

**SHIAWASSEE REGIONAL EDUCATION SERVICE DISTRICT**

**BOARD OF EDUCATION  
REGULAR MEETING  
JUNE 3, 2024**

The regular meeting was called to order by President, Tim Atkinson, at 6:07 p.m.

Roll Call:

Michael Rexin	Present
Tate Forbush	Present
Dennis Henige	Present
Maggie Sayles	Present
Tim Atkinson	Present

Motion by Sayles, supported by Henige the Board approved the minutes from the May 6, 2024 General Fund Budget Review meeting and the May 6, 2024 regular meeting as presented.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

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

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Forbush, supported by Rexin the Board approved the financial reports as presented.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Forbush the Board of Education approved the below-listed employments as presented:

- A. Hire – Alex George, Network Engineer, on a part-time basis with an hourly payrate of \$36.93 and an anticipated start date of July 1, 2024 pending completion of fingerprints and background check. Upon completion of his Network Security degree, he will move to full-time employment (Classified Staff-Coordinator, Step 8). Funding for this position comes from General Fund.
- B. Hire – Makenna Bauldry, Speech and Language Pathologist, with an annual salary of \$52,244.00 (Step 1/MA+ 30 of SIEA Contract) effective with the beginning of the 2024-25 academic year. Funding for this position comes from Special Education.
- C. Hire – Crystal Osmer, School Social Worker, with an annual salary of \$70,882.00 (Step 8 MA+ 30 of SIEA Contract) effective with the beginning of the 2024-25 academic year. Funding for this position comes from Special Education and 31n(6) grant funds.

- D. Extended School Year (ESY) Services – Special Education – contract hours for the period June 10, 2024 through August 9, 2024:

<b>SRES D Provider</b>	<b>Total Summer Contract</b>	<b>Funding Source</b>
Broekhof, Summer – Speech Language Pathologist	Up to 270 hours	Special Education
Saxton, Carrie – Physical Therapist	Up to 270 hours	Special Education
Compton, Payton – Speech Language Pathologist	Up to 270 hours	Special Education
Schutt, Jesse – Speech Language Pathologist	Up to 270 hours	Special Education
Lance, Emily – Speech Language Pathologist	Up to 270 hours	Special Education
Bukovcik, Elizabeth – Occupational Therapist	Up to 270 hours	Special Education

- E. Summer 2024 Staffing – Special Education – contract for hours for the period June 19, 2024- August 8, 2024:

<b>SRES D Provider</b>	<b>Position</b>	<b>Total Summer Contract Hours</b>
Stephanie Bigler	SXI Teacher	Up to 130 hours
Julie Klocke	SCI Instructional Aide	Up to 130 hours
Traci Riddle	SCI Instructional Aide	Up to 130 hours
Cinthia Fox	SCI Instructional Aide	Up to 130 hours
Marge Potter	SCI Instructional Aide	Up to 130 hours
Jalene Kessler	SCI Instructional Aide	Up to 160 hours
Penny Vreibel	SCI Teacher	Up to 130 hours
Tracy Harris	SCI Instructional Aide	Up to 130 hours
Amy Bearden	SCI Instructional Aide	Up to 130 hours
Sheila Gerics	SCI Instructional Aide	Up to 130 hours
Jenny Kares	SCI Teacher	Up to 130 hours
Lisa Willis	SCI Instructional Aide	Up to 130 hours
Connor Bartlett	SCI Instructional Aide	Up to 130 hours
Mayse Myers	SCI Instructional Aide	Up to 130 hours
Kadymn Dennis	SCI Instructional Aide	Up to 130 hours
Robert Broomfield	SCI Teacher	Up to 130 hours
Traci Dilley	SCI Instructional Aide	Up to 130 hours
Bethaney Miller	MoCI Teacher	Up to 130 hours
Zoe Cantu	MoCI Instructional Aide	Up to 130 hours
Lakin Ryan	MoCI Instructional Aide	Up to 130 hours
Tasha Call	MoCI Instructional Aide	Up to 130 hours
Allie Langdon	EI Teacher	Up to 130 hours
Chuck Osika	EI Teacher	Up to 130 hours
Jamie Wagster	EI Instructional Aide	Up to 130 hours
Scott McGregor	EI Instructional Aide	Up to 130 hours
Karrie Kenney	EI Instructional Aide	Up to 130 hours
Victoria Austin	Homebound Teacher	Up to 130 hours
Jennifer Chapman	Courier/Food Service	Up to 130 hours
Summer Broekhof	Speech Language Pathologist	Up to 130 hours

**Table continued on next page.**

<b>SRES D Provider (continued)</b>	<b>Position</b>	<b>Total Summer Contract Hours</b>
Jessica Dawes	Social Worker	Up to 130 hours
Rachel Craner	MoCI Teacher	Up to 95 hours
Casey Dennis	MoCI Instructional Aide	Up to 95 hours
Joseph Dawes	EI Teacher	Up to 95 hours

Funding for these services comes from Special Education.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

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

- A. CTE Electrical Instructor for 2024-25 – Chris Chamberlin. Contract for the 2024-25 academic year. Compensation will be \$44.69 per hour and is not to exceed \$49,684.10; funding for this position comes from the CTE Millage revenue
- B. WIOA Case Manager – Misti Leitelt. Contract for the period June 10, 2024 through August 9, 2024 at a rate of \$30.00 per hour for up to 32 hours per week, not to exceed \$6,000.00; funding for this position comes from the Michigan Works grant.
- C. OT Inc. – Birth the Three Occupational Therapy Services (extend contract) – (currently assigned Jennifer Sopka). To adjust previous contract extension that was approved during the May 6, 2024 Board meeting. The contract extension dates will remain the same (June 6, 2024 through June 5, 2025) as will the hourly rate (\$70.00 per hour). Approved adjusted hours are as listed below:
  - o 06/06/2024-07/31/2024: Up to 16 hours/week (previously requested 8 hours; hours needed to provide year round services)
  - o 08/01/2024-08/16/2024: Up to 40 hours/week (previously requested 30 hours; additional hours to cover staff medical leave)
  - o 08/17/2024-06/05/2025: Up to 16 hours/week (hours requested remain the same; hours needed due to current staffing needs)

This contract is funded through Special Education.
- D. Shared Technology Support Services for 2024-26 – Byron Area Schools  
Under this contract, Shiawassee RESD will provide shared technology support services to Byron Area Schools beginning July 1, 2024 through June 30, 2026 at a cost of \$36,480.00 per year for a total of \$72,960.00.
- E. Shared Technology Support Services for 2024-26 – Morrice Area Schools  
Under this contract, Shiawassee RESD will provide shared technology support services to Morrice Area Schools beginning July 1, 2024 through June 30, 2026 at a cost of \$36,480.00 per year for a total of \$72,960.00.
- F. Shared Technology Support Services for 2024-26 – Perry Public Schools  
Under this contract, Shiawassee RESD will provide shared technology support services to Perry Public Schools beginning July 1, 2024 through June 30, 2026 at a cost of \$30,400.00 per year for a total of \$60,800.00.
- G. Shared Technology Support Services for 2024-25 – Clinton County RESA  
Under this contract, Shiawassee RESD will provide shared technology support services to Clinton County RESA beginning July 1, 2024 through June 30, 2025 at a cost of \$30,000.00 for up to 300 hours for the contract.

**Continued on next page.**

- H. Shared Technology Support Services 2024-2026 – Shiawassee County (County). Under this contract, Shiawassee RESD will provide shared technology support services to Shiawassee County (County) beginning July 1, 2024 through June 30, 2026 at a cost of \$118,500.00 per year for a total of \$237,000.00.
- I. Shared Technology Support services 2024-2026 – Shiawassee County Health Department (SCHD). Under this contract, Shiawassee RESD will provide shared technology support services to Shiawassee County Health Department (SCHD) beginning July 1, 2024 through June 30, 2026 at a cost of \$75,000.00 per year for a total of \$150,000.00.
- J. iCEV – Digital Content Services for CTE programs for 2024-25 academic year  
Renewal of our current agreement to provide digital content services (online curriculum resources) from iCEV not to exceed \$22,500.00 for the 2024-25 academic year. The local districts and Shiawassee RESD will use the digital content as supplementary curriculum for CTE programs in AgScience, Construction, Public Safety, and Teaching Cadet.  
This fee includes 12 teacher seats and 552 student seats for Byron Area Schools, Corunna Public Schools, Durand Area Schools, Laingsburg Community Schools, New Lothrop Area Public Schools, Owosso Public Schools, and Shiawassee RESD. The Shiawassee RESD will be reimbursed for the digital content services by our local districts based on their usage of the services.
- K. Opening Day-2024-25 Professional Development – The Science of Reading – University of Florida Literacy Institute (UFLI) & Dr. Julia Lindsey. Shiawassee RESD approves contracting with UFLI in the amount of \$6,000.00 and with Dr. Julia Lindsey (Transforming Reading Instruction) in the amount of \$5,000.00 plus travel costs to provide professional learning to our county teachers in the Science of Reading. The trainings address state requirements for Section 35j funding. Local districts will reimburse Shiawassee RESD for this training through Section 35j Professional Development, Curriculum, and Supports Grant monies they received.  
Section 35j of the FY 2024 state School Aid Act provides \$140 million to ISDs and local school districts to improve literacy instructional practices by investing in quality, research-based best practices for professional learning.
- L. MI Tri-Share Child Care Agreement – United Way of Northwest Michigan (UWNWMI).  
Shiawassee RESD (SRES) approved entering into an agreement with United Way of Northwest Michigan (UWNWMI) for the purpose of continuing SRES's participation in the program as an employer.  
UWNWMI will now assist the SRES with processing employee eligibility, employer invoices, and provider payments. The goal is to free up hubs to do more outreach to employers and families. Previously, SRES coordinated administrative aspects of the program including development of policies and procedures, payment systems and invoicing, maintaining participant records, and providing regular updates in coordination with SEDP to Michigan Labor and Economic Opportunity (LEO); this will now be done by UWNWMI.  
SRES will continue to receive \$36,000.00 in administrative costs through a grant from the Michigan LEO and will provide \$5,000.00 annually to SEDP for additional program administration and recruitment activities associated with participation of Shiawassee County employers and employees in the Tri-Share Program. SRES will continue to partner with SEDP to promote the Tri-Share program and recruit additional employers. SRES will also continue outreach efforts in the community
- Roll call vote taken as follows:
- |               |     |
|---------------|-----|
| Michael Rixin | Yes |
| Tate Forbush  | Yes |
| Dennis Henige | Yes |
| Maggie Sayles | Yes |
| Tim Atkinson  | Yes |
- Motion unanimously carried.

**Continued on next page.**

Motion by Forbush supported by Rexin the Board of Education approved the Memorandum of Understanding (written agreement) with Michigan Association of Intermediate School Administrators (MAISA) to participate in the EduPaths Project. The EduPaths Project MOU will provide to SRES D an Educator on Loan (currently assigned Anthony Buza). The term of the MOU is July 1, 2024-June 30, 2025.

EduPaths is a professional developmental portal for all Michigan educators. EduPaths courses are designed to expand understanding on a wide variety of topics and are intended to help educators personalize their own learning plan. EduPaths is a strategic partnership with statewide educational organizations.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles supported by Henige the Board of Education approved written agreements for the distribution and use of GSRP Great Start Readiness Start Up Grant Funds. Shiawassee RESD was awarded GSRP Start Up Grant Funds on May 15, 2024 and anticipate the funds will be received in the July School Aid Payment. These funds are granted to the following GSRP Partners for the anticipated opening of additional GSRP classrooms in the 2024-25 school year:

- Memorial Childcare Academy – 2 New Classrooms (\$50,000.00)
- Perry Public Schools – 1 New Classroom (\$25,000.00)
- Corunna Public Schools – 1 New Classroom (\$25,000.00)

One hundred percent of these awards are to be allocated to eligible sites. Sites will provide a budget and funds will be dispersed in a reimbursement model once invoices or receipts are received. Funds under this round of Start Up Grants must be expended by June 30, 2025.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Henige, supported by Forbush the Board of Education approved to post for a Great Start Readiness Program (GSRP) – Early Childhood Specialist. This will be a full-time position for a GSRP Early Childhood Specialist to support the SRES D GSRP program throughout Shiawassee county; annual salary will be commensurate with experience and SRES D schedule(s) and will include comprehensive fringe benefits package. Position will be funded by GSRP grant.

This position will replace the two contract positions previously approved by Shiawassee RESD Board of Education.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

**Continued on next page.**

Motion by Forbush, supported by Sayles the Board of Education approved the CTE Instructor handbook for the 2024-25 academic year.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Rexin the Board of Education approved to continue to contract with Xello for a period of five years (2024-25 through 2028-29). Xello will continue to provide the software program and database utilized by the eight (8) local districts in Shiawassee County for career education and exploration for middle school and high school students. The invoice for year one (2024-25) totals \$14,581.18. This is a rate of \$2.71 for each 7<sup>th</sup> and 8<sup>th</sup> grade student and \$3.27 per high school student for each district in the county.

Each district is responsible for the fee for their students and reimburses Shiawassee RESD via the annual Bill Pack issued each Spring.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

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

Volume 38, Number 2 – February 2024

1. Policy 1240 – Evaluation of the Superintendent (Revised)
2. Policy 2410 – Prohibition of Referral or Assistance (Rescinded)
3. Policy 2414 – Reproductive Health and Family Planning (Revised)
4. Policy 2418 – Sex Education (Revised)
5. Policy 3220 – Professional Staff Evaluation (Technical Correction)
6. Policy 6320 – Purchasing (Technical Correction)
7. Policy 6321 – New School Construction, Renovation (Technical Correction)
8. Policy 6325 – Procurement Federal Grants/Funds (Technical Correction)
9. Policy 6350 – Prevailing Wage (New)
10. Policy 6520 – Payroll Deductions (Revised)
11. Policy 8800 – Religious/Patriotic Ceremonies and Observances (Revised)

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Rexin, supported by Henige the Board of Education approved the disbursement of special education funds for ACT 18, approved instructional aides costs, center program stipends, less 105C costs and SCYC services to local districts. Disbursement will be on or before June 30, 2024.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Forbush, supported by Henige the Board of Education approved to enter into an agreement with BMO Harris Bank Program to secure procurement cards for authorized employees of Shiawassee RESD. BMO Harris Bank Program is available through the Michigan Purchasing Card Consortium led by MSBO with MASB and MASA as partners. This program is open to all school districts, colleges, and universities in the state. This will replace the current arrangement with 5/3 Bank.

The program is cost-free and offers rebates based on dollars spent using the procurement cards. BMO also offers a web-based management solution to help streamline the purchasing reconciliation process that provides access to all cardholders along with additional district controls to help prevent fraud and unallowable purchasing.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Forbush the Board of Education approved the below-listed travel items as presented:

- A. Travel Disclosure – David Schulte, Superintendent, to attend the 2024 Great Lakes Homeland Security Training Conference (School Track) held May 7-8, 2024 in Grand Rapids, MI with a cost of \$244.04.
- B. Travel Request – David Schulte, Superintendent, to attend the MAISA Annual Summer Conference/ Talent Together Board Meeting to be held June 19-21, 2024 at Marquette Alger RESA in Marquette, MI with an estimated cost of \$1,565.00.
- C. Travel Request – 2024 NCME Special Conference on Classroom Assessment – Kathy Miller, Executive Director of Instructional Services and Secondary Options to be held September 18-19, 2024 in Chicago, IL with an estimated cost of \$1,530.00. NCME has asked Ms. Miller to present during the conference so a good majority of the cost will be reimbursed by NCME (National Council on Measurement in Education).
- D. Travel Request of the below-listed Speech Language Pathologists:
  - Brant, Becky
  - Gauthier, Kelley
  - Goerge, Sara
  - Minton, Heather
  - Williams, Rachelto attend the 2024 American Speech-Language-Hearing Association (ASHA) to be held December 4-8, 2024 in Seattle, WA with an estimated cost of \$1,424.00 per participant (total of \$7,120.00).

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Communications

- A. Staff Appreciation Thank you notes – various employees

**Continued on next page.**

Superintendent's Report

- A. Great Start Shiawassee Family Coalition Touch-A-Truck Event, Shiawassee County Fairgrounds, August 17, 2024, 10:00 AM – 1:00 PM
- B. Shiawassee RESD 2024-25 Board of Education Meeting Dates – **DRAFT** as of 03/12/2024
- C. Staff Update – Tenure Recognition  
The Administration is presenting the status of the following staff:

**Staff**

Jessica Williams

Joe Dawes

Crystal Huber

Charlotte (Char) Cornell

**Tenure Recognition**

Tenure

4<sup>th</sup> year probation

1<sup>st</sup> year probation

1<sup>st</sup> year probation

- D. Conferences
  - i. MASB Annual Leadership Conference – October 24-27, 2024, Lansing Center, Lansing, MI
  - ii. AESA 2024 Annual Conference – December 4-6, 2024, Omni Championsgate, Orlando, FL
- E. Legislative Update
- F. Transportation Building Update
- G. Touchless Bus Wash System
- H. Shiawassee RESD Student Learning Center East – West Exterior Wall/Outside Recreation Area

Informational Items – none

Citizen Participation – no public comment was heard.

Motion by Sayles, supported by Forbush to enter closed session to consider the purchase or lease of real property.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Return to open session at 7:48 pm.

Motion by Forbush, supported by Sayles to adjourn meeting at 7:49 pm. Voice vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Yes
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Respectfully submitted,

Dennis Henige, Secretary  
Shiawassee RESD Board of Education