

# **REGULAR BOARD MEETING MINUTES**

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

**October 19, 2021**

**Monroe County ISD  
Lake Erie Room**

### **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, Barry Martin, Paul Miller

#### **MCISD BOARD**

**MEMBERS ABSENT:** Renee Larzelere

#### **MCISD**

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

#### **MCISD STAFF**

**ABSENT:** none

**OTHERS PRESENT:** Joanne O’Leary, Liam and Natalie (Dundee Japanese students), Mary Mitroka, Crystal Willit, Stephanie Scalcucci, Gio Scalcucci

### **Pledge of Allegiance**

The Pledge of Allegiance was led by President DeSloover.

### **Important Dates**

- Oct 29/Nov 1 Inservice Days
- Nov 16 MCISD Board Meeting, 5:00 PM
- Nov. 25/26 MCISD Closed for Thanksgiving

### **Expressions from the Public**

There were no expressions from the public.

### **Recommended Actions**

#### **Routine Matters**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the minutes of the September 20, 2021 and October 13, 2021 meetings that were presented. The motion carried unanimously.

### **Financial Reports**

Special                  Food

	<u>General Fund</u>	<u>Education Fund</u>	<u>Service Fund</u>	<u>Student Activities</u>	<u>CP</u>	<u>Total</u>
<u>Check Registers</u>						
9/12-9/30/21	1,193,198.18	95,177.19	17,752.35	1,443.43		1,307,571.15
10/1-10/09/21	546,551.75	321,471.73	3,977.44	301.75	0	872,302.67
<u>ACH Transactions</u>						
Gross Payroll	669,081.98	1,551,013.45	0	233.82	0	2,220,329.25
Student Activity Account Transfers	0	0	0	0	0	0

Early Head Start & Head Start

Expenses as of September 30, 2021

\$413,481.97

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**

### **1<sup>st</sup> Reading: Board Policy 3132 – Outside Activities of Staff**

The board held the first reading and review of Board Policy 3132 Outside Activities of Staff. No action was taken.

### **Request for Medical Leave of Absence**

Dr. Martin made a motion, supported by Mr. Bless to approve the medical leave of absence request for Emily Spannagel beginning October 20, 2021 through November 4, 2021. The motion carried unanimously.

### **Request for Medical Leave of Absence**

Mr. Miller made a motion, supported by Dr. Martin to approve the medical leave of absence request for Kim Torrance beginning November 10, 2021 through February 2, 2022. The motion carried unanimously.

### **Request for New Position: ECSE Speech & Language Pathologist**

Mr. Bless made a motion, supported by Dr. Martin to approve the establishment and posting of an Early Childhood Speech and Language Pathologist for Early Childhood Special Education, effective immediately. The motion carried unanimously.

### **Request for New Position: GSRP Program**

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of one (1) GSRP Teacher, one (1) Teacher Assistant and four (4) Program Support Aide Floater positions, effective November 1, 2021. The motion carried unanimously.

### **Request for New Positions: School Nurse (2)**

Mr. Miller made a motion, supported by Mr. Bless to approve the establishment and posting of two (2) School Nurse positions effective immediately. The motion carried unanimously.

### **Temporary Positions – Increased Days**

Mr. Bless made a motion, supported by Dr. Martin to approve the increase in the number of workdays for several Early On and Home Visiting temporary assignments between October 1, 2021 and September 30, 2022. The motion carried unanimously.

### **Temporary Teacher**

Dr. Martin made a motion, supported by Mr. Miller to approve the temporary employment of Kathy Lambrix as a local based special education teacher at Bedford High School for two (2) days a week beginning September 20, 2021 through December, 2021, or until the position has been filled. The motion carried unanimously.

### **Increased Calendar Days – Early On**

Mr. Bless made a motion, supported by Dr. Martin to approve an increase in working days for Early On Parent Educator Kristin Miller from 192 days to 240 days, effective October 1, 2021 through September 30, 2022. The motion carried unanimously.

### **Increased Calendar Days – Early On Parent Educator**

Dr. Martin made a motion, supported by Mr. Bless to approve an increase in working days for the Early On position from 192 days to 240 days, 35 hours per week, and single insurance benefits effective October 1, 2021. The motion carried unanimously.

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

Mr. Miller made a motion, supported by Mr. Bless to approve a 1.5% rate increase for the Youth Center Liaison, Michelle Haas-Nelson, effective October 1, 2021. The motion carried unanimously.

### **Employment Recommendation – Bruck, E.**

Mr. Bless made a motion, supported by Dr. Martin to approve the employment of Elena Bruck as an Occupational Therapist, effective October 11, 2021. The motion carried unanimously.

### **Employment Recommendation – Carlton, S.**

Mr. Miller made a motion, supported by Dr. Martin to approve the employment of Stephanie Carlton as the Head Start Assistant Director, effective October 11, 2021. The motion carried unanimously.

### **Employment Recommendation – Henderson, H.**

Dr. Martin made a motion, supported by Mr. Miller to approve the employment of Hayley Henderson as a GSRP Teacher at Arborwood South effective October 18, 2021. The motion carried unanimously.

### **Employment Recommendation – McBride, T.**

Mr. Bless made a motion, supported by Mr. Miller to approve the employment of Tara McBride as a Head Start Mentor Teacher, effective September 27, 2021. The motion carried unanimously.

### **Employment Recommendation – Perez, M.**

Mr. Miller made a motion, supported by Dr. Martin to approve the employment of Michelle Perez as a Head Start Teacher at Ida Elementary, effective October 18, 2021. The motion carried unanimously.

### **Employment Recommendation – Rodriguez, S.**

Mr. Bless made a motion, supported by Dr. Martin to approve the employment recommendation of Savannah Rodriguez as a Head Start Mental Health Consultant. The motion carried unanimously.

## **Employment Recommendation – Whitman, B.**

Dr. Martin made a motion, supported by Mr. Miller to approve the employment of Brook Whitman as a Speech and Language pathologist for the parochial schools and Mason MoCI, effective September 20, 2021. The motion carried unanimously.

## **Correction: Head Start/Early Head Start Rate Increase**

Mr. Bless made a motion, supported by Dr. Martin to approve the corrected rate increase for the Head Start Mentor Teacher position as approved at the October 13, 2021 Special Board meeting. The motion carried unanimously.

## **Addition of CBA Classes at Conference**

Mr. Bless made a motion, supported by Dr. Martin to approve the addition of four (4) CBA classes at the MASB Annual Conference for Dale DeSloover and Paul Miller on November 10-14, 2021. The motion carried unanimously

## **Fiscal Year 2022 Competitive Bid Threshold**

Josh Dyer reviewed the increase in the Competitive Bid Threshold per Board Policy 6320. No action was taken by the board; included as information only.

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

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

- A budget update (FY22) will take place at the November meeting.
- Informed the board that the MCISD audit report (FY21) will take place at December meeting.

### **Human Resources and Legal Counsel**

- Interviewing continues for open positions

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

- Field trips are starting up again at Knabusch Math & Science Center

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

- Informed the board that the Transition Center coffee cart has returned
- Informed the board of the professional development that will take place throughout the county on October 29<sup>th</sup> and November 1<sup>st</sup>.
- Announced that the Educational Center garden will be refreshed and rededicated in the near future. More information to come.

### **Current Enrollment Report- September 2021**

<b>Program</b>	<b>Total Enrollment/Funded Enrollment (total enrollment should equal funded enrollment)</b>	<b>Over Income Enrollment CP#2004 (130% FPL+: under 10%) (101-130% FPL: under 35%)</b>	<b>Disabilities Enrollment (over 10%)</b>
Head Start	Enrolled: 245 Reserved (not to exceed 8):7 Vacant less than 30 days: 0 <b>Total Enrollment: 252/267-94%</b>	130% FPL+: 17/252=7% 101-130% FPL: 32/252=13%	27/252=11%
Early Head	Enrolled: 48	130% FPL+: 3/48=6%	9/48=19%

Start	Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 <b>Total Enrollment: 48/48-100%</b>	101-130% FPL: 5/48=10%	
EHS/HS Combined	Enrolled: 300 Reserved (not to exceed 1): 7 Vacant less than 30 days: 0 <b>Total Enrollment: 300/315-95%</b>	130% FPL+: 20/300=7% 101-130% FPL: 37/300=12%	36/300=12%

### Current Waitlist Report- October 2021

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Head Start	3-All have been offered a slot	5	17
Early Head Start	0	0	0

### Head Start Participation Reports September 2021

Site	Attendance Percentage
In Person Arborwood	81.95%
In Person Dundee	87.88%
In Person Ida	85.44%
In Person MCCC	87.30%
In Person Niedermeier	80.95%
In Person Orchard	88.83%
In Person Riverside	95.11%
In Person SRE	84.62%
In Person YMCA	85.09%
<b>In Person Program Attendance Total</b>	<b>85.21%</b>

### Early Head Start Participation Reports-September 2021

Site	Attendance Percentage
HV 1	55%
HV 2	53%
HV 3	36%
HV 4	61%
<b>Program Attendance Total</b>	<b>51%</b>

### Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	None	<a href="#">Information Memoranda   ECLKC (hhs.gov)</a>
Program Instructions	None	<a href="#">Program Instructions   ECLKC (hhs.gov)</a>

### Program Updates

- COVID updates during the month of September 2021 in our Head Start Program

Site/Program	# Staff COVID+	# Students COVID+	# Staff Quarantined Due to Exposure of COVID +	# Students Quarantined Due to Exposure of COVID +
MCISD				

Staff/EHS				
AWS	1	1		12
Dundee				
Ida				1
MCCC		1		
Niedermeier			2	2
Orchard				1
Riverside				
Smith Rd				
YMCA				1
<b>TOTALS</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>17</b>

### **Superintendent – Stephen McNew**

- Discussed the implementation of Infinite Campus
- Joint board meeting with Lenawee ISD will take place January 22, 2022.
- Discussed the process that is moving forward with Monroe Charter Township regarding the proximity a marijuana facility is in related to the Michigan College of Beauty.

### **Adjourn**

At 6:42 a.m. Mr. Bless made a motion, supported by Dr. Martin to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,  
Paul Miller  
Secretary