (under 10%): 35-13%

Early Head Start Enrollment: 48/48
Early Head Start Over Income Enrollment (under 10%): 2/48 – 4%
Early Head Start Disabilities Enrollment (under 10%): 15/48 – 31%

Current Waitlist – Oct 2019

Head Start Income Eligible: 54
Head Start Over Income: 49

Early Head Start Income Eligible: 2
Early Head Start Over Income: 4

Head Start Attendance

Arborwood: 86.26%
Dundee: 89.14%
Ida: 92.41%
MCCC: 85.71%
Niedermeier: 89.49%
Orchard: 89.66%
Riverside: 92.73%
SRE: 89.62%
Sodt: 86.13%
Program Total: 88.59%

Early Head Start Attendance

HV1: 97%
HV2: 83%
HV3: 59%
HV4: 82%
Program Total: 80%

Office of Head Start Communication Memorandums: 1

Program Updates

1. Since we began operating classrooms at Orchard (September 2018), attendance has not exceeded 85%, and has frequently been below 85% in that location. This November the attendance rate was 89.66% at Orchard. This is a notable improvement.
2. The second Head Start Program Planning and Staff Engagement Committee was held on 12/13/19.
3. Currently, there is only one staff vacancy in Early Head Start and Head Start. This is noteworthy to be nearly fully staffed given that 10 additional staff members were hired this year through the Head Start Expansion grant, and given that there is a Head Start staff shortage nationwide. This allows program administration staff to shift the focus from recruiting staff to retaining staff. Staff recruitment and retainment efforts are collaborative, and the Head Start program appreciates the on-going support of parents, community members, the MCISD Board of Education, Central Office and Human Resources for their efforts with recruiting and retaining qualified staff members.
4. We have received notification that the Office of Head Start will be conducting a Focus Area 1 monitoring review the week of February 10, 2020. A planning call will be scheduled to develop an agenda. Generally, the monitoring team requests to speak with

1-2 Board of Education members and 1-2 Policy Council members during the review. A copy of the notification letter and Focus Area 1 protocol are included in the December board book.

Superintendent – Stephen McNew

- Informed the board that First Merchant’s Bank is looking to sell the building CASA is currently housed in. Discussions are taking place for relocating CASA.
- Discussed the Legislative Luncheon that took place on December 13th.

Adjourn

At 6:05 p.m. Mr. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary