

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

September 20, 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, Renee Larzelere, Russell Bless

MCISD BOARD

MEMBERS ABSENT: Paul Miller and Barry Martin

MCISD

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

MCISD STAFF

ABSENT: none

OTHERS PRESENT: Crystal Willit, Denise Miller, Eric Feldman and Steve Foster

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- Oct 19 MCISD Board Meeting, 5:00 PM

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 August 17, 2021 meeting that was presented. The motion carried unanimously.

Financial Reports

	General <u>Fund</u>	Special Education <u>Fund</u>	Food Service <u>Fund</u>	Student Activities	CP	<u>Total</u>
<u>Check Registers</u>						
8/8-8/31/21	2,411,401.70	564,295.79	765.02	485.00	6,300.00	2,983,247.51
9/1-9/11/21	478,723.60	3,649,294.11	1,986.15	0	28,613.00	
4,158,616.86						
<u>ACH Transactions</u>						
Gross Payroll	553,862.96	1,328,239.80	0	0	0	
1,882,102.76						
Student Activity Account Transfers	0	0	0	0	0	0
Early Head Start						
Year end June 30, 2021		\$402,639.64				
Head Start						
Year end June 30, 2021		\$3,057,178.73				
Early Head Start & Head Start						
Year to Date as of August 31, 2021		\$212,174.72				

Ms. Larzelere made a motion, supported by Mr. Bless, 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

Request for Maternity Leave of Absence

Mr. Bless made a motion, supported by Ms. Larzelere to approve the maternity leave of absence request for Nancy Lucero-Altamirano from September 7, 2021 returning to work on September 20, 2021. The motion carried unanimously.

Request for Medical Leave of Absence

Ms. Larzelere made a motion, supported by Mr. Bless to approve the medical leave of absence request for Heidi Farris from August 30, 2021 through October 25, 2021. The motion carried unanimously.

Temporary School Psychologist

Mr. Bless made a motion, supported by Ms. Larzelere to approve the temporary employment of Diane Donar, retired School Psychologist, for up to three days per week from September 21, 2021 through May 2022. The motion carried unanimously.

Temporary Director of Buildings, Grounds and Transportation

Ms. Larzelere made a motion, supported by Mr. Bless to approve the temporary employment of Eric Hoogendoorn, retired Director of Buildings, Grounds and Transportation, for up to thirty hours per week for five weeks beginning August 27, 2021 through October 1, 2021. The motion carried unanimously.

Temporary Secretary B – Human Resources

Mr. Bless made a motion, supported by Ms. Larzelere to approve the temporary employment of JJ Dively, retired Secretary B-Human Resources, for up to three days per week beginning August 27, 2021 through September 30, 2021. The motion carried unanimously.

Request for New Position: Certified Occupational Therapist

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of a Certified Occupational Therapist position, effective immediately. The motion carried.

Request for Early On Rate Increase

Mr. Bless made a motion, supported by Ms. Larzelere to approve the 1.5% rate increase for Early On staff, effective October 1, 2021. The motion carried unanimously.

Request for Great Start Collaborative Rate Increase

Ms. Larzelere made a motion, supported by Mr. Bless to approve a 1.5% rate increase for the Great Start Collaborative staff, effective October 1, 2021. The motion carried unanimously.

Request for Increase in Early On Calendar

Mr. Bless made a motion, supported by Ms. Larzelere to approve an increase in hours per week and single insurance benefits for Parent Educator Sheri Gibson, from 29 hours per week to 30 hours per week, Family Engagement Coordinator Cherie Shields, from 28 hours per week to 30 hours per week, both effective October 1, 2021. The motion carried unanimously.

Request for Additional Workdays for Dean Delben

Ms. Larzelere made a motion, supported by Mr. Bless to approve additional workdays for Dean Delben, special education teacher at Jefferson Schools, to provide instruction from August 24 through August 30, 2021. The motion carried unanimously.

Employment Recommendation – Cloutier, C.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the employment of Cindy Cloutier as a Head Start teacher at Niedermeier Elementary School. The motion carried.

Employment Recommendation – Feldman, E.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment of Eric Feldman as Assistant Superintendent for Human Resources and Legal Services, effective October 4, 2021. The motion carried.

Employment Recommendation – Gilliam, M.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the employment of Meredith Gilliam as a School Social Worker/Positive Intervention Specialist in the Southwest Region, effective August 26, 2021. The motion carried.

Employment Recommendation – Kraus, A.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment of Amanda Kraus as a Behavior Coach in the North Region, effective August 26, 2021. The motion carried.

Employment Recommendation – Sharp, J.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the employment of Johnathan Sharp as a Behavior Coach in the Southwest Region, effective August 26, 2021. The motion carried.

Employment Recommendation – Winans, D.

Ms. Larzelere made a motion, supported by Mr. Bless to approve the employment of Derek Winans as a Behavior Coach in the Southwest Region, effective August 26, 2021. The motion carried.

Request to Attend MASB Annual Conference

Mr. Bless made a motion, supported by Ms. Larzelere to approve the attendance of Dale DeSloover and Paul Miller to attend the MASB Annual Conference in Grand Rapids, MI from November 10-14, 2021. The motion carried.

Request to Attend MASB Behind the Scenes at the Capitol

Ms. Larzelere made a motion, supported by Mr. Bless to approve the attendance of Russell Bless at the MASB Behind the Scenes in Lansing, MI on September 29, 2021. The motion carried unanimously.

Out of State Conference Request – Dyer, J.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Josh Dyer to attend the 2021 SNUG Annual Conference from October 2-7, 2021 in Garden Grove, CA. The motion carried unanimously.

Executive Session

At 5:39 PM, Ms. Larzelere made a motion, supported by Mr. Bless to enter into Executive Session for the purpose of discussing negotiations. The motion carried unanimously.

Reconvene

The meeting reconvened at 6:09 PM.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Informed the board that the audit presentation will be at the December meeting.
- Discussed the Educational Center equipment purchase delays

Human Resources and Legal Counsel

- Currently have 54 positions available
- Dr. Kopke gave a COVID update to the board.

Curriculum and Instruction – Lisa Monrief

- Informed the board that field trips are taking place at the Knabusch Math & Science Center
- Student programs such as Student Assistance, Quiz Bowl and Young Authors will take place this year.
- In the process of swearing in Attendance Officers with the Monroe County Prosecutor’s Office
- Infinite Campus rollout is moving along.

Special Education and Early Childhood Services – Rachel Kopke

- Working through parent requests for student placement

Current Enrollment Report- August 2021

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%)
Head Start	Enrolled: 0 Reserved (not to exceed 8):0 Vacant less than 30 days: Total Enrollment: 0/267-CLOSED	130% FPL+: 0=0% 101-130% FPL: 0=0% CLOSED	0/267=0% CLOSED
Early Head Start	Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 Total Enrollment: 48/48	130% FPL+: 4/48 (8%) 101-130% FPL: 5/48 (10%)	9/48=19%

Current Waitlist Report- September 14, 2021

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Head Start	10	8	14
Early Head Start	0	0	0

- A majority of our WL includes 3-year-olds in buildings where there are no more 3-year-old spots available. Orchard has numerous 3-year-old spots available (with and without transportation), however several families have declined this location. Currently, Orchard has 22 vacant spots open, 10 of which may be able to offer transportation.

Head Start Participation Reports August 2021

Site	Attendance Percentage
In Person Arborwood	NA-CLOSED
In Person Dundee	NA-CLOSED

In Person Ida	NA-CLOSED
In Person MCCC	NA-CLOSED
In Person Niedermeier	NA-CLOSED
In Person Orchard	NA-CLOSED
In Person Riverside	NA-CLOSED
In Person SRE	NA-CLOSED
In Person YMCA	NA-CLOSED
In Person Program Attendance Total	NA-CLOSED

Early Head Start Participation Reports-August 2021

Site	Attendance Percentage
HV 1	50%
HV 2	59%
HV 3	54%
HV 4	55%
Program Attendance Total	55%

Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	None	Information Memoranda ECLKC (hhs.gov)
Program Instructions	None	Program Instructions ECLKC (hhs.gov)

Program Updates

- Utilizing the American Families Plan funding that was awarded to the EHS/HS programs, the program has worked to develop staff recruitment and retainment procedures. Staff recruitment efforts have assisted the program in moving from 23 vacant positions to 9.

Head Start Enrollment: as of 9/14/21

Site	Total Accepted	Total Slots Available	% Accepted	Total Still Needed
Arborwood South	59	66	89%	7
Dundee	14	17	82%	3
Ida	14	16	88%	2
MCCC	18	18	100%	0
Niedermeier	32	33	97%	1
Orchard	29	51	57%	22
Riverside	13	16	81%	3
Smith Road	33	33	100%	0
YMCA	17	17	100%	0
TOTALS	229	267	86%	38

Superintendent – Stephen McNew

- Informed the board that the MCISD Strategic Plan is in the process of being updated.
- Discussed MCISD security upgrades, as well as items that need to be addressed at Holiday Camp

Adjourn

At 6:41p.m. Ms. Larzelere made a motion, supported by Mr. Bless to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,
Paul Miller
Secretary