

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

February 19, 2020

**Monroe County ISD
Professional Development Center
1101 S. Raisinville Road
Monroe, MI 48161**

Call to Order and Roll Call

The meeting was called to order at 7:00 p.m. by MCISD President Dale DeSloover.

MCISD BOARD

MEMBERS PRESENT: Dale DeSloover, Paul Miller, Russell Bless and Barry Martin

MCISD BOARD

MEMBERS ABSENT: Renee Larzelere

MCISD

STAFF PRESENT: Superintendent Steve McNew, Elizabeth Taylor, Lisa Montrief, Rachel Kopke and Josh Dyer

MCISD STAFF

ABSENT: Andrea Murphy

OTHERS PRESENT: Naheed Huq and Grant Brooks (SEMCOG) and Ryan Knoblauch

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- March 2 Legislator Visit to MCISD
- March 3 Special Olympics Bowling (approx. 10:15 AM), Monroe Sports Center
- March 17 MCISD Board Meeting, 5:00 PM

Expressions from the Public

No expressions from the public.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Mr. Bless to approve the minutes of the January 21, 2020 meeting that were presented. A correction for who was in attendance was noted. The motion carried unanimously.

Financial Reports

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>School Services Fund</u>	<u>Student Activities</u>	<u>CP</u>	<u>Total</u>
<u>Check Registers</u>						
1/12-1/31/20	3,132,139.10	492,555.75	15,271.48	944.54	0	3,640,910.87
2/1-2/8/20	344,476.32	15,708.64	986.78	50.00	85,422.60	446,644.34
<u>ACH Transactions</u>						
Withholding & Sales						
Taxes	545,668.30	0	39.32	0	0	545,707.62
Gross Payroll	599,105.64	1,535,709.40	0	350.34	0	2,135,165.38
Student Activity Account	0	0	0	0	0	0
Transfers						
Early Head Start						
Year to Date as of January 31, 2020		\$173,270.34				
Head Start						
Year to Date as of January 31, 2020		\$1,412,625.55				

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

2019-2020 Budget Amendment #2

Dr. Martin made a motion, supported by Mr. Miller, to approve the following revisions, as the 2nd amendment, to the 2019-2020 General Fund and Special Education Fund budget:

	<u>Approved Budget (Nov 2019)</u>	<u>Requested Revision</u>
<u>General Fund</u>		
Revenue	\$24,594,800	\$24,838,377
Expenditures	\$24,977,543	\$25,172,175
<u>Special Education Fund</u>		
Revenue	\$41,138,045	\$41,877,863
Expenditures	\$42,329,590	\$42,354,540
<u>School Service Fund</u>		
Revenue	\$173,831	\$174,331
Expenditures	\$175,195	\$175,643

The motion carried unanimously.

Employee Tenure Recommendation – Vance, J. & Calloway, K.

Dr. Martin made a motion, supported by Mr. Bless to approve the tenure recommendation for Joshua Vance and Kathy Calloway. The motion carried unanimously.

Request for Maternity Leave of Absence – Collins, S.

Mr. Bless made a motion, supported by Dr. Martin to approve the maternity leave request for Shannon Collins to begin on or about April 1, 2020 expecting to return to work at the start of the 2020-2021 school year. The motion carried unanimously.

Request for Maternity Leave of Absence – Ostrowski, J.

Mr. Bless made a motion, supported by Mr. Miller to approve the maternity leave of absence request for Jessica Ostrowski to begin on or about May 26, 2020 expecting to return to work at the state of the 2020-2021 school year. The motion carried unanimously.

Request for Maternity Leave of Absence – Schroeder, C.

Mr. Miller made a motion, supported by Dr. Martin to approve the maternity leave of absence request for Candice Schroeder to begin on or about May 1, 2020 expecting to return to work at the start of the 2020-2021 school year. The motion carried unanimously.

Request for Medical Leave of Absence – Clark, M.

Mr. Bless made a motion, supported by Dr. Martin to approve the medical leave of absence request for Michelle Clark from January 13, 2020, returning to work February 10, 2020. The motion carried unanimously.

Request for Medical Leave of Absence – Fellers, T.

Mr. Miller made a motion, supported by Mr. Bless to approve the medical leave of absence for Tiffany Fellers from February 20, 2020, returning to work February 18, 2020. The motion carried unanimously.

Temporary School Psychologist

Mr. Bless made a motion, supported by Dr. Martin to approve the temporary employment of Diana Donar, as a school psychologist, for up to fifty-two (52) days between February 10, 2020 and May 15, 2020. The motion carried unanimously.

Out of State Conference Request – Dippman, S.

Dr. Martin made a motion, supported by Mr. Bless to approve the out of state conference request for Shawna Dippman to attend the 2020 Great Lakes Region of the American Music Therapy Association Conference in Schaumburg, IL from March 5-7, 2020. Ms. Dippman will present at this conference. The motion carried unanimously.

Out of State Conference Request – Kopke, R.

Dr. Martin made a motion, supported by Mr. Bless to approve the out of state conference request for Rachel Kopke to attend the AASA Early Learning Summit in Las Vegas, NV from March 24-27, 2020. The motion carried unanimously.

Out of State Conference Request – Rosen-Weatherford, L.

Mr. Miller made a motion, supported by Mr. Bless to approve the out of state conference request for Laurel Rosen-Weatherford to attend the 2020 Great Lakes Region of the American Music Therapy Association Conference in Schaumburg, IL from March 4-8, 2020. The motion carried unanimously.

Out of State Conference Request – Ruddy, E.

Mr. Bless made a motion, supported by Dr. Martin to approve the out of state conference request for Elizabeth Ruddy to attend the Motor Matters: Evidence-based Interventions for Children and Youth with Autism in Columbus, OH on March 27, 2020. The motion carried unanimously.

Out of State Conference Request – Ruhe, K.

Dr. Martin made a motion, supported by Mr. Bless to approve the out of state conference request for Karen Ruhe to attend the Motor Matters: Evidence-based Interventions for Children and Youth with Autism in Columbus, OH on March 27, 2020. The motion carried unanimously.

Out of State Conference Request – Bourbina, K.

Dr. Martin made a motion, supported by Mr. Bless to approve the out of state conference request for Katie Bourbina to attend the AASA Early Learning Summit in Las Vegas, NV from March 24-27, 2020. The motion carried unanimously.

Out of State Conference Request – Mental Health Services Team

Mr. Miller made a motion, supported by Ms. Larzelere to approve the out of state conference request for Jean Foster, Danielle Handler and Margot Lechlak to attend the Mental Health First Aid Summit in Austin, TX from April 3-7, 2020. All costs associated with this training are grant funded. The motion carried unanimously.

Request to Schedule Special Board Meeting

Ms. Bless made a motion, supported by Dr. Martin to schedule a special board meeting on April 15, 2020 beginning at 8:00 AM at Holiday Camp for the purpose of reviewing the 2020-21 preliminary budget. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- No further comments

Human Resources and Legal Counsel – Betsy Taylor

- Discussed teacher resignations
- University of Toledo job fair on April 9th

Curriculum and Instruction – Lisa Montrief

- Discussed MATHCOUNTS

Special Education and Early Childhood Services – Rachel Kopke

- Discussed the MCISD Staff Wellness Initiative 1000 Strong
- Discussed the new Early Childhood grant that will allow the MCISD to employ two Family Engagement Specialists

Current Enrollment Report- January 2020

Program	Total Enrollment/Funded Enrollment (total enrollment should equal funded enrollment)	Over Income Enrollment (under 10%)	Disabilities Enrollment (over 10%)
Head Start	Enrolled: 267 Reserved (not to exceed 8): 0 Vacant less than 30 days: 0 Total Enrollment: 267/267	17-6%	36-13%
Early Head Start	Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 Total Enrollment: 48/48	2/48-4%	16/48-33%

Current Waitlist Report- January 2020

Program	Income Eligible	Over Income
Head Start	59	54
Early Head Start	2	5

Head Start Attendance Reports January 2020

Site	Attendance Percentage
Arborwood	86.09%
Dundee	88.63%
Ida	95.00%
MCCC	88.89%
Niedermeier	83.43%
Orchard	77.54%
Riverside	86.67%
SRE	93.93%
Sodt	91.37%
Program Attendance Total	86.40% (Over 85%)

Early Head Start Attendance Reports- January 2020

Site	Attendance Percentage
HV 1	67%
HV 2	68%
HV 3	69%
HV 4	88%
Program Attendance Total	73% (Over 50%)

Office of Head Start Communication

Communication Type	Number of new postings (found on the MCISD website)
Information Memorandums	1
Program Instructions	1

Program Updates

- 1) A Focus Area 1 Federal Review was completed for the EHS/HS programs the week of 2/10/2020. All content areas were reviewed. A final report will be available within 2-3 months. The review team leader shared MCISD EHS/HS program highlights at the end of the week that included:

Continuous Improvement Process: Evidence that the EHS/HS continuous improvement process is strong. An example the review team leader noted was using data to identify that a change in the parenting curriculum was needed, and following through on making a change from *Ready Rosie* to *Nurturing Parenting*.

Other evidence that the program has an effective continuous improvement process that was noted is the use of program data to support the need for additional mental health supports and family partnership specialist supports to effectively support the enrolled children and families by reducing caseloads.

Disabilities: The review lead highlighted the strength of the program's disability process compared to other HS/EHS grantees. In addition to effectively identifying and providing high quality services to students with special needs and maintaining high disability percentages, the review team leader highlighted that the program has a positive internal tracking system that allows tiered interventions to occur for students who may need additional support.

Fiscally: The review team leader identified that a fiscal strength of the MCISD Head Start program is that the program partners with GSRP to blend funding in 5 of the HS classrooms. This shows that the program is maximizing federal dollars by cost allocating in an innovative way.

Enrollment of Hispanic population: MCISD HS/EHS program has seen a recent and large decline in the amount of Hispanic families we are serving, however we continue to target this population as part of our recruitment process in order to build their trust. The review team leader pointed out that the program's ability to have this insight into the needs of the community is a strength.

Health and Safety: The review team leader pointed out that the program's ongoing monitoring process is a program strength because it not only identifies and tracks when there is an area of noncompliance, but it also assists in the identification of strengths and areas of opportunity trends in all content areas. These trends are then used as part of program planning.

Lastly, the review team leader noted that the program was very innovative when a "lead level letter" was created that assisted families in advocating for their children to have their lead tested after identifying that many area doctors were not routinely testing lead levels as part of a well child visit. She also highlighted that the program's purchase of a lead machine to use as a last resort for lead testing was another innovative way to meet the children's needs when there was no other way to do so.

Superintendent – Stephen McNew

- Discussed the Monroe County Link Plan
- Discussed the visit to the Governor’s Residence
- Updated the board on the DTE Power Plant impact
- Preparing for special education presentations to local districts

Adjourn

At 7:03 p.m. Mr. Bless made a motion, supported by Dr. Martin to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary