

# **REGULAR BOARD MEETING MINUTES**

## **MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION**

**November 20, 2018**

**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 6:00 p.m. by MCISD President Dale DeSloover.

#### **MCISD BOARD**

**MEMBERS PRESENT:** Dale DeSloover, Renee Larzelere, Russell Bless, Barry Martin and Paul Miller

#### **MCISD BOARD**

**MEMBERS ABSENT:** none

#### **MCISD**

**STAFF PRESENT:** Superintendent Steve McNew, Josh Dyer, Lisa Montrief, Elizabeth Taylor, Rachel Kopke, Andrea Murphy, Nicole VanDaele, Katie Bourbina, Eric Hoogendoorn

#### **MCISD STAFF**

**ABSENT:** none

**OTHERS PRESENT:** Roberta Neckel, Tracy Kasparzk (Rehman Robson), Jim Jacobs, and Jeanette Marrs

### **Pledge of Allegiance**

The Pledge of Allegiance was led by President DeSloover.

### **2017-2018 Audit Presentation**

Tracy Kasparzk from Rehman Robson reviewed the 2017-2018 MCISD Audit with the Board.

### **Educational Presentation – Early Head Start and Head Start Grant**

Kathryn Bourbina, Director for Early Childhood and Nicole VanDaele, EHS/HS Director reviewed the plans for the supplemental grant to increase Head Start program hours with the Board.

## Special Education Services Building Maze Renovation Update

Eric Hoogendoorn, Jim Jacobs and Jeanette Marrs updated the board on the Special Education Services Building Maze project. It is anticipated that this project will go to the board for approval at the December, 2018 board meeting.

### Important Dates

- Nov 22-23 Thanksgiving Break
- Nov 28 -Dec 2 AESA Conference
- Dec 12 MCISD Holiday Open House
- Dec 18 MCISD Board Meeting, 5:00 PM
- Dec 19 Ed Center Holiday Concert

### Expressions from the Public

None

### Recommended Actions

### Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the October 16, 2018 meeting that were presented. The motion carried unanimously.

### Financial Reports

	General <u>Fund</u>	Special Education <u>Fund</u>	School Services <u>Fund</u>	<u>Total</u>
<u>Check Registers</u>				
10/7-10/31/2018	1,403,518.87	312,306.02	22,551.73	1,738,376.62
11/1-11/10/2018	158,661.88	34,755.94	3,626.43	197,044.25
<u>ACH Transactions</u>				
Withholding & Sales				
Taxes	528,456.79	0	37.43	528,494.22
Gross Payroll	569,005.97	1,526,597.22	0	2,095,603.19
Capital Projects				
Expenditures	130.00	0	0	130.00
Student Activity Account Expenditures	4,523.33	0	0	4,523.33
Early Head Start				
Year as of October 31, 2018		\$92,330.08		
Head Start				
Year as of October 31, 2018		\$482,990.60		

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

### 2018-2019 Budget Amendment

Dr. Martin, supported by Ms. Larzelere, to approve the following revisions to the 2018-2019 General Fund and Special Education Fund budget revisions:

	Approved <u>Budget</u>	Requested <u>Revision</u>
<u>General Fund</u>		
Revenue	\$21,818,973	\$23,091,901
Expenditures	\$22,475,853	\$23,550,735
 <u>Special Education Fund</u>		
Revenue	\$38,408,553	\$38,410,950
Expenditures	\$40,099,088	\$40,210,672
 <u>School Service Fund</u>		
Revenue	\$169,475	\$169,475
Expenditures	\$173,875	\$173,875
 <u>Capital Projects Fund</u>		
Revenue	\$200,000	\$200,020
Expenditures	\$197,900	\$197,900

A roll call vote was taken:

Ayes: Bless, Larzelere, Martin, Miller, DeSloover

Nays: None

The motion carried unanimously.

### Request for Medical Leave of Absence – Hunt, T.

Mr. Bless made a motion, supported by Dr. Martin to approve the medical leave request for Tammy Hunt to begin November 12, 2018 and continue through January 4, 2019. The motion carried unanimously.

### Request for Medical Leave of Absence – Winters, L.

Ms. Larzelere made a motion, supported by Mr. Miller to approve the medical leave request for Lisa Winters to begin on November 5, 2018 through November 13, 2018. The motion carried unanimously.

### Request for Maternity Leave of Absence – Ratliff, A.

Dr. Martin made a motion, supported by Mr. Bless to approve the maternity leave request for Angela Ratliff to begin on or about March 4, 2019 and continue through May 27, 2019. The motion carried unanimously.

### Request for Maternity Leave of Absence – Storey, R.

Mr. Bless made a motion, supported by Dr. Martin to approve the maternity leave request for Rachel Storey to begin on or about April 5, 2019 and continue until June 12, 2019. The motion carried unanimously.

### **Employment Recommendation – Bentley, D.**

Dr. Martin made a motion, supported by Mr. Bless to approve the employment recommendation for Dawn Bentley as a half-time early childhood special education teacher, effective November 1, 2018. The motion carried unanimously.

### **Employment Recommendation – Goodman, L.**

Mr. Miller made a motion, supported by Ms. Larzelere to approve the employment recommendation for Lydia Goodman as a Head Start mentor teacher effective January 3, 2019. The motion carried unanimously.

### **Employment Recommendation – Langenderfer, A.**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment recommendation for Ashley Langenderfer as an early childhood special education teacher effective January 22, 2019. The motion carried unanimously.

### **Employment Recommendation – Teague, D.**

Dr. Martin made a motion, supported by Mr. Bless to approve the employment recommendation for Denise Teague as the Director of career and technical education effective December 10, 2019. The motion carried unanimously.

### **Request for Rate Increase for Youth Center Liaison**

Mr. Miller made a motion, supported by Dr. Martin to approve the 2% rate increase for Michelle Haas-Nelson, Youth Center Liaison retroactive to October 1, 2018. The motion carried unanimously.

### **Request for New Position: Family Engagement Coordinator**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of a Family Engagement Coordinator position. The motion carried unanimously.

### **Request for New Position: Local-Based Special Education Teacher and Teacher Aide**

Mr. Miller made a motion, supported by Dr. Martin to approve the establishment and posting of a local-based special education teacher and teacher aide position. The motion carried unanimously.

### **Temporary Extra Substitute Teacher**

Dr. Martin made a motion, supported by Mr. Miller to approve Cathy Netter to work up to twenty-two (22) days from November 20, 2018 through December 21, 2018. The motion carried unanimously.

### **Request for Extended Maternity Leave and Child Care Leave of Absence**

Dr. Martin made a motion, supported by Ms. Larzelere to approve an extension of Kerielle Smith's maternity leave and grant a child care leave through the end of the 2018-2019 school year. The motion carried unanimously.

### **Request for Educational Leave of Absence – Knott, N.**

Ms. Larzelere made a motion, supported by Mr. Bless to approve an unpaid educational leave of absence for Nicole Knott effective January 14, 2019 through May 3, 2019. The motion carried unanimously.

### **Employment Recommendation – Rhoades, L.**

Dr. Martin made a motion, supported by Mr. Miller to approve the employment of Lauren Rhoades as a special education teacher consultant, effective December 5, 2018. The motion carried unanimously.

### **Head Start Expansion Grant Application**

Mr. Miller made a motion, supported by Dr. Martin to approve the submission of the Head Start expansion grant application. The motion carried unanimously.

### **Recommendation for PAC Membership**

Mr. Miller made a motion, supported by Dr. Martin to appoint Michelle McCoy to the Parent Advisory Committee for a two-year term, representing Airport Community Schools. The motion carried unanimously.

### **Donation of Equipment and Supplies**

Dr. Martin made a motion, supported by Mr. Bless to accept an equipment and supplies donation of two used bicycles, diapers, pads and handmade bibs to the Educational Center. The motion carried unanimously.

### **Acceptance of Donation – Fine Arts Festival**

Ms. Larzelere made a motion, supported by Mr. Bless to accept a \$5,000 donation from the La-Z-Boy Foundation to support the Monroe County Fine Arts Festival. The motion carried unanimously.

### **Request to Reschedule the December Board Meeting**

Mr. Bless made a motion, supported by Ms. Larzelere to reschedule the December 18<sup>th</sup> board meeting to begin at 5:00 PM. The motion carried unanimously.

### **Acceptance of Donation – Ed Center Picnic Tables**

Mr. Bless made a motion, supported by Dr. Martin made a motion to accept a donation of 4 wheelchair accessible picnic tables for the Educational Center. This donation was the Eagle Scout project of Drew Prater. The motion carried unanimously.

### **Reports from the Superintendent and Administrative Staff**

#### **Business and Administrative Services – Josh Dyer**

- Informed the board that a van purchase will come to the board in December.

#### **Human Resources and Legal Counsel – Betsy Taylor**

- Continue to interview to fill open positions.

## **Curriculum and Instruction – Lisa Montrief**

- Informed the board that the youth summit #imatter takes place on December 4<sup>th</sup>.
- CTE Shadow Day is December 13<sup>th</sup>
- The MCISD is hosting a SAT/PSAT practice session on December 8<sup>th</sup> for students around the county who are interested.

## **Special Education and Early Childhood Services – Rachel Kopke**

- Informed that board that she was able to visit the inservice sessions on November 1<sup>st</sup>, as well as visited the local districts with Steve.
- Continues to meet with special education staff

### **Enrollment - 2018-2019**

Enrolled: 267/267

Head Start Over Income: 18-7%

Head Start Disabilities %: 28-10%

Early Head Start Enrolled: 63/72

Early Head Start Over Income: 6-8%

Early Head Start Disabilities %: 23-32%

### **Current Waitlist**

Head Start Income Eligible: 19

Head Start Over Income: 31

Early Head Start Income Eligible: 11

Early Head Start Over Income: 2

### **Head Start Attendance**

Arborwood: 90.05%

Ida: 89.67%

MCCC: 93.81%

Orchard: 78.21%

Riverside: 86.51%

SRE: 90.63%

Sodt: 89.77%

Program Total: 87.76% (over 85%)

### **Early Head Start Attendance**

HV1: 58%

HV2: 62%

HV3: 76%

HV4: NA

HV5: 98%

HV6: 49%

Program Total: 68.6% (over 50%)

## **Superintendent – Stephen McNew**

- Updated the board on DTE and informed them of a meeting in the Monroe County Commissioners Chambers on December 4<sup>th</sup>.
- Announced that the MCISD was not awarded the Marshall Plan for Talent

## **Adjourn**

At 7:54 p.m. Mr. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller  
Secretary