

# **REGULAR BOARD MEETING MINUTES**

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

**December 19, 2023**

### **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, Barry Martin and Russell Bless

#### **MCISD BOARD**

**MEMBERS ABSENT:** None

#### **MCISD**

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

#### **MCISD**

**STAFF ABSENT:** None

**OTHERS PRESENT:** Crystal Willit and Collette Burket

### **Pledge of Allegiance**

The Pledge of Allegiance was led by President DeSloover.

### **Presentation**

Lucie Fortin, Community Planner, The Mannik & Smith Group, Inc., was scheduled to update the board on the Monroe Loop Project. In her absence, Eric Feldman updated the board on the progress of the Monroe Loop Project.

### **Important Dates**

- Dec 25 Winter Break Begins
- Jan 3 Classes Resumes
- Jan 16 MCISD Board Meeting, 5:00 PM

### **Expressions from the Public**

none

## Recommended Actions

### Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the November 7 and November 21, 2023 meetings that were presented. The motion carried unanimously.

### Financial Reports

	General Fund	Special Education Fund	Food Service Fund	Tech Tax	Student Activities	CP	Total
<u>Check Registers</u>							
11/10-11/30/23	2,454,557.24	1,154,026.27	16,358.17	0	3,312.46	34,255.00	3,662,509.14
12/1-12/9/23	1,723,055.61	130,384.97	2,275.78	0	1,713.29	456,957.92	2,114,387.57

### ACH Transactions

Gross Payroll	826,543.93	1,938,675.21	0	0	0	0	2,765,219.14
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Early Head Start

Year to Date as of November 2023 \$1,246,928.52

Mr. Miller made a motion, supported by Mr. Bless, 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

### 2024 Budget Amendment #1

Dr. Martin made a motion, supported by Mr. Miller, to approve the following revisions to the 2023-2024 General Fund, Special Education Fund, School Service, Technology Enhancement Fund, School Activity and Capital Projects budgets:

	Approved Budget	Requested Revision
<u>General Fund</u>		
Revenue	\$23,983,113	\$29,275,986
Expenditures	\$25,439,074	\$29,748,295
<u>Special Education Fund</u>		
Revenue	\$51,625,386	\$54,567,172
Expenditures	\$55,424,754	\$56,009,025
<u>Food Service Fund</u>		
Revenue	\$230,950	\$251,850
Expenditures	\$236,985	\$260,474
Technology Enhancement Fund		
Revenue	\$7,008,656	\$7,015,114
Expenditures	\$7,008,656	\$7,028,400

School Activity Fund		
Revenue	\$50,000	\$50,000
Expenditures	\$50,000	\$50,000
Capital Projects Fund		
Revenue	\$560,000	\$560,000
Expenditures	\$870,000	\$945,000

The motion carried unanimously.

### **First Reading of Board Policies – Various**

Mr. Feldman reviewed the following Board Policies for the first review:

Policy 122	Board Powers
Policy 1420	School Administrator Evaluation
Policy 3120	Employment of Professional Staff
Policy 3130	Assignment and Transfer
Policy 3130.01	Teacher Placement
Policy 3130.01-R	Placement
Policy 3131	Reduction in Staff
Policy 3131.01	Reduction and Recall of Teachers
Policy 3131.01-R	Reduction in Force and Recall
Policy 3139	Discipline of Non-Teaching Staff
Policy 3139.01	Teacher Discipline
Policy 3139.01	Professional Staff Discipline
Policy 3142	Probationary Teachers
Policy 3220	Teacher Evaluation
Policy 6520	Payroll Authorization/Procedures
Policy 2624.01	Union Activity and Representation
Policy 3120.04	Employment of Substitutes
Policy 4120.04	Employment of Substitutes
Policy 3411.01	Performance Based Compensation
Policy 3142.01-R	Non-Renewal
Policy 3411.02	Performance Based Compensation for Administrators/Supervisors

No edits were made and these policies will be presented to the board next month for final approval.

### **Second Reading and Approval of Board Policies**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the following revised Board Policies:

Policy 0121	Authority
Policy 1540	Administrative Staff Reductions/Recalls
Policy 2370.01	Online/Blended Learning Program
Policy 7217	Weapons
Policy 7540.03	Student Technology Acceptable Use/Safety
Policy 7540.04	Staff Technology Acceptable Use/Safety
Policy 8350	Confidentiality
Policy 8531	Free and Reduced Price Meals

The motion carried unanimously.

## **Approval of the Personnel Update**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the following personnel update:

- Employment
  - o Erica Bergstedt, Teacher Consultant, East Region
  - o Emily Coward, LBSE Teacher, Eyer Elementary
  - o Mackenzie Haglund, Occupational Therapist
- Leaves of Absence
  - o Ryan D’Haene, returning April 23, 2024
- Resignations/Retirement
  - o Nishi Crook, resigned
  - o Michelle Lake, resigned
  - o Dustin Hammer, resigned
  - o Sarah Phillips, resigned
  - o Jessica Schuster, resigned

The motion carried unanimously.

## **Request for New Position: Registered Behavior Technician**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of three (3) Registered Behavior Technician positions, effective immediately. The motion carried unanimously.

## **Substitute Pay Increase – Effective January 1, 2024**

Mr. Miller made a motion, supported by Mr. Bless to approve a substitute ray rate increase as follows:

Bus Driver	New rate: \$16.00/hr	Old rate: \$13.50/hr
Custodian	New rate: \$18.00/hr	Old rate: \$12.75/hr
Secretary	New rate: \$16.00/hr	Old rate: \$11.15/hr
Teacher Aide	New rate: \$14.50/hr	Old rate: \$12.00/hr
Bus Aide	New rate: \$14.00/hr	Old rate: \$12.00/hr

### **GSRP/Head Start Positions**

Program Support Aide	New rate: \$16.00/hr	Old rate: \$12.00
Program Support Aide Float	New rate: \$13.40/hr	Old rate: \$10.65

The motion carried unanimously.

## **Adoption of Common Calendar – 2027-2028 School Year**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the 2027-2028 Common Calendar as follows:

Winter Break: December 17, 2027 – resume January 3, 2028

Spring Break: March 24, 2028 – resume April 3, 2028

The motion carried unanimously.

## **Request to Establish Negotiation Teams**

Ms. Larzelere made a motion, supported by Mr. Miller to approve the following negotiation teams:

MCIFSA: Eric Feldman, Josh Dyer and Paul Miller

MCIEA: Eric Feldman, Rachel Kopke, Josh Dyer and Barry Martin

ESPA: Eric Feldman, Rachel Kopke, and Dale DeSloover

The motion carried unanimously.

### **Out of State Conference Request Adjustment - Foster**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request amendment for Jean Foster to attend the SHAPE America Conference in Cleveland, OH from March 12-14, 2023. The original registration fee was \$200 more than approved at the November 2023 meeting. The motion carried unanimously.

### **NSBA Out of State Conference Request – DeSloover and McNew**

Dr. Martin made a motion, supported by Mr. Bless, to approve the out of state conference request for Dele DeSloover and Stephen McNew to attend the 2024 NSBA Advocacy Institute in Washington DC from January 27 through January 31, 2024. The motion carried unanimously.

### **Request for Increase in Pay for Assistant Superintendents**

Ms. Larzelere made a motion, supported by Dr. Martin to approve a 7% pay increase and the establishment of a 5-step scale for the following MCISD central office members, retroactive to July 1, 2023:

Josh Dyer, Assistant Superintendent for Business and Administrative Services

Lisa Montrief, Assistant Superintendent for Curriculum and Instruction

Rachel Kopke, Assistant Superintendent for Special Education and Early Childhood Services

Eric Feldman, Assistant Superintendent for Human Resources and Legal Counsel

The motion carried unanimously.

### **Request for Increase in Pay for Superintendent**

Mr. Bless made a motion, supported by Ms. Larzelere to approve a 7% pay increase and the establishment of a 5-step scale for MCISD Superintendent, effective December 20, 2023. The motion carried unanimously.

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

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

- Updated the board on the renovations at Holiday Camp
- Updated the board on the main campus furniture replacement project
- Announced that Trane will present at the January meeting to discuss the necessary upgrades the MCISD heating/cooling system will need due to system failures.

### **Human Resources and Legal Counsel – Eric Feldman**

- Discussed the Thrun presentation at the December Superintendents meeting that took place on December 12<sup>th</sup>.
- Informed the board that the CASA offices will be moving. Currently looking at potential locations.
- Discussed the district signage project with the Lockout Company

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

- Discussed the Science Challenges student enrichment program
- Discussed the technology upgrades for all PD meeting rooms
- Discussed the USF/eRate infrastructure upgrades

## Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report- November 2023 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%)	Students Enrolled Receiving Tiered Intervention Services/In Process of SE Evaluation
Head Start	Enrolled: 237 Reserved (not to exceed 7): 0 Vacant less than 30 days: 3 <b>Total Enrollment: 240/240-100%</b>	130% FPL+: 14/240=6% 101-130% FPL: 5/240=2%	41/240=17%	36/240=15%
Early Head Start	Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 <b>Total Enrollment: 48/48-100%</b>	130% FPL+: 2/48=4% 101-130% FPL: 2/48=4%	16/48=33%	6/46=13%

Head Start Attendance Reports-November 2023 Site	Attendance Percentage
In Person Arborwood	83.69%
In Person Dundee	88.41%
In Person Ida	80.43%
In Person MCCC	87.11%
In Person Niedermeier	80.78%
In Person Orchard	81.07%
In Person Riverside	82.08%
In Person SRE	88.26%
In Person YMCA	90.30%
<b>In Person Program Attendance Total</b>	<b>84.16%</b>
Early Head Start Attendance Reports-November 2023 Site	Attendance Percentage
<b>HV 1</b>	83%
<b>HV 2</b>	45%
<b>HV 3</b>	66%
<b>HV 4</b>	55%
<b>Program Attendance Total</b>	<b>63%</b>

<b>Office of Head Start Communication</b> Communication Type	New Postings	Links to Postings
Information Memorandums	NONE	<a href="#">Information Memoranda   ECLKC (hhs.gov)</a>
Program Instructions	NONE	<a href="#">Program Instructions   ECLKC (hhs.gov)</a>

**Superintendent – Steve McNew**

- Discussed the CTE Program tour that took place on December 15, 2023. Visited Calhoun ISD and Jackson ISD.

**Adjourn**

At 7:22 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller  
Secretary