

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

November 19, 2019

Monroe County ISD
Administration 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, Elizabeth Taylor, Lisa Montrief, Rachel Kopke, Josh Dyer and Andrea Murphy

MCISD STAFF

ABSENT: none

OTHERS PRESENT: Emily DeLano (MCMC student), Crystal Willit, Denise Miller, Collette Burkett, Roxanne Pfeifer, Julie Laslo, Debbie Lambrix (ESPA board members)

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- Nov 21 PAC Parent Info Night, 5:00 PM
- Nov 23 Coats for Kids, Monroe Knights of Columbus
- Nov 28-29 Thanksgiving Break
- Dec 4-8 AESA Conference
- Dec 11 Special Board Meeting, 9:00 AM
- Dec 16 Rescheduled board meeting, 5:00 PM

Expressions from the Public

Emily DeLano, MCMC student, addressed the board as a civics class project. Ms. DeLano shared that implementing Mental Health Days for students would be a benefit for MCMC students.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the October 15, 2019 meeting that were presented. The motion carried unanimously.

Financial Reports

	General <u>Fund</u>	Special Education <u>Fund</u>	School Services <u>Fund</u>	Student Activities	CP	<u>Total</u>
<u>Check Registers</u>						
10/6-10/31	1,651,482.41	311,690.59	24,202.39	900.65	189,215.50	2,177,491.54
11/1-11/9	224,819.10	60,178.91	2,898.45	3,275.79	0	291,172.25
<u>ACH Transactions</u>						
Withholding & Sales						
Taxes	568,030.17	0	45.60	0	0	568,075.77
Gross Payroll	618,808.53	1,595,899.52	0	606.63	0	2,215,314.68
Student Activity Account Transfers	0	0	0	1,929.00	0	1,929.00
Early Head Start						
Year to Date as of October 31, 2019		\$98,063.27				
Head Start						
Year to Date as of October 31, 2019		\$596,418.21				

Ms. Larzelere made a motion, supported by Mr. Miller, 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

2019-2020 Budget Amendment

Ms. Larzelere, supported by Dr. Martin, to approve the following revisions to the 2019-2020 General Fund and Special Education Fund budget revisions:

	<u>Approved Budget</u>	<u>Requested Revision</u>
<u>General Fund</u>		
Revenue	\$22,857,382	\$24,594,800
Expenditures	\$23,811,438	\$24,977,543
<u>Special Education Fund</u>		
Revenue	\$39,674,592	\$41,138,045
Expenditures	\$41,525,876	\$42,329,590
<u>School Service Fund</u>		
Revenue	\$174,581	\$173,831
Expenditures	\$174,516	\$175,195

<u>School Activity Fund</u>		
Revenue	\$75,000	76,000
Expenditures	75,000	76,000
 <u>Capital Projects Fund</u>		
Revenue	\$250,300	\$250,500
Expenditures	\$762,700	\$995,200

The motion carried unanimously.

Request for Extended Maternity Leave and Child Care Leave of Absence

Dr. Martin made a motion, supported by Mr. Bless to approve the extended maternity leave and child care request leave of absence for Kerielle Smith, Occupational Therapist from December 12, 2019 through June 12, 2020. The motion carried unanimously.

Request for Medical Leave of Absence

Mr. Miller made a motion, supported by Ms. Larzelere to approve the medical leave of absence for Lee Ann Mitchell, program assistant in the North Region from October 24, 2019 and return to work on November 11, 2019. The motion carried unanimously.

Request for New Position – Part-Time School Nurse

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of a part-time school nurse position. The motion carried unanimously.

Request for New Position – GSRP Program Support Aide Floater

Mr. Miller made a motion, supported by Mr. Bless to approve the establishment and posting of three (3) GSRP program support aide floater positions. The motion carried unanimously.

Temporary Occupational Therapist

Ms. Larzelere made a motion, supported by Mr. Bless to approve the temporary employment of Lori Crays as an Occupational Therapist for up to two days a week, no more than 54 days. The motion carried unanimously.

Employment Recommendation – Brickner, J.

Dr. Martin made a motion, supported by Mr. Miller to approve the employment recommendation for Jennifer Brickner as a GSRP teacher, effective October 25, 2019. The motion carried unanimously.

Employment Recommendation – Horvatinovich, L.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment recommendation for Laurissa Horvatinovich as a special education teacher at Monroe High School, effective December 2, 2019. The motion carried unanimously.

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 attend the SNUG Annual Planning Committee from March 2-5, 2020 in Philadelphia, PA. Since Mr. Dyer is a SNUG board member, there is no cost to the district. The motion carried unanimously.

Out of State Conference Request – Dyer, J.

Ms. Larzelere made a motion, supported by Dr. Martin to approve the out of state conference request for Josh Dyer to attend the Annual PowerSchool EDGE Conference from March 30-April 1, 2020 in Orlando, FL. Since Mr. Dyer is a SNUG board member, there is no cost to the district. The motion carried unanimously.

Student Activity Fund Recognition

Mr. Miller made a motion, supported by Dr. Martin to recognize the Monroe County Middle College Student Prevention Leadership Team (SPLT) Student Activity Account. The motion carried unanimously.

Request to Reschedule December Board Meeting

Ms. Larzelere made a motion, supported by Mr. Bless to reschedule the December 17, 2019 board meeting to December 16, 2019 at 5:00 PM. The motion carried unanimously.

Acceptance of Donation - CASA

Dr. Martin made a motion, supported by Mr. Bless to accept a donation from Barnhart Crane & Rigging Co. in the amount of \$3,000 on behalf of CASA. The motion carried unanimously.

Acceptance of Donation – Ed Center

Mr. Bless made a motion, supported by Ms. Larzelere to accept a donation from Jim Nyhan in the amount of \$5,000 from the Strikeout Autism fundraiser. The motion carried unanimously.

Out of State Conference Request – Snell, A.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference for Angie Snell to attend the Annual Music Therapy Association Conference in Minneapolis, Minnesota, from November 18 through November 24, 2019. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- No further comments

Human Resources and Legal Counsel – Betsy Taylor

- No further comments

Curriculum and Instruction – Lisa Montrief

- Quiz Bowl is taking place this week; Bedford High School won Monday's high school competition; Mason Junior High won Tuesday's 8th grade competition
- Informed the board that Kerry Guiliano is implementing a grant that the MCISD received to promote STEM through literacy.

Special Education and Early Childhood Services – Rachel Kopke

- Informed the board that CWI addressed three issues that were revealed in the MCISD Opening Week Survey data.
- Showed the board a video from the Monroe County Fair Sensory Booth.

Enrollment (Sept 2019)

Head Start Enrollment: 267/267

Head Start Over Income Enrollment (under 10%): 16-6%

Head Start Disabilities Enrollment (under 10%): 34-13%

Early Head Start Enrollment: 48/48

Early Head Start Over Income Enrollment (under 10%): 3/48 – 6%

Early Head Start Disabilities Enrollment (under 10%): 14/48 – 29%

Current Waitlist – Oct 2019

Head Start Income Eligible: 57

Head Start Over Income: 47

Early Head Start Income Eligible: 2

Early Head Start Over Income: 4

Head Start Attendance

Arborwood: 84.22%

Dundee: 89.71%

Ida: 89.74%

MCCC: 91.18%

Niedermeier: 87.56%

Orchard: 80.29%

Riverside: 86.33%

SRE: 88.89%

Sodt: 90.29%

Program Total: 86.22%

Early Head Start Attendance

HV1: 69%

HV2: 89%

HV3: 89%

HV4: 100%

Program Total: 87%

Office of Head Start Communication Memorandums: 1

Program Updates

- 1) Thus far in the 2019-2020 season, staff have participated in numerous professional learning opportunities:

10/18/19-Literacy Essentials: All classrooms are participating in a 3-part literacy series that dives deep into purposeful classroom instruction using the 10 Essential Literacy Practices for Pre-K, developed by the General Education Leadership Network.

11/1/19-County Wide Inservice: All staff participated in Understanding Adverse Childhood Experiences and Resilience: The Biology of Stress and the Science of Hope. This session was designed to educate staff on a unique skill set needed to support students who have experienced trauma and adverse childhood experiences (ACES).

11/12/19-11/15/19-Nicole VanDaele participated in the Region V Leadership and Professional Development Conference in Chicago, Illinois. She attended the following sessions:

Regional Office Dialogue

Community and Self-Assessment Part 1

Community and Self-Assessment Part 2

Organizational Design: Employee Engagement and Retention

Head Start Table Talk: Cultivating Opportunities Through Workplace Challenges

11/18/19-11/21/19-Jeanette Polin, Head Start/Early Head Start Mental Health Consultant is attending the Nurturing Parenting Seminar. At the completion of this seminar Jeanette will have the credential needed to lead the Nurturing Parenting Curriculum with families.

- 2) The first Head Start Program Planning and Staff Engagement Committee was held on 10/18/19. This committee is new to the program and allows staff to select a group of 12 of their peers. The committee is comprised of a proportionate representation of each staff group (teachers, assistants, floats, clerks, drivers, PSAs, FPS, Site Lead, etc.). The committee is charged with providing staff input on program procedures as well as staff engagement and staff wellness initiatives. The Great Start Collaborative Director, Amy Zarend, co-facilitated the first meeting. During this meeting we developed a working agreement/group norms for the group, conducted a root cause analysis to identify important program procedures to review, and brainstormed staff engagement and staff wellness ideas.

Superintendent – Stephen McNew

- Informed the board that the MCISD Wellness Committee will meet on November 20th.
- Discussed the December 11th Superintendent Evaluation.
- Discussed the travel arrangements to the AESA Conference.

Adjourn

At 6:46 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary