

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

**Rescheduled Regular Meeting
Tuesday, December 19, 2017
5:00 p.m.**

**MCISD Lake Erie Room
1101 S. Raisinville Road
Monroe, Michigan 48161**

The meeting was called to order at 5:00 p.m. by President Dale DeSloover. Other board members present were Renee Larzelere, Linda Stiegel, Paul Miller and Russ Bless. Staff members present were Steve McNew, Josh Dyer, Michelle Brahaney, Betsy Taylor and Andrea Murphy. Roberta Neckel and Deb Brannan were also present.

**CALL TO ORDER
AND ROLL CALL**

The Pledge of Allegiance was led by President DeSloover.

**PLEDGE OF
ALLEGIANCE**

Dr. McNew noted the following important dates:

- Dec 19 MCISD Board Meeting – 5:00 PM
- Dec 25-Jan 2 MCISD Closed
- Jan 16 Joint Board Meeting with Lenawee

**IMPORTANT
DATES**

Deb Brannan, MCISD secretary to the Assistant Superintendent for Special Education and Early Childhood Education, spoke to the board regarding paid vacations days for the 2017 winter break. A copy of her comments were submitted to the board in writing.

**PUBLIC
COMMENT**

A motion was made by Ms. Larzelere, supported by Mr. Bless, to approve the minutes of the November 17 and December 12, 2017 meetings. The motion carried.

**APPROVAL OF
MINUTES**

	General <u>Fund</u>	Special Education <u>Fund</u>	School Services <u>Fund</u>	<u>Total</u>
FINANCIAL REPORTS				
<u>Check Registers</u>				
11/12-11/30/17	422,105.54	418,532.81	1,687.33	842,325.68
12/1-12/9/17	289,134.54	252,729.23	28,568.57	570,432.34
<u>ACH Transactions</u>				
Withholding & Sales				
Taxes	493,252.09	--	48.18	493,300.27
Postage	433.64	566.36	--	1,000.00
Retirement	619,032.83	--	--	619,032.83
Gross Payroll	545,969.16	1,512,531.99	--	2,058,501.15
Capital Projects				

**FINANCIAL
REPORTS**

Expenditures	38,248.23	--	--	38,248.23
Student Activity Account Expenditures	1,912.70	--	--	1,912.70

Early Head Start

Year to Date as of November 30, 2017 \$112,174.80

Head Start

Year to Date as of November 30, 2017 \$588,200.12

Mr. Bless made a motion, supported by Ms. Stiegel, to approve the data substantiation report, the balance sheets, and the combined check registers. The motion carried unanimously.

Ms. Stiegel, supported by Mr. Miller, to approve the following revisions to the 2017-2018 General Fund and Special Education Fund budget revisions:

**2017-2018
BUDGET
REVISIONS**

	<u>Approved Budget</u>	<u>Requested Revision</u>
<u>General Fund</u>		
Revenue	\$20,650,699	\$22,265,950
Expenditures	\$21,255,473	\$22,840,851
<u>Special Education Fund</u>		
Revenue	\$35,352,640	\$36,933,791
Expenditures	\$37,746,668	\$38,363,211

The motion carried unanimously.

The board held the first reading of the following board policy deletions:

- 2461 Suspension/Expulsion of Disabled Students
- 5610 Suspension and Expulsion of Nondisabled Students
- 2610.01 Permanent Expulsion
- 5611 Due Process Rights

**1ST READING
BOARD
POLICIES
DELETIONS -
2461
5610
2610.01
5611**

No changes were suggested.

The board held the first reading of the following board policy revisions:

- 2461 Recording of District Meetings Involving Students and/or Parents
- 1421 Criminal History Record Check
- 3121 Criminal History Record Check
- 4121 Criminal History Record Check

**REVISIONS 2461
1421
3121
4121**

No changed were suggested.

The board held the first reading of board policy 8330 Student Records. There were no suggested changes.

**1ST READING
BOARD POLICY
8330**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the employment recommendation for Kathleen Calloway as a MoCI teacher at the Educational Center effective January 3, 2018. The motion carried unanimously.

**EMPLY K.
CALLOWAY**

Ms. Stiegel made a motion, supported by Mr. Miller, to approve the employment recommendation for Cara Morrison as the Youth Opportunity Coordinator effective December 20, 2017. The motion carried unanimously.

**EMPLOY C.
MORRISON**

Ms. Larzelere made a motion, supported by Mr. Bless to approve Cathy Netter as a temporary school social worker for up to three (3) days per until January 4, 2018. The motion carried unanimously.

**TEMP SOCIAL
WORKER**

Mr. Bless made a motion, supported by Ms. Larzelere to approve Janet Fudge as a temporary occupational therapist from approximately February 8, 2018 through May 5, 2018. The motion carried unanimously.

TEMP OT

Mr. Miller made a motion, supported by Ms. Stiegel to approve the 2% salary increase for Amy Zarend, Great Start Collaborative Director, retroactive to July 1, 2017. The motion carried unanimously.

**SALARY
INCREASE A.
ZAREND**

Ms. Larzelere made a motion, supported by Mr. Bless to approve five (5) additional days for Jean Foster under the Integrating Health into School Improvement Planning pilot project for the 2017-2018 school year. The motion carried unanimously.

**ADDT'L DAYS J.
FOSTER**

Mr. Miller made a motion, supported by Ms. Stiegel to approve the four day summer work week from June 18, 2018 through August 17, 2018. The motion carried unanimously.

**2018 FOUR DAY
SUMMER
WORK WEEK**

Mr. Miller made a motion, supported by Ms. Larzelere to approve the resolution to support the MCISD's participation on the amended and restated Interlocal Agreement (ILA) that originally created the Early Childhood Investment Corporation (ECIC). The motion carried unanimously.

**ECIC
RESOLUTION**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference request for Michelle Brahaney to attend the Child Care and Early Education Policy Research Consortium (CCEEPRC) Annual Meeting in Washington DC on February 7, 2018. All expenses

**OUT OF STATE
CONF. M.
BRAHANEY**

will be funded through the CCEEPRC. The motion carried unanimously.

Ms. Bless made a motion, supported by Ms. Larzelere to approve the out of state field trip request for Kathy Lambrix and student Camryn Stutler to attend Bedford Junior High's annual field trip to Washington DC from May 29 – June 2, 2018. All costs for this field trip will be funded by Bedford Public Schools. The motion carried unanimously.

**OUT OF STATE
FIELD TRIP –
BEDFORD JR.
HIGH**

Administrative Staff Reports:

**ADMIN
REPORTS**

Business and Administrative Services – Josh Dyer

1. No further comments

Human Resources and Legal Counsel – Betsy Taylor

1. No further comments

Curriculum and Instruction – Lisa Montrief

1. Discussed the 2017 Quiz Bowl with the board.
2. Highlighted the Knabusch Center events that are taking place. The January Educational Presentation will be about the Center.

Special Education – Michelle Brahaney

1. Addressed MDE's finding with Airport Schools relating to the issue of suspending African American students with disabilities.
2. Informed the board that the MCISD set a group to be trained under the new Strengthening Families Initiative
3. Reviewed the Early Head Start and Head Start Program Information Reports (PIR) for 2016-2017 and 2017-2018 with the board.
4. Reviewed the Early Head Start and Head Start Baseline School Readiness Reports with the board.

*Early Head and Head Start Report –Michelle Brahaney***EARLY HEAD
START AND
HEAD START
REPORT****Routine Business****Current Enrollment Report-November 2017**

Program	Enrollment	Over Income Enrollment (under 10%)	Disabilities Enrollment (over 10%)
Head Start	267/267	23-9%	35-13%
Early Head Start	72/72	7-10%	16-22%

Current Waitlist Report-November 2017

Program	Income Eligible	Over Income
Head Start	50	59
Early Head Start	5	2

Head Start Attendance Reports-November 2017

Site	Attendance Percentage
Arborwood	86.46%
Ida	93.75%
MCCC	85.04%
Riverside	87.99%
SRE	93.09%
Sodt	88.64%
Program Attendance Total	88.45% (Over 85%)

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 Overview/Updates

- 1) Each site participated in a parent survey to identify family engagement event interest. Results are in, and event planning has begun. Each location will plan a minimum of 2 family engagement events throughout the rest

of this year in addition to an end of the year event. Some of the top winning events included a zoo night and dance party!

- 2) Arborwood North License has been changed from a Standard 2-year license to a 1st provisional license with increased monitoring from childcare licensing. OHS has been notified.
- 3) Staff participated in a playground safety training on 12/1/17 that was lead by SETSEG playground inspector, Skip Barclay. Staff had the opportunity to work together to adjust playground zoning maps and playground rules/expectations. Increased internal monitoring has been added to Site Leader and Health and Nutrition Monitoring to assist in the enforcement of new rules/expectations and playground zoning.

Superintendent – Steve McNew

1. Updated the board on the Listening Tours that have already taken place.
2. Gave the board an update on the DTE Evaluation that is taking place in Monroe County.

At 6:07 p.m. Mr. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

**ADMIN
REPORTS
CONT'D**

ADJOURN

Respectfully Submitted,

Paul Miller