

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

February 16, 2021

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: C. Willit, D. Miller

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- Feb 18 Retiree Recognition, 5:00 PM
- March 9 Chamber Koffee Klub, 7:45 AM
- March 16 MCISD Board Meeting, 5:00 PM

Expressions from the Public

No expressions from the public.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Miller to approve the minutes of the January 16, 2021 meeting that were presented. The motion carried unanimously.

Financial Reports

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Food Service Fund</u>	Student Activities	CP	<u>Total</u>
<u>Check Registers</u>						
1/10-1/31/21	3,550,834.28	545,771.16	12,302.16	329.00	0	4,109,236.60
2/1-2/6-21	443,378.13	20,225.76	1,242.67	0	0	464,846.56

ACH Transactions

Withholding & Sales

Taxes	553,740.46	0	26.23	0	0	553,766.69
Gross Payroll	607,569.88	1,548,579.69	4,151.76	180.00	0	2,160,481.33
Student Activity Account	0	0	0	0	0	0
Transfers						

Early Head Start

Year to Date as of January 31, 2021 \$220,774.21

Head Start

Year to Date as of January 31, 2021 \$1,425,320.17

Dr. Martin made a motion, supported by Mr. Miller, 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

Ms. Larzelere made a motion, supported by Mr. Bless, to approve the following revisions to the 2020-2021 General Fund and Special Education Fund budget:

	<u>Approved Budget</u>	<u>Requested Revision</u>
<u>General Fund</u>		
Revenue	\$25,803,209	\$25,902,436
Expenditures	\$26,659,949	\$26,784,989
<u>Special Education Fund</u>		
Revenue	\$46,650,750	\$47,514,812
Expenditures	\$48,650,767	\$49,285,351

The motion carried unanimously.

Medical Leave of Absence Request – Marchese, K.

Mr. Bless made a motion, supported by Dr. Martin to approve the medical leave of absence request for Kari Marchese from December 1, 2020 and returning to work on February 5, 2021.

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

Request for Medical Leave of Absence – Bork, S.

Mr. Miller made a motion, supported by Ms. Larzelere to approve the medical leave of absence request for Samantha Bork to begin on February 1, 2020 and returning to work February 22, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Request for New Position: Help Desk Technician

Dr. Martin made a motion, supported by Mr. Bless to approve the establishment and posting of a Help Desk Technician position in the Curriculum and Instruction department.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Special Education Administration Device Purchase

Mr. Bless made a motion, supported by Ms. Larzelere to approve the purchase of 11 Surface Pro devices from Microsoft in the amount of \$30,438.78.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nayes: none

The motion carried.

Summer 2021 Four Day Work Week

Mr. Miller made a motion, supported by Dr. Martin to approve the four day summer work week schedule beginning June 21, 2021 through Friday, August 20, 2021.

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 Mr. Bless 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.

Executive Session

At 5:34 p.m., Dr. Martin made a motion, supported by Ms. Larzelere to enter into executive session for the purpose of discussing negotiations.

Reconvene

The meeting reconvened at 5:53 p.m.

Board Negotiating Teams

Ms. Larzelere made a motion, supported by Dr. Martin to approve the following board negotiating teams:

MCIFSA – Elizabeth Taylor, Stephen McNew and Dale DeSloover

ESPA – Elizabeth Taylor, Rachel Kopke and Russell Bless

MCIEA – Elizabeth Taylor, Rachel Kopke and Paul Miller

A roll call vote was taken:

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Discussed the recent changes in the retirement language regarding the collection of the 3% from employees in years past. These changes should not affect MCISD staff.

Human Resources and Legal Counsel – Betsy Taylor

- No further comments

Curriculum and Instruction – Lisa Montrief

- MCMC application window is now open. Informed the board that the MCMC attendance numbers are steady and higher than other middle colleges around the state. In addition, the MCMC has a higher pass rate compared to others around the state.
- Nicole Shaughnessy is holding “Zooms from the Trail” as a virtual field trip options for classrooms and students.
- The Young Author’s Conference will be virtual this year.

Special Education and Early Childhood Services – Rachel Kopke

- Continuing the curriculum alignment project with the local districts and LBSE classrooms.

Current Enrollment Report- January 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: 230 Reserved (not to exceed 8):7 Vacant less than 30 days: 0 Total Enrollment: 237/267	130% FPL+: 21/237 (8%) 101-130% FPL: 13/237 (5%)	37/237=16%
Early Head Start	Enrolled: 44 Reserved (not to exceed 1): 1 Vacant less than 30 days: 1 Total Enrollment: 46/48	130% FPL+: 2/46 (4%) 101-130% FPL: 5/46 (11%)	13/46=28%

Current Waitlist Report- January 2021

Program	Income Eligible	Over Income
Head Start	9	31
Early Head Start	2	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 January 2021

Site	Attendance Percentage
In Person Arborwood	89.88%
In Person Dundee	96.67%
In Person Ida	92.38%
In Person MCCC	77.68%
In Person Niedermeier	91.53%
In Person Orchard	74.26%
In Person Riverside	90.00%
In Person SRE	89.34%
In Person YMCA	92.86%
In Person Program Attendance Total	88.36%
Hybrid Remote Monday/Tuesday 10-11am	28.95%
Hybrid Remote Monday/Tuesday 1-2pm	13.61%
Hybrid Remote Wednesday/Thursday 10-11am	27.68%
Hybrid Remote Wednesday/Thursday 1-2pm	24.29%
EVENING REMOTE 6-7pm	* 15 students participated in 1+ evening remote sessions. * The lowest number in evening session attendance was 2. * The highest number in evening attendance was 9.
Remote Only Monday-Thursday	54.46%
Remote Program Attendance Total	738attended/ 1817offered=40.62%

Early Head Start Participation Reports- January 2021 (Remote Learning)

Site	Attendance Percentage
HV 1	90%
HV 2	93%
HV 3	83%
HV 4	89%
Program Attendance Total	89%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	0	Information Memoranda ECLKC (hhs.gov)

Program Updates

- Head Start Program Performance Standard 1302.102(b)(2)(i-iii) requires EHS/HS programs to conduct an annual Self-Assessment using program data to evaluate the program's progress towards meeting goals established annually, compliance with program performance standards throughout the program year, and the effectiveness of the professional development and family engagement systems in promoting school readiness. This performance standard encourages the program to collaborate with the Governing Board, Policy Council, staff and families when conducting the annual Self-Assessment, however, formal approval of the annual Self-Assessment Plan/Report are no longer required by the Governing Board and Policy Council. Additionally, the program is required to report out the findings of the program's Self-Assessment which will typically be done during the month of March, annually when the grant application is being reviewed. The annual Self-Assessment continues is submitted with the annual grant applications.

The 2020-2021 school year is unique due to the flexibility needed to provide services during COVID-19. This year's self-assessment has been ongoing vs. a one-time event. Each month, the program has conducted a self-assessment process, on a smaller scale, in an effort to quickly identify program needs as a result of the pandemic, and then to address those needs ongoing. Please see the attached documentation for this year's self-assessment plan. The final Self-Assessment results will be presented in March 2021 with the annual grant applications.

- The Head Start program is in the process of conducting a survey of staff and families regarding returning to four days of face-to-face instruction. Results of the surveys will guide discussions and decisions surrounding this topic in the coming weeks. Any change to the current model will require both Governing Body and Policy Council approval.
- Obtaining COVID-19 vaccines continue to be a concern that staff members have brought forward. Program administration continues to work with staff to provide resources regarding local vaccine clinics if they are interested, however, appointments have been difficult to obtain thus far.
- Due to the ongoing open staff vacancies (9 floats, 1 teacher assistant, 2 PSA and 2 drivers) the Head Start program is currently underspent. The program plans to request a budget amendment in the upcoming months to include the purchase of additional program transportation. Data is being reviewed to identify and prioritize the most appropriate transportation needed (new bus purchases/additional van purchases).

Superintendent – Steve McNew

- Informed the board that the MCISD will hold a Biennial Election on June 7, 2021 – Renee Larzelere and Barry Martin are up for reelection.
- Discussed the Technology Enhancement Millage – the Monroe County Historical Museum is also on the ballot on May 4th.
- Discussed the Governor's Recovery Advisory Council – the first meeting took place this past week.

At 6:14 p.m. made a motion, supported by Mr. Bless to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller, Secretary