

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

May 17, 2022

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, Renee Larzelere and Paul Miller

MCISD BOARD

MEMBERS ABSENT: none

MCISD

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

MCISD STAFF

ABSENT: Steve Foster, Nicholas Hay, Andrew Shilling and Tara Hunley

OTHERS PRESENT: Crystal Willit, Collette Burkett

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Educational Presentation

MCISD Regional Director for Special Education, Andrew Shilling, and MCISD Behavior Coach, Tara Hunley, updated the board on the implementation of the behavior coaches throughout the district.

Important Dates

- May 20 Legislative Lunch, 11:30 AM
- May 30 Memorial Day, MCISD Closed
- June 7 Project Search Graduation, ProMedica Lobby, 11:00 AM
- June 9 Educational Center Graduation, noon
- June 10 Transition Center Graduation, 9:30 AM
- June 21 MCISD Board Meeting, 8:30 AM

Expressions from the Public

No expressions from the public.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the April 26, 2022 meeting that was presented. The motion carried unanimously.

Financial Reports

	Special	Food	
General	Education	Service	Student

	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	Activities	CP	<u>Total</u>
<u>Check Registers</u>						
4/7-4/30/22	1,070,774.53	664,007.36	12,252.42	1,814.51		1,748,848.82
5/1-5/7/22	55,887.59	97,838.51	1,206.48	11,018.83	1,777.50	167,728.91
<u>ACH Transactions</u>						
Gross Payroll	663,678.84	1,621,314.32	0	0	0	2,284,993.16
Student Activity Account Transfers	0	0	0	0	0	0
Early Head Start & Head Start						
Year to Date as of April 30, 2022		\$2,782,092.12				

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

First Review of Board Policy 6320

Eric Feldman reviewed the following board policies with the board:

- Policy 6320 Purchasing
- Policy 7440.01 Video Surveillance and Electronic Monitoring

Personnel Update

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

- A. Employment
 - a. Jennifer Colletti-Heil, Special Education Teacher, Jefferson Middle School
 - b. Kari DeGrace, Special Education Teacher, Bedford High School
 - c. Leigh Jewett, Special Education Teacher, Douglas Road Elementary
 - d. John Onesian, Music Therapist, countywide
 - e. Amy Wood, Special Education Teacher, Monroe Middle School
- B. Leave(s) of Absence
 - a. Stephanie Thomas, August 29 through November 20, 2022
- C. Resignations/Retirements
 - a. Amy Stanlake, resigned
 - b. Erica Cunningham, resigned
 - c. Christine Trapp, resigned
 - d. Michele Bruck, retired
 - e. Morgan Close, resigned

The motion carried unanimously.

Temporary Employment Extension – Thompson, N.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the temporary employment of Nancy Thompson through December, 2022. The motion carried unanimously.

Temporary Local Based Special Education Teacher

Mr. Miller made a motion, supported by Dr. Martin to approve the temporary employment of Roxana Dobbs at Custer Elementary School from May 17, 2022 through June 10, 2022. The motion carried unanimously.

CASA Volunteer Coordinator Pay Increase and Schedule Change

Dr. Martin made a motion, supported by Mr. Miller to approve the increase in hourly rate for the CASA Volunteer Coordinator and reduce the position to part-time. The motion carried unanimously.

Request for Summer Custodial Positions

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of five summer custodians positions effective June 16, 2022 through August 12, 2022. The motion carried unanimously.

Proposed Calendars for 2022-2023 School Year

Dr. Martin made a motion, supported by Mr. Miller to approve the 2022-2023 calendars for the following programs: Early Childhood Special Education, Great Start Readiness Program and Head Start. The motion carried unanimously.

Request for Title Change

Mr. Bless made a motion, supported by Mr. Miller to approve the title change for Eric Feldman, to Assistant Superintendent for Human Resources and Legal Counsel. The motion carried unanimously.

Superintendent Contract Extension

Mr. Bless made a motion, supported by Dr. Martin to approve the superintendent contract extension for the 2024-2025 for Superintendent McNew. The motion carried unanimously.

Approval of the EHS/HS COLA and Quality Improvement Application

Dr. Martin made a motion, supported by Mr. Miller to approve the Early Head Start and Head Start COLA and Quality Improvement grant application. The motion carried unanimously.

Door Access Bid Request

Ms. Larzelere made a motion, supported by Mr. Bless to approve the purchase and installation of the Door Access Bid through Accurate Networks, Middleville, MI, in the amount of \$42,737. The motion carried unanimously.

IP Doorbell Bid Request

Dr. Martin made a motion, supported by Mr. Miller to approve the purchase and installation of the IP Video Intercom Doorbell bid through Accurate Networks, Middleville, MI in the amount of \$13,530.92. The motion carried unanimously.

PA System Bid Request

Mr. Miller made a motion, supported by Ms. Larzelere to approve the purchase and installation of the PA System bid through Torrence Sound, Perrysburg, OH, for \$58,120. The motion carried unanimously.

Network Cabling Bid Request

Dr. Martin made a motion, supported by Mr. Bless to award the Network Cabling Bid to SSD Cabling and Cameras, Milford, MI, for \$9,813.81. The motion carried unanimously.

Generator Bid Request

Mr. Bless made a motion, supported by Ms. Larzelere to award the Standby Generator and Wiring Upgrades Bid to Allied Building Service Company, Detroit, MI, for \$281,322.82. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Summer projects are set to begin as soon as possible.

Human Resources and Legal Counsel – Eric Feldman

- In the process of hiring teachers; many classroom support positions still available.
- In the process of scheduling enhancements to the SFE program
- Informed the board that the HR department is in the process of reviewing all board policies.

Curriculum and Instruction – Lisa Monrief

- Informed the board that student programs are coming to a close for the school year – recently completed the Monroe County Fine Arts Festival, Monroe County Spelling Bee and Quiz Bowl

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report- April 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: 305 Reserved (not to exceed 1): 5 Vacant less than 30 days: 5 Total Enrollment: 315/315-100%	130% FPL+: 23/315=7% 101-130% FPL: 39/315=12%	55/315=17%
Head Start	Enrolled: 258 Reserved (not to exceed 8): 6 Vacant less than 30 days: 3 Total Enrollment: 267/267-100%	130% FPL+: 21/267=8% 101-130% FPL: 34/267=13%	41/267=15%
Early Head Start	Enrolled: 47 Reserved (not to exceed 1): 0 Vacant less than 30 days: 1 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 5/48=10%	17/48=35%

Current Waitlist Report- April 2022 (as of 5/5/22)

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Head Start	15	4	28
Early Head Start	3	0	1

Head Start Participation Reports April 2022

Site	Attendance Percentage
In Person Arborwood	83.71%
In Person Dundee	96.08%
In Person Ida	88.95%
In Person MCCC	87.04%
In Person Niedermeier	86.98%
In Person Orchard	84.64%
In Person Riverside	92.96%
In Person SRE	84.30%
In Person YMCA	83.00%
In Person Program Attendance Total	86.17%

Head Start Attendance Averages Transported/Self-Transported

Month	Average Attendance:	# Of days transportation	# Of days transportation was	Average Attendance:
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	<u>Transported Students</u>	<u>was Cancelled ORCHARD</u>	<u>Cancelled NIEDERMEIER</u>	<u>Self-Transported Students</u>
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	84.63%	0 Cancellations	CLOSED RUN	81.24%
April 2022	87.08%	0 Cancellations	CLOSED RUN	86.90%
May 2022			CLOSED RUN	

Early Head Start Participation Reports-April 2022

Site	Attendance Percentage
HV 1	64.86%
HV 2	66.67%
HV 3	78.26%
HV 4	55.10%
Program Attendance Total	66.11%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	ACF-IM-HS-22-03	Information Memoranda ECLKC (hhs.gov)
Program Instructions	None	Program Instructions ECLKC (hhs.gov)

Program Updates

- COVID updates during the month of March 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	2	3	0	38
April 2022	0	2	0	8
May 2022				
June 2022				

- The program's Quality Improvement (QI) and Cost-of-Living-Adjustment (COLA) Funding Guidance Letters were received, totaling \$100,480.
 - Head Start is being offered \$13,896 for QI and \$74, 164 for COLA
 - Early Head Start is being offered \$3, 817 for QI and \$8,603 for COLA

Superintendent – Steve McNew

- Informed the board of the superintendent openings in the county.
- Informed the board that the MCISD Mental Health Team’s proposals for the AESA Conference were approved.
- Announced that the Monroe County Road Commission added speed limit signs on Raisinville Road.

At 7:30 p.m. Ms. Larzelere made a motion, supported by Mr. Bless to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller, Secretary