

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

October 18, 2022

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, Russell Bless, Renee Larzelere, Paul Miller and Barry Martin

MCISD BOARD

MEMBERS ABSENT: none

MCISD

STAFF PRESENT: Superintendent Steve McNew, Josh Dyer, Lisa Montrief, Eric Feldman, Rachel Kopke, and Andrea Murphy

MCISD

STAFF ABSENT: none

OTHERS PRESENT: Betsy Winter and Crystal Willit

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- November 15 MCISD Board Meeting, 5:00 PM

Expressions from the Public

None.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the September 27 and September 29, 2022 meetings that were presented. The motion carried unanimously.

Financial Reports

	Special	Food		
General	Education	Service	Tech	Student

	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>	Tax	Activities	CP	<u>Total</u>
<u>Check Registers</u>							
9/18-9/30/22	1,143,399.08	300,954.24	3,059.52	0	0	0	1,447,412.84
10/1-10/08/22	514,293.95	49,818.08	4,901.91	0	0	0	569,013.94
<u>ACH Transactions</u>							
Gross Payroll	682,885.30	1,703,913.86	0	0	0	0	2,386,799.16
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Early Head Start
Year to Date as of September 30, 2022 \$510,062.00

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

First Reading of Board Policies of the 0000 Series

Eric Feldman reviewed the following Board Policies for the first review:

Policy 0100	Definitions
Policy 0122	Board Powers
Policy 0131.1	Bylaws and Policies
Policy 0131.2(a)	Transfers
Policy 0131.2 (b)	Transfers of Territory
Policy 0142.7	Orientation
Policy 0143.1	Public Expression of Board Members
Policy 0144.1	Compensation
Policy 0144.3	Conflict of Interest
Policy 0155	Committees
Policy 0161	Parliamentary Authority
Policy 0165.6	Cancellation
Policy 0166.1	Consent Agenda
Policy 0167.1	Voting
Policy 0167.2	Closed Session
Policy 0167.4	Administrative Participation
Policy 0167.6	Use of Social Media
Policy 0168.1	Open Meeting
Policy 0168.2	Closed Meeting
Policy 0168.3	Committee Meetings
Policy 0169.1	Closed Session Requested
Policy 0169.2	Opening Hearing

No edits were made and these policies will be presented to the board next month for final approval.

First Reading of Board Policies of the 1000 Series

Eric Feldman reviewed the following Board Policies for the first review:

Policy 1130	Conflict of Interest
Policy 1217	Weapons
Policy 1220	Employment of Superintendent

Policy 1230	Responsibilities of the Superintendent
Policy 1240	Evaluation of Superintendent
Policy 1400	Job Descriptions
Policy 1411	Whistleblower Protection
Policy 1420	School Administrator Evaluation
Policy 1422	Nondiscrimination and Equal Employment Opportunity
Policy 1439	Administrator Discipline
Policy 1440	Reimbursement of Job-Related Expenses
Policy 1443	Non-renewal of Administrative Contracts
Policy 1613	Student Supervision and Welfare
Policy 1615	Use of Tobacco by Administrators
Policy 1616	Staff Dress and Grooming
Policy 1619	Group Health Plans
Policy 1619.01	Privacy Protections of Fully Insured Group Health Plans
Policy 1619.03	Patient Protection and Affordable Care Act
Policy 1623	Section 504/ADA Prohibition against Disability Discrimination in Employment
Policy 1630.01	FMLA
Policy 1662	Anti-Harassment

No edits were made and these policies will be presented to the board next month for final approval.

First Reading of Board Policies of the 3000 Series

Eric Feldman reviewed the following Board Policies for the first review:

Policy 3120	Employment of Professional Staff
Policy 3120.04	Employment of Substitutes
Policy 3120.08	Employment of Personnel for Co-Curricular/Extra-Curricular Activities
Policy 3121	Criminal History Record Check
Policy 3121.01	Criminal Conviction Review
Policy 3122	Nondiscrimination and Equal Employment Opportunity
Policy 3122.01	Alcohol and Drug-free Workplace
Policy 3122.02	Nondiscrimination based on Genetic Information of the Employee
Policy 3123	Section 504-ADA Prohibition Against Disability Discrimination in Employment
Policy 3130	Assignment and Transfer
Policy 3139	Professional Staff Discipline
Policy 3142	Probationary Teachers
Policy 3160	Physical Examination
Policy 3161	Unrequested Leaves of Absences/Fitness for Duty
Policy 3165	Temporary Head Start Vaccination Requirements
Policy 3170.01	Employee Assistance Program (EAP)
Policy 3210	Staff Ethics
Policy 3211	Whistleblower Protection
Policy 3213	Student Supervision and Welfare
Policy 3215	Use of Tobacco by Professional Staff
Policy 3217	Weapons
Policy 3242	Professional Growth Requirements
Policy 3243	Professional Meetings
Policy 3362	Anti-Harassment

Policy 3362.01	Threatening Behavior Towards Staff Member
Policy 3362.02	Workplace Safety
Policy 3419	Growth Health Plans
Policy 3419.01	Privacy Protections of Self-Funded Group Health Plans
Policy 3419.02	Privacy Protections of Fully Insured Group Health Plans
Policy 3419.03	Patient Protection and Affordable Care Act
Policy 3420	Benefits for Nonrepresented Staff
Policy 3430.01	FMLA
Policy 3437.01	Military Leave
Policy 3440	Reimbursement of Job-Related Expenses

No edits were made and these policies will be presented to the board next month for final approval.

Approval of the Personnel Update

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

- Employment
 - o Ashley Browne, Head Start Teacher, Arborwood South
 - o Cassandra Decker, Speech and Language Pathologist, Educational Center
 - o Karalee DeLormier, GSRP Teacher, Custer Elementary
- Leaves of Absence
 - o Gloria Martinez, medical
 - o Dana Paul, LBSE teacher
- Resignations/Retirement
 - o Alexandria Cooper, resigned
 - o Milka Hoss, resigned
 - o Nancy Lucero-Altamirano, resigned

The motion carried unanimously.

Increased Calendar – Early On Parent Educator Position

Mr. Bless made a motion, supported by Mr. Miller to approve an increase in calendar day for the Early On Parent Educator position from 200 days to 240 days. The motion carried unanimously.

Increased Calendar - Great Start Collaborative Director

Ms. Larzelere made a motion, supported by Mr. Bless to approve an increase in calendar days for the Great Start Collaborative Director, Amy Zarend, between October 1, 2022 and September 30, 2023, by 40 days. The motion carried unanimously.

Temporary Occupational Therapist - Bollin

Mr. Bless made a motion, supported by Ms. Larzelere to approve the temporary employment of Emily Bollin as a Temporary Early Childhood Special Education Occupational Therapist for two days per week from October 4, 2022 through October 31, 2022. The motion carried unanimously.

Donation of Instructional Materials

Dr. Martin made a motion, supported by Mr. Bless to approve a disposal/donation of unused instructional materials to the Detroit Public Schools. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Preparing for the MCISD audit as well as Summerfield and Ida audits
- Informed the board that several districts have new business managers; supporting them
- Informed the board that several new grant opportunities are coming from MDE, currently researching them.

Human Resources and Legal Counsel – Eric Feldman

- Discussed current school safety grants that are available to Monroe County

Curriculum and Instruction – Lisa Montrief

- The year is the 10th graduating class of the MCMC
- Discussed today’s Literacy Junket that took place at the ISD – professional development opportunity for local district literacy coaches
- Informed the board that the Knabusch Math & Science Center was recently awarded \$15,000 from the Knabusch Trust to purchase a side-by-side vehicle

Special Education and Early Childhood Services – Rachel Kopke

Current Enrollment Report-September 2022

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%)
EHS/HS Combined	Enrolled: 270/315 Reserved (not to exceed 1):8 Vacant less than 30 days: 21 Total Enrollment: 299/315-95%	130% FPL+: 18/315=6% 101-130% FPL: 15/315=5%	40/315=13%
Head Start	Enrolled: 231 Reserved (not to exceed 8): 8 Vacant less than 30 days: 12 Total Enrollment: 251/267-94%	130% FPL+: 18/267=7% 101-130% FPL: 11/267=4%	30/267=11%
Early Head Start	Enrolled: 39 Reserved (not to exceed 1): 0 Vacant less than 30 days: 9 Total Enrollment: 48/48-100%	130% FPL+: 0/48=0% 101-130% FPL: 4/48=8%	10/48=21%

Current Waitlist Report-As of 10/12/22

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Head Start	40 17 projected to begin at Orchard 11/7/22	3	34

	17 projected to begin at AWS January 2023		
Early Head Start	4	0	1

Head Start Participation Reports September 2022

Site	Attendance Percentage
In Person Arborwood	89.92%
In Person Dundee	94.35%
In Person Ida	85.96%
In Person MCCC	89.11%
In Person Niedermeier	85.14%
In Person Orchard	79.19%
In Person Riverside	97.75%
In Person SRE	92.81%
In Person YMCA	87.71%
In Person Program Attendance Total	89.37%

Early Head Start Participation Reports-September 2022

Site	Attendance Percentage
HV 1	59%
HV 2	55%
HV 3	60%
HV 4	39%
Program Attendance Total	52.94%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	<ul style="list-style-type: none"> • ACF-IM-HS-22-05 OHS Guidance for Funds Appropriated in the ARP • ACF-IM-HS-22-06 Strategies to Stabilize the Head Start Workforce • ACF-IM-HS-22-07 Reporting Child Health and Safety Incidents 	Information Memoranda ECLKC (hhs.gov)
Program Instructions	None	Program Instructions ECLKC (hhs.gov)

Program Updates

- Current vacant Head Start positions
 - AWS Teacher Assistant 1
 - AWS Float 1
 - Orchard Float 1
 - AWS Clerk

- Universal Masking Update

Since December 2021, the U.S. Department of Health and Human Services' Administration for Children and Families (ACF) has required Early Head Start and Head Start programs to require masking for all children and staff 2 years and older. On September 16, 2022, ACF released a [statement](#) that outlines a final rule formally removing the masking mandate from the temporary order will be released soon in order to more closely align with the revised CDC recommendations. The statement encourages programs to use their local data and policies to drive mask wearing requirements.

Although masks **may** be worn by anyone at any time, effective, September 19, 2022, they are no longer required. Early Head Start and Head Start students and staff will follow the COVID protocols dependent on their building's location (Early Head Start follows the MCISD protocols). Should masks be required for staff/children at any point during the year, staff and families will be notified. Examples of times when masks will continue to be required include, but are not limited to:

- When [COVID-19 transmission levels](#) in the county is identified as **HIGH**.
- When staff/student has had close contact with a COVID positive person
- When a staff/student has tested positive for COVID and returns to work/school between days 6-10 from onset of symptoms/positive test if no symptoms are present.

Superintendent – Stephen McNew

- Discussed the merge with the Monroe County BDC and the Monroe County Chamber
- Discussed the upcoming Legislative Breakfast
- Discussed the Joint Board Meeting with Airport Schools

Superintendent – Steve McNew

- informed the board that the MCISD Continuous Improvement Team is reviewing and updating the MCISD Strategic Plan
- Discussed the School Safety meeting that recently took place.
- Holding a new superintendent orientation for the four new superintendents in the county next week.
- Discussed the MCISD's relationship with Lourdes University

Adjourn

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

Respectfully submitted,

Paul Miller
Secretary