

# REGULAR BOARD MEETING MINUTES

## MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

April 16, 2024

### 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, Paul Miller, Barry Martin and Russell Bless

#### 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: Crystal Willit, Denise Miller, Kellie Farmer, Collete Burkett, Magdalena Waldecker, Lupa Raymond and Steve Foster

### Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

### Important Dates

- April 16 MCISD Board Meeting, 5:00 PM
- April 23 CTE Expo, First Merchant Bank Expo, 9:00 AM
- April 25 Ed Center Spring Show, 11:00 AM & 6:30 PM
- April 29 MCISD Board Retreat, 9:00 AM

### Expressions from the Public

Jared Thornsberry introduced himself as the MEA Uniserve Director.

### Recommended Actions

### Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the March 19, 2024 meeting that were presented. The motion carried unanimously.

## Financial Reports

	General Fund	Special Education Fund	Food Service Fund	Tech Tax	Student Activities	CP	Total
<u>Check Registers</u>							
3/10-3/31/24	1,394,354.81	817,969.59	17,442.15	816,222.67	613.01	42,186.35	3,088,788.58
4/1-4/9/24	327,283.34	75,516.18	1,397.59	55,833.79	2,381.39	1,835.00	464,247.29

### ACH Transactions

Gross Payroll	807,632.62	1,894,196.79	0	0	501.18	0	2,701,829.41
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Early Head Start

Year to Date as of March 31, 2024                      \$2,672,759.68

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

### 2<sup>nd</sup> Review and Adoption of Board Policies

Dr. Martin made a motion, supported by Ms. Larzelere to approve the following board policies:

- Policy 1240 Evaluation of the Superintendent
- Policy 2410 Prohibition of Referral or Assistance
- Policy 2414 Reproductive Health and Family Planning
- Policy 6320 Purchasing
- Policy 6321 New School Construction, Renovation
- Policy 6325 Procurement
- Policy 6350 Prevailing Wage
- Policy 8390 Animals on District Property
- Policy 8800 Religion/Patriotic Ceremonies and Observances

The motion carried unanimously.

### Approval of the Personnel Update

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

- Employment
  - o Jennifer Dolezal, Literacy Coach
  - o Kiley Elbaor, Special Education Teacher
  - o Lexi Hendel, School Social Worker
  - o David Terrasi, School Psychologist
- Leaves of Absence
  - o Jodi Cooley, returning June 3, 2024, medical leave
  - o Sophia Rieman, returning August 26, 2024, maternity leave
- Resignations/Retirement
  - o Eric Feldman, resigned
  - o Nicole Knott, resigned
  - o Megan Sepulveda, resigned

The motion carried unanimously.

### **Request for New Position: Early Childhood Special Education Teacher – Age 0-3**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of an Early Childhood Special Education Teacher position effective with the start of the 2024-2025 school year. The motion carried unanimously.

### **Request for New Position: Early Childhood Special Education Psychologist – Age 0-5**

Mr. Miller made a motion, supported by Mr. Bless to approve the establishment and posting of a School Psychologist position for the Early Childhood Special Education effective with the start of the 2024-2025 school year. The motion carried unanimously.

### **Request for New Position – Physical Therapy Assistant**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of a Physical Therapist Assistant position effective with the start of the 2024-2025 school year. The motion carried unanimously.

### **Request for Summer Substitute Custodial Positions**

Dr. Martin made a motion, supported by Mr. Miller to approve the establishment and posting of five (5) summer substitute custodian positions effective June 18 through August 9, 2024. The motion carried unanimously.

### **Proposed Calendars for 2024-2025**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the 2024-2025 school year calendars for the Monroe County Middle College, SCI Program and Schedule D – Educational Center, Transition Center and Youth Center. The motion carried unanimously.

### **Proposed Calendars for 2024-2025 - Early Childhood**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the 2024-2025 school year calendars for Early Childhood Special Education, Great Start Readiness Program and Head Start. The motion carried unanimously.

### **Non-Affiliated Compensation Package Increase**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the non-affiliated compensation package increase, effective July 1, 2024. The motion carried unanimously.

### **Great Start Readiness Program Educational Stipend**

Ms. Larzelere made a motion, supported by Mr. Bless to approve a Great Start Readiness Program Educational Stipend. The motion carried unanimously.

### **Request for Summer Services 2024**

Dr. Martin made a motion, supported by Mr. Miller to approve the following services for the summer of 2024:

- Early On
  - Teacher Consultant
  - Teacher, Early On
  - School Psychologist
  - Social Worker
  - Teacher

- Speech Therapist (1)
- Speech Intern (2)
- Physical Therapists (2)
- Occupational Therapists (2)
- Extended School Year Program
  - 2 Early Childhood parent interaction groups
  - 1 Early Childhood primary classroom (2 sections)
  - 1 Early Childhood secondary classroom (2 sections)
  - Teachers (2)
  - Aides (4)
  - Speech and Language Pathologist (1)
  - Occupational Therapist (1)
  - Social Worker (1)
  - Teacher consultants (1)
- Hearing Impaired Program
  - Teacher
- Vision and Mobility Services
  - Split time Teachers (2)
  - Mobility Specialist
- Educational Center Severely Cognitively Impaired Program
  - Music Therapist (1)
- Youth Center
  - Tutor (1)
  - Liaison (1)
- Educational Center Curriculum and Assessment Committee
  - Various Staff (5)
- Transition Center Course Scheduling
  - Professional Staff (7)
- Educational Center Speech Therapy Support
  - Speech and Language Pathologist (2)
- East Region Services
  - School Psychologist (3)
  - School Social Worker (1)
- Assistive Technology
  - Teacher Assistant
  - Program Assistant
- Summer Transition Programming
  - Teachers (3)
  - Teacher Aide (3)

The motion carried unanimously.

### **Out of State Conference Request – Ruddy, E.**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for Elizabeth Ruddy to attend the 2024 Momentum Academy Wheelchair Safety in Independence, OH on April 15, 2024 The motion carried unanimously.

### **Out of State Conference Request – Ruhe, K**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the out of state conference request for Karen Ruhe to attend the 2024 Momentum Academy Wheelchair Safety in Independence, OH on April 15, 2024. The motion carried unanimously.

### **Out of State Field Trip Request**

Mr. Miller made a motion, supported by Mr. Bless to approve the out of state field trip request for Melisa Flanner to travel to Washington DC with Bedford Junior High School from May 28 through June 1, 2024. The motion carried unanimously.

### **MASB Conference Request – DeSloover, D.**

Ms. Larzelere made a motion, supported by Dr. Martin to approve Dale DeSloover's attendance at the MASB President's Workshop in Lansing, MI from April 19-20, 2024. The motion carried unanimously.

### **Summer 2024 Four Day Work Week**

Dr. Martin made a motion, supported by Mr. Miller to approve the 2024 summer four-day work week request. This schedule will begin June 17, 2024 and return to normal schedule August 16, 2024. The motion carried unanimously.

### **Central Office Contract Extensions**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the central office contract extensions through the June 30, 2026 school year. The motion carried unanimously.

### **Superintendent Contract Extension**

Mr. Bless made a motion, supported by Ms. Larzelere to approve the contract extension for Superintendent McNew through the 2026-2027 school year. The motion carried unanimously.

### **Out of State Conference Request- Leffel, J.**

Dr. Martin made a motion, supported by Mr. Bless to approve the out of state conference request for Jared Leffel to attend the BrainStorm K20 Technology Conference 2024 in Sandusky, OH from May 5-7, 2024. All costs associated with this conference will be reimbursed by Summerfield Schools. The motion carried unanimously.

### **Student Activity Fund Recognition**

Ms. Larzelere made a motion, supported by Mr. Bless to approve the creation of a Student Activity Fund for the Project Search program. The motion carried unanimously.

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

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

- Discussed the MCISD moving forward with TRANE; building reviews taking place
- 2023-2024 audit dates are set in July 2024
- Informed the board that the 27K Grant was submitted.

### **Human Resources and Legal Counsel – Eric Feldman**

- Negotiations are on-going.
- The April Retreat is last meeting.

## Curriculum and Instruction – Lisa Monrief

- Nick Hay was invited to be part of a State Roundtable Discussion on Technology; more information to come.
- Discussed the Law Enforcement Class graduation and implementation of Year 2.

## Special Education and Early Childhood Services – Rachel Kopke

### Current Enrollment Report-March 2024

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%)	Students Enrolled Receiving Tiered Intervention Services/In Process of SE Evaluation
Head Start	Enrolled: 238 Reserved (not to exceed 7): 0 Vacant less than 30 days: 2 <b>Total Enrollment: 240/240-100%</b>	130% FPL+: 17/240=7% 101-130% FPL: 5/240=2%	47/240=20%	47/240=20%
Early Head Start	Enrolled: 48 Reserved (not to exceed 1): 0 Vacant less than 30 days: 0 <b>Total Enrollment: 48/48- 100%</b>	130% FPL+: 2/48=4% 101-130% FPL: 2/48=4%	13/48=27%	8/48=17%

### Current Waitlist Report-As of 4/1/24

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
<b>Early Head Start</b>	<b>7</b>	<b>0</b>	<b>0</b>
<b>Head Start</b>	<b>21</b> (can be counted in more than 1 location)	<b>4</b> (can be counted in more than 1 location)	<b>15</b> (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	5	1	6
Bedford-Smith Rd Elementary 31 Slots	3	0	4
Dundee-Dundee Elementary 15 Slots	3	0	0
Ida-Ida Elementary 15 Slots	0	0	0
Monroe-AWS Elementary 77 slots	6	3	4
Monroe-MCCC Elementary 15 Slots	3	1	4

Monroe-Orchard Elementary 25 Slots	8	2	2
Monroe-Riverside Elementary 16 Slots	1	0	0
Monroe-YMCA Elementary 15 Slots	5	2	6

### Head Start Attendance Reports-March 2024

Site	Attendance Percentage
In Person Arborwood	86.17%
In Person Dundee	85.47%
In Person Ida	85.00%
In Person MCCC	88.33%
In Person Niedermeier	80.22%
In Person Orchard	82.43%
In Person Riverside	82.81%
In Person SRE	92.20%
In Person YMCA	81.82%
<b>In Person Program Attendance Total</b>	<b>85.32%</b>

### Early Head Start Attendance Reports-February 2024

Site	Attendance Percentage
HV 1	72%
HV 2	64%
HV 3	84%
HV 4	58%
Program Attendance Total	70.1%

### 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

- OHS Monitoring Review: Riverside Incident from 11/7/23
  - [Notification](#)
  - [Report](#)
  - Training and Technical Assistance to be assigned

### Superintendent – Steve McNew

- Discussed the Board Retreat agenda (April 29)
- Discussed the non-affiliated compensation package with the board.
- Discussed the Assistant Superintendent for HR applicants.

## **Executive Session – Collective Bargaining**

At 6:18 p.m. Dr. Martin made a motion, supported Mr. Bless to enter Executive Session for the purpose of discussing collective bargaining. A roll call vote was taken. The motion carried unanimously.

## **Reconvene**

At 6:36 p.m. Mr. Bless made a motion, supported by Ms. Larzelere to reconvene.

## **MCIFSA Contract Ratification**

Mr. Miller made a motion, supported by Dr. Martin to ratify the MCIFSA Collective Bargaining Agreement for July 1, 2024 through June 30, 2027. The motion carried unanimously.

## **Executive Session – Attorney Client Privileges**

At 6:38 p.m. Mr. Bless made a motion, supported by Ms. Larzelere to enter Executive Session for the purpose of attorney client privilege. A roll call vote was taken. The motion carried unanimously.

## **Reconvene**

At 6:48 p.m. Ms. Larzelere made a motion, supported by Dr. Martin to reconvene the meeting.

## **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