

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

March 21, 2023

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, Russell Bless, Paul Miller and Barry Martin

MCISD BOARD

MEMBERS ABSENT: none

MCISD

STAFF PRESENT: Superintendent Steve McNew, Josh Dyer, Lisa Montrief, Eric Feldman, and Andrea Murphy

MCISD

STAFF ABSENT: Rachel Kopke

OTHERS PRESENT: Katie Bourbina, Nicole VanDaele, Laurel Rosen-Weatherford, John Onesian and Steve Foster

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- March 27-31 Spring Break
- April 7 Good Friday, MCISD Closed
- April 18 MCISD Board Meeting, 5:00 PM
- April 19 Ed Center 50th Anniversary Celebration, 5:00 PM

Expressions from the Public

None.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Ms. Larzelere to approve the minutes of the February 21, 2023 meeting 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>							
2/12-2/28/23	1,853,703.37	393,362.51	12,508.25	1,208,121.19	500.00	0	3,468,195.32
2/1-2/11/23	1,347,726.72	400,621.15	2,544.90	1,112,992.41	591.83	4,683.75	2,869,160.76

ACH Transactions

Gross Payroll	745,670.52	1,815,246.60	0	0	0	0	2,560,917.12
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Early Head Start

Year to Date as of February 28, 2023 \$2,173,821.29

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

2023 Budget Amendment

Ms. Larzelere made a motion, supported by Mr. Bless, to approve the following revisions to the 2022-2023 General Fund, Special Education Fund and School Service budgets:

	Approved Budget	Requested Revision
<u>General Fund</u>		
Revenue	\$24,872,359	\$25,289,631
Expenditures	\$25,218,484	\$25,536,792
<u>Special Education Fund</u>		
Revenue	\$54,102,503	\$54,219,222
Expenditures	\$53,492,682	\$53,527,431

The motion carried unanimously.

First Review of Board Policies of the 8000 Series

Eric Feldman reviewed the following board policies with the board:

- 8120 Iran Economic Sanctions Act Compliance
- 8142 Criminal History Record Check
- 8142.01 Weapon
- 8210 School Calendar
- 8310 Public Records
- 8315 Information Management
- 8325 Receipt of Legal Documents
- 8330 Student Records
- 8340 Letters of Reference
- 8350 Confidentiality
- 8351 Security Breach of Confidential Databases

- 8390 Animals on District Property
- 8400 School Safety Information
- 8410 Crisis Intervention
- 8420 Emergency Situation at Schools
- 8431 Preparedness for Toxic Hazard and Asbestos Hazard
- 8452 Automated External Defibrillators (AED)
- 8453 Direct Contact Communicable Diseases
- 8462 Student Abuse and Neglect
- 8500 Food Services
- 8531 Free and Reduced-Price Meals
- 8540 Vending Machines
- 8600 Transportation
- 8601 Monroe County Transportation Consortium for Student with Disabilities
- 8651 Nonroutine Use of School Buses
- 8800 Religious/Patriotic Ceremonies and Observances
- 8900 Anti-Fraud

No edits were noted.

Approval of the Personnel Update

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

- Employment
 - Jessa Snyder, School Psychologist, Southwest Region
 - Emily Thompson, Special Education Teacher, Ritter Elementary
- Leaves of Absence
 - Rebecca Larrow, February 13 through 23, 2023
- Resignations/Retirement
 - Linda Bredernitz, retiring
 - Kimberly Buell, retiring
 - Jill Koenemann, retiring

The motion carried unanimously.

Proposed Calendars for 2023-2024 School Year -MCMC, SCI, Schedule D

Mr. Bless made a motion, supported by Ms. Larzelere to approve the Monroe County Middle College, SCI and Schedule D calendars for the 2023-2024 school year. The motion carried unanimously.

Request for New Position: Playdate with Principals Facilitator

Mr. Bless made a motion, supported by Ms. Larzelere, to approve the establishment and posting of four (4) Playdate with the Principal positions for the summer of 2023. The motion carried unanimously.

Winter Break Closure – 2023-2024

Mr. Miller made a motion, supported by Dr. Martin to approve the winter break closure from December 23, 2023, resuming on January 3, 2024. The motion carried unanimously.

EHS/HS 5-Year Baseline Funding Application including Additional COLA Funding

Dr. Martin made a motion, supported by Ms. Larzelere to approve the 5-year baseline funding application and a 5.6% cost-of-living and quality improvement funding applications for the MCISD Early Head Start/Head Start program with an effective date of 7/1/23, ongoing. The motion carried unanimously.

Head Start Budget Slot Reduction

Ms. Larzelere made a motion, supported by Mr. Bless to approve a change of scope amendment for an enrollment reduction in funded enrollment from 267 to 240 with an effective date of 7/1/23. The motion carried unanimously.

Summer 2023 Four Day Work Week

Ms. Larzelere made a motion, supported by Mr. Bless to approve the four-day work week beginning the week of June 19, 2023 through August 18, 2023. The motion carried unanimously.

Acceptance of Donation – Holiday Camp

Mr. Miller made a motion, supported by Dr. Martin to accept a donation on behalf of Holiday Camp on memory of Beverly Lands in the amount of \$635.00. Russell Bless abstained. Motion carried.

Acceptance of Donation – Special Education Programs

Ms. Larzelere made a motion, supported by Mr. Bless to accept a donation in the amount of \$460.00 in memory of Kathy Bourbina to support MCISD Special Education student programs. The motion carried.

Out of State Conference Request – Dyer, J.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Josh Dyer to attend the SNUG Pre-Planning Conference from March 27-30, 2023 in Philadelphia, PA. All costs will be covered by the SNUG board. The motion carried unanimously.

Office Furniture Remodel Bid

Ms. Larzelere made a motion, supported by Mr. Bless to award the Office Furniture Remodel Bid to ISCG, Inc, Royal Oak, MI with Haworth Inc pending reference checks and manufacturer visits. The motion carried unanimously.

Executive Session

At 6:42 p.m., Mr. Miller made a motion, supported by Dr. Martin to enter executive session. The motion carried. *At 7:04 p.m., Member Bless excused the MCISD Administration from Executive Session and returned 7:22 p.m.*

Reconvene

At 7:40 p.m., Ms. Larzelere made a motion, supported by Dr. Martin to reconvene the meeting. The motion carried unanimously.

Schedule Special Board Meeting – Retreat

Ms. Larzelere made a motion, supported by Mr. Bless to schedule a special board meeting on April 17, 2023 at 9:00 a.m. for the purpose of reviewing the preliminary 2023-2024 budget. The location of the meeting is tentatively Holiday Camp. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Updated the board on the generator replacement project.

Human Resources and Legal Counsel – Eric Feldman

- Discussed the School Safety Assessment project with the board.

Curriculum and Instruction – Lisa Monrief

Discussed the updates at the Knabusch Center.

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report-February 2023

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: 304 Reserved (not to exceed 9): 8 Vacant less than 30 days: 3 Total Enrollment: 315/315-100%	130% FPL+: 20/315=6% 101-130% FPL: 16/315=5%	52/315=17%
Head Start	Enrolled: 257 Reserved (not to exceed 8): 8 Vacant less than 30 days: 2 Total Enrollment: 267/267-100%	130% FPL+: 19/267=7% 101-130% FPL: 12/267=4%	38/267=14%
Early Head Start	Enrolled: 47 Reserved (not to exceed 1): 0 Vacant less than 30 days: 1 Total Enrollment: 48/48-100%	130% FPL+: 1/48=2% 101-130% FPL: 4/48=8%	14/48=29%

Current Waitlist Report-As of 3/7/23

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	2	0	2
Head Start	30 (Some students below may be counted twice if they have more than 1 site preference)	2 (Some students below may be counted twice if they have more than 1 site preference)	37 (Some students below may be counted twice if they have more than 1 site preference)
Airport-Niedermeier Elementary 33 slots	8	0	7
Bedford-Smith Rd Elementary 33 Slots	9	1	13
Dundee-Dundee Elementary 17 Slots	1	0	12
Ida-Ida Elementary 16 Slots	1	0	10
Monroe-AWS Elementary 83 slots	4	0	9
Monroe-MCCC Elementary 18 Slots	4	1	15

Monroe-Orchard Elementary 34 Slots	5	0	7
Monroe-Riverside Elementary 16 Slots	2	0	1
Monroe-YMCA Elementary 17 Slots	7	1	16

Head Start Participation Reports February 2023

Site	Attendance Percentage
In Person Arborwood	80.96%
In Person Dundee	90.50%
In Person Ida	90.56%
In Person MCCC	83.33%
In Person Niedermeier	84.19%
In Person Orchard	75.69%
In Person Riverside	79.33%
In Person SRE	92.31%
In Person YMCA	84.16%
In Person Program Attendance Total	83.80%

Early Head Start Participation Reports-February 2023

Site	Attendance Percentage
HV 1	68%
HV 2	31%
HV 3	65%
HV 4	44%
Program Attendance Total	50.57%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	NONE	Information Memoranda ECLKC (hhs.gov)
Program Instructions	ACF-PI-HS-23-02	Program Instructions ECLKC (hhs.gov)

Program Updates

- Most recent ACF-PI-HS-23-02 informs us that we can expect a funding guidance letter that allows for a 5.6% cost-of-living increase beginning 7/1/23 for all EHS and HS staff. Additionally, we will be offered to write for quality improvement funding in the approximate amounts of \$480/EHS student (\$23,040) and \$280/HS student (\$74,760). Due to current COVID-19 funding ending, the program plans to use these funds to continue supporting the staff recruitment and retainment efforts as outlined in the current Staff Recruitment and Retention policy.

Superintendent – Steve McNew

- Continue to work with David Arthur Consultants on the Holiday Camp Lodge roof; this project will be rebid.
- Discussed the Educational Center’s 50th Anniversary Celebration on April 19th.

Adjourn

At 8:00 p.m. Mr. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary