

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

May 20, 2025

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, Josh Dyer, Lisa Montrief, Anya Lusk, Andrea Murphy and Sgt. Jason Miller

MCISD

STAFF ABSENT: Rachel Kopke

OTHERS PRESENT: Tyler Reeves (parent)

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Check Presentation

Jennifer Click, Flat Rock Elks Lodge, presented a \$1,000.00 check to support the MCISD Educational Center Sensory Room Fitness Wall.

Educational Presentation

Nicholas Hay and Lyndsay Motylinski, MCISD IT Department, discussed the cyber security initiatives that are in place between Monroe and Lenawee Counties to combat cyber-attacks, if any should happen.

Important Dates

- May 20 MCISD Board Meeting, 5:00 PM
- June 2 (proposed) MCISD Biennial Election, 5:00 PM
- June 6 Educational & Transition Center Graduation, 10:30 AM
- June 17 MCISD Board Meeting, 8:30 AM

Expressions from the Public

Tyler Reeves, parent of a student at Sodt Elementary, addressed the board regarding an incident that took place in the classroom regarding his son.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Mr. Bless to approve the minutes of the April 22, 2025 meeting that were presented. The motion carried unanimously.

Financial Reports

	Gnl <u>Fund</u>	Special Ed. <u>Fund</u>	Food Service <u>Fund</u>	Tech Tax	Student Activities	CP	ESPC Bond	<u>Total</u>
<u>Check Registers</u>								
4/10-4/30/25	3,071,225.19	801,998.99	17,280.23	152,051.47	7,654.89	579,107.33	450.00	4,050,660.77
5/1-5/9/25	1,254,220.49	254,328.93	4,143.81	0	1,121.60	0	0	2,092,922.16
<u>ACH Transactions</u>								
Gross Payroll	889,436.37	2,036,592.76	0	0	345.72	0	0	2,926,374.85
Student Activity	0	0	0	0	0	0	0	0
Transfers								

Early Head Start & Head Start FY25

Year to Date as of April 30, 2025 \$2,984,131.69

Mr. Bless made a motion, supported by Ms. Larzelere, 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 Personnel Update

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

- Employment
 - o Briana Armato, School Social Worker, North Region
 - o Jason Burt, Asst. Director of Information Services
 - o Sarah Loftus, Orientation and Mobility Specialist
 - o William Ryan, Special Education Teacher, Transition Center – South County
- Leaves of Absence
 - o Two maternity and one medical leaves of absence
- Resignations/Retirement
 - o Hannah Buchanan, resigned
 - o Amanda Daniels, resigned
 - o Katie Drake, resigned
 - o Nicholas Hemwall, resigned
 - o Steve Murphy, resigned
 - o Jody Scholl, resigned

The motion carried unanimously.

Temp. Certified Occupational Therapy Assistant - Lajiness

Mr. Miller made a motion, supported by Dr. Martin to approve the continued temporary employment of Lisa Lajiness as a Certified Occupational Therapy Assistant for the 2025-2026 school year. The motion carried unanimously.

Temp. School Psychologist

Ms. Larzelere made a motion, supported by Mr. Bless to approve the temporary employment of Diane Donar as a School Psychologist in the North Region for the 2025-2026 school year. The motion carried unanimously.

Proposed School Calendars – MCMC, SCI, Schedule D

Ms. Larzelere made a motion, supported by Mr. Bless to approve the following calendars for the 2025-2026 school year:

- Monroe County Middle College
- SCI Program
- Schedule D – Educational Center, Transition Center and Youth Center

The motion carried unanimously.

Proposed School Calendars – ECSE, GSRP and Head Start

Mr. Miller made a motion, supported by Dr. Martin to approve the following calendars for the 2025-2026 school year:

- Early Childhood Special Education
- Great Start Readiness Program
- Head Start Program

The motion carried unanimously.

Summer Work – Continuous Improvement Planning – Berry & Todd

Dr. Martin made a motion, supported by Mr. Miller, to approve the additional four (4) workdays for Kathy Berry and an additional fifteen (15) workdays for Chris Todd funded by the Regional Assistance Grant. The motion carried unanimously.

Request for New Position: Local-Based Special Education Paraprofessional

Mr. Miller made a motion, supported by Dr. Martin to approve the establishment and posting of a Local-Based Special Education Paraprofessional position effective with the start of the 2025-2026 school year. The motion carried unanimously.

Request for New Position: Early Childhood Special Education Teacher

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of an Early Childhood Special Education position effective with the start of the 2025-2026 school year. The motion carried unanimously.

MCISD/LISD Technology Consortium Agreement

Dr. Martin made a motion, supported by Ms. Larzelere to approve the Amendment to the Lenawee/Monroe Technology Consortium Agreement. This agreement is in place from July 1, 2025 through June 30, 2030. The motion carried unanimously.

Staff and Student Computer Purchase for 2025-2026 School Year

Mr. Bless made a motion, supported by Dr. Martin to approve the staff and student computer purchase for the 2025-2026 school year from Driven Technology, Inc. The motion carried unanimously.

Staff and Student iPad Purchase for 2025-2026 School Year

Mr. Bless made a motion, supported by Ms. Larzelere to approve the staff and student iPad purchase for the 2025-2026 school year from Apple. The motion carried unanimously.

Out of State Conference Request – Dippman, S.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out-of-state conference request for Shawna Dippman to attend the NAME Strategic Planning Meeting in Chicago, IL from April 30, 2025 through May 5, 2025. The motion carried unanimously.

Out of State Conference Request – Steyer, W.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out-of-state conference request for Whitney Steyer to attend the 2025 Autism Conference, Spectrum of Possibilities at Lourdes University in Sylvania, OH on June 11, 2025. The motion carried unanimously.

Non-Affiliated Compensation ORS Resolution

Ms. Larzelere made a motion, supported by Dr. Martin to approve the resolution attesting that non-affiliated employee compensation were not granted for the purpose of increasing final average compensation. The motion carried unanimously.

Special Board Meeting Request – Biennial Election

Dr. Martin made a motion, supported by Mr. Bless to schedule a Special Board Meeting on Monday, June 2, 2025 at 5:00 PM for the purpose of conducting the Biennial Election. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Gave an update on the Energy Savings Bond Project; lighting contracts began work in the Transition Center
- Discussed wrapping up the 2024-2025 budget at the MCISD and local school districts.

Human Resources and Legal Counsel – Anya Lusk

- Discussing the possibility of contracting for bus drivers.

Curriculum and Instruction – Lisa Montrief

- Discussed MCMC graduation
- Discussed Care Solace
- Gave the board an update on the Adventure Program at Holiday Camp.

Special Education and Early Childhood Services

Enrollment Report-April 2025

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%)	Students Enrolled Receiving Tiered Intervention Services/In Process of SE Evaluation
Head Start	Enrolled: 238 Reserved (not to exceed 7): 1 Vacant less than 30 days: 1	130% FPL+: 13/240=5% 101-130% FPL: 7/240=3%	61/240=25%	36/240=15%

	Total Enrollment: 240/240-0%			
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: 0/48=0%	15/48=31%	4/48=8%

Current Waitlist Report for the 24-25 school year-As of 5/16/25

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	3	2	1
Head Start	25 (can be counted in more than 1 location)	6 (can be counted in more than 1 location)	48 (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	2	1	8
Bedford-Smith Rd Elementary 31 Slots	4	3	17
Dundee-Dundee Elementary 15 Slots	4	0	15
Ida-Ida Elementary 15 Slots	4	0	18
Monroe-AWS Elementary 77 slots	6	3	3
Monroe-Riverside Elementary 71 Slots	15	3	9

Current Projected Enrollment for the 25-26 School Year

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL	% of slots filled	Remaining Slots
Head Start 25-26 Enrollment	103	0	1	43%	136-57%
Airport-Niedermeier Elementary 31 slots	17	0	0	55%	14-45%
Bedford-Smith Rd Elementary 31 Slots	18	0	0	58%	13-42%
Dundee-Dundee Elementary 15 Slots	7	0	0	47%	8-53%
Ida-Ida Elementary 15 Slots	3	0	0	20%	12-80%
Monroe-Custer 2 Elementary 74 slots	14	0	1	20%	59-80%
Monroe-Riverside Elementary 74 Slots	44	0	0	60%	30-40%

Head Start Attendance Reports-April 2025

Site	Attendance Percentage
In Person Arborwood	88.63%
In Person Dundee	88.24%
In Person Ida	96.08%
In Person Niedermeier	83.30%
In Person Riverside	87.69%
In Person SRE	86.72%
In Person Program Attendance Total	87.85%

Early Head Start Attendance Reports-April 2025

Site	Attendance Percentage
HV 1	68%
HV 2	63%
HV 3	82%
HV 4	33%
Program Attendance Total	61%

Self-Assessment Updates

Attendance Tracking

Month	# of students under 85% Attendance/# enrolled	# of students under 85% attendance due to TRANSPORTATION issues	# of students under 85% attendance due to ILLNESS	# of students under 85% attendance due to OTHER-please list reasons x=number of FPS mentioned reason/5 fps
March 2025	70/239=29%	5/70=7%	39/70=56%	HS Required Screening-1 Early Pick Ups-1 Vacation-2 Sick Family Member-3 Parent in Rehab-1 Custody Issues-1 TOTAL-9
April 2025	72/238=30%	6/72=8.33%	46/72=64%	HS Required Screening- 1 Early Pick Ups- 1 Vacation-2 Sick Family Member-2 Parent in Rehab- 0

				Custody Issues-0 TOTAL-6
Annual Average	71/238.5=29.8%	5.5/71=7.7%	42.5/71=59.9%	13%: HS Required Screening-2 13%: Early Pick Ups-2 27%: Vacation-4 33%: Sick Family Member-5 7%: Parent in Rehab-1 7%: Custody Issues-1 TOTAL-15

Dental Tracking

A	B	C	D	E	F	G	H	I
MONTH	# Students enrolled less than 90 days <small>*Not yet required to have a dental on file</small>	# Students who have been enrolled for 90+ days	# Students who have a dental exam on file within 90 days of entry (Goal- 95%+) (D/C=%)	# of students who have a dental exam on file after 90 days of entry	Total # of students who have been enrolled 90+days with a dental exam on file (Goal- 95%+) ((D+E)/C))	# of students still missing a dental exam (Goal- 5%/<) (G/C=%)	# of students who required follow up from delta exam (H/F=%)	# of students who needed follow up and received it (Goal- 0%) (I/H=%)
April 2025	41	236	154-65%	6	160-68%	76-32%	50-31%	6-12%
Annual Average	NA	NA	/ = %	/ = %	/ = %	/ = %	NA	/ = %

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

- The program completed their third and final family engagement event at the Knabusch Center on May 9, 2025.
 - 71 kids between EHS/HS/ECSE and MCISD GSRP and 52 parents/family members attended.
 - [Spring 2025 Family Engagement Day Video](#)

Administrative & Regional Updates

- The MCISD Head Start has been consolidated and reassigned to Region 10 following the Region 5 closure last month.
 - Region 10 is made up of the following states: IL, IN, MN, MI, IA, MO, SD, ND.
 - Region 10's main office will be out of Missouri now instead of Chicago.

Superintendent – Stephen McNew

- Discussed the MCISD Strategic Planning process with the board.

- Discussed the K12 Alliance Special Education Symposium in Washington DC.

Adjourn

At 6:49 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary