

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

February 18, 2025

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, Russell Bless and Barry Martin

MCISD BOARD

MEMBERS ABSENT: none

MCISD

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

MCISD

STAFF ABSENT: none

OTHERS PRESENT: Margot Lechlak and Carl Graves

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Educational Presentation

Margot Lechlak and Carl Graves updated the board on the MCISD Adventure Program.

Important Dates

- Feb 18 MCISD Board Meeting, 5:00 PM
- March 12 MCABOE General Membership, 6:00 PM
- March 15 MASB CBA 101 - Rescheduled
- March 18 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 January 21, 2025 meeting that were presented. The motion carried unanimously.

Financial Reports

	General <u>Fund</u>	Special Education <u>Fund</u>	Food Service <u>Fund</u>	Tech Tax	Student Activities	CP	<u>Total</u>
<u>Check Registers</u>							
1/10-1/31/25	2,729,592.62	942,553.31	25,419.49	1,870,037.36	2,934.72	3,980.00	5,574,5117.50
2/1-2/9/25	42,762.27	38,754.97	1,402.73	20,481.33	409.34	0	103,810.64

ACH Transactions

Gross Payroll	892,782.52	1,985,214.31	0	0	287.47	0	2,878,284.30
Student Activity Transfers	0	0	0	0	0	0	0

Early Head Start & Head Start FY25

Year to Date as of January 31, 2025 \$2,020,515.35

Dr. Martin made a motion, supported by Mr. Miller, 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

Approval of Personnel Update

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

- Employment
 - o Meena Iott, Special Education Teacher, Ida Elementary
 - o Sadie Knollman, HS Mental Health Coordinator
- Leaves of Absence
 - o Two maternity leaves
 - o Two medical leaves
- Resignations/Retirement
 - o Tammy Morin, resigned

The motion carried unanimously.

Request for New Position: Full Time Speech and Language Pathologist

Ms. Larzelere made a motion, supported by Mr. Bless to approve the establishment and posting of an Speech and Language Pathologist at Monroe Public Schools, effective immediately. The motion carried unanimously.

Rate Increase for CASA

Mr. Bless made a motion, supported by Ms. Larzelere to approve salary increase for Jerica Sharp, CASA Director, for the completion of her Master's Degree. The motion carried unanimously.

MHEC Cooperative Addition

Mr. Miller made a motion, supported by Dr. Martin to approve the addition of Midwestern Higher Education Compact (MHEC) as a Cooperative Purchasing Agreement in accordance with Board Policy 6440. The motion carried unanimously.

Network Switches Equipment Upgrade Purchase

Dr. Martin made a motion, supported by Mr. Miller to approve the Network Switches Equipment Upgrade purchase to Moss for a cost of \$77,668.36. The motion carried unanimously.

Out of State Conference Request – Music Therapists

Mr. Bless made a motion, supported by Ms. Larzelere to approve the out of state conference request for John Onesian, Peyton Kaercher and Courtney Johnson, MCISD Music Therapist, to attend the Great Lakes Regional Music Therapy Conference on March 13-16, 2025 in Columbus, OH. The motion carried unanimously.

Approval of Head Start Budget Amendment

Ms. Larzelere made a motion, supported by Mr. Bless to approve the Head Start Budget Amendment, for grant number 05CH012255, to support the Dundee preschool playground remodel project. The motion carried unanimously.

Approval of Head Start Procedure Approval

Dr. Martin made a motion, supported by Mr. Miller to approve the proposed revisions of procedure 600.3a MCISD EHS/HS/GSRP Standards of Conduct and Abuse and Neglect Statement, 300.1b EHS/HS/GSRP Student Discipline Administrative Guideline, and 700.3 Water Management Plan/Lead Risk Assessment. The motion carried unanimously.

MASB Board of Directors Election

Dr. Martin made a motion to nominate Guillermo Lopez, from Kalamazoo Public Schools, Kalamazoo County, to represent Region 7 for a three-ear term on the MASB Board of Directors. Mr. Miller seconded the motion. The motion carried unanimously.

Acceptance of Donation

Mr. Bless made a motion, supported by Ms. Larzelere to accept a donation from the Thrift Shop Association in the amount of \$800 to support the Educational Center Fitness Room. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Trane kick-off meeting took place this past week. Working on logistics to begin the project after school hours.

Human Resources and Legal Counsel – Anya Lusk

- Working through the Earned Sick Time Act; which goes into effect this Friday.
- Working with Central Office to prepare staff communications regarding Executive Orders and ICE.

Curriculum and Instruction – Lisa Montrief

- Informed the board about professional learning sessions that are taking place at the MCISD.
- Interior cameras are in the process of being installed at the MCISD main campus.

Special Education and Early Childhood Services – Rachel Kopke

Enrollment Report-January 2025

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
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Head Start	Enrolled: 237 Reserved (not to exceed 7): 0 Vacant less than 30 days: 3 Total Enrollment: 240/240-0%	130% FPL+: 13/240=5% 101-130% FPL: 8/240=3%	57/240=24%	48/240=20%
Early Head Start	Enrolled: 47 Reserved (not to exceed 1): 0 Vacant less than 30 days: 1 Total Enrollment: 48/48-100%	130% FPL+: 2/48=4% 101-130% FPL: 0/48=0%	16/48=33%	3/48=6%

Current Waitlist Report-As of 2/7/25

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	2	0	1
Head Start	23 (can be counted in more than 1 location)	6 (can be counted in more than 1 location)	48 (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	1	0	8
Bedford-Smith Rd Elementary 31 Slots	2	3	16
Dundee-Dundee Elementary 15 Slots	1	1	15
Ida-Ida Elementary 15 Slots	1	0	18
Monroe-AWS Elementary 77 slots	6	2	4
Monroe-Riverside Elementary 71 Slots	14	2	10

Head Start Attendance Reports-January 2025

Site	Attendance Percentage
In Person Arborwood	82.58%
In Person Dundee	80.00%
In Person Ida	86.63%
In Person Niedermeier	78.99%
In Person Riverside	86.52%
In Person SRE	83.21%
In Person Program Attendance Total	83.43%

Early Head Start Attendance Reports-January 2025

Site	Attendance Percentage
HV 1	41%
HV 2	55%
HV 3	55%
HV 4	59%
Program Attendance Total	52%

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

- Monroe ISD Head Start received a [45-day letter](#) notifying us of our upcoming Focus Area 1 monitoring. We are scheduled to have a “desk review” the week of March 10, 2025.
 - [2025 Focus Area 1 Monitoring Protocol](#)
- Monroe Public Schools passed a proposal to make Arborwood North (AWN), Custer 1, Manor, Raisinville and Waterloo Y5-4th elementary schools, and Arborwood South (AWS) a 5th/6th Intermediate school beginning in the 25-26 school year. The current AWS preschool classrooms (3 Head Start, 2 Head Start/GSRP Blend, and 2 GSRP) are anticipated to be moved to Custer 2 this summer, making Custer 2 run like a second early childhood center (similar to Riverside).

Superintendent – Stephen McNew

- Discussed the MCISD/LISD Joint Meeting
- Requested the July 2025 Organization meeting be moved; will send the board dates.
- Discussed a recent letter sent to staff regarding news of President Trump’s review of the Department of Education.

Adjourn

At 7:08 p.m. Ms. Bless made a motion, supported by Ms. Larzelere, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary