

SHIAWASSEE REGIONAL EDUCATION SERVICE DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
MARCH 4, 2024

The regular meeting was called to order by President, Tim Atkinson, at 6:00 p.m.

Roll Call:

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

President Atkinson appointed Mr. Forbush as Acting Board Secretary for this meeting.

Motion by Forbush, supported by Rexin the Board approved the minutes from the February 5, 2024 regular meeting as presented.

Roll call vote taken as follows:

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

Motion unanimously carried.

Motion by Sayles, supported by Rexin 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	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

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

Roll call vote taken as follows:

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

Motion unanimously carried.

Motion by Sayles, supported by Rexin the Board of Education approved the below-listed leaves of absence and employments as presented:

- A. Leave of Absence – Zoe Cantu, Instructional Aide, requested a total of three (3) unpaid days (March 21, March 22, and April 1, 2024).
- B. Leave of Absence – Cari Lloyd, Administrative Assistant, requested approximately 2 weeks of unpaid leave effective on or about May 13, 2024 with an anticipated return date of May 31, 2024.
- C. Leave of Absence – Janice Orlando, Special Education Teacher (MoCI), requested a total of one (1) unpaid day (March 22, 2024).
- D. Hire – Andrea Hagensen, Great Start Readiness Program (GSRP)-Early Childhood Specialist, with an annual salary of \$55,564.80 (Classified Staff) and an anticipated start date of March 11, 2024. Funding for the position comes from Great Start Readiness Program.
- E. Hire – Jamie Wagster, Instructional Aide, with an hourly salary of \$14.96 (Step 1 of MESPA 2023-24 Salary Schedule) and an anticipated start date of March 4, 2024. Funding for this position comes from Special Education.

- F. Hire – Courtney Young, School Psychologist, with an annual salary of \$78,869.00 in accordance with SIEA Contract 2024-25 (Step 11 MA+ 30). Employment will begin with the 2024-25 academic year. Funding for this position comes from Special Education.

Roll call vote taken as follows:

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

Motion unanimously carried.

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

- A. New Room Scheduling Solution – FMX. Contract with FMX to provide a one-year subscription service for room scheduling software. Shiawassee RESD will pay \$3,250.00 yearly for the recurring subscription plus a one-time Implementation and Training Fee of \$1,625.00 (a total of \$4,875.00). Previously, Shiawassee RESD used EMS Room Booking System hosted by Ingham ISD.
- B. PowerSchool/PowerScheduler Support. – Lisa Sutphen. Contract with Lisa Sutphen for PowerSchool/PowerScheduler Support. The contract is expected to run through June 30, 2024 at a rate of \$75.00 per hour and is not to exceed 100 hours in total.

Roll call vote taken as follows:

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

Motion unanimously carried.

Motion by Sayles, supported by Rexin the Board of Education approved the purchase of classroom doors and hardware (material only) to replace existing classroom doors at CCRC. R.C. Hendrick & Son accepted bids on behalf of the Shiawassee RESD and based on the results of those bids, the recommendation is to purchase from Allen Supply Company for \$80,995.00. This project is being paid for with CTE Millage Revenue.

Roll call vote taken as follows:

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

Motion unanimously carried.

Motion by Forbush, supported by Rexin the Board of Education approved the purchase of 34 PICO Neo3 Headsets, Charging Carts, Device Management, and Student Software Licenses for Owosso Schools for CSI Support. Estimated cost is \$33,600.00 however, a final adjustment may be required if additional students participate. This project is being paid for with grant funds.

Roll call vote taken as follows:

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

Motion unanimously carried.

Motion by Sayles, supported by Forbush the Board of Education approved to establish an Educational Assistance Plan (Section 127 Plan). The Plan is intended to meet the requirements of an educational assistance program under Section 127 of the Internal Revenue Code of 1986, as amended (the "Code") and is to be interpreted in a manner consistent with the requirements of applicable law. The purpose of this plan is to furnish educational assistance to the employees of the Shiawassee RESD. It is the intention of the Employer that the Plan qualify as a plan providing qualified educational assistance under Code §127(b)(1), and that the educational assistance under the Plan be eligible for exclusion from the Employees' income under Code §127(a).

Roll call vote taken as follows:

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

Motion unanimously carried.

Motion by Sayles, supported by Forbush the Board of Education accept the Comprehensive Health Program Goals as of February 2024 as presented. This update was presented by Chelsea Fox and Jenn Jones after considerable collaboration with Shiawassee RESD Administrators, Teachers, School Nurses, and Teacher Consultants, in addition to parents, students, and a clergy member.

Roll call vote was taken as follows:

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

Motion unanimously carried.

Motion by Forbush, supported by Rexin the Board of Education approved the excavation of the retention pond located at Shiawassee RESD Transportation Building. Per the plans, the retention pond requires excavation to accommodate the new building and to repair/update the drain field to hold runoff. R.C. Hendrick & Son accepted bids on behalf of the Shiawassee RESD and based on the results of those bids, the recommendation is to contract with Bartz Excavating, LLC for \$42,165.00.

Roll call vote taken as follows:

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

Motion unanimously carried.

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

- A. Travel Disclosure of Tom Louks, Instructional Technology and Data Warehouse Specialist, to attend the Future of Education Technology Conference held January 22-26, 2024 in Orlando, FL with a total cost of \$2,876.12. As Mr. Louks is President-Elect of REMC Association of Michigan, his travel expenses will be reimbursed to Shiawassee RESD by a grant from REMC Association of Michigan so net cost to Shiawassee RESD will be \$0.00.
- B. Travel Disclosure of Jackie Carstens, Director of Technology, and Todd Mein, Manager of Technology Support, to attend the Future of Education Technology Conference held January 24-26, 2024 in Orlando, FL with a total cost of \$1,637.98. The vendor will reimburse Ms. Carstens and Mr. Mein directly so no charge will be recorded on Shiawassee RESD's accounts.
- C. Travel Disclosure of David Schulte, Superintendent, to attend the MASA 2024 Midwinter Conference held January 24-26, 2024 with a total cost of \$917.76.
- D. Travel Request of David Schulte, Superintendent, to attend the MAISA Spring Meetings to be held in Waterford, MI with an estimated cost of \$680.00.

Roll call vote taken as follows:

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

Motion unanimously carried.

Communications – Unified Basketball

Superintendent's Report

- A. Shiawassee RESD Budget Timelines and Requirements
(An outline for SRESD Budget development for the 2024-25 Budget.)
- B. Conferences

1. MASB Spring Institute 2024 – April 19-20, 2024, MASB Headquarters, Lansing, MI
 2. MASB Annual Leadership Conference – October 24-27, 2024, Lansing Center, Lansing, MI
 3. AESA 2024 Annual Conference – December 4-6, 2024, Omni Championsgate, Orlando, FL
- C. Legislative Update
 - D. Transportation Building Update
 - E. Shiawassee RESD Student Learning Center East – West Exterior Wall/Outside Recreation Area
 - F. Shiawassee RESD Student Learning Center West – Pole Barn to house Maintenance Department – status update on pole barn
 - G. CTE Enrollment Update for 2024-25 academic year

Informational Items – none

Citizen Participation – no public comment was heard.

Motion by Sayles, supported by Forbush to adjourn meeting at 7:10 pm. Voice vote taken as follows:

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

Motion unanimously carried.

Respectfully submitted,

Tate Forbush, Acting Secretary
Shiawassee RESD Board of Education