

SHIAWASSEE REGIONAL EDUCATION SERVICE DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
JUNE 26, 2023

The regular meeting was called to order by President, Tim Atkinson, at 7:03 p.m.

Roll Call:

Maggie Sayles	Present
Michael Rexin	Present
Dennis Henige	Present
Tom Atherton	Present
Tim Atkinson	Present

Motion by Atherton, supported by Sayles the Board approved the minutes from the June 5, 2023 Biennial Election meeting, June 5, 2023 Truth in Taxation Hearing and the June 5, 2023 regular meeting as presented.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Rexin, supported by Henige the Board approved the General Fund bills, Special Education Fund bills, Internal Service Fund bills, CTE Fund bills, and Student Activity Fund bills for payment as received.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Atherton the Board approved the financial reports as received.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Atherton supported by Henige the Board approved to adopt the below-listed 2022-2023 Budget Amendments as presented:

- 2022-2023 General Fund Final Budget Amendment
- 2022-2023 Special Education Fund Final Budget Amendment
- 2022-2023 CTE Fund Final Budget Amendment
- 2022-2023 Student Activity Fund Final Budget Amendment

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Henige supported by Sayles the Board approved to adopt the 2023-2024 General Fund Budget/Tax Levy Intent as presented.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles supported by Atherton the Board approved to adopt the 2023-2024 Special Education Fund Budget/Tax Levy Intent as presented.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Henige supported by Rexin the Board approved to adopt the 2023-2024 CTE Fund Budget/Tax Levy Intent as presented.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Atherton supported by Henige the Board approved to adopt the 2023-2024 Student Activity Fund Budget as presented.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Atherton, supported by Rexin the Board of Education approved the below-listed resignation and employments as presented:

- A. Resignation – Callie Hernandez, Special Education Teacher, effective July 3, 2023.
- B. Hire – Faith Butcher, Administrative Assistant/Receptionist at College and Career Readiness Center (CCRC), full-time employment beginning July 10, 2023. Hourly salary will be \$20.00 (Step 1 Educational Support Schedule); funding for this position comes from CTE millage revenue and 61b grants.
- C. Hire – Charlotte Cornell, Special Education Teacher, effective August 21, 2023 with an annual salary of \$79,313.00 in accordance with SIEA Contract (MA Step 13); funding for this position comes from Special Education.
- D. Hire – Richard Hird, CTE Custodian, effective July 5, 2023 with an hourly salary of \$22.00; funding for this position comes from CTE millage revenue.
- E. Hire – Karah Jarman, CTE Health Science Academy Instructor, effective with the 2023-24 academic year with an annual salary of \$74,042.00. Prior to the start of the 2023-24 academic year, Ms. Jarman will be assisting with our Nurse Aide Training application with the State of Michigan under the new site licensing platform, relocating and organizing our two Health Science classrooms at the Shiawassee RESD College and Career Readiness Center (CCRC), and reviewing and updating our Health Science program units with the SRESA team. Ms. Jarman's summer work

will not exceed 80 hours or \$5,000.00. Funding for this position comes from CTE millage revenue and local district tuition.

- F. Hire – Allie Langdon, Instructional Aide, effective August 21, 2023 with an hourly salary of \$16.39 (Step 3 of MESPA 2023-24 Salary Schedule); funding for this position comes from Special Education.
- G. Hire – Cassandra Stiles, CTE Facilitator, effective for the 2023-24 academic year with an annual salary of \$63,500.00 (Step 7 MA, CTE Instructor Salary Schedule). Prior to the start of the 2023-24 academic year Ms. Stiles will be assisting with staff transitions and CTE student orientations. Ms. Stiles' summer work will not exceed 80 hours or \$3,500.00. Funding for this position comes from CTE millage revenue and 61b grant funds.
- H. Hire – Mary Wagner, ASD Teacher Consultant, effective August 21, 2023 with an annual salary of \$79,313.00 in accordance with SIEA Contract (MA Step 13); funding for this position comes from Special Education
- I. Hire – Andrea Walker, Physical Therapist, effective August 21, 2023 with an annual salary of \$70,180.00 + \$1,000.00 in accordance with SIEA Contract (MA 30+ Step 8 and \$1,000.00 for PhD); funding for this position comes from Special Education.
- J. Hire – Travis Walker, Transportation, Bus Driver, effective date dependent on completion of fingerprints and background check; pay will be at Level 1 (\$17.76 per hour) in accordance with Drivers' Agreement; funding for this position comes from Special Education.
- K. Extended School Year Services – Special Education – contract hours for the period May 30, 2023 through August 11, 2023:

SRES D Provider	Maximum Hours per Week	Funding Source
Broekhof, Summer – Speech Therapist	30	Special Education
Bukovcik, Elizabeth – Occupational Therapist	24	Special Education
Lance, Emily – Speech Therapist	30	Special Education
Minton, Heather – Speech Therapist	30	Special Education
Saxton, Carrie – Physical Therapist	30	Special Education
Williams, Rachel – Speech Therapist	30	Special Education

- L. Summer 2023 Staffing – Special Education – contract for hours for the period June 13, 2023-August 3, 2023:

SRES D Provider	Total Summer Contract Hours (maximum number of hours)	Funding Source
Vreibel, Penny – Special Education Teacher	126	Special Education
Bender, Jessica – Special Education Teacher	126	Special Education
Bigler, Stephanie - Special Education Teacher	126	Special Education
Miller, Bethaney - Special Education Teacher	126	Special Education

SRES Provider - <i>continued</i>	Total Summer Contract Hours (maximum number of hours)	Funding Source
Austin, Victoria - Special Education Teacher	114	Special Education
Kessler, Jalene – Instructional Aide	126	Special Education
Klocke, Julie – Instructional Aide	126	Special Education
Hite, Levina (Kay) – Instructional Aide	126	Special Education
Broomfield, Bob – Instructional Aide	126	Special Education
Gerics, Sheila – Instructional Aide	126	Special Education
Ryan, Lakin – Instructional Aide	126	Special Education
Riddle, Traci – Instructional Aide	126	Special Education
Zelenka, Elaine – Instructional Aide	126	Special Education
Bearden, Amy – Instructional Aide	126	Special Education
Willis, Lisa – Instructional Aide	126	Special Education
Chapman, Jenni – Instructional Aide	126	Special Education
Myers, Mayse – Instructional Aide	126	Special Education
Schultz, Nicole – Instructional Aide	126	Special Education
Cantu, Zoe – Instructional Aide	126	Special Education
Potter, Marge – Instructional Aide	126	Special Education
Blaha, Hunter – Instructional Aide	Will be paid hourly (\$14.81)	Special Education
Shay, Ali – Instructional Aide	126	Special Education
Breece, Scott – Instructional Aide	126	Special Education
Dawes, Jessica – School Social Worker	84	Special Education

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Henige the Board of Education approved the below-listed contracted services as presented:

- A. Critical Incident Management, Inc. – Contract Renewal for 2023-24.
Renewal of our current agreement to provide training of intervention with realistic procedures for survival in crisis intervention for 2023-24 academic year in the amount not to exceed \$20,000.00. Local districts will be invoiced for their share.

- B. iCEV – Digital Content for CTE programs for 2023-24 academic year
Renewal of our current agreement to provide digital content services (online curriculum resources) from iCEV not to exceed \$13,006.00 for the 2023-24 academic year. The local districts will use the digital content as supplementary curriculum for CTE programs in AgScience, Construction, Family and Consumer Science, Business, Marketing and Finance.

This fee includes 10 teacher seats and 338 student seats for Corunna Public Schools, Durand Area Schools, Laingsburg Community Schools, New Lothrop Area Public Schools, and Perry Public Schools. The Shiawassee RESD will be reimbursed for the digital content services by our local districts based on their usage of the services.

- C. imagine learning LLC – Digital Content Services (Online Curriculum Resources) for 2023-24 Academic Year
Renewal of our current agreement to provide digital content services (online curriculum resources) from imagine learning LLC not to exceed \$87,000.00 for the 2023-24 academic year. The local districts will use the system for credit recovery, intervention programs, and online learning.

This fee includes 80 concurrent seats for \$48,000.00 shared by the eight public school districts and the Shiawassee RESD. In addition, Corunna Public Schools and Owosso Public Schools have each purchased 50 single use seats for \$15,000.00 per district, and Perry Public Schools purchased 20 single use seats for \$9,000.00.

SRESD will be reimbursed for the digital content services and training by our local districts based on their usage of the services.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

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Motion by Henige, supported by Atherton the Board of Education approved the second reading and adoption of the below-listed NEOLA Policy updates as presented:

- A. Volume 37, Number 2 – February 2023
 - 1. Policy 6325 – Procurement – Federal Grants/Funds (Revised)
 - 2. Policy 8400 – School Safety Information (Revised)
- B. Special Update-Technology – February 2023
 - 1. Policy 7540.02 – Web Accessibility, Content, Apps, and Services (Revised)
 - 2. Policy 7540.03 – Student Technology Acceptable Use and Safety (Revised)
 - 3. Policy 7540.04 – Staff Technology Acceptable Use and Safety (Revised)
 - 4. Policy 8300 – Continuity of Organizational Operations Plan (Revised)
 - 5. Policy 8305 – Information Security (Revised)
 - 6. Policy 8315 – Information Management (Revised)
 - 7. Policy 9700.01 – Advertising and Commercial Activities (Revised)
- C. Special Release-Tobacco Policies – February 2023
 - 1. Policy 1615 – Use of Tobacco by Administrators (New)
 - 2. Policy 3215 – Use of Tobacco by Professional Staff (Revised)
 - 3. Policy 4215 – Use of Tobacco by Support Staff (Revised)
 - 4. Policy 5512 – Use of Tobacco by Students (Revised)
 - 5. Policy 7434 – Use of Tobacco on School Premises (Revised)
 - 6. Policy 9160 – Public Attendance at School Events (Revised)

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Atherton supported by Sayles the Board of Education approved the salary increase and steps (as applicable) for the Administrative and Classified staff.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Henige, supported by Rexin the Board of Education approved extending the contract for propane fuel to Applebee Oil & Propane Company at the locked in price of \$1.245 per gallon from July 1, 2023 through June 30, 2024 as presented. This price includes the rebate for Alternative Fuels.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Atherton the Board of Education approved to contract with Lansing Community College for 8 Fall 2023 semester college cohort classes and 9 Spring 2024 semester cohort classes for a total of \$126,000.00. Classes will be funded by local district resources.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Atherton, supported by Sayles the Board of Education approved the Shiawassee RESD CTE Student/Parent Handbook for the 2023-24 academic year as presented.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Henige, supported by Rexin the Board of Education approved the payment of \$27,946.00 to Swank Movie Licensing USA. This payment will secure public performance site licenses for three (3) academic years for the below-listed local districts/buildings:

- Byron Area Schools (Byron Elementary & Byron Middle/High)
- Durand Area Schools (Bertha Neal Elementary, Robert Kerr Elementary, Durand Middle, & Durand High)
- Laingsburg Community Schools (Laingsburg Elementary, Laingsburg Middle, & Laingsburg High)
- Morrice Area Schools (Morrice Elementary & Morrice High)
- New Lothrop Area Public Schools (New Lothrop Elementary & New Lothrop High)
- Owosso Public Schools (Bentley Bright Beginnings, Bryant Elementary, Central Elementary, Emerson Elementary, Owosso Middle, Lincoln High, and Owosso High)
- Perry Public Schools (Perry Elementary, Perry Middle, and Perry High)
- Shiawassee RESD (Student Learning Center East and Student Learning Center West)
- Corunna Public Schools contracts with Swank Movie Licensing USA on their own so does not participate with Shiawassee RESD's licensing agreement.

To help offset the cost to each district, the Administration is also recommending the Shiawassee RESD contribute \$150.00 per building. The remaining amount will be billed to each district via the annual bill packet that is distributed in the spring. Total amount subsidized by Shiawassee RESD for this licensing is \$3,450.00.

This agreement will begin July 1, 2023 and continue through June 30, 2026.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Atherton the Board of Education approved the position posting of CTE Culinary Instructor. This position will be part-time and will begin during the spring of the 2023-24 academic year and anticipate classes will begin in the fall of the 2024-25 academic year.

Ideally, the candidate will be in place in January 2024 to allow them to assist with both student recruitment and kitchen design including selection of modern commercial cooktops and other relevant culinary equipment. It is anticipated the instructor would be 0.34 FTE in Spring 2023-24 and up to 0.67 FTE for the 2024-25 academic year, depending on enrollment.

The CTE Culinary Instructor's compensation would follow the Shiawassee RESD professional salary schedule. This position would be funded through CTE program tuition paid by the local districts and the SRES D CTE millage revenue.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Rexin the Board of Education approved the contract of the Superintendent for the period of July 1, 2023 through June 30, 2028. Discussion: two Board members to meet with Superintendent to refine the current contract (regarding vacation days, sick days, etc) to ensure Shiawassee RESD Superintendent Contract language is up-to-date.

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Communications

- A. MHSAA – Adaptive Athlete – Alex Chapman, Perry Public Schools.

Superintendent's Report

- A. Benchmark Assessment Report
- B. Shiawassee RESD 2023-24 Board of Education Meeting Dates - **DRAFT**
- C. Conferences
 - 1. MASB Annual Leadership Conference – November 9-12, 2023, Lansing Center, Lansing, MI
 - 2. AESA 2023 Annual Conference – November 29-December 1, 2023, Anaheim Marriott, Anaheim, CA
- D. North Street – Road Construction – scheduled for June 5, 2023-October 15, 2023 (North Street parking lots will be accessible but you will have to enter via N. Washington Street or N. Ball Street.)
- E. Legislative Update
- F. Transportation Building Update
- G. CTE Update – Shiawassee RESD College and Career Readiness Center (CCRC)
- H. Great Start Shiawassee Parent Coalition Touch-A-Truck Event, Shiawassee County Fairgrounds, August 26, 2023, 10:00 AM – 2:00 PM

Informational Items - none

Citizen Participation – no public comment was heard.

Motion by Atherton, supported by Sayles to adjourn meeting at 8:20 pm. Voice vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Yes
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Respectfully submitted,

Dennis Henige, Secretary
Shiawassee RESD Board of Education