

REGULAR BOARD MEETING MINUTES

MONROE COUNTY INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION

November 19, 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, Russell Bless, Paul Miller 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: Tammy Castiglione

Pledge of Allegiance

The Pledge of Allegiance was led by President DeSloover.

Audit Presentation

Daniel Clark, Signing Principal at Rehmann reviewed the 2023-2024 final audit with the board. The MCISD received a clean opinion.

Important Dates

- November 1 Inservice Day, No students
- November 19 MCISD Board Meeting, 5:00 PM

Expressions from the Public

Tammy Castiglione, parent of a student at the Educational Center, addressed the board regarding the security measures that have been implemented this school year.

Recommended Actions

Routine Matters

Dr. Martin made a motion, supported by Mr. Miller to approve the minutes of the October 15, 2024 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>							
10/10-10/31/24	2,587,130.16	507,123.67	13,375.65	8,306.77	1,189.61	5,051.34	3,122,177.20
11/1-11/9/24	1,249,685.54	164,210.04	3,380.32	150.68	5,441.16	19,950.60	1,442,818.34
<u>ACH Transactions</u>							
Gross Payroll	895,007.14	2,070,120.68	0	0	418.79	0	2,965,546.61
Student Activity Account Transfers	0	0	0	0	0	0	0

Early Head Start & Head Start FY25
Year to Date as of October 31, 2024 \$910,533.54

Mr. Miller 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

Approval of Personnel Update

Ms. Larzelere made a motion, supported by Mr. Bless to approve the following personnel update:

- Employment
 - o Jason Evers, CTE Director
 - o Logan Holmes, School Social Worker
 - o Courtney Hurst, Head Start Teacher
 - o John Onesian, Music Therapist
 - o Jacqueline Seitz, CTE Specialist
 - o Tara Stubleski, LBSE Teacher
- Leaves of Absence
 - o Brook West, January 9, 2025 through March 7, 2025, maternity
- Resignations/Retirement
 - o Amy Bowns, resigned
 - o Kristi Dunham, resigned
 - o Megan Kirtos, resigned
 - o Brittany Kleinow, resigned
 - o Cheryl McLaughlin, retired
 - o Karla Mincy, resigned
 - o Saige Poupard, resigned
 - o Emily Teague, resigned
 - o David Terrasi, resigned
 - o Susan Tibai, resigned

The motion carried unanimously.

Medical Leave Extension – Cadle, D.

Mr. Bless made a motion, supported by Ms. Larzelere to approve the extension of the medical leave of absence for Debbie Cadle through January 19, 2025. The motion carried unanimously.

Personal Leave Extension – Hassett, A.

Mr. Miller made a motion, supported by Dr. Martin to approve the extension of the personal leave of absence for Amber Hassett through December 6, 2024. The motion carried unanimously.

Clark Hill, PLC Retainer Agreement

Ms. Larzelere made a motion, supported by Mr. Bless to approve the retainer agreement between the Monroe County Intermediate School District and Clark Hill, PLC. The motion carried unanimously.

Student Activity Fund Recognition

Dr. Martin made a motion, supported by Mr. Bless to approve the establishment of the MCISD Baking program student activity fund. The motion carried unanimously.

Bond Ratification Resolution

Dr. Martin made a motion, supported by Mr. Bless to approve the ratification resolution authorizing the sale of bonds to Robert W. Baird & Co., Inc. The motion carried unanimously.

Baker Tilley MiCLASS Resolution

Mr. Miller made a motion, supported by Dr. Martin to approve the addition of Baker Tilley Investments to the District's authorized depositories and approve the resolution authorizing the participation into Michigan Class for joint investment of funds. The motion carried unanimously.

MCISD Telephone Hardware Purchase

Dr. Martin made a motion, supported by Ms. Larzelere to award telephone hardware bid to Data Connect Enterprise for 262 new MP54 E3 model with touch screen phones for the MCISD main campus. The motion carried unanimously.

Reports from the Superintendent and Administrative Staff

Business and Administrative Services – Josh Dyer

- Discussed the completed audits at the MCISD, Ida, Summerfield and Dundee Schools
- Bond work moving forward with resolution approvals. TRANE project managers will be onsite after the Thanksgiving Break.

Human Resources and Legal Counsel – Anya Lusk

- Working with EduStaff to add sub paraprofessional into the substitute call out system.

Curriculum and Instruction – Lisa Montrief

- Continuing to support teachers with science and math professional development

Special Education and Early Childhood Services – Rachel Kopke

Enrollment Report-October 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: 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%	45/240=19%	44/240=18%

Early Head Start	Enrolled: 36 Reserved (not to exceed 1): 1 Vacant less than 30 days: 4 Total Enrollment: 41/48-85%	130% FPL+: 1/48=2% 101-130% FPL: 0/48=0%	13/48=27%	8/48=17%
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***Underenrolled due to resignation of an EHS home visitor. All students on her caseload were dispersed to other home visitors with the start of the school year transition.

Current Waitlist Report-As of 11/12/24

Program	Income Eligible	Over Income 101-130% FPL	Over Income 130+% FPL
Early Head Start	7	1	0
Head Start	17 (can be counted in more than 1 location)	5 (can be counted in more than 1 location)	30 (can be counted in more than 1 location)
Airport-Niedermeier Elementary 31 slots	0	0	9
Bedford-Smith Rd Elementary 31 Slots	1	3	14
Dundee-Dundee Elementary 15 Slots	0	1	13
Ida-Ida Elementary 15 Slots	2	0	18
Monroe-AWS Elementary 77 slots	5	2	2
Monroe-Riverside Elementary 71 Slots	12	2	8

Head Start Attendance Reports-October 2024

Site	Attendance Percentage
In Person Arborwood	84.69%
In Person Dundee	89.12%
In Person Ida	86.64%
In Person Niedermeier	81.31%
In Person Riverside	85.44%
In Person SRE	87.27%
In Person Program Attendance Total	85.21%

Early Head Start Attendance Reports-October 2024

Site	Attendance Percentage
HV 1	76%
HV 2	VACANT
HV 3	64%
HV 4	53%

Program Attendance Total	64.2%
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Office of Head Start Communication

Communication Type	New Postings	Links to Postings
Information Memorandums	ACF-OHS-IM-24-04 ACF-OHS-IM-24-05 ACF-OHS-IM-24-06 ACF-OHS-IM-24-07	Information Memoranda ECLKC (hhs.gov)
Program Instructions	ACF-OHS-PI-24-07	Program Instructions ECLKC (hhs.gov)

Program Updates

- [Monitoring Report](#)
 - For the Corrective Action Plan stemming from the noncompliance for a significant health and safety issue
 - Found corrected!
- Program’s PIR Report
 - [Early Head Start](#)
 - [Head Start](#)

Superintendent – Stephen McNew

- Read a statement regarding the safety and security measures that have taken place at the MCISD main campus over the last year.
- Discussed the NSBA Advocacy Institute in Washington DC in February.
- Informed the board that one-third of the county board members will be new in January 2025. The MCISD is scheduling a CBA 101 course to take place this winter.

Adjourn

At 6:47 p.m. Ms. Larzelere made a motion, supported by Mr. Bless, to adjourn the meeting. The motion carried unanimously.

Respectfully submitted,

Paul Miller
Secretary