

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

March 17, 2020

Monroe County ISD
Professional Development Building
1101 S. Raisinville Road
Monroe, MI 48161

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, Russell Bless and Barry Martin

MCISD BOARD

MEMBERS ABSENT: none

MCISD

STAFF PRESENT: Superintendent Steve McNew, Rachel Kopke, Josh Dyer, Lisa Montrief, Elizabeth Taylor, Andrea Murphy. Katie Bourdina and Nicole VanDaele joined the meeting virtually.

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- March 17 MCISD Board Meeting
- March 16 – April 5 MCISD Closed due to COVID-19
- April 6-10 Spring Break, No Students
- April 15 MCISD Board Retreat; 8:30 AM

Expressions from the Public

There were no expressions from the public.

Educational Presentation

Katie Bourbina and Nicole VanDaele reviewed the 2020 Early Head Start and Head Start grants with the board prior to requesting approval for submission.

Recommended Actions

Routine Matters

Mr. Bless made a motion, supported by Mr. Miller to approve the minutes of the February 19, 2020 meeting. The motion carried unanimously.

Financial Reports

	<u>General Fund</u>	<u>Special Education Fund</u>	<u>Food Service Fund</u>	<u>School Service</u>	<u>Total</u>
2/9-29/2020	2,452,816.88	513,348.84	17,543.46	1,601.70	2,985,310.88
3/1-7/2020	1,399,240.50	30,841.40	916.40	784.45	1,431,782.75
<u>ACH Transactions</u>					
Withholding & Sales					
Taxes	554,635.86	0	53.66		554,689.88
Gross Payroll	610,408.16	1,578,552.82	0	562.86	2,189,523.84

Early Head Start

Year to Date as of February 29, 2020 \$200,596.98

Head Start

Year to Date as of February 29, 2020 \$1,659,963.63

Old or New Business Requiring Board Action

Employment Recommendation – Bowen, B.

Mr. Bless made a motion, supported by Dr. Martin to approve the employment recommendation for Brandy Bowen as a special education teacher at Monroe Road Elementary, effective May 11, 2020. The motion carried unanimously.

Employment Recommendation – Hartwick, J.

Dr. Martin made a motion, supported by Ms. Larzelere to approve the employment recommendation for Jayd Hartwick as a special education teacher at Ritter Elementary, effective with the start of the 2020-2021 school year. The motion carried unanimously.

Employment Recommendation – Hoss, M.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the employment recommendation for Milka Hoss as an Early Literacy Coach, effective March 25, 2020. The motion carried unanimously.

Employment Recommendation – LaPointe, C.

Mr. Miller made a motion, supported by Mr. Bless to approve the employment recommendation for Carissa LaPointe as a special education teacher at the Educational Center, effective April 27, 2020. The motion carried unanimously.

Request for Medical Leave of Absence – Braun, A.

Dr. Martin made a motion, supported by Mr. Bless to approve the medical leave of absence request for Amanda Braun to begin March 23, 2020 and returning to work on May 18, 2020. The motion carried unanimously.

Request for Medical Leave of Absence – Bender, Jennie

Mr. Miller made a motion, supported by Ms. Larzelere to approve the medical leave of absence for Jennie Bender to begin March 1, 2020 and is expected to return to work March 16, 2020. The motion carried unanimously.

Request for Medical Leave of Absence – Gill, A.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the medical leave of absence request for April Gill from February 18, 2020 through April 1, 2020. The motion carried unanimously.

Request for New Position – Secretary B: Monroe County Middle College

Mr. Miller made a motion, supported by Mr. Bless to approve the establishment and posting of a new Secretary B – Monroe County Middle College position, effective immediately. The motion carried unanimously.

Request for New Position – Half Time ECSE Teacher

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of a Half Time Early Childhood Special Education Teacher, effective at the start of the 2020-2021 school year. The motion carried unanimously.

Winter Break Closure 2020-2021

Ms. Larzelere made a motion, supported by Dr. Martin to approve the 2020-2021 winter break closure from December 23, 2020 and reopening on January 4, 2021. The motion carried unanimously.

Adoption of Common Calendar

Mr. Bless made a motion, supported by Mr. Miller to approve the common calendar dates for winter and spring break through the 2024-2025 school year. The motion carried unanimously.

Approval of the Early Head Start Grant Submission

Ms. Larzelere made a motion, supported by Mr. Bless to approve the annual funding application of the MCISD Early Head Start program for fiscal year 7/1/20-6/30/21. The motion carried unanimously.

Approval of the Head Start Grant Submission

Mr. Miller made a motion, supported by Dr. Martin to approve the annual funding application of the MCISD Head Start program for fiscal year 7/1/20-6/30/21. The motion carried unanimously.

Out of State Conference Request – Dippman, S.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Shawna Dippman to attend the 2020 NAME Strategic Planning Meeting in Columbus, OH from May 4-6, 2020. The motion carried unanimously.

Out of State Conference Request – Shaughnessy, N.

Dr. Martin made a motion, supported by Ms. Larzelere to approve the out of state conference request for Nicole Shaughnessy to attend the National Science Teachers Association Conference in Louisville, KY as part of the MI STEM Region 2 team from July 21-24, 2020. The motion carried unanimously.

Request to Purchase ECSE Buses (2)

Dr. Martin made a motion, supported by Mr. Bless to approve the purchase of two (2) 30-passenger buses from Midwest Transit. One bus will be acquired by the MCISD during FY 2020 and the second will be acquired during FY 2021. The motion carried unanimously.

Reports from Administration

Business and Administrative Services – Josh Dyer

- No further comments.

Human Resources and Legal Counsel – Betsy Taylor

- Through the unknowns of COVID-19, she is hopefully to continue virtual interviewing applicants.

Curriculum and Instruction – Lisa Montrief

- Working with MDE to address state assessments, seat-time waivers and virtually learning during the statewide school closures.

Special Education and Early Childhood Services – Rachel Kopke

- MCISD staff stepped up to get students the materials and lessons to prepare them for the school closure. The MCISD staff is simply amazing.
- MCISD Administration is in constant contact with the local districts regarding the continued learning for students. There are daily calls with MDE and MAISA – information is changing by the hour.

Superintendent – Steve McNew

- Before Governor Whitmer closed all k-12 schools, the MCISD administration was focusing on meeting with LEA administration to discuss the MCISD special education budget. So far, meetings were held with Airport, Bedford, Dundee and Mason. These meetings will be rescheduled with districts that haven't met.
- During this COVID-19 school closure, the MCISD staff has stepped up and are doing anything necessary for kids. All MCISD students left school on Friday, March 13th with a learning packet that staff prepared during the day. Communication to families is happening daily.
- MAISA holds a Zoom call daily at 4:00PM. For the past week, the topic of this call has been the Governor's request for ISDs to provide emergency childcare options for first responders, medical staff and utility workers. Detailed as changing daily on this request as many community agencies as stepped up and put plans into place.

Adjourn

At 6:23 PM, Ms. Larzelere made a motion, supported by Mr. Bless to adjourn the meeting.

Current Enrollment Report-January2019

Program	Enrollment	Over Income Enrollment (under 10%)	Disabilities Enrollment (over 10%)
Head Start	267/267	19-7%	36-13%
Early Head Start	72/72	7-10-%	25-35%

Current Waitlist 2018-2019 Report- January 2019

Program	Income Eligible	Over Income
Head Start	22	34
Early Head Start	1	3

Head Start Attendance Reports- January 2019

Site	Attendance Percentage
Arborwood	84.18%
Ida	90.91%
MCCC	90.50%
Orchard	72.60%
Riverside	85.80%
SRE	87.26%
Sodt	80.78%
Program Attendance Total	82.35% (Over 85%)

Early Head Start Attendance Reports-January 2019

Site	Attendance Percentage
HV 1	48%
HV 2	53%
HV 3	43%
HV 4	79%
HV 5	53%
HV 6	86%
Program Attendance Total	60% (Over 50%)

Office of Head Start Communication

Communication Type	Number of new postings (found on the MCISD website)
Information Memorandums	0
Program Instructions	0

<http://www.monroeisd.us/departments/specialedecse/educational-opportunities/>

Program Overview/Updates

- Program-wide attendance continues to be closely monitored by the Early Head Start and Head Start administrative team. Early Head Start had an increased number of absences in January due to weather related closures. In the Head Start program, the Orchard classrooms continue to have the lowest average daily attendance, with student illness being the highest absence reporting reason. Head Start administration is working closely with Monroe Public Schools (MPS) custodial services to respond to these concerns in the following ways:
 1. MPS custodial services will increase cleaning throughout the day in the crucial areas of the classroom to reduce the risk of transmitting contagious illnesses via surfaces.
 2. In Head Start classrooms with higher attendance rates, there are functional handwashing sinks available within the classrooms. When a functional handwashing sink is available within the classroom, children have opportunities to wash their hands more frequently which is strongly correlated with less illness/higher attendance rates. At the Orchard center, children currently leave the classroom when they need to wash their hands due to a "hot water" only handle available. Although the water temperature in the classroom sink is within allowable ranges per childcare licensing regulations, it is too hot for children to wash their hands comfortably. To assist with increasing opportunities for handwashing in classroom sinks at the Orchard center, MPS has agreed to decrease the water temperature, and will be pursuing the possibility of a "cold water" handle as well.

Additionally, program staff continue to reinforce the importance of school attendance with all families.

- Winter home visits are scheduled for all Head Start locations this month. Families will be given updates on their child's progress and will have the opportunity to develop new child development goals with their classroom teacher.