

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

**Regular Meeting
Tuesday, October 19, 2017
7:00 p.m.**

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

The meeting was called to order at 7:00 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. Roberta Neckel, Chris Wisinski and Kellie Farmer was also in attendance.

**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:

**IMPORTANT
DATES**

- Oct 25 MCABOE General Membership – 6:30 PM
- Nov 1-3 MAISA Fall Meetings
- Nov 9-11 MASB Fall Conference, Lansing
- Nov 2 MCISD Board Meeting – 6:00 PM

Nate Balderman, Rehman Robson, presented the MCISD board with the 2017 audit review. The MCISD received a clean audit report.

**2017 AUDIT
REPORT**

No public comments were recorded.

**PUBLIC
COMMENT**

A motion was made by Ms. Stiegel, supported by Ms. Larzelere, to approve the minutes of the September 18, 2017 meeting. The motion carried.

**APPROVAL
OF MINUTES**

	General Fund	Special Education Fund	School Services Fund	Total
<u>Check Registers</u>				
9/10-30/17	893,551.56	367,451.13	4,2299.93	1,265,302.62
10/1-8/17	100,676.85	101,548.05	815.20	203,040.10
<u>ACH Transactions</u>				
Withholding & Sales				
Taxes	444,920.38	--	2.72	444,923.10
Postage	513.97	486.03	--	1,000.00
Retirement	537,037.95	--	--	537,037.95

FINANCIAL
REPORTS

Gross Payroll	506,821.29	1,294,977.46	--	1,801,798.75
Capital Projects				
Expenditures	--	19,463.00	--	19,463.00
Student Activity Account	1,698.32	--	--	1,698.32
Expenditures				
Early Head Start				
Year to Date as of June 30, 2017		\$320,680.38		
Year to Date as of June 30, 2018		\$63,316.13		
Head Start				
Year to Date as of June 30, 2017		\$2,238,908.98		
Year to Date as of June 30, 2018		\$249,103.25		

Mr. Miller made a motion, supported by Ms. Stiegel, to approve the data substantiation report, the balance sheets, and the combined check registers. The motion carried unanimously.

The board held the first reading on Board Policy 8321 Criminal Justice Information Security. No changes were noted.

**1ST READING –
8321**

Ms. Stiegel made a motion, supported by Mr. Bless to approve the medical leave of absence request from Guadalupe Raymond beginning October 10, 2017 and returning November 7, 2017. The motion carried unanimously.

**MED. LEAVE G.
RAYMOND**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the medical leave of absence request from Sarah Przbylski beginning September 25, 2017 and returning November 6, 2017. The motion carried unanimously.

**MED. LEAVE S.
PRZBYLSKI**

Mr. Miller made a motion, supported by Mr. Bless to approve the employment recommendation for Frankie Hoffman as a Head Start teacher at Arborwood Elementary. The motion carried unanimously.

**EMPLOY F.
HOFFMAN**

Ms. Larzelere made a motion, supported by Ms. Larzelere to approve the employment recommendation for Holly Miller as a Head Start Site Leader. The motion carried unanimously.

**EMPLOY H.
MILLER**

Mr. Bless made a motion, supported by Ms. Stiegel to approve the employment recommendation for Lynn Preston as the Early Literacy Coach under the agreement between the MCISD Board of Education and the Education Association effective October 18, 2017. The motion carried unanimously.

**EMPLOY L.
PRESTON**

Mr. Miller made a motion, supported by Ms. Stiegel to approve the employment recommendation for Carly Schlotterer as an Orientation

**EMPLOY C.
SCHLOTTERER**

and Mobility Specialist, effective October 16, 2017. The motion carried unanimously.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment recommendation for Jonathan Timm as a Behavior Specialist at the Educational Center, effective October 20, 2017. The motion carried unanimously.

**EMPLOY J.
TIMM**

Ms. Stiegel made a motion, supported Mr. Bless to approve the establishment and posting of an Early On Parent Educator effective immediately. The motion carried unanimously.

**EST. EARLY ON
PARENT
EDUCATOR**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the medical leave of absence request for Devyn McCluskey beginning October 9, 2017 and returning October 16, 2017. The motion carried unanimously.

**MED. LEAVE D.
MCCLUSKEY**

Mr. Miller made a motion, supported by Ms. Stiegel to approve the medical leave of absence request for Benita Sperling beginning October 18, 2017 and returning December 14, 2017. The motion carried unanimously.

**MED. LEAVE B.
SPERLING**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the medical leave of absence request for Carol Kveen beginning October 13, 2017 and returning November 27, 2017. The motion carried unanimously.

**MED. LEAVE C.
KVEEN**

Mr. Miller made a motion, supported by Mr. Bless to approve the employment of Danielle Borg as a special education teacher in the Educational Center. The motion carried unanimously.

**EMPLOY D.
BORG**

Ms. Stiegel made a motion, supported by Mr. Miller to approve the attendance of Russ Bless to attend the MASB Annual Fall Conference from November 9-11, 2017 in Lansing, MI. The motion carried unanimously.

**MASB FALL – R.
BLESS**

Mr. Bless made a motion, supported by Mr. Miller to reschedule the January board meeting (joint with Lenawee) to take place at the Knabusch Math and Science Center at 5:00 PM. The motion carried unanimously.

**RESCHEDULE
JAN 2018
MEETING**

Mr. Miller made a motion, supported by Mr. Bless to reschedule the April 17, 2018 board meeting to take place on April 24, 2017 at 6:00 PM. The purpose of this meeting is to conduct the budget review with the local districts. The motion carried unanimously.

**RESCHEDULE
APRIL 2018
MEETING**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Angie Snell to attend the Annual American Music Therapy Association Conference in St. Louis, Missouri from November 13-19, 2017. The motion carried unanimously.

**CONF. ATTEND
– A. SNELL**

Ms. Stiegel made a motion, supported by Mr. Miller to approve the out of state conference request for Trish Kane, YOP, and two students to attend the 2017 National Student Leadership Academy in Washington D.C. from November 28 – December 2, 2017. This cost of this conference is funded through SEMCA. The motion carried unanimously.

**CONF. ATTEND
YOP**

Administrative Staff Reports:

**ADMIN STAFF
REPORTS**

Business and Administrative Services – Josh Dyer

1. No further comments

Special Education – Michelle Brahaney

1. Informed the board of the student baking program that has started at the Transition Center.
2. Informed the board of the partnership with CMH to train staff under the Strengthening Families Initiative.
3. Announced that the MCISD Master Plan has been approved by MDE.
4. Announced that this year’s focus of the School Justice Partnership Initiative is investigating the alternatives to suspension.

Early Head and Head Start Report –Michelle Brahaney

Routine Business

Current Enrollment Report-September 2017

Program	Enrollment	Over Income Enrollment	Disabilities Enrollment
Head Start	265/267	24-10%	35-13%
Early Head Start	72/72	7-10%	14-19%

Current Waitlist Report-September 2017

Program	Income Eligible	Over Income
Head Start	38	59
Early Head Start	3	0

Head Start Attendance Reports-September 2017

Site	Attendance Percentage
Arborwood	93.49%
Ida	88.76%
MCCC	98.30%
Riverside	93.72%
SRE	93.75%
Sodt	92.20%
Program Attendance Total	93.40%

Office of Head Start Communication

Communication Type	Number of new postings (found on the MCISD website)
Information Memorandums	1
Program Instructions	0

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

Program Overview/Updates

- 1) AWN received a 4 star rating under the State Quality Improvement Rating System-Great Start to Quality, and will undergo a Program Quality Assessment (PQA) which is needed for consideration of a 5 star rating in the spring 2018.
- 2) MCCC has received 4 star rating under the State Quality Improvement Rating System-Great Start to Quality, and will undergo a Program Quality Assessment (PQA) which is needed for consideration of a 5 Star this fall.
- 3) We have been notified that Monroe County Head Start will not be monitored this year, and that Early Head Start will participate in “Focus Area 2” monitoring. This is a new monitoring system for the Office of Head Start and the leadership team is studying the process in preparation for our monitoring activities.

Curriculum and Instruction – Lisa Montrief

1. Informed the board that the MCMC currently has 342 students

**ADMIN
REPORTS**

2. Gave the board an update on the Knabusch Center, Early Literacy happenings throughout the county and Manufacturing Day.

Human Resources and Legal Counsel – Betsy Taylor

1. Continuing to fill open positions.
2. Informed the board that the Michigan State Police audit of fingerprinting records was a clean audit.

Superintendent – Steve McNew

1. Updated the board on the re-evaluation of DTE's coal plant and FERMI. More information will be forthcoming.

At 8:16 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully Submitted,

ADJOURN

Paul Miller