

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

June 18, 2024

Monroe County ISD
Lake Erie Room

Call to Order and Roll Call

The meeting was called to order at 7:30 a.m. by MCISD President Dale DeSloover.

MCISD BOARD

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

MCISD BOARD

MEMBERS ABSENT: none

MCISD

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

MCISD

STAFF ABSENT: Katie Bourbina, Bridgette Halcomb, Jennifer Hay, Nicole Seitz and Laurel Rosen-Weatherford

OTHERS PRESENT: none

Pledge of Allegiance

The Pledge of Allegiance was led by Vice President Larzelere.

Educational Presentation

Bridgette Halcomb, Great Start Collaborative Director, updated the board on the happenings of the GSC.

Important Dates

- June 17 Summer Hours Began
- July 4 MCISD Closed
- July 15 MCISD Board Meeting, 8:30 AM

Expressions from the Public

none

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the May 21, 2024 meetings 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>							
5/10-5/31/24	2,712,890.93	978,607.81	17,155.67	218,489.28	3,843.89	53,978.94	
3,984,966.52							
6/1-6/9/24	137,963.65	41,319.26	1,250.93	0	1,659.31	16,592.00	
198,785.15							
<u>ACH Transactions</u>							
Gross Payroll	823,080.90	1,955,568.88	0	0	0	74.11	
2,778,723.89							
Student Activity Account Transfers	0	0	0	0	0	0	0
Early Head Start & Early Head Start Year to Date as of May 31, 2024			\$3,314,688.45				

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

Approval of the 2023-2024 Budget Revisions

Mr. Dyer presented the requested revisions to the 2023-2024 budgets. There was a motion by Mr. Bless, supported by Ms. Larzelere, to approve revisions to the budgets as follows:

General Fund	Approved	Requested Revisions
Revenue	\$29,609,210	\$29,343,874
Expenditures	\$30,108,663	\$29,578,737
Special Education Fund	Approved	Requested Revisions
Revenue	\$55,832,634	\$56,698,041
Expenditures	\$57,843,097	\$58,712,722
Food Service Fund	Approved	Requested Revisions
Revenue	\$251,850	\$254,391
Expenditures	\$260,474	\$257,322
Technology Enhancement Fund	Approved	Requestion Revision
Revenue	\$7,015,114	\$6,980,261

Expenditures	\$7,028,400	\$6,993,547
School Activity Fund	Approved	Requested Revisions
Revenue	\$50,000	\$50,000
Expenditures	\$50,000	\$50,000
Capital Projects Fund	Approved	Requested Revisions
Revenue	\$560,000	\$559,000
Expenditures	\$945,000	\$945,000

The motion carried unanimously.

2024-2025 Budget Hearing and Public Comment

Mr. Dyer presented the 2024-2025 budget projections. There was a motion by Mr. Bless, supported by Ms. Larzelere to approve the 2024-2025 budget as follows:

GENERAL APPROPRIATIONS ACT OF MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT

BE IT RESOLVED, that this resolution shall be the General Appropriations Act of Monroe County Intermediate School District for the fiscal year 2024-2025; AN ACT to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Monroe County Intermediate School District. This budget will require a levy of .2897 mill for the General Fund (General Operating), .9866 mill for the Technology Enhancement Fund and 3.4778 mills for the Special Education Fund.

BE IT FURTHER RESOLVED, the total Revenues and Unappropriated fund balance estimated to be available for appropriations in the **General Fund** of Monroe County Intermediate School District for fiscal year 2024-2025 is as follows:

Revenue			
Local	2,973,508		
Intermediate	120,500		
State	12,353,253		
Federal	4,998,659		
Interdistrict Revenues	3,656,455		
Other – Transfers In	2,588,204		
Total Revenue		\$26,690,579	
Fund Balance July 1, 2024	\$10,607,344		
Fund Balance Available to Appropriate		\$10,607,344	
Total Available to Appropriate		\$37,297,923	

BE IT FURTHER RESOLVED, that \$27,674,907 of the total available to appropriate in the **General Fund** is hereby appropriated in the amounts and for the purpose set forth below:

Expenditures				
	Instruction			
		Basic Programs	6,922,967	
		Added Needs	181,181	
		Other	0	
	Support			
		Pupil	2,962,589	
		Instructional Staff	3,603,261	
		General Administration	656,421	
		School Administration	508,364	
		Business	1,746,142	
		Operation/Maintenance	847,256	
		Pupil Transportation	143,047	
		Central	4,029,184	
		Other	5,954	
		Community Service	1,139,659	
		Interdistrict Payments	4,331,151	
		Other – Transfers Out	597,731	
		Total Expenditures		<u>\$27,674,907</u>
		Projected June 30, 2025 Fund Balance		\$9,623,016

BE IT FURTHER RESOLVED, the Transfers Out of the General Fund will be from the locally collected millage for the purpose of general operations.

BE IT FURTHER RESOLVED, the total Revenues and Unappropriated fund balance estimated to be available for appropriations in the **Special Education Fund** of Monroe County Intermediate School District for fiscal year 2024-2025 is as follows:

Revenue				
	Local	28,940,931		
	Intermediate	600		
	State	20,111,661		
	Federal	6,941,407		
	Interdistrict Revenues	20,880		
	Other – Transfers In	474,521		
	Total Revenue		\$56,490,000	
	Fund Balance July 1, 2024	\$24,781,824		
	Fund Balance Available to Appropriate		<u>\$24,781,824</u>	
	Total Available to Appropriate		<u>\$81,271,824</u>	

BE IT FURTHER RESOLVED, that \$60,248,247 of the total available to appropriate in the **Special Education Fund** is hereby appropriated in the amounts and for the purpose set forth below:

Expenditures			
	Instruction		
	Basic Programs	0	
	Added Needs	19,458,150	
	Other	0	
	Support		
	Pupil	22,206,503	
	Instructional Staff	3,121,458	
	General Administration	95,831	
	School Administration	539,169	
	Business	267,910	
	Operation/Maintenance	1,284,081	
	Pupil Transportation	1,562,992	
	Central	455,187	
	Other	0	
	Community Service	298,584	
	Interdistrict Payments	7,983,178	
	Other – Transfers Out	2,975,204	
	Total Expenditures		<u>\$60,248,247</u>
	Projected June 30, 2025 Fund Balance		\$21,023,577

BE IT FURTHER RESOLVED, the Transfers Out of the Special Education Fund will be from the locally collected millage for the purpose of special education.

BE IT FURTHER RESOLVED, the total Revenues and Unappropriated fund balance estimated to be available for appropriation in the **Technology Enhancement Fund** of Monroe County Intermediate School District for fiscal year 2024-2025 is as follows:

Revenue			
	Local	7,340,816	
	State	164,000	
	Total Revenue		\$7,504,816
	Fund Balance July 1, 2024	\$0	
	Fund Balance Available to Appropriate		\$0
	Total Available to Appropriate		\$7,504,816

BE IT FURTHER RESOLVED, that \$7,504,816 of the total available to appropriate in the **Technology Enhancement Fund** is hereby appropriated in the amounts and for the purpose set forth below:

Expenditures			
	Support		
	Business	1,350	
	Other	7,305,275	
	Other – Transfers Out	198,191	
	Total Expenditures		\$7,504,816
	Projected June 30, 2025 Fund Balance		\$0

BE IT FURTHER RESOLVED, the total Revenues and Unappropriated fund balance estimated to be available for appropriation in the **Food Service Fund** of Monroe County Intermediate School District for fiscal year 2024-2025 is as follows:

Revenue			
	Local	18,200	
	State	76,000	
	Federal	77,600	
	Interdistrict Revenues	0	
	Other – Transfers In	97,000	
	Total Revenue		\$268,800
	Fund Balance July 1, 2024	\$8,058	
	Fund Balance Available to Appropriate		\$8,058
	Total Available to Appropriate		\$276,858

BE IT FURTHER RESOLVED, that \$273,475 of the total available to appropriate in the **Food Service Fund** is hereby appropriated in the amounts and for the purpose set forth below:

Expenditures				
	Support			
	Business	0		
	Other	273,475		
	Other – Transfers Out	0		
	Total Expenditures		<u>\$273,475</u>	
	Projected June 30, 2025 Fund Balance		\$3,383	

BE IT FURTHER RESOLVED, the total Revenues and Unappropriated fund balance estimated to be available for appropriation in the **School Activities Fund** of Monroe County Intermediate School District for fiscal year 2024-2025 is as follows:

Revenue				
	Local	50,000		
	Total Revenue		\$50,000	
	Fund Balance July 1, 2024	\$61,573		
	Fund Balance Available to Appropriate		\$61,573	
	Total Available to Appropriate		<u>\$111,573</u>	

BE IT FURTHER RESOLVED, that \$50,000 of the total available to appropriate in the **School Activities Fund** is hereby appropriated in the amounts and for the purpose set forth below:

Expenditures				
	Support			
	Business	0		
	Other	50,000		
	Other – Transfers Out	0		
	Total Expenditures		<u>\$50,000</u>	
	Projected June 30, 2025 Fund Balance		\$61,573	

BE IT FURTHER RESOLVED, the total Revenues and Unappropriated fund balance estimated to be available for appropriation in the **Capital Projects Fund** of Monroe County Intermediate School District for fiscal year 2024-2025 is as follows:

Revenue				
	Local	10,000		
	Other – Transfers In	550,000		
	Total Revenue		\$560,000	
	Fund Balance July 1, 2024	\$472,892		
	Fund Balance Available to Appropriate		\$472,892	
	Total Available to Appropriate		\$1,032,892	

BE IT FURTHER RESOLVED, that \$705,000 of the total available to appropriate in the **Capital Projects Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures				
	Support			
	Business	100		
	Capital Outlay	704,900		
	Total Expenditures		\$705,000	
	Projected June 30, 2025 Fund Balance		\$327,892	

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the School District shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the Budget adopted by the Board and shall hold the division and department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto by the Board.

The motion carried unanimously.

Central Office Compensation Package Increase

Ms. Larzelere made a motion, supported by Dr. Martin to approve a 3% rate increase, an increase in goals to \$500 per goal (6 goals) and an increase in longevity for MCISD central office members. The motion carried unanimously.

Superintendent Compensation Package Increase

Ms. Larzelere made a motion, supported by Mr. Bless to approve a 3% rate increase, an increase in goals to \$500 per goal (6 goals) and an increase in longevity for the MCISD superintendent. The motion carried unanimously.

Personnel Update

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

- A. Employment
 - a. Caryn Bartholomew, Speech and Language Pathologist, North Region
 - b. Bailey Elekonich, MoCI Teacher, Educational Center
 - c. Marisa Faass, ECSE Teacher, Arborwood North
 - d. Anya Lusk, Asst. Superintendent for HR
 - e. Scott Williams, Adaptive PE Teacher, Educational Center
- B. Leave(s) of Absence
 - a. Emily Adams, Maternity, returning November 1, 2024
 - b. Madyson Farris, Maternity, returning December 2, 2024
 - c. Kristen Gibson, medical, returning July 15, 2024
 - d. Bridgette Halcomb, medical, returning July 29, 2024
 - e. Alisha Hixon, maternity, returning November 18, 2024
 - f. Christine Welsh, medical, returning October 10, 2024
- C. Resignations/Retirements
 - a. Emily Coward, resigned
 - b. Teresa Gratowski, resigned
 - c. Savannah Landis, resigned
 - d. Floyd Martin, resigned
 - e. Heather Meyer, resigned
 - f. Jai Strong, resigned

The motion carried unanimously.

Certified Employee Status Recommendations 2024-2025 School Year

Dr. Martin made a motion, supported by Mr. Miller to approve the following certified employee status recommendations:

Continuation of First Year Probationary Status

Miranda Evans, Teacher
Stacey Trame, Teacher
Emily Coward, Teacher

Continuation of Second Year Probationary Status

Kristen Dunmeade, Teacher
Angela Edwards, Teacher
Mary Pizzo, Teacher

Second Year Probationary Status

Nicholas Hemwall, Teacher
Aubrie Kunkelman, Teacher
Alicia LaZette, Teacher
Emily M Thompson, Teacher

Third Year Probationary Status

Priscilla Byrd, Teacher
Victoria Francis, Teacher
Jennifer Holdren, Teacher

Fourth Year Probationary Status

Melisa Flanner, Teacher
Alyssa Maldonado, Teacher

Continuation of Fourth Year Probationary Status
Kathryn Nice, Teacher

Fifth Year Probationary Status
Sierra Szczepanski, SCI Teacher
Madyson Farris, Teacher

Tenure Status
Kaitlin Boston, Teacher
Brandy Bowen, Teacher
Megan Chonko, Teacher
Kari DeGrace, Teacher
Jordyn Rightnowar, Teacher
Stephanie Sieler, Teacher
Rayann Turner, Teacher
Jaquelyn Wayne, Teacher

The motion carried unanimously.

Renewal of Administrative/Support Staff Contracts

Ms. Larzelere made a motion, supported by Mr. Bless to approve the following administrative/support staff contract extensions for the 2024-2025 contract year:

- Chad Baas – Shared-Time Business Manager, Ida
- Taylor Benner – Help Desk Technician
- Katie Bennett - Finance Applications Specialist
- Kathy Berry- Director of Research, Evaluation and Assessment (220 day Contract)
- Matthew Dandron – Network Manager
- Crysti Esper- Communications and Marketing Specialist
- Janel Faber- Administrative Assistant for Human Resources
- Patrick Felder – Technology Support Coordinator
- Lynn Fleck – Instructional Coach Coordinator (220 days)
- C. Steven Foster – Director of Building and Grounds
- Bridgette Halcomb – Great Start Collaborative Director (195 days)
- Nicholas Hay- Director of Information Services
- James Keck- Technology Support Coordinator
- Josh Kirby – Coordinator, Technology Applications (230 day contract)
- Courtney Last- GSRP Director
- Margot Lechlak – Mental Health Crisis Coordinator (220 day contract)
- Jared Leffel – Technology Support Coordinator
- Rafe McIntire- Transportation Supervisor
- Coryn Mifsud – Shared Time Business Manager, Dundee/Summerfield
- Cara Morrison – YOP Coordinator (up to 240 days, depending on grant)
- Lindsey Motylinski – Cyber Security Analyst
- Andrea Murphy - Administrative Assistant to the Superintendent and District Communications Coordinator

- Jeannette Reed – Accountant/Child Accounting Auditor
- Rebecca Roof – Payroll Supervisor
- Renee Rymanowicz – Accounting Supervisor
- Jerica Sharp – CASA Director
- Nicole Shaughnessy, Director, Knabusch Math & Science Center (220 day contract)
- Adra Stevens – Shared Time Accountant, Summerfield
- Denise Teague – CTE Director
- Jacqueline Venier – Technology Applications Specialist
- Kimberly Worden- Shared-Time Accountant, Summerfield

The motion carried unanimously.

Renewal of Administrative Support Contracts – Head Start

Mr. Bless made a motion, supported by Mr. Miller to approve the following Head Start non-affiliated administrative contracts:

- Nicole VanDaele – Director (260 days)
- Stephanie Carlton – Assistant Director (260 days)
- Kari Hoffman – Accountant (260 days)
- Tara McBride – Education Coordinator (220 days)
- Kim Reynolds – Education Coordinator (220 days)
- Amanda Muncy – Mental Health Coordinator (208 days)
- Savannah Rodriguez – Mental Health Consultant (208 days)
- Nicole Dluzen – Health Services Coordinator (220 days)
- Stephanie Bailiff – Site Leader (208 days)
- Heather Johns – Site Leader (208 days)
- Holly Miller – Site Leader (208 days)
- Carol Rife – Site Leader (208 days)

The motion carried unanimously.

Renewal of Supervisory Contracts

Dr. Martin made a motion, supported by Ms. Larzelere to approve the following supervisory contract extensions:

2024-2025

Name	Days
Megan Sexton	215

2025-2026

Name	Days
Kathryn Bourbina, ECSE Director	240
Shawna Dippman, Supervisor	230
Amy Hammons, Regional Director	230
William Hite, Supervisor/Principal	235
Chelsea Iffland, Supervisor	215
Kelly Keyes, Supervisor	215
Robert Krueger, Supervisor/Principal	230
Shawna Landis, Regional Director	230
Melissa Morton, Supervisor	215
Matthew Prange, Director of Instructional Tech	240

Andrew Shilling, Regional Director	230
Sarah Yu, Supervisor/Asst. Principal	215

The motion carried unanimously.

Request for New Position: Secretary B – Educational Center

Mr. Miller made a motion, supported by Dr. Martin to approve the establishment and posting of a Secretary B in the Educational Center effectively for the 2024-2025 fiscal year. The motion carried unanimously.

Request for Additional Hours – Secondary CTE Teacher, Law Enforcement

Ms. Larzelere made a motion, supported by Mr. Bless to approve the additional thirty (30) hours for Secondary CTE Law Enforcement Teacher, effective for the 2023-2024 school year. The motion carried unanimously.

Request for Additional Day – Director of Research, Evaluation and Assessment

Mr. Miller made a motion, supported by Mr. Bless to approve the additional day for Kathy Berry, Director of Reacher, Evaluation and Assessment on June 24, 2024. The motion carried unanimously.

Request for Additional Hours – Orientation and Mobility Specialist – Wright

Mr. Bless made a motion, supported by Ms. Larzelere to approve the additional five (5) hours for the Orientation and Mobility Specialist position effective immediately. The motion carried unanimously.

Request for New Position: Secondary CTE Teacher - Corrections

Mr. Miller made a motion, supported by Ms. Larzelere to approve the establishment and posting of a Secondary CTE Law Enforcement/Corrections Teacher effective for the 2024-2025 school year. The motion carried unanimously.

Secondary CTE Teacher – Law Enforcement

Mr. Bless made a motion, supported by Ms. Larzelere to approve the schedule for the Secondary CTE Law Enforcement/Corrections teacher position effective for the 2024-2025 school year. The motion carried unanimously.

Request for New Position: LBSE Instructional Aide

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of a local-based special education instructional aide position at Ida High School effective for the 2024-2025 school year. The motion carried unanimously.

Request for New Position: LBSE Classroom Teacher and Aide

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of a local-based special education teacher and teacher aide positions at Bedford Junior High School effective for the 2024-2025 school year. The motion carried unanimously.

Request for New Position: Adventure Support Technician

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of an Adventure Support Technician effective for the 2024-2025 school year. The motion carried unanimously.

Rate Increase for CASA

Dr. Martin made a motion, supported by Mr. Miller to approve a 3% rate increase for CASA staff as well as a \$1,000 increase for the CASA Director effective July 1, 2024. The motion carried unanimously.

Rate Increase for Early On

Ms. Larzelere made a motion, supported by Dr. Martin to approve a 3% rate increase for Early On staff effective July 1, 2024. The motion carried unanimously.

Rate Increase for Great Start Collaborative Staff

Mr. Miller made a motion, supported by Dr. Martin to approve a 3% rate increase for the Great Start Collaborative staff as well as a \$1,000 increase for the GSC Director effective July 1, 2024. The motion carried unanimously.

Rate Increase for YOP

Mr. Bless made a motion, supported by Mr. Miller to approve a 3% rate increase for YOP staff as well as a \$1,000 increase for the YOP Director effective July 1, 2024. The motion carried unanimously.

Out of State Conference Request - Montrief

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Lisa Montrief to attend the Infinite Campus ESA Leadership Conference in Blaine, MN from July 29 through August 1, 2024. The motion carried unanimously.

Acceptance of Donation – Early Intervention Groups

Ms. Larzelere made a motion, supported by Mr. Bless to accept a donation in the amount of \$100.00 from the Target Corp. to support MCISD Early Intervention Groups. The motion carried unanimously.

Out of State Conference Request – Knoblauch

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Ryan Knoblauch to attend the 2024 Closing the Gap Conference in Bloomington, MN from October 21 through 24, 2024. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- No further comments

Curriculum and Instruction – Lisa Montrief

- Discussed the server issues that are being addressed by the MCISD IT Department.

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report-May 2024

Program	Total Enrollment/Funded Enrollment	Over Income Enrollment CP#2004	Disabilities Enrollment (Over 10%)	Students Enrolled Receiving
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	(total enrollment should equal funded enrollment)	(130% FPL+: under 10%) (101-130% FPL: under 35%)		Tiered Intervention Services/In Process of SE Evaluation
Head Start	Enrolled: 239 Reserved (not to exceed 7): 1 Vacant less than 30 days: 0 Total Enrollment: 240/240-100%	130% FPL+: 17/240=7% 101-130% FPL: 5/240=2%	53/240=22%	34/240=14%
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%	12/48=25%	9/48=19%

Current Waitlist Report-As of final day of school

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	7	1	0
Head Start	21 (can be counted in more than 1 location)	4 (can be counted in more than 1 location)	15 (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	2	1	6
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	3	3	5
Monroe-MCCC Elementary 15 Slots	0	2	5
Monroe-Orchard Elementary 25 Slots	6	3	2

Monroe-Riverside Elementary 16 Slots	1	0	0
Monroe-YMCA Elementary 15 Slots	2	2	6

Head Start Attendance Reports-May 2024

Site	Attendance Percentage
In Person Arborwood	85.47%
In Person Dundee	86.67%
In Person Ida	83.19%
In Person MCCC	88.63%
In Person Niedermeier	84.01%
In Person Orchard	88.21%
In Person Riverside	91.14%
In Person SRE	92.60%
In Person YMCA	83.65%
In Person Program Attendance Total	86.90%

Early Head Start Attendance Reports-May 2024

Site	Attendance Percentage
HV 1	73%
HV 2	46%
HV 3	75%
HV 4	50%
Program Attendance Total	61%

2024-2025 Projections-# accepted as of 6/14/24

Site	Total Number of Slots Available	# Accepted	Number of slots remaining	101-130% Over Income (must be <85)	130%+ Over Income (must be <24)	Number of students with disabilities (10%+)
AWS	77	36	41	0	3	12
Dundee	15	10	5	0	1	3
Ida	15	9	6	0	2	2
Niedermeier	31	26	5	0	1	3
Riverside	71	52	19	1	1	7
SRE	31	30	1	0	1	5
TOTALS	240-100%	163-68%	77-32%	1-<1%	9-4%	32-13%

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

- 2024-2025 Program Update
 - 4 classrooms moving from YMCA, Orchard and MCCC are packed and ready to move to Riverside. Moves scheduled for 7/16/24-7/18/24.
 - Dundee Classroom is packed and has been moved to the old classroom.
 - The program administration is working closely with childcare licensing to obtain approved modifications for Custer, Dundee and Riverside; however, changes to fire inspection approvals for childcare licensing modifications are causing delays in approvals. Childcare licensing modifications to licenses are now requiring a “Plan Review” by a Bureau of Fire Safety Inspector (BFSI) vs a typical inspection by a Quality Fire Inspector (QFI). Using anecdotal conversation data with licensing and the QFI, these Plan Reviews are taking on average 4 months for approval. Program administration is working closely with our BFSI, QFI and licensing consultant to monitor this situation to ensure students can begin at the start of September.

Superintendent – Stephen McNew

- Informed the board that Anya Lusk, MCISD Assistant Superintendent for Human Resources will begin August 5th.

Adjourn

At 9:20 AM Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary