

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

**Regular Meeting
Tuesday, November 21, 2017
7:00 p.m.**

**MCISD Lake Erie Room
1101 S. Raisinville Road
Monroe, Michigan 48161**

The meeting was called to order at 6:00 p.m. by President Dale DeSloover. Other board members present were Renee Larzelere, Linda Stiegel, Paul Miller and Russ Bless. Staff members present were Steve McNew, Josh Dyer, Michelle Brahaney, Betsy Taylor and Andrea Murphy. Lynn Preston was also present.

**CALL TO
ORDER AND
ROLL CALL**

The Pledge of Allegiance was led by President DeSloover.

**PLEDGE OF
ALLEGIANCE**

Dr. McNew noted the following important dates:

- Nov 23-24 Closed for Thanksgiving
- Nov 29-Dec 3 AESA Conference
- Dec 7 MCISD Holiday Open House
- Dec 12 Ed Center Holiday Concert
- Dec 19 MCISD Board Meeting – 5:00 PM

**IMPORTANT
DATES**

Lynn Preston highlighted the Essential Instructional Practices Initiative, 3rd Grade Reading Law changes and the work that is currently being done in Monroe County regarding these issues.

**3RD GRADE
READING**

No public comments were recorded.

**PUBLIC
COMMENT**

A motion was made by Mr. Bless, supported by Ms. Larzelere, to approve the minutes of the October 17, 2017 meeting. The motion carried.

**APPROVAL
OF MINUTES**

	General Fund	Special Education Fund	School Services Fund	Total
<u>Check Registers</u>				
10/8-10/31/17	743,940.31	692,900.14	3,765.03	1,440,605.48
11/1-11/11/17	165,388.89	22,899.09	1,982.21	190,270.19
<u>ACH Transactions</u>				
Withholding & Sales				
Taxes	490,191.02	--	2.72	444,923.10
Postage	513.97	486.03	--	1,000.00

Retirement	537,037.95	--	30.37	490,221.39
Gross Payroll	523,869.46	1,355,807.06	--	1,879,676.52
Capital Projects				
Expenditures	(19.41)	--	--	(19.41)
Student Activity Account	2,001.40	--	--	2,001.40
Expenditures				

FINANCIAL REPORTS

Early Head Start	
Year to Date as of October 31, 2017	\$100,710.55
Head Start	
Year to Date as of October 31, 2017	\$513,808.20

Mr. Miller 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.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the adoption of Board Policy 8321 Criminal Justice Information Security. The motion carried unanimously.

POLICY 8321 APPROVED

Mr. Bless made a motion, supported by Mr. Miller to approve the maternity leave request for Chelsey Baker to begin on or about February 9, 2018 and continue until May 5, 2018. The motion carried unanimously.

MAT. LEAVE C. BAKER

Ms. Larzelere made a motion, supported by Ms. Stiegel to approve the medical leave of absence request for Sophia Bruck from November 10, 2017 through November 28, 2018. The motion carried unanimously.

MED. LEAVE S. BRUCK

Mr. Miller made a motion, supported by Mr. Bless to approve the medical leave of absence request for Michelle Clark from November 20, 2017 through December 4, 2017. The motion carried unanimously.

MED. LEAVE M. CLARK

Mr. Miller made a motion, supported by Ms. Stiegel to approve the rate of pay increase for substitute teachers to \$90.00 (general education) and \$95.00 (special education), effective January 1, 2018. The motion carried unanimously.

SUB RATE INCREASE

Ms. Larzelere made a motion, supported by Mr. Bless to approve the rate increase for GSRP teacher assistants to \$11.67/hr and GSRP floaters to \$10.00/hr retroactive to July 1, 2017. The motion carried unanimously.

GSRP ASST. & FLOATER INCREASE

Ms. Stiegel made a motion, supported by Ms. Larzelere to approve the rate increase of 1% to GSRP employees, which is consistent with the Head Start COLA increase. The motion carried unanimously.

GSRP GSRP 1% RATE INCREASE

Mr. Miller made a motion, supported by Ms. Stiegel to approve the increased number of contracted days for two GSRP Early Childhood Specialist from 163 to 173 days. The motion carried unanimously.

**GSRP
SPECIALIST
INCREASE IN
DAYS**

Mr. Bless made a motion, supported by Ms. Stiegel to approve the employment of Brittany Kleinow as a Head Start Teacher at Arborwood Elementary School. The motion carried unanimously.

**EMPLOY B.
KLEINOW**

Ms. Stiegel made a motion, supported by Ms. Larzelere to approve the establishment and posting of two (2) GSRP Program Support Aide Floaters. The motion carried unanimously.

**NEW GSRP
FLOATER
POSITIONS**

Ms. Stiegel made a motion, supported by Mr. Miller to approve the common calendar dates for winter and spring break for the 2021-2022 school year. The motion carried unanimously.

**COMMON CAL
FOR 21-22**

Ms. Larzelere made a motion, supported by Ms. Bless to reschedule the December 19, 2017 board meeting to begin at 5:00 PM. The motion carried unanimously.

**RESCHEDULE
DEC. MEETING**

Mr. Bless made a motion, supported by Ms. Larzelere to schedule a special board meeting on December 12, 2017 at noon for the purpose of conducting the superintendent's evaluation. The motion carried unanimously.

**SPECIAL
MEETING DEC
12TH.**

Ms. Stiegel made a motion, supported by Ms. Larzelere to accept a donation in the amount of \$500.00 from the DTE Energy Foundation on behalf of Project Read. The motion carried unanimously.

**ACCEPT
DONATION –
PROJECT READ**

Mr. Miller made a motion, supported by Ms. Stiegel to accept a donation in the amount of \$250.00 from Jeff and Robin Heath on behalf of the Monroe County Middle College Class of 2018. The motion carried unanimously.

**ACCEPT
DONATION –
MCMC**

Ms. Stiegel made a motion, supported by Ms. Larzelere to approve the resolution to support the School Finance Research Collaborative. The motion carried unanimously.

**SUPPORT
RESOLUTION**

Dr. McNew shared the DTE Evaluation of the Coal Plant PowerPoint presentation that was shared in the November 14, 2017 meeting at the Monroe County Commissioner's Chambers.

**DTE
EVALUATION
PRES.**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the resolution of the Joint Partnership Regarding the Evaluation of the DTE Coal Plant. Within this resolution, the board named Stephen McNew as

**SUPPORT
RESOLUTION**

the MCISD representative and Betsy Taylor as the alternate representative. The motion carried unanimously.

Mr. Bless made a motion, supported by Ms. Stiegel to approve the sale of two buses. The motion carried unanimously.

Administrative Staff Reports:

Business and Administrative Services – Josh Dyer

1. No further comments

Special Education – Michelle Brahaney

1. Updated the board on the county-wide inservice sessions that took place on November 1st.
2. Informed the board that all new truancy officers were sworn in at the Monroe County Courthouse.
3. Addressed the Airport Schools suspension/discipline article that was published in the Monroe News.

Early Head and Head Start Report –Michelle Brahaney

Routine Business

Current Enrollment Report-October 2017

Program	Enrollment	Over Income Enrollment (under 10%)	Disabilities Enrollment (over 10%)
Head Start	266/267	23-9%	34-13%
Early Head Start	72/72	7-10%	15-21%

Current Waitlist Report-October 2017

Program	Income Eligible	Over Income
Head Start	56	61
Early Head Start	5	0

Head Start Attendance Reports-October 2017

Site	Attendance Percentage
Arborwood	88.77%
Ida	84.38%
MCCC	92.25%
Riverside	91.94%
SRE	92.53%
Sodt	83.75%
Program Attendance Total	89.29% (Over 85%)

**SUPPORT
RESOLUTION**

**SALE OF TWO
BUSES**

**ADMIN
REPORTS**

**EHS/HS
REPORT**

EHS/HS
REPORT**Office of Head Start Communication**

Communication Type	Number of new postings (found on the MCISD website)
Information Memorandums	0
Program Instructions	0

<http://www.monroeisd.us/departments/specialedecse/educational-opportunities/>

Program Overview/Updates

- 1) We reported an unattended child incident to the OHS and Childcare Licensing that occurred on 11/6/17 following an investigation conducted by Elizabeth Taylor and Nicole VanDaele. We are awaiting feedback from childcare licensing and OHS.
- 2) The OHS identified a revised grant process that aligns with the new Head Start Program Performance Standards. We will write a baseline grant this year in Head Start and a Continuation grant in EHS.
- 3) The Governor signed SB133 into law allowing GSRP enrollment for eligible children turning four between September 1 and December 1. This bill has allowed us to enroll children (who were on our waitlist) into the GSRP/ Head Start blended classrooms. Updated numbers will be reflected in the November report.

Curriculum and Instruction – Lisa Montrief

1. Informed the board that 8 out of 9 local districts participated in countywide in-service day, Nov. 1, 2017. Whiteford Schools did not attend.
2. December 9th is the Deck the Woods event at the Knabusch Center; this is a community event.
3. December 9th is a PSAT session at the MCISD

Human Resources and Legal Counsel – Betsy Taylor

1. No present

Superintendent – Steve McNew

1. Highlighted the Legislative Breakfast that took place on November 13th at the ISD.

ADMINN
REPORTS
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**ADMIN
REPORTS**

2. SB584 (open-carry) has moved to the House for consideration; SB574 (millage funds) has also moved to the House for consideration.
3. Informed the board that members of the Continuous Improvement Team has visited Summerfield, Whiteford and Jefferson as part of the listening tour.

At 8:15 p.m. Mr. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

ADJOURN

Respectfully Submitted,

Paul Miller