

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

July 28, 2026

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, Renee Larzelere and Barry Martin

MCISD BOARD

MEMBERS ABSENT: Russell Bless

MCISD

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

MCISD

STAFF ABSENT: none

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

Ms. Larzelere nominated Dale DeSloover for the office of President, Dr. Martin seconded. Ms. Larzelere made a motion, supported by Dr. Martin to close nominations. 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, Dr. Martin seconded. 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, Dr. Martin seconded. Since only one nomination was voiced, nominations were closed. Paul Miller was announced Secretary.

Election of Treasurer

Ms. Larzelere nominated Mr. Bless for the office of Treasurer, Mr. Miller seconded. 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 appointed Dale DeSloover will serve as the Michigan Association of School Boards' Legislative Relations Network liaison.

Motion to Approve Organizational Matters

Ms. Larzelere made a motion, supported by Dr. Martin to approve the following organizational matters:

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.
- Wells Fargo – This is a zero-balance account for the 403(b)/457 (b) program managed by TSA Consulting Group
- Flagstar Bank – potential bank account(s) for investing in CD/CDARS.
- BakerTilley Investments and UMB Bank – investment accounts

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 2026-2027 school year as follows:

- The Thrun Law Firm for external general education and special education issues
- Assistant Superintendent for Human Resources & Legal Counsel for the Board of Education

Designation of District Auditors

Designate Rehmann Robson as auditors for the 2026-2027 school year. The motion carried unanimously.

Determination of Board Member Compensation for 2026-2027

Continue board member compensation at \$30 per meeting, subcommittee meeting, or other authorized duty and mileage reimbursement at the current Board approved rate.

Adoption of the Board By-Laws Including Meeting Dates

- | | |
|--------------------------------|----------------------------|
| • August 18, 2026 - 8:30 AM | • March 16, 2027 - 5:00 PM |
| • September 15, 2026 - 5:00 PM | • April 13, 2027 - 9:00 AM |
| • October 20, 2026 - 5:00 PM | • April 20, 2027 – 5:00 PM |
| • November 17, 2026 - 5:00 PM | • May 18, 2027 - 5:00 PM |
| • December 15, 2026 - 5:00 PM | • June 15, 2027 – 8:30 AM |
| • January 19, 2027 - 5:00 PM | • July 20, 2027 – 8:30 AM |
| • February 16, 2027 - 5:00 PM | |

Adoption of the Board Cooperative Purchasing Agreements

In accordance with Policy 6440, payment of dues for membership into the following associations, the board establishes the agreement with these associations to follow all procedures and policies – REMC Association of Michigan, MiDeal, MiCTA, Hospital Purchasing Services (HPS), The Interlocal Purchasing System (TIPS), and PEPPM Cooperative Purchasing.

Important Dates

- August 18 MCISD Board Meeting, 8:30 AM
- August 31 MCISD Opening Day
- September 7 Labor Day, MCISD Closed
- September 8 First Day of School

Expressions from the Public

None.

Recommended Actions

Financial Reports

Special Food

	Gnl <u>Fund</u>	Ed. <u>Fund</u>	Service <u>Fund</u>	Tech Tax	Student Acts	Debt Ret.	CP	ESPC Bond	<u>Total</u>
<u>Check Registers</u>									
6/10-6/30/26	2,861,573.59	955,736.71	19,954.12	268,328.30	5,783.80	0	9,000.00	0	4,120,376.52
7/1-7/9/26	258,180.93	258,622.34	0	0	0	0	0	0	516,803.27

ACH Transactions

Gross Payroll	1,080,667.36	2,287,779.89	0	0	1,046.43	0	0	0	3,369,493.68
Student Activity	0	0	0	0	0	0	0	0	0
Transfers									

Early Head Start & Head Start FY26

Year to Date as of June 30, 2026 \$3,702,609.24

Mr. Miller made a motion, supported by Ms. Larzelere, 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

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

- Employment
 - o Evan Allen, Shared-Time Technology Support, Mason Schools
 - o David Majewski, MCMC Counselor
 - o Christine Trapp, Teacher, Educational Center
 - o Rebecca Zasadny, Head Start Health and Nutrition Coordinator
- Leaves of Absence
 - o Alexa Anteau, through August 30, 2026, childcare leave
 - o Madyson Farris, through October 19, 2026, maternity leave
 - o Lynsey Lehr, through February 8, 2027, maternity leave
 - o Jareah Overstreet, through October 26, 2026, maternity leave
- Resignations
 - o Erin Green, resigned
 - o Josh Kirby, resigned
 - o Chin Lee, resigned

The motion carried unanimously.

Request for New Positions: LBSE Paraprofessionals

Mr. Miller made a motion, supported by Dr. Martin to approve the establishment and posting of two (2) local based special education paraprofessional positions effective at the beginning of the 2026-2027 school year. The motion carried unanimously.

Designated Sub Teacher - Zunk

Ms. Larzelere made a motion, supported by Dr. Martin to approve Jennifer Zunk as a Designated Sub Teacher at the Educational Center for the 2026-2027 school year. The motion carried unanimously.

Designated Sub Teacher - Bredernitz

Dr. Martin made a motion, supported by Mr. Miller to approve Linda Bredernitz as a Designated Sub Teacher at the Educational Center for the 2026-2027 school year. The motion carried unanimously.

Temporary School Psychologist - Mihalec

Ms. Larzelere made a motion, supported by Mr. Miller to approve the temporary employment of Donna Mihalec as a temporary school psychologist for the 2026-2027 school year. The motion carried unanimously.

Temporary School Psychologist - Donar

Dr. Martin made a motion, supported by Mr. Miller to approve the temporary employment of Diane Donar as a temporary school psychologist for the 2026-2027 school year. The motion carried unanimously.

Temporary School Social Worker - Netter

Mr. Miller made a motion, supported by Ms. Larzelere to approve the temporary employment of Cathy Netter as a temporary school social worker for the 2026-2027 school year. The motion carried unanimously.

Out of State Conference Request – Hampp, Graves, Lecklak and Rohr

Ms. Larzelere made a motion, supported by Dr. Martin to approve the out of state conference request for Rory Hampp, Carl Graves, Margot Lechlak and Leslie Rohr to attend the 2026 Association for Experiential Education International Conference in Estes Park, CO from November 9-14, 2026. The motion carried unanimously.

Out of State Conference Request – Morton, Chesman and Mast

Mr. Miller made a motion, supported by Dr. Martin to approve the out of state conference request for Melissa Morton, Jennifer Chesman and Emily Mast to attend the 2026 National Association for Co-Teaching Annual Conference in New Albany, IN from November 4-6, 2026. The motion carried unanimously.

Out of State Conference Request – AESA Board

Ms. Larzelere made a motion, supported by Mr. Miller to approve the out of state conference request for Dale DeSloover, Paul Miller, Barry Martin and Russell Bless to attend the 2026 AESA Conference in Orlando, FL from December 1-4, 2026. The motion carried unanimously.

Out of State Conference Request – AESA McNew, Montrief, Kopke and Murphy

Mr. Miller made a motion, supported by Ms. Larzelere to approve the out of state conference request for Steve McNew, Lisa Montrief, Rachel Kopke and Andrea Murphy to attend the 2026 AESA Conference in Orlando, FL from December 1-4, 2026. The motion carried unanimously.

Request for Additional Workdays – Todd, C.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the additional nine (9) workdays for Christine Todd to continue her work with Monroe Public Schools under the RAG grant. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Chad Baas

- Preparing for audit season.
- Discussed the Headlee Rollback that was just issued; this will affect the Technology Enhancement Millage

Human Resources and Legal Counsel

- Discussed the legislation issued to ban cell phones during instructional time.
- In the process of updating handbooks

Curriculum and Instruction – Lisa Montrief

- Informed the board that PD sessions start next week for the 2026-2027 school year.
- Informed the board that Josh Kirby is the new high school principal at Whiteford High School.
- Announced that the Monroe County CTE program is scheduled for a track audit this year by the state.

Special Education and Early Childhood Services

Enrollment Report-June 2026

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: 228 Reserved (not to exceed 7): 7 Vacant less than 30 days: 0 Total Enrollment: 235/240-98%	130% FPL+: 13/235=6% 101-130% FPL: 6/235=3%	66/228=29% 5-Autism 3-Other Health Impairment 18-ECDD 40-Speech and Language Impaired	9/228=4% *Some have more than 1 need open **Anticipated starting next year 1-Newly Assigned 1-Monitoring 2-TIP 3-Speech Intervention 2-AIP
Early Head Start	Enrolled: 45 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: 2/48=4%	10/45=22% 3-Autism 5-ECDD 2-Speech and Language Impaired	1/45=2% 1-Home Support
Program Totals	Enrolled: 273 Reserved (not to exceed 1): 8 Vacant less than 30 days: 2 Total Enrollment: 283/288-98%	130% FPL+: 15/283=5% 101-130% FPL: 8/283=3%	76/273=28% 8-Autism 3-Other Health Impairment 23-ECDD 42-Speech and Language Impaired	25/273=9% *Some have more than 1 need open **Anticipated starting next year 1-Newly Assigned 1-Monitoring 2-TIP 3-Speech Intervention 2-AIP 1-Home Support

--	--	--	--	--

Current Waitlist Report-As of 7/7/26

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

Current Enrollment List for 2026-27 as of 7/7/26

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL	Total % Enrolled	Remaining Slots	Disability %
Airport-Niedermeier Elementary 33 slots	27	0	0	82%	6	6/27-22%
Bedford-Smith Rd Elementary 31 Slots	28	0	0	90%	3	4/28-14%
Dundee-Dundee Elementary 15 Slots	14	0	1	100%	0	4/15-27%
Ida-Ida Elementary 13 Slots	7	0	0	54%	6	1/7-14%
Monroe-Custer 2 Elementary 74 slots	26	0	0	35%	48	5/26-19%
Monroe-Riverside Elementary 74 Slots	62	1	1	86%	10	13/64-20%
Totals	164	1	2	70%	73	33/167-20%

Head Start Attendance Reports-June 2026

Site	Attendance Percentage
In Person Custer	88.57%
In Person Dundee	87.62%
In Person Ida	79.05%
In Person Niedermeier	82.27%
In Person Riverside	89.00%
In Person SRE	90.48%
In Person Program Attendance Total	87.47%

Early Head Start Attendance Reports-June 2026

Site	Attendance Percentage
HV 1	79%
HV 2	74%
HV 3	91%
HV 4	54%
Program Attendance Total	74%

Federal Reporting Schedule

Report	Due Date	Most Recent Evidence
Enrollment Report	7th of each month	Enrollment Report-See Page 1
Annual Audit	Annually	Audit Results
Monthly BOE/PC Reports	Monthly prior to BOE/PC Meeting	April 2026
SF-425 Semi-annual	Cumulative through 12/31, DUE 1/30, annually	SF-425 semi-annual
SF-425 Annual	Cumulative through 6/30, DUE 9/30, annually	SF-425 annual
SF-425 Final	Cumulative through 6/30, DUE 10/28, annually	SF-425 final
SF-428	120 days following close of project period (6/30/28), DUE 10/28/28	SF-428
SF-428C	As Needed for disposal of assets over \$5,000	SF-428C
SF-429	DUE 9/30, annually	SF-429
Annual Grant	Due 4/1, annually	Submission Evidence

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	NONE	Information Memoranda ECLKC (hhs.gov)
Program Instructions	NONE	Program Instructions ECLKC (hhs.gov)

Program Updates

- Vacant Staffing

- Teachers-1
- EHS Home Visitor-1
- Float-7

Superintendent – Stephen McNew

- Discussed the property at 2400 N. Dixie Hwy.
- Meeting with Plante Moran regarding the space assessment in August.
- Discussed the National School Safety Conference that was attended.

Adjourn

At 9:23 a.m. Ms. Larzelere made a motion, supported by Dr. Martin, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary