

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

March 15, 2022

Monroe County ISD
Professional Development Center

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, Russell Bless, Barry Martin, Paul Miller, Renee Larzelere

MCISD BOARD

MEMBERS ABSENT: None

MCISD

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

MCISD STAFF

ABSENT: None

OTHERS PRESENT: Steve Foster, Denise Miller, Crystal Willit, Collette Burkett, Andrea Basile, Guadalupe Raymond, Caroline Ripple, Yavonne Baldock, Sue Savage, Amber Schmidt, Amanda Langford and Mark McLennan

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- March 31 Spring Break, LaZBoy Center, 6:30 PM
- April 12 Board Retreat, Holiday Camp, 9:00 AM
- April 20 MCABOE General Membership Meeting, MCISD, 6:00 PM
- April 26 MCISD Board Meeting, 5:00 PM

Expressions from the Public

There were no expressions from the public.

Educational Presentation

Nicole VanDaele highlighted the changes/revisions to the Early Head Start/Head Start grant prior to boards approval. Rachel Kopke also reviewed the Benchmark Reporting Data with the board.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the February 15, 2022 meeting that was presented. The motion carried unanimously.

Financial Reports

	General <u>Fund</u>	Special Education <u>Fund</u>	Food Service <u>Fund</u>	Student Activities	CP	<u>Total</u>
<u>Check Registers</u>						
2/6-2/28/22	4,366,706.30	799,345.59	6,736.10	771.02	14,145.00	5,187,704.01
3/1-3/5/22	559,551.33	31,745.55	10,558.25		2,000.00	603,855.13

ACH Transactions

Gross Payroll	710,908.21	1,705,859.29	0	10.00	0	2,416,777.50
Student Activity Account Transfers	0	0	0	0	0	0

Early Head Start & Head Start

Expenses as of February 28, 2022 \$2,220,098.35

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

Personnel Update

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

- A. Employment
 - a. Amber Billau, School Social Worker/East Region, effective May 2, 2022
 - b. Trina Ott, Head Start Teacher/Ida Elementary, effective March 7, 2022
 - c. Rayann Turner, Teacher Consultant, Southwest Region, effective August 25, 2022
- B. Leave(s) of Absence
 - a. Amy Stanlake, ECSE Program Assistant/Sodt Elementary, from February 23, 2022 returning to work April 1, 2022.
- C. Resignations/Retirements
 - a. Allysa Vallade, LBSE Teacher Aide, resigned
 - b. Zachary Mercurio, School Psychologist, resigned
 - c. Madison Reese, Head Start Program Support Aide, resigned
 - d. Ivy Finley, Secretary B, resigned
 - e. Alma Perez, CASA Volunteer Coordinator, resigned
 - f. Pam Toro, Program Assistant, retired
 - g. Sandi Foster, Speech and Language Pathologist, retired

The motion carried unanimously.

Request for Paid Internships – Extension

Ms. Larzelere made a motion, supported by Mr. Bless to approve the extension of three (3) School Social Worker and three (3) School Psychologist Internship positions through June, 2023. The motion carried unanimously.

Early On – Increased Leave

Mr. Miller made a motion, supported by Dr. Martin to approve the increase in illness/injury leave benefits for Early On employees from the equivalent of 40 hours annually (six days) to thirteen (13) days annually, effective March 2022. The motion carried unanimously.

Temporary Secretary B – Human Resources

Dr. Martin made a motion, supported by Ms. Larzelere to approve JJ Dively to work up to 20 days effective March 2, 2022. The motion carried unanimously.

Temporary Parent Educator

Mr. Bless made a motion, supported by Mr. Miller to approve the establishment and posting of a temporary Early On Parent Educator immediately. The motion carried unanimously.

Temporary School Psychologist

Dr. Martin made a motion, supported by Ms. Larzelere to approve the temporary employment of Zachary Mercurio to work up to three (3) days effective April 4, 2022 through April 8, 2022. The motion carried unanimously.

Employee Tenure Recommendation

Mr. Miller made a motion, supported by Dr. Martin to approve the tenure status for the following:

- Deanna Devore, Special Education Teacher Consultant
- Laurissa Horvatinovich, Special Education Teacher
- Katie Hyden, Teacher Consultant

The motion carried unanimously.

Request for New Position: Behavior Coach

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of a Behavior Coach position, effective immediately. The motion carried unanimously.

Request for New Position: Certified Music Therapist

Mr. Miller made a motion, supported by Mr. Bless to approve the establishment and posting of a Certified Music Therapist position, effective immediately. The motion carried unanimously.

Request for New Position: Program Assistant

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

Winter Break Closure – 2022-2023

Mr. Miller made a motion, supported by Dr. Martin to approve the Winter Break closure of the Administration Building on December 28th and December 29th. The motion carried unanimously.

Request for New Position: Adventure Program Facilitator

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of the Adventure Program Facilitator. This position will be funded by the 31n grant. The motion carried unanimously.

Acting Special Education Supervisor

Mr. Bless made a motion, supported by Ms. Larzelere to approve Laurel Rosen-Weatherford as the Acting Special Education Supervisor of the North Region. The motion carried unanimously.

Level Five Association Grievance – ECSE Bus Drivers/Bus Aides

The ECSE bus drivers and bus aides requested a Level 5 grievance of the board for review. Ms. Collette Burkett, representing the ESPA, spoke to the board on behalf of the group. After a lengthy discussion, Mr. Miller made a motion, supported by Dr. Martin to deny the Association Grievance. A Roll Call vote was taken:

Ayes: Bless, Larzelere, Martin, Miller and DeSloover

Nays: none

The motion carried unanimously.

Adoption of Additional Graduation Requirements – MCMC

Dr. Martin made a motion, supported by Ms. Larzelere to approve the additional graduation requirements for the Monroe County Middle College as follows:

Students must complete two (2) elective credits in alternating semesters of Year 5. One of these elective credits must be through a dual credit math experience, while the other must be met through an advisor-approved dual credit course that fits within a student's educational development plan (the MCMC 5-Year plan).

The motion carried unanimously.

Out of State Conference Request – Dippman, S.

Mr. Bless made a motion, supported by Mr. Miller to approve the out of state conference request for Shawna Dippman to attend the NAME Strategic Planning Meeting, Denver, CO from May 11, 2022 through May 13, 2022. The motion carried unanimously.

Early Head Start/Head Start Annual Funding Application

Mr. Miller made a motion, supported by Dr. Martin to approve the annual funding application of the MCISD Early Head Start/Head Start program for fiscal year July 1, 2022 through June 23, 2022. The motion carried unanimously.

Head Start Budget Revision

Dr. Martin made a motion, supported by Mr. Bless to approve the request for the Head Start budget revision to support updates to playground equipment at several Head Start locations.

Request to Scheduled Special Board Meeting

Mr. Bless made a motion, supported by Ms. Larzelere to schedule a special board meeting on Tuesday, April 12, 2022 beginning at 9:00 AM at Holiday Camp. The purpose of this meeting is to discuss the 2022-2023 preliminary budget. The motion carried unanimously.

Request to Enter into Executive Session

At 6:55 pm, Ms. Larzelere made a motion, supported by Dr. Martin to enter into Executive Session for the purpose of discussing the purchase of property. The motion carried unanimously.

Reconvene

The meeting reconvened at 7:25 pm.

Request to Purchase Property

Mr. Bless made a motion, supported by Ms. Larzelere to approve the purchase of 7909 N. Custer Road, Monroe, MI at a cost of \$165,000.00. A Roll Call vote was taken:

Ayes: Bless, Larzelere, Martin, Miller, DeSloover

Nayes: none

The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Informed the board that three RFPs were released today regarding campus security updates. More information will be discussed at the April meeting.

Human Resources and Legal Services - Eric Feldman

- Discussed the Personnel Update memo with the board. The board approves this menu format.

Curriculum and Instruction – Lisa Montrief

- Informed the board the Spelling Bee will take place May 10th
- Fine Arts Festival is May 3

Special Education and Early Childhood – Rachel Kopke

Current Enrollment Report- February 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: 303 Reserved (not to exceed 1): 4 Vacant less than 30 days: 8 Total Enrollment: 315/315-100%	130% FPL+: 23/315=7% 101-130% FPL: 38/315=12%	53/315=17%
Head Start	Enrolled: 258 Reserved (not to exceed 8): 4 Vacant less than 30 days: 5 Total Enrollment: 267/267-100%	130% FPL+: 21/267=8% 101-130% FPL: 33/267=12%	43/267=16%
Early Head Start	Enrolled: 45 Reserved (not to exceed 1): 0 Vacant less than 30 days: 3 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 5/48=10%	13/48=27%

Current Waitlist Report- February 2022 (as of 2/3/22)

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Head Start	13	3	28
Early Head Start	2	0	1

Head Start Participation Reports February 2022

Site	Attendance Percentage
In Person Arborwood	80.18%
In Person Dundee	90.45%
In Person Ida	91.76%
In Person MCCC	86.32%
In Person Niedermeier	81.53%
In Person Orchard	78.96%
In Person Riverside	86.50%
In Person SRE	86.39%
In Person YMCA	90.69%
In Person Program Attendance Total	83.64%

Head Start Attendance Averages Transported/Self-Transported

Month	Average Attendance: <u>Transported</u> Students	# Of days transportation was <u>Cancelled</u> ORCHARD	# Of days transportation was <u>Cancelled</u> NIEDERMEIER	Average Attendance: <u>Self-Transported</u> Students
September 2021	84.89%		0	86.77%
October 2021	84.31%		0	84.75%
November 2021	77.86%	3/16-18.75%		82.11%
December 2021	78.85%	5/13-38.46%		79.74%
January 2022	76.5%	1/8-12.5%	1/15-6.66%	75.48%
February 2022	84.20%	0 Cancellations	CLOSED RUN	83.86%
March 2022				
April 2022				
May 2022				

Early Head Start Participation Reports-February 2022

Site	Attendance Percentage
HV 1	40.74%
HV 2	41.67%
HV 3	74.36%
HV 4	50.00%
Program Attendance Total	53.08%

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

- COVID updates during the month of February 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				
April 2022				
May 2022				
June 2022				
TOTALS	19	27	26	334

- Due to the lack of available staffing, it was necessary to close one of the two remaining transportation routes (Niedermeier) following the resignation of one of the employees. Attendance does not seem to be negatively impacted by this closure, and families have transitioned well.
- The program has transitioned into weekly COVID testing for those who are exempt from the COVID vaccine. To date, weekly COVID testing has identified 1 COVID positive person. Although the CDC has lifted all masking requirements, the Office of Head Start is requiring they remain in place in addition to the vaccine requirements.

Superintendent – Stephen McNew

- Discussed the review of Student Discipline Data county-wide
- Informed the board the MAISA Executive Director has been selected
- Meeting with local district superintendents to discuss the Master Plan for the Delivery of Special Education.

Adjourn

At 7:50 PM Mr. Bless made a motion, supported by Ms. Larzelere to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller
Secretary