

St. Joseph County Intermediate School District Board of Education

## MINUTES - REGULAR BOARD MEETING

St. Joseph County Intermediate School District Board of Education

PLACE: St. Joseph County ISD Administration Building, Centreville, Michigan.

DATE: September 18, 2023

MEMBERS PRESENT: Michele Bush, Benjamin Fries, Terry Cropper, Elizabeth O'Dell, Patricia KellerFries

MEMBERS ABSENT: None

OTHERS PRESENT: Dr. Teresa Belote - Superintendent, Amy Braurer, Benjamin Daugherty, Kelli Dechnik, Amanda Miller, Liz Eves, Jim Berry, Julie Rittenhouse, Pam Panozzo-Jones, Benjamin Daugherty, Mikenzie Chambers, Miranda Bourassa, Kim Pavek, Jennifer Stahl, Andrea Shoemaker, Sandra Spicher, Julie Rittenhouse, and Theresa Sussdorf.

The Regular Board Meeting was called to order at 4:31 p.m. Board President Elizabeth O'Dell.

Mrs. O'Dell opened the meeting by leading the "Pledge of Allegiance."

Mrs. O'Dell offered time for Public Participation, none was taken.

Mrs. O'Dell offered time for introduction of any new staff. Amy Brauer, Director of Early Childhood Services, introduced Andrea Shoemaker, Early Childhood Executive Assistant.

Miranda Bourassa, HR/Communications Manager and Mikenzie Chambers, Marketing/Communications Specialist for the ISD gave a Communications Update presentation. Highlighting the new strategies going into marketing the ISD with a higher social media presence and an awareness of the happenings within the ISD.

It was moved by Mr. Fries and supported by Mrs. Keller to approve the Consent Agenda as presented. Ayes: Bush, Keller, Cropper, Fries, O'Dell. Nays: None. Motion carried 5-0. Consent Agenda included Minutes of August 21, 2023 Regular Meeting; Financial Report as of August 31, 2023; and Approval of Monthly Invoices: General Fund (\$654,458.37), CTE (\$73,844.75), Information Services (\$120,804.38), Special Education (\$1,131,354.53); Approve the hire and contract with the following staff: Christina Swearinger, GSRP Lead Teacher - Constantine, Elisha Morales, School Nurse RN, and Nayeli Zamora, SLP.

It was moved by Rev. Cropper and supported by Mrs. Keller to approve the following Early Head Start-Child Care Partnership (EHS-CCP) information as presented:

- a. Program Report
- b. Average Daily Attendance
- c. Purchase Card Statements
- d. Personnel Report
- e. Changes in Scope and Budget Amendment
- Informational Only:
- f. Policy Council Minutes 8-9-023

Ayes: Bush, Cropper, Keller, Fries, O'Dell. Nays: None. Motion carried 5-0.  
(*Quorum established with at least 51% of current members.*)

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the Second Reading and Adoption of the following Board Policies & Revisions as recommended by Thrun Law Firm and the Board Policy Committee:

- a. Table of Contents
- b. 2303 - Violation of Board Code of Ethics
- c. 2401 - Board Member Elections
- d. 2404A - Constituent District Board Member Vacancies and Appointments
- e. 2501 - Meetings
- f. 2501A - Electronic Board of Education Meetings
- g. 3118 - Title IX Sexual Harassment
- h. 3301A - Purchasing and Procurement for Federal Funds
- i. 3303 - Gifts and Donations
- j. 3308 - Distribution of Printed Material and Advertising in School
- k. 3405 - Bloodborne Pathogens
- l. 3407 - Asbestos Management
- m. 3408 - Firearms and Weapons
- n. 4101 - Non-Discrimination
- o. 4102 - Anti-Harassment Including Sexual Harassment
- p. 4103 - Whistleblowers Protection
- q. 4104 - Employment Complaint Procedure
- r. 4105 - Workplace Accommodations for Employees and Applicants with Disabilities
- s. 4216 - Personal Communication Devices
- t. 4220 - Use or Disposal of District Property
- u. 4227 - False Medicaid Claims
- v. 4228 - No Expectation of Privacy
- w. 4404 - Performance Based Compensation for Teachers
- x. 4504 - Performance Based Compensation
- y. 5206 - Student Discipline
- z. 5407 - Instructional Program and Curriculum Development
- aa. 5419 - Reading Instruction Intervention and Retention
- bb. 5510 - Student-Initiated Non-Curricular Clubs
- cc. 5707 - Student Wellness Policy

Ayes: Bush, Cropper, Keller, Fries, O'Dell. Nays: None. Motion carried 5-0.

It was moved by Mrs. Keller and supported by Rev. Cropper, after Mr. Fries made a motion to consider the appointment of Elizabeth O'Dell as the St. Joseph County ISD Voting Delegate for the MASB Delegate Assembling on November 9, 2023 at 7:00 p.m. at the Lansing Center, and not appoint a Voting Delegate Alternate, since no one else was attending.

Ayes: Bush, Cropper, Keller, Fries, O'Dell. Nays: None. Motion carried 5-0.

It was moved by Mr. Fries and supported by Mrs. Keller to approve O-A-K and BMA Architects proposal for pre-construction, pre-design and site concept options for a potential bus garage, design only proposal . Ayes: Bush, Cropper, Keller, Fries, O'Dell. Nays: None. Motion carried 5-0.

It was moved by Mr. Fries and supported by Mrs. Bush to approve the St. Joseph County CTE Telehandler Bid of \$53,000 to Affordable Equipment & Tool Rental, Sturgis, as the winning bid. Ayes: Bush, Cropper, Keller, Fries, O'Dell. Nays: None. Motion carried 5-0.

It was moved by Rev. Cropper and supported by Mrs. Keller to approve the move of a part time position to hiring a full time Parent Liaison utilizing the increased funding through 32p Early Childhood Block Grant. The part time current position is vacant and the position would be to increase parent participation in the early childhood planning and decision-making for the purpose of building a strong early childhood system. Ayes: Bush, Cropper, Keller, Fries, O'Dell. Nays: None. Motion carried 5-0.

President O'Dell reviewed the following informational and communication items:

- Welcomed our additional new employees, contingent upon successful return of criminal record check, misconduct form, and receipt of credentials:
  - Katalina Vazquez, GSRP Associate Teacher
  - Mary Mathews, Assistant Teacher
- Other Personnel Updates

Dr. Belote's Superintendent's Report highlighted board goals and updates. She said the ISD is represented at the St. Joseph County Fair with two tables to share our story. She spoke on the efficiencies in our transportation department and site concept; the truancy meeting that had taken place last week and with local officers in the school system to discuss challenges, correct paperwork and documentation. Another meeting will be scheduled for October and they will be moving forward to update the guidance document. She also reported on legislative updates on the Labor Day repeal, school retirees in Michigan, and modifications to performance evaluations.

It was moved by Mrs. Keller and supported by Mr. Cropper to adjourn the meeting. President O'Dell declared the meeting adjourned at 5:01 p.m. The next ISD Board Meeting is scheduled for October 16, 2023 at 4:30 p.m.

Minutes were recorded by Theresa Sussdorf, Executive Assistant to the Superintendent.

Board approved 10-16-2023