

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

January 21, 2025

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 and Barry Martin

MCISD BOARD

MEMBERS ABSENT: Russell Bless

MCISD

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

MCISD

STAFF ABSENT: none

OTHERS PRESENT: Whitney Steyer

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Educational Presentation

Whitney Steyer, MCISD Autism Spectrum Disorder (ASD) Consultant, discussed the county-wide peer-to-peer program with the board.

Important Dates

- Jan 21 MCISD Board Meeting, 5:00 PM
- Feb 1-5 NSBA Advocacy Institute
- Feb 18 MCISD Board Meeting, 5:00 PM

Expressions from the Public

None

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Dr. Martin to approve the minutes of the December 17, 2024 meeting that were presented. The motion carried unanimously.

Financial Reports

Special Food

	<u>General Fund</u>	<u>Education Fund</u>	<u>Service Fund</u>	<u>Tech Tax</u>	<u>Student Activities</u>	<u>CP</u>	<u>Total</u>
<u>Check Registers</u>							
12/10-12/31/24	2,758,984.19	4,203,835.58	19,125.25	20,527.02	388.73	48,593.44	7,051,454.21
1/1-1/9/25	332,373.98	245,122.03	1,714.73	0	622.69	0	579,833.43

ACH Transactions

Gross Payroll	1,024,490.82	2,289,182.06	0	0	188.94	0	3,313,861.82
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Head Start FY25

Year to Date as of December 31, 2024 \$1,676,727.10

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

Approval of Personnel Update

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

- Employment
 - o Madeline Go, Mental Health Consultant
- Leaves of Absence
 - o Kristen Gibson, EHS Home Visitor
 - o Tracey Rodey, LBSA Paraprofessional
- Resignations/Retirement
 - o Brooke Benitez, resigned
 - o Paige Gaylord, resigned
 - o Chelsea Grove, resigned
 - o Carmon Rafko, resigned
 - o Savannah Rodriguez, resigned

The motion carried unanimously.

Request for New Position: ECSE Instructional Paraprofessional Floater

Ms. Larzelere made a motion, supported by Dr. Martin to approve the establishment and posting of an Early Childhood Special Education Instructional Paraprofessional Floater, effective immediately. The motion carried unanimously.

Out of State Conference Request – Ropke, R. & Montrief, L.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the out of state conference request for Rachel Kopke and Lisa Montrief to attend the Power Trip 2025 conference in Austin, TX from July 13 through July 16, 2025. The motion carried unanimously.

Out of State Conference Request – Hay, N.

Dr. Martin made a motion, supported by Ms. Larzelere to approve the out of state conference request for Nicholas Hay to attend the Department of Homeland Security and FEMA Cybersecurity Incident Response and Management Course in College Station, TX from June 16-20, 2025. The motion carried unanimously.

Bus and Vehicle Cameras System Purchase

Dr. Martin made a motion, supported by Ms. Larzelere to approve the purchase of bus and vehicle camera system from Radio Engineering Industries, Inc. using the TIPS Cooperative, for \$50,812.50 for 5 buses, \$21,598.50 for 7 vans, and \$8,908.46 for the corresponding system subscriptions for the first year, totaling \$81,319.46. The motion carried unanimously.

Interior Security Cameras Purchase

Mr. Miller made a motion, supported by Dr. Martin to approve the purchase of interior security cameras to Red Letter for a cost of \$53,920. The motion carried unanimously.

PAC Recommendation – Brenton, Jessica

Ms. Larzelere made a motion, supported by Mr. Miller to approve the two-year appointment of Jessica Brenton, parent of a student who receives special education services in Ida Public Schools, effective January 2025. The motion carried unanimously.

Approval of the Head Start ERESA Procedures

Dr. Martin made a motion, supported by Ms. Larzelere to approve the proposed revisions of the Head Start ERESA procedures: Determining, Verifying and Documenting Eligibility Procedures, Selection and Acceptance Procedures, the Income Verification Form and the 2025-2026 Selection Criteria as presented to the board. The motion carried unanimously.

Resolution Calling for Full IDEA Funding

Ms. Larzelere made a motion, supported by Dr. Martin to approve a resolution calling for the full funding of the IDEA. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Presented an update at the Trane HVAC project at the MCISD.

Human Resources and Legal Counsel – Anya Lusk

- Discussed the Earned Sick Time Act with the board.
- Discussed the 2024 and 2020 Title IX Policies

Curriculum and Instruction – Lisa Montrief

- Informed the board that Ryan Irwin, retiree from Airport Schools, is working with Monroe Public Schools and the MCISD Literacy Coaches on instructional practices professional development.

Special Education and Early Childhood Services – Rachel Kopke

Enrollment Report-December 2024

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	Enrolled: 235	130% FPL+:	51/240=21%	58/240=24%

Start	Reserved (not to exceed 7): 0 Vacant less than 30 days: 5 Total Enrollment: 240/240-0%	14/240=6% 101-130% FPL:7/240=3%		
Early Head Start	Enrolled: 44 Reserved (not to exceed 1): 1 Vacant less than 30 days: 2 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 0/48=0%	16/48=33%	7/48=15%

Current Waitlist Report-As of 1/16/24

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	1	0	0
Head Start	17 (can be counted in more than 1 location)	6 (can be counted in more than 1 location)	48 (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	1	0	9
Bedford-Smith Rd Elementary 31 Slots	1	2	16
Dundee-Dundee Elementary 15 Slots	0	1	14
Ida-Ida Elementary 15 Slots	1	0	19
Monroe-AWS Elementary 77 slots	4	2	4
Monroe-Riverside Elementary 71 Slots	6	2	10

Head Start Attendance Reports-December 2024

Site	Attendance Percentage
In Person Arborwood	80.90%
In Person Dundee	82.78%
In Person Ida	89.88%
In Person Niedermeier	82.62%
In Person Riverside	81.89%
In Person SRE	84.09%
In Person Program Attendance Total	82.54%

Early Head Start Attendance Reports-December 2024

Site	Attendance Percentage
HV 1	97%
HV 2	100%
HV 3	68%
HV 4	59%
Program Attendance Total	75.2%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	NONE	Information Memoranda ECLKC (hhs.gov)
Program Instructions	ACF-OHS-PI-25-01	Program Instructions ECLKC (hhs.gov)

Program Updates

- [Early Childhood Winter Music Festival!](#)
- The Director attended the MHSA winter assembly in Detroit and received program updates regarding upcoming Federal Monitoring changes, revised grant application requirements, and much more!
- The program is working on connecting with all local school districts to obtain a copy of their required drinking water management plan that is by law required to be in place by 1/24/25 in all K-12 schools. The program plans to review these to ensure their plans align with requirements in the revised Head Start Program Performance Standards [1302.47\(10\)](#) and to finalize the program's individual Lead Management procedures. Progress in obtaining local district plans is below:
 - Monroe Public Schools-No response
 - Ida Public Schools-No response
 - Dundee Community Schools-Will be available 1/24/25
 - Bedford Public Schools-Will be available 1/24/25
 - Airport Community Schools-No Response

Superintendent – Stephen McNew

- Informed the board that the 11Y Infrastructure Study Report should be available and received soon.
- MASB CBA 101 will take place on February 15th at the MCISD.
- Discussed the Miller/Johnson Jefferson Schools response letter with the board.
- Board Appreciation Month

Adjourn

At 6:37 p.m. Ms. Larzelere made a motion, supported by Dr. Martin, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary