

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

August 20, 2024

Call to Order and Roll Call

The meeting was called to order at 8:30 a.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, Anya Lusk, Rachel Kopke and Andrea Murphy

MCISD

STAFF ABSENT: none

OTHERS PRESENT: Andrew Borelli (MEA Uniserv Director), Crystal Willit, Tammy Castiglione, Kellie Farmer, and Lupa Raymond

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Important Dates

- August 26 MCISD Opening Day
- Sept 2 Labor Day
- Sept 3 School Resumes

Expressions from the Public

Andrew Borelli, MEA Uniserve Director addressed the board regarding the NEA MEA Bill of Rights.

Recommended Actions

Routine Matters

Ms. Larzelere made a motion, supported by Mr. Bless to approve the minutes of the July 16, 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>							
7/10-7/31/24	2,138,360.96	776,808.22	12,609.46	185.99	556.57	0	2,928,521.20
8/1-8/9/24	1,730,475.80	67,315.90	0	0	200.96	0	1,797,992.66

ACH Transactions

Gross Payroll	714,636.93	1,643,679.49	0	0	94.99	0	2,358,411.41
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Early Head Start FY24
Year to Date as of July 31, 2024 \$3,815,048.85

Early Head Start & Head Start FY25
Year to Date as of July 31, 2024 \$114,847.45

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

1st Reading Policies 2266 & 2264

Anya Lusk reviewed Board Policy 2266 and Policy 2264 with the Board. No edits were suggested.

Approval of Head Start Administrative Guidelines/Standards of Conduct

Dr. Martin made a motion, supported by Ms. Larzelere to approve the following Head Start Administrative Guidelines:

- Guideline 5600.01-Student Discipline for Monroe County Intermediate School District (MCISD) Early Head Start (EHS)/Head Start (HS)/Great Start to Readiness Program (GSRP)
- Guideline 8541-Monroe County Intermediate School District Staff Wellness-Head Start and Early Head Start Programs-Revision
- EHS/HS/GSRP Standards of Conduct

The motion carried unanimously.

Approval of the Personnel Update

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

- Employment
 - o Joshua Adams, Academic Liaison for the River Raisin Battlefield
 - o Ashlynn Gaynier, Speech and Language Pathologist
 - o Breanne Kareha, Speech and Language Pathologist
 - o Jennifer Luciw, Speech and Language Pathologist
 - o Noelle Matusiewicz, Teacher Consultant
 - o Melissa Morton, Regional Director
 - o Jenna Qualey, GSRP Teacher
 - o Chelsea Zdunczyk, GSRP Teacher
- Leaves of Absence

- Carmyn Bezeau, Head Start PSA Floater
- Stephanie Carlton, Head Start Assistant Director
- Jackie Maes-Gaines, SCI Program Assistant
- Tia Ruehs, SCI Program Assistant
- Mishel Shepherd, Teacher Aide
- Kelsey Steinseifer, EHS Home Visitor
- Resignations/Retirement
 - Tary Alexander, resigned
 - Elizabeth Bentley, resigned
 - Gail Corbiere, resigned
 - Mikayla Fahnestock, resigned
 - Alicia LaZette, resigned
 - Nora Pello, resigned
 - Andrew Shilling, resigned
 - Jenna Walsh, resigned
 - Denise Webb, resigned
 - Danielle Whitaker, resigned

The motion carried unanimously.

Request for New Position: Speech & Language Pathologist

Mr. Bless made a motion, supported by Ms. Larzelere to approve the establishment and posting of a Speech and Language Pathologist at Airport Community Schools, effective for the 2024-2025 school year. The motion carried unanimously.

Employee Tenure Recommendation

Dr. Martin made a motion, supported by Ms. Larzelere to approve the employee tenure recommendation for Madyson Farris, Melisa Flanner and Sierra Szczepanski. The motion carried unanimously.

Request for New Position: Special Education Supervisor

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

Out of State Conference Request

Dr. Martin made a motion, supported by Ms. Larzelere to approve the out of state conference request for Josh Dyer to attend the SNUG National Conference from October 5-7, 2024 in Palm Springs, CA. The motion carried unanimously.

Approval for Emergency Work at Educational Center

Mr. Bless made a motion, supported by Mr. Miller to approve the emergency purchase of repairs at the Educational Center under the front sidewalk. Just prior to the meeting, Lamkin Group, LLC has been hired to make these repairs. The motion carried unanimously.

Amendment to the Lenawee/Monroe Technology Consortium Intergovernmental Agreement

Dr. Martin made a motion, supported by Mr. Bless to approve the Amendment to the Lenawee/Monroe Technology Consortium Intergovernmental Agreement. The motion carried unanimously.

MASB Conference Attendance – Bless, R.

Ms. Larzelere made a motion, supported by Dr. Martin to approve Member Bless’ attendance at the MASB Summer Institute and CBA Classes from August 16-18, 2024 in Gaylord, MI. The motion carried unanimously.

Approval of the Head Start Corrective Action Plan

Ms. Larzelere made a motion, supported by Mr. Bless to approve the Head Start Corrective Action Plan that was reviewed by the Board. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Local district audits are wrapping up; MCISD’s is scheduled for September.
- Discussed the Governor’s 24-25 School Aid Budget
- Informed the Board that Trane will be presenting their building audit findings in September.

Human Resources and Legal Counsel – Anya Lusk

- First meeting, will report next month.

Curriculum and Instruction – Lisa Montrief

- Discussed the River Raisin National Battlefield, Outdoor Adventure Program expansion to general education, Corrections Program for the 24-25 school year and math and literacy coaches throughout the county.
- Announced that the MCMC has 327 students for the 24-25 school year.

Special Education and Early Childhood Services – Rachel Kopke

Enrollment Report-July 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: 0 Reserved (not to exceed 7): 0 Vacant less than 30 days: 0 Total Enrollment: 0/240-0%	130% FPL+: 0/240=0% 101-130% FPL:0/240=0%	0/240=0%	0/240=0%
Early Head Start	Enrolled: 47 Reserved (not to exceed 1): 1 Vacant less than 30 days: 0 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 2/48=4%	15/48=31%	6/48=13%

--	--	--	--	--

Current Waitlist Report-As of 8/7/24 *Head Start accepts students each Thursday for 24-25 enrollment

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	4	1	0
Head Start	12 (can be counted in more than 1 location)	14 (can be counted in more than 1 location)	52 (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	2	1	6
Bedford-Smith Rd Elementary 31 Slots	1	2	11
Dundee-Dundee Elementary 15 Slots	1	3	7
Ida-Ida Elementary 15 Slots	2	2	14
Monroe-AWS Elementary 77 slots	3	3	7
Monroe-Riverside Elementary 16 Slots	3	3	7

Head Start Attendance Reports-July 2024

Site	Attendance Percentage
In Person Arborwood	NA-Not Open
In Person Dundee	NA-Not Open
In Person Ida	NA-Not Open
In Person MCCC	NA-Not Open
In Person Niedermeier	NA-Not Open
In Person Orchard	NA-Not Open
In Person Riverside	NA-Not Open
In Person SRE	NA-Not Open
In Person YMCA	NA-Not Open
In Person Program Attendance Total	NA-Not Open

Early Head Start Attendance Reports-July 2024

Site	Attendance Percentage
HV 1	73%
HV 2	32%
HV 3	60%
HV 4	41%
Program Attendance Total	51.1%

2024-2025 Projections-# accepted as of 8/7/24

Site	Total Number of Slots Available	# Accepted	Number of slots remaining	101-130% Over Income (must be <85)	130%+ Over Income (must be <24)	Number of students with disabilities (10%+)
AWS	77	38	39	0	3	11
Dundee	15	11	4	0	1	4
Ida	15	10	5	0	2	2
Niedermeier	31	31	0	0	1	7
Riverside	71	58	13	1	1	10
SRE	31	28	3	0	0	5
TOTALS	240-100%	176-73%	64-27%	1-<1%	8-3%	39-16%

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

- 2024-2025 Program Update
 - Dundee modification has been approved.
 - Riverside
 - Building moves from the initial locations into Riverside have been completed.
 - Licensing modifications are anticipated to be completed on time.
- 99% of staff are anticipated to begin the year employed, there is currently 1 vacancy between EHS/HS.

Superintendent – Stephen McNew

- Reviewed the 2024 Superintendents Retreat with the board.
- Preparing for Opening Day

Request to Enter Executive Session

At 9:46 AM, Mr. Bless made a motion, supported by Ms. Larzelere to enter executive session for the purpose of discussing collective bargaining.

Ayes: Bless, Larzelere, Martin, Miller and DeSloover

Nays: none

Motion carried.

Reconvene

The meeting reconvened at 10:30 AM.

Ratification of the MCIEA Contract

Ms. Larzelere made a motion, supported by Mr. Bless to ratify the MCIEA Collective Bargaining Agreement for October 1, 2024 through September 30, 2027. The motion carried unanimously.

Ratification of the ESPA Contract

Mr. Bless made a motion, supported by Ms. Larzelere to ratify the ESPA Collective Bargaining Agreement for July 1, 2024 through June 30, 2027. The motion carried unanimously.

Adjourn

At 10:34 a.m. Mr. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary