

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

July 19, 2022

Call to Order and Roll Call

The meeting was called to order at 8:30 a.m. by MCISD President Dale DeSloover.

MCISD BOARD

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

MCISD BOARD

MEMBERS ABSENT: none

MCISD

STAFF PRESENT: Superintendent Steve McNew, Josh Dyer, Lisa Montrief, Eric Feldman, and Rachel Kopke

MCISD

STAFF ABSENT: Andrea Murphy

OTHERS PRESENT: none

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Organizational Matters

Temporary Chair

Mr. DeSloover appointed Dr. McNew as temporary chairperson.

Election of President

Mr. Bless nominated Dale DeSloover for the office of President. Since only one nomination was voiced, nominations were closed. Dale DeSloover was announced President.

President DeSloover assumed chairmanship of the meeting.

Election of Vice President

Mr. Miller nominated Ms. Larzelere for the office of Vice President. Since only one nomination was voiced, nominations were closed. Renee Larzelere was announced Vice President.

Election of Secretary

Ms. Larzelere nominated Mr. Miller for the office of Secretary. Since only one nomination was voiced, nominations were closed. Paul Miller was announced Secretary.

Election of Treasurer

Dr. Martin nominated Mr. Bless for the office of Treasurer. Since only one nomination was voiced, nominations were closed. Russell Bless was announced Treasurer.

Appointment to MCABOE and MASB Legislative Relations Network

President DeSloover appointed Ms. Larzelere as the representative to the Monroe County Association of Boards of Education Board of Directors and Mr. DeSloover will serve as the Michigan Association of School Boards' Legislative Relations Network liaison.

Designation of Depositories for District Funds

- First Merchants Bank – This is the “GSS” account (Accounts Payable), including the general operating fund, the special education operating fund, technology enhancement funds, student activities fund, and the food service fund; capital projects, employee cash, and a zero-balance account for BASIC have separate accounts.
- 5/3 Bank – Investment account, managed by Mainstreet Advisors.
- JP Morgan Chase – This is a zero-balance account for the 403(b) program managed by TSA Consulting Group

Designation of Authorized Signatures for District Funds

Designate any two of the Treasurer, Superintendent or Assistant Superintendent for Business and Administrative Services as the authorized signatures for the General Operating Fund, the Special Education Operating Fund, the School Service Fund, the Payroll Fund; the Activity Accounts, the Capital Projects Fund, the Municipal Investment Account; and the Employee Cash Fund.

Designation of Authorized Signatures for Purchase Transactions

Designate the Superintendent or Assistant Superintendent for Business and Administrative Services as the authorized signature for purchase order transactions up to the State bid limit without formal Board approval.

Designation of Authorized Signature for Contracts

Designate the Superintendent as the authorized signature for all contracts.

Designation of Authorized Signatures for State and Federal Categorical Projects

Designate the Superintendent or Assistant Superintendent for Business and Administrative Services as the authorized signature for using the MEGS grant system.

Designation of Legal Counsel for the District

Designate legal counsel for the 2022-2023 school year as follows:

- The Thrun Law Firm for external general education and special education issues

Transfers

Early Head Start & Early Head Start

Year to Date as of June 30, 2022

\$3,426,336.48

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

Approval of the Personnel Update

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

- Employment
 - o Janelle Nagy, School Social Worker, North Region
- Leaves of Absence
 - o Jacqueline Maes-Gaines
 - o Renee Retli
- Resignations
 - o Seth Liaros
 - o Joel Phillips
 - o Amanda Vig Jones

The motion carried unanimously.

Request for New Position – Part-Time Custodian

Dr. Martin made a motion, supported by Ms. Larzelere to approve the establishment and posting of a part-time custodian, effective immediately. The motion carried unanimously.

Request for New Position – Bus Driver

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of a bus driver position, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position- Behavior Coaches

Mr. Miller made a motion, supported by Mr. Bless to approve the establishment and posting of two (2) Behavior Coach positions – one in the North and one in the East Region – effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Head Start Transportation Floater and Substitute Bus Driver

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of a Head Start Floater and Substitute Bus Driver, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Mental Health Consultant

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of a Mental Health Consultant, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – MOCI Instructional Aides

Mr. Bless made a motion, supported by Mr. Miller to approve the establishment and posting of two (2) MoCI Instructional Aide positions at the Educational Center, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Local Based Special Education Program Assistant

Mr. Miller made a motion, supported by Ms. Larzelere to approve the establishment and posting of two (2) Local Based Special Education Program Assistant positions, one located at Ida Middle School, and one located at Wagar Middle School, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Local Based Special Education Teacher Aide

Mr. Miller made a motion, supported by Dr. Martin to approve the establishment and posting of a Local Based Special Education Teacher Aide position at Monroe Road Elementary effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Local Based Special Education Teacher Aide

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of a Local Based Special Education Teacher Aide position at North Elementary School, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Teacher Consultant

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of two (2) Teacher Consultant positions, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Secondary Transition Coordinator/Teacher Consultant

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of a Secondary Transition Coordinator/Teacher Consultant position, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Transition Facilitator

Mr. Miller made a motion, supported by Mr. Bless to approve the establishment and posting of a Transition Facilitator position, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Early On Consultant

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of an Early On Consultant position, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Request for New Position – Head Start Social Workers

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of two (2) Head Start Social Worker Intern positions, effective with the start of the 2022-2023 school year. The motion carried unanimously.

Out of State Conference Request – AESA Board

Dr. Martin made a motion, supported by Ms. Larzelere to approve the out of state conference request for Dale DeSloover, Renee Larzelere, Paul Miller and Russell Bless to attend the 2022

AESA Conference in Atlanta, GA from November 30 -December 3, 2022. The motion carried unanimously.

Out of State Conference Request – AESA McNew and Murphy

Mr. Miller made a motion, supported by Mr. Bless to approve the out of state conference request for Steve McNew and Andrea Murphy to attend the 2022 AESA Conference in Atlanta, GA from November 30 - December 3, 2022. The motion carried unanimously.

Out of State Conference Request – Mental Health Team

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference request for Margot Lechlak, Danielle Handler and Elise Hill to attend and present the 2022 AESA Conference in Atlanta, GA from November 30 - December 3, 2022. The motion carried unanimously.

Out of State Conference Request – Dippman, S.

Mr. Bless made a motion, supported by Dr. Martin to approve the out of state conference request for Shawna Dippman to attend the 20th Annual NAME Conference in Baltimore, MD from October 24 – 28, 2022. The motion carried unanimously.

Out of State Conference Request – Dyer, J

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference request for Josh Dyer to attend the Annual SNUG Conference from October 1-6, 2022 in San Antonio, TX. The motion carried unanimously.

2022 Tax Levy

Dr. Martin made a motion, supported by Mr. Miller to approve the following 2022 tax levies:

- Technology Enhancement Levy	.9866	\$6,435,472.29
- General Operating Levy	.2897	\$1,889,678.01
- Special Education Operating Levy	3.4778	\$22,685,268.11

The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Informed the board that the MCISD and Summerfield yearly audits are scheduled for August.

Human Resources and Legal Counsel – Eric Feldman

- In the process of reviewing board policies and guidelines
- Informed the board that Head Start and GSRP are holding open interviews

Curriculum and Instruction – Lisa Montrief

- Informed the board that the technology in the PD Center is being updated.
- Gave the board an update on the Infinite Campus implementation

Special Education and Early Childhood Services – Michelle Brahaney

Current Enrollment Report- June 2022

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%)
EHS/HS Combined	Enrolled: 300/315 Reserved (not to exceed 1): 8 Vacant less than 30 days: 9 Total Enrollment: 315/315-100%	130% FPL+: 23/315=7% 101-130% FPL: 36/315=11%	59/314=19%
Head Start	Enrolled: 254 Reserved (not to exceed 8): 8 Vacant less than 30 days: 0 Total Enrollment: 262/267-99.63%	130% FPL+: 21/262=8% 101-130% FPL: 32/262=12%	45/262=17%
Early Head Start	Enrolled: 46 Reserved (not to exceed 1): 0 Vacant less than 30 days: 9 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 4/48=8%	16/48=33%

Current Waitlist Report-June 2022 (as of 7/6/22)

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	1	0	2

Head Start 2022-23 Projections (as of 7/6/22)

Site	Total Accepted	Accepted OI 101-130	Accepted OI 131+	Disability	Waitlist IE	Waitlist OI 101-130	Waitlist OI 130+
Arborwood (66 slots)	44	3	4	5	1	0	1
Dundee (17 Slots)	17-FULL	2	3	4	0	0	3
Ida (16 Slots)	10	0	0	0	0	0	4
MCCC (18 Slots)	8	0	1	1	1	1	6
Niedermeier (33 Slots)	33-FULL	0	1	4	1	2	3
Orchard (51 Slots)	27	1	0	3	1	0	1
Riverside (16 Slots)	6	0	0	1	0	0	0
Smith Road (33 Slots)	22	1	3	5	3	0	7
YMCA (17 Slots)	13	0	1	0	1	1	5
TOTALS	180/267	7/267	13/267	23/267	8	3	20

(267 Slots)	67%	3% Must be less than 30%	5% Must be less than 10%	9% Must be more than 10%	Some may be on more than 1 WL	Some may be on more than 1 WL	Some may be on more than 1 WL
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Head Start Participation Reports June 2022

Site	Attendance Percentage
In Person Arborwood	81.77%
In Person Dundee	91.18%
In Person Ida	98.81%
In Person MCCC	94.44%
In Person Niedermeier	91.62%
In Person Orchard	76.57%
In Person Riverside	100.00%
In Person SRE	87.88%
In Person YMCA	92.00%
In Person Program Attendance Total	86.89%

Early Head Start Participation Reports-June 2022-Not yet Available

Site	Attendance Percentage
HV 1	60%
HV 2	68%
HV 3	79%
HV 4	48%
Program Attendance Total	65%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	ACF-IM-HS-22-04	Information Memoranda ECLKC (hhs.gov)
Program Instructions	None	Program Instructions ECLKC (hhs.gov)

Program Updates

- COVID updates during the month of June 2022 in our Head Start Program

Month	# Staff COVID+	# Students COVID+	# Staff Quarantined Due to Exposure of COVID +	# Students Quarantined Due to Exposure of COVID +
October 2021	1	2	2	17
November 2021	4	4	4	82
December 2021	1	6	9	90
January 2022	13	15	11	145
February 2022	3	4	2	81

March 2022	2	3	0	38
April 2022	0	2	0	8
May 2022	5	8	0	20
June 2022	0	0	0	0

Superintendent – Stephen McNew

- Discussed the 2022 Superintendents Retreat
- Updated the board on the campus security projects

Adjourn

At 10:08 a.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary