

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

January 16, 2024

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: Steve Foster

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Presentation

Gwen Pettit and Keiran Butterfield, TRANE K12 Solutions, discussed the TRANE Guaranteed Energy Savings Program.

Lucie Fortin, Community Planner, The Mannik & Smith Group, Inc., was scheduled to update the board on the Monroe Loop Project.

Important Dates

- Jan. 16 MCISD Board Meeting, 5:00 PM
- Jan. 27-31 NSBA Advocacy Institute
- Feb. 19 President's Day, MCISD Closed
- Feb. 20 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 December 19, 2023 meeting 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> | | | | | | | |
| 12/10-12/31/23 | 1,453,236.70 | 5,831,971.35 | 28,475.87 | 101,526.56 | 804.89 | 3,887.50 | 7,419,902.87 |
| 1/1-1/9/24 | 250,149.38 | 103,682.34 | 1,184.59 | 210,592.28 | 362.78 | 0 | 565,971.37 |

ACH Transactions

| | | | | | | | |
|---------------------------------------|------------|--------------|---|---|--------|---|--------------|
| Gross Payroll | 893,581.43 | 2,059,068.06 | 0 | 0 | 231.41 | 0 | 2,952,880.90 |
| Student Activity Account Transfers | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Early Head Start & Early Head Start

Year to Date as of December 31, 2023 \$1,614,357.54

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

Second Reading and Approval of Board Policies of the 3000 Series

Ms. Larzelere made a motion, supported by Mr. Bless to approve the following board policy revisions:

| | |
|------------------|---|
| 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 |

The motion carried unanimously.

Approval of the Personnel Update

Mr. Miller made a motion, supported by Dr. Martin to approve the following personnel update:

- Employment
 - o Stacey Trame, LBSE Monroe High School
- Leaves of Absence
 - o Savannah Rodriguez, returning March 31, 2024
 - o Jerica Sharp, returning February 9, 2024
 - o Sandra Woods, returning February 2, 2024
- Resignations/Retirement
 - o Shelby Campbell, resigned
 - o Breanne Kareha, resigned
 - o Kyle Kontak, resigned
 - o Lauren Kontak, resigned
 - o Charish Shaw, resigned
 - o Ashlyn Thompson, resigned

The motion carried unanimously.

Annual Review of Head Start Criteria Selection 2024-2025

Rachel Kopke informed the board that there are no proposed changes to the Head Start Criteria Selection for the 2024-2025 school year. Ms. Larzelere made a motion, supported by Mr. Bless to approve the Head Start Selection Criteria for the 2024-2025 school year. The motion carried unanimously.

Out of State Conference Request – Kopke, Montrief

Dr. Martin made a motion, supported by Mr. Bless to approve the out of state conference request for Rachel Kopke and Lisa Montrief to attend the Power Trip 2024 Conference in Austin, TX from July 14 through July 17, 2024. The motion carried unanimously.

Request for Enter Executive Session

At 6:40 PM, Dr. Martin made a motion, supported by Mr. Miller to enter executive session for the purpose of discussing attorney client privileges. A roll call vote was taken:

Ayes: Bless, Larzelere, Martin, Miller and DeSloover

Nays: none

The motion carried unanimously.

Reconvene

At 7:45 PM, Dr. Martin made a motion, supported by Mr. Bless to enter regular session. A roll call vote was taken:

Ayes: Bless, Larzelere, Martin, Miller and DeSloover

Nays: none

The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Discussed the State Revenue Conference that he is participating in this week.
- Discussed further details of the TRANE presentation that was presented to the board.

Human Resources and Legal Counsel – Eric Feldman

- Informed the board that the MCISD Human Resources Department is assisting the local districts on several legal matters.
- Preparing to enter negotiations with all MCISD bargaining units.

Curriculum and Instruction – Lisa Monrief

- Informed the board of the meeting room technology updates that are currently being installed.
- Announced that the MCMC will have a waiting list for the 2024-2025 school year. Parents nights are scheduled and well attended.

Special Education and Early Childhood Services – Rachel Kopke

| Current Enrollment Report-December 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: 234 Reserved (not to exceed 7): 2 Vacant less than 30 days: 4 Total Enrollment: 240/240-100% | 130% FPL+: 14/240=6% 101-130% FPL: 4/240=2% | 46/240=19% | 31/240=13% |
| Early Head Start | Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 Total Enrollment: 48/48-100% | 130% FPL+: 2/48=4% 101-130% FPL: 2/48=4% | 14/48=29% | 3/48=6% |

| Current Waitlist Report-As of 1/11/24 Program | Income Eligible | Over Income 101-130% FPL | Over Income 130+% FPL |
|--|---|--|---|
| Early Head Start | 6 | 0 | 0 |
| Head Start | 29 (can be counted in more than 1 location) | 6 (can be counted in more than 1 location) | 13 (can be counted in more than 1 location) |
| Airport-Niedermeier Elementary 31 slots | 6 | 1 | 4 |
| Bedford-Smith Rd Elementary 31 Slots | 3 | 0 | 4 |
| Dundee-Dundee Elementary 15 Slots | 3 | 0 | 0 |
| Ida-Ida Elementary 15 Slots | 0 | 0 | 0 |
| Monroe-AWS Elementary 77 slots | 11 | 5 | 2 |
| Monroe-MCCC Elementary 15 Slots | 4 | 2 | 4 |
| Monroe-Orchard Elementary 25 Slots | 12 | 3 | 1 |
| Monroe-Riverside Elementary 16 Slots | 1 | 0 | 0 |
| Monroe-YMCA Elementary 15 Slots | 7 | 3 | 5 |

| Head Start Attendance Reports-December 2023 Site | Attendance Percentage |
|---|------------------------------|
| In Person Arborwood | 80.38% |
| In Person Dundee | 88.33% |
| In Person Ida | 81.67% |
| In Person MCCC | 86.31% |
| In Person Niedermeier | 84.82% |
| In Person Orchard | 82.25% |
| In Person Riverside | 78.31% |
| In Person SRE | 80.28% |
| In Person YMCA | 88.76% |
| In Person Program Attendance Total | 82.55% |

| Early Head Start Attendance Reports- December 2023 Site | Attendance Percentage |
|--|------------------------------|
| HV 1 | 80% |
| HV 2 | 61% |
| HV 3 | 76% |
| HV 4 | 41% |
| Program Attendance Total | 65.9% |

Program Updates

- Updates regarding Health and Safety incident reported in November 2023 o Verbal update from childcare licensing includes there will be 1 or more citations of licensing rules and regulations; however, a formal report has not yet been provided and the incident status continues to reflect “open”. A verbal report was also shared that reflects no change in the status of the program’s license.
- When the program receives the final report, a corrective action plan for the citation(s) found will be developed and submitted to Childcare Licensing and OHS.

Superintendent – Steve McNew

- Informed the board that Opening Day is August 26, 2024.
- Informed the board that he is working to implement salary schedules for MCISD non-affiliated staff members. And, briefly discussed the ORS lawsuit. More information to come.
- Announced that, as of December 31, 2023, Millie Grow is the Interim Superintendent of Jefferson Schools.

Adjourn

At 8:25 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary