

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

December 21, 2021

**Monroe County ISD
Lake Erie Room**

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, Russell Bless, Barry Martin, Paul Miller, Renee Larzelere

MCISD BOARD

MEMBERS ABSENT: None

MCISD

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

MCISD STAFF

ABSENT: none

OTHERS PRESENT: Crystal Willit, Denise Miller, Nicole VanDaele, Katie Bourbina, Dana Diekman and Cindy Mininni. Head Start staff members also present included Holly Miller, Danielle Mungar, Audrey Viers, Tara McBride, Julie Reaume, Jim Reynolds, Cheryl McLaughlin and Carol Rife

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- Dec 24-Jan 2 MCISD Closed
- Jan 11 MCISD Board Meeting, 3:00 PM
- Jan 11 Joint Board Meeting with Lenawee, 5:00 PM

Expressions from the Public

There two expressions from the public. Dana Diekman addressed the board regarding the support her children receive from the MCISD at Monroe Public Schools. Cindy Mininni addressed the board regarding the MCISD's quarantine process and distributed several handouts about the COVID vaccine and student quarantining.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Ms. Larzelere to approve the minutes of the November 16, 2021 meeting 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>						
11/06-11/30/21	2,062,428.68	921,398.84	12,173.34	1,340.97	0	2,997,341.83
12/01-12/11/21	935,713.41	197,810.25	2,265.52	4,915.25	0	1,140,704.43
<u>ACH Transactions</u>						
Gross Payroll	687,608.38	1,700,236.35	0	54.60	0	2,387,899.33
Student Activity Account Transfers	0	0	0	0	0	0

Early Head Start & Head Start

Expenses as of November 30, 2021 \$997,651.90

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

Request for Medical Leave of Absence

Mr. Bless made a motion, supported by Ms. Larzelere to approve the medical leave of absence request from Amy Stanlake to begin November 8, 2021 and returning November 17, 2021. The motion carried unanimously.

Temporary School Social Worker

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment of Roberta Neckel as a temporary school social worker at Dundee Schools beginning December 13, 2021, for two to three days a week through the 2021-2022 school year. The motion carried unanimously.

Increase for YOP Specialist

Mr. Miller made a motion, supported by Mr. Bless to approve a wage increase for Lyndsay Wagner, YOP specialist, from the current rate per hour of \$15.89 to \$18.00, retroactive to July 1, 2021. The rate increase will be funded through the YOP grant. The motion carried unanimously.

Increased Calendar – Secretary B – Monroe County Middle College

Ms. Larzelere made a motion, supported by Mr. Bless to increase the workdays for Secretary B – Monroe County Middle College, Adrienne Bross, from 45-week calendar to a 48-week calendar, effective immediately.

Increased Calendar – Early On Positions

Dr. Martin made a motion, supported by Mr. Miller to approve an increase in working days for Early On positions for the remainder of the 2021-2022 school year. The additional days for the 32p grant will be used to support the start-up phase of the Help Me Grow project for the county. The motion carried unanimously.

Increased Calendar Days – School Nurse

Ms. Larzelere made a motion, supported by Mr. Bless to approve an increase in working days for the 2021-2022 school year for part-time, .5 FTE, School Nurse Marianne Coppens from 99 days to 125.5 days effective immediately. Additionally, this positions schedule would increase to 148.5 days starting with the 2022-2023 school year, making the positions a .75 FTE. The motion carried unanimously.

Increased Benefits – Head Start and Great Start Readiness Program Directors

Mr. Bless made a motion, supported by Ms. Larzelere to approve to align the benefits of the Early Head Start/Head Start Directors and GSRP Director positions with the benefits provided to the Non-Affiliated group, effective January 1, 2022. The motion carried unanimously.

Early Head Start/Head Start & GSRP Benefit and Rate Increase

Mr. Miller made a motion, supported by Dr. Martin to approve an increase to the benefits and salaries of all Early Head Start/Head Start and GSRP employees, effective January 1, 2022, as follows:

- Increase to medical cash-in-lieu of insurance from \$1,800 annually to \$3,600 annually.
- Increase to dental cash-in-lieu of insurance from \$150 annually to \$300 annually.
- Increase of 2% to all salaries and wages
- movement to a 3-step wage schedule for all employees effective July 1, 2022. To establish a step scale, increases of 2%, 3% and 4% from the new wage established January 1, 2022, and based on years of Head Start/GSRP service as of July 1, 2021, were calculated. Those with Head Start/GSRP service as a new hire and 2 years of service will receive an increase of 2% and be placed on Step 1, those with Head Start/GSRP years of service between 3 and 4 years will receive an increase of 3% and be placed on Step 2, and those with 5+ years of Head Start/GSRP service will receive an increase of 4% and be placed on Step 3. Each year thereafter all rates will additionally receive a Cost-of-Living Allowance as provided by their respective grants.

The motion carried unanimously.

Additional Workdays – Earld Childhood Special Education Teacher

Dr. Martin made a motion, supported by Mr. Miller to approve part-time special education teacher Renee Retli, to work an additional twenty (20) days for the 2021-2022 school year, effective immediately. The motion carried unanimously.

MCISD Hazard Stipend – Active Employees

Ms. Larzelere made a motion, supported by Dr. Martin to approve the following hazard pay stipend.

MCISD employees who were hired on or before November 1, 2021, and are active employees as of December 21, 2021, receive a hazard stipend for services they provided during the COVID-19 pandemic. MCISD employees who perform direct classroom support services will receive a hazard stipend of \$1,500, including other employees deemed appropriate by Central Office.

MCISD employees who perform support services will receive a hazard stipend of \$750.

The motion carried unanimously.

Annual Review of Head Start Selection Criteria

Mr. Bless made a motion, supported by Dr. Martin to approve the proposed Head Start Selection Criteria as presented by Dr. Rachel Kopke. The motion carried unanimously.

Acceptance of Donation – Knabusch Math & Science Center

Mr. Miller made a motion, supported by Mr. Bless to accept a donation from Bob and Peg Smith on behalf of the Knabusch Math & Science Center. The Smith's donated several authentic animal pelts to the educational program at the Center. The motion carried unanimously.

Acceptance of Donation – Holiday Camp

Ms. Larzelere made a motion, supported by Mr. Bless to accept two donations on behalf of Holiday Camp. Don and Carol Spencer and Phyllis Hebert, in the amount of \$100.00 each. The motion carried unanimously.

County Sheriff Communications – Portable Radios

Mr. Bless made a motion, supported by Ms. Larzelere to approve the purchase of ten (10) Motorola APX900 Portable Radios and accessories from Motorola Solutions, at a cost of \$25,332.50, for each local district and the MCISD. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- no further comments

Human Resources and Legal Services

- Discussed the OSHA and MIOSHA COVID rules with the board

Curriculum and Instruction – Lisa Montrief

- Discussed the new Quiz Bowl format with the board.

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report- November 2021

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: 258 Reserved (not to exceed 8):8 Vacant less than 30 days: 1 Total Enrollment: 267/267-100%	130% FPL+: 20/267=7% 101-130% FPL: 36/267=13%	31/267=12%
Early Head Start	Enrolled: 43 Reserved (not to exceed 1): 1 Vacant less than 30 days: 1 Total Enrollment: 45/48-94%	130% FPL+: 2/45=4% 101-130% FPL: 5/45=11%	9/45=20%
EHS/HS Combined	Enrolled: 312 Reserved (not to exceed 1): 9 Vacant less than 30 days: 2 Total Enrollment: 312/315-99%	130% FPL+: 22/312=7% 101-130% FPL: 41/312=13%	40/312=13%

Current Waitlist Report- December 2021 (as of 12/7/21)

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Head Start	10	3	23
Early Head Start	0	0	1

Head Start Participation Reports November 2021

Site	Attendance Percentage
In Person Arborwood	74.77%
In Person Dundee	84.13%
In Person Ida	83.13%
In Person MCCC	76.67%
In Person Niedermeier	79.48%
In Person Orchard	76.24%
In Person Riverside	74.86%
In Person SRE	91.47%
In Person YMCA	89.80%
In Person Program Attendance Total	80.31%

Early Head Start Participation Reports-November 2021

Site	Attendance Percentage
HV 1	68.57%
HV 2	50.00%
HV 3	65.00%
HV 4	36.36%
Program Attendance Total	53.99%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	None	Information Memoranda ECLKC (hhs.gov)
Program Instructions	None	Program Instructions ECLKC (hhs.gov)

Program Updates

- COVID updates during the month of November 2021 in our Head Start Program

Site/Program	# Staff COVID+	# Students COVID+	# Staff Quarantined Due to Exposure of COVID +	# Students Quarantined Due to Exposure of COVID +
MCISD Staff	0	NA	1	NA
AWS	0	1	3	28
Dundee	0	0	0	0
Ida	1	0	1	13
MCCC	0	1	0	1
Niedermeier	0	2	2	28
Orchard	0	0	0	4
Riverside	0	2	2	16

Smith Rd	0	0	0	0
YMCA	0	0	0	0
TOTALS	1	6	9	90

- The U.S. Department of Health and Human Services has issued a new revision to a current Head Start Program Performance Standard to outline requirements for COVID-19 vaccination and mask use for grant recipients, and deadlines, exceptions, and exemptions for each.

Eric Feldman is working closely with our legal counsel to develop procedures around the implementation of these rules. The written information that we have available has been shared with staff, and Eric held a town hall via Zoom to answer the questions he could around this rule.

To date, although the program has experienced numerous upset families over the masking rule, only 1 student has dropped from the program and 1 student has been approved for an exemption.

As of 12/8/21 these are the numbers of employees impacted by this rule:

- 54% of the staff affected by the new Head Start regulation are Fully Vaccinated
- 46% are not vaccinated

Indicator	Number of impacted staff
Total number of employees vaccinated	101
Staff fully vaccinated	55
Staff not vaccinated	16
Staff partially vaccinated	1
Staff who did not respond to the vaccination inquiry (presumed to not be vaccinated)	27
Staff who are unsure of their vaccination status	2

Superintendent – Stephen McNew

- Discussed Bill Riser’s passing with the board. Mr. Riser was involved with the MCISD Spelling Bee for many years.
- Informed the board that the MCISD administration will have a Zoom call in January regarding Special Education Funding with MDE.

Adjourn

At 6:57 PM Mr. Bless made a motion, supported by Ms. Larzelere to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller
Secretary