

# **REGULAR BOARD MEETING MINUTES**

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

**January 19, 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:** R. Neckel, C. Willit, D. Miller, G. Brittenham, A. Viers, C. Hyden

### **Pledge of Allegiance**

The Pledge of Allegiance was led by President DeSloover.

### **Important Dates**

- Feb 1 Joint Board Meeting with Lenawee (Virtual), 5:00 PM
- Feb 15 President's Day, MCISD Closed
- Feb 16 MCISD Board Meeting, 5:00 PM (Virtual)

### **Expressions from the Public**

No expressions from the public.

### **Recommended Actions**

#### **Routine Matters**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the December 15, 2020 meeting that were presented. The motion carried unanimously.

## Financial Reports

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Food Service Fund</u>	<u>Student Activities</u>	<u>CP</u>	<u>Total</u>
<u>Check Registers</u>						
12/6-12/31/20	1,489,801.85	4,526,714.08	11,161.89	288.42	0	6,027,966.24
1/1-11/9/21	108,537.72	51,193.57	803.59	0	0	160,534.88

### ACH Transactions

#### Withholding & Sales

Taxes	646,927.24	0	9.88	0	0	646,937.12
Gross Payroll	665,369.13	1,787,506.98	985.24	121.90	0	2,453,983.25
Student Activity Account	0	0	0	0	0	0
Transfers						

#### Early Head Start

Year to Date as of December 31, 2020 \$193,489.28

#### Head Start

Year to Date as of December 31, 2020 \$1,211,596.15

Dr. Martin 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

### **Medical Leave of Absence Request – Harvey, M.**

Mr. Miller made a motion, supported by Ms. Larzelere to approve the medical leave of absence request for Marisa Harvey from December 22, 2020 and returning to work on January 26, 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 – Morton, M.**

Mr. Bless made a motion, supported by Dr. Martin to approve the medical leave of absence request for Melissa Morton to begin on December 21, 2020 and returning to work April 2, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

### **Request for Medical Leave of Absence – Mungar, D.**

Dr. Martin made a motion, supported by Mr. Bless to approve the medical leave of absence request for Danielle Mungar to begin January 19, 2021 and return to work on January 28, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

### **Temporary School Psychologist**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the temporary employment of Diane Donar as a School Psychologist for up to 60 days from February 1, 2021 through May 14, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

### **Temporary Teacher – Transition Center**

Mr. Miller made a motion, supported by Mr. Bless to approve the temporary employment of Jennifer Zunk as a teacher at the Transition Center for up to 100 days from January 19, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

### **Employment Recommendation – Hildebrand, M.**

Dr. Martin made a motion, supported by Mr. Miller to approve the employment recommendation of Michelle Hildebrand as the School Nurse at the Educational Center, effective January 11, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

### **Temporary Teacher – ECSE**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the temporary employment of Kristine Huffmaster as an early childhood special education teacher for up to 16 days from January 11, 2021 through February 4, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

### **Early Head Start/Head Start Selection Criteria**

Mr. Bless made a motion, supported by Dr. Martin to approve the Early Head Start and Head Start selection criteria for the 2021-2022 school year.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: none

The motion carried.

### **Technology Millage Renewal Resolution**

Ms. Larzelere made a motion, supported by Dr. Martin to adopt the resolution supporting the technology millage renewal on May 4, 2021.

Ayes: Larzelere, Miller, Martin, DeSloover and Bless

Nays: 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 Dr. Martin 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.

## Reports from the Superintendent and Administrative Staff

### Business and Administrative Services – Josh Dyer

- No further comments

### Human Resources and Legal Counsel – Betsy Taylor

- Informed the board that there are approximately 40 open positings.

### Curriculum and Instruction – Lisa Monrief

- Working with local district staff to support virtual learning

### Special Education and Early Childhood Services – Rachel Kopke

#### Current Enrollment Report- December 2020

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: 219 Reserved (not to exceed 8):6 Vacant less than 30 days: 0 <b>Total Enrollment: 225/267</b>	130% FPL+: 16/225 (7%) 101-130% FPL: 15/225 (6%)	36/225=16%
Early Head Start	Enrolled: 43 Reserved (not to exceed 1): 1 Vacant less than 30 days: 2 <b>Total Enrollment: 46/48</b>	130% FPL+: 2/48 (4%) 101-130% FPL: 5/48 (10%)	14/46=30%

#### Current Waitlist Report- December 2020

Program	Income Eligible	Over Income
Head Start	4	30
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 December 2020

Site	Attendance Percentage
In Person Arborwood	0%-Remote
In Person Dundee	91.67%
In Person Ida	91.43%
In Person MCCC	80.00%
In Person Niedermeier	91.00%
In Person Orchard	0%-Remote
In Person Riverside	0%-Remote
In Person SRE	0%-Remote
In Person YMCA	94.34%
<b>In Person Program Attendance Total</b>	<b>89.43%</b>
Hybrid Remote Monday/Tuesday 10-11am	34.34%
Hybrid Remote Monday/Tuesday 1-2pm	29.10%
Hybrid Remote Wednesday/Thursday 10-11am	27.41%
Hybrid Remote Wednesday/Thursday 1-2pm	22.84%
EVENING REMOTE 6-7pm	* 35 students participated in 1+ evening remote sessions. * The lowest number in evening session attendance was 6. * The highest number in evening attendance was 11.
Remote Only Monday-Thursday	46.50%
<b>Remote Program Attendance Total</b>	<b>903 attended/2134 offered=42.31%</b>

## Early Head Start Participation Reports- December 2020 (Remote Learning)

Site	Attendance Percentage
HV 1	94%
HV 2	100%
HV 3	91%
HV 4	77%
<b>Program Attendance Total</b>	<b>91%</b>

## Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	0	<a href="#">Information Memoranda   ECLKC (hhs.gov)</a>
Program Instructions	0	<a href="#">Program Instructions   ECLKC (hhs.gov)</a>

### Program Updates

The Office of Head Start has required grantees to begin reporting program service status updates as of the last calendar day each month to track in-person, hybrid and remote services being offered during this time. The same information being reported is included in this report.

### Superintendent – Steve McNew

- Honored the MCISD Board for Board Recognition Month.

- Discussed the Joint Board meeting with Lenawee ISD on Feb. 1<sup>st</sup>
- Discussed the student information system bid and selection process

At 5:55 p.m. Ms. Larzelere made a motion, supported by Mr. Bless to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,  
Paul Miller  
Secretary