



**Montcalm Area Intermediate School District
Board of Education Meeting**

**Seiter Education Center
1401 VanDeinse Avenue - Greenville, MI 48838
616-225-6136 or pdora@maisd.com**

Regular Meeting

**Friday, December 19, 2025
Call to Order - 8:00 AM**

A G E N D A

- I. Call to Order
- II. Roll Call
- III. Recognition of Guests
- IV. Public Participation
- V. Correspondence and Recognition
 - Holiday Greeting Cards
- VI. Approval of the Agenda
- VII. Approval of Consent Agenda
 1. Approval of Meeting Minutes — MAISD Board of Education
 - Regular Meeting — Friday, November 21, 2025
 2. Approval of Personnel Changes as Presented
 - New Hires
 - Mindy Train - GSRP Administrative Assistant - 1/1/2026
 - Lenny Smyth - Custodian at Seiter Education Center — 12/22/2025
 - Brandon Richmond — Director of Technology — 1/1/2026
 - Nicole Baker — Speech Language Pathologist at Montcalm Transition Center — (pending graduation and state licensure) — 1/5/2026
 - Alayna Kooistra - Paraprofessional at Seiter Education Center — 1/5/2026
 - Transfer
 - Kory Stevens — From Adaptive PE/Assistive Technology to Elementary EI Teacher at Seiter Education Center — 12/8/2025
 - Termination
 - Chelsea Carbajal — Middle School EI Teacher at Seiter Education Center — 11/20/2025
- VIII. Approve/Disapprove Invoices for Payment
- IX. Acknowledge and Accept Donations, Gifts, and Grants
 - Received \$1,000 from the Greenville Lions Club in support of the Montcalm Dolly Parton Imagination Library
 - Received \$200 in total from two donors in support of Montcalm Area Career Center

- X. Review of Final MAISD Single Audit from Maner Costerisan CPA Firm
- No action necessary. Audit was presented and approved in October.
- XI. Approve/Disapprove Tariff Assessment of \$7,000 Imposed by Midwest Transit for Fees Related to Purchase of Two School Buses
- XII. Approve/Disapprove Contract for Crisis Response and Behavioral Support Specialist at Seiter Education Center. This is a temporary position ending June 5, 2026.
- XIII. Approve/Disapprove Contract for Interim Transportation Director Services with Dee Dutmers through June 30, 2025
- XIV. Approve/Disapprove MAISD Staff Handbooks with Revisions as Presented
- XV. Approve/Disapprove Resolution D prepared by Thrun Law Firm with the Opt-In Subject to Rescission Related to Allocation of Section 31aa Funding in Accordance with Public Act 15 of 2025
- XVI. Approve/Disapprove Second Reading of Neola Policy Revisions as Presented - Vol 40 Issue #1
1. Policy 1422/3122/4122 — Nondiscrimination, Equal Employment Opportunity, and Anti-Harassment (Replacement)
 2. Policy 1422.02/3122.02/4122.02 — Nondiscrimination Based on Genetic Information of the Employee (Delete/Rescind)
 3. Policy 1623/3123/4123 — Section 504/ADA Prohibition Against Disability Discrimination in Employment (Technical Correction)
 4. Policy 1662/3362/4362 — Anti-Harassment (Delete/Rescind)
 5. Policy 2210 — Curriculum Development — Approved Courses (Revised)
 6. Policy 2260 — Nondiscrimination and Access to Equal Educational Opportunity (Technical Correction)
 7. Policy 2260.01 - Section 504/ADA Prohibition Against Discrimination Based on Disability (Technical Correction)
 8. Policy 2266 — Nondiscrimination on the Basis of Sex in Education Programs or Activities (Revised)
 9. Policy 2412 - Homebound Instruction Program (Revised)
 10. Policy 4162 - Controlled Substance and Alcohol Policy for Commercial Motor Vehicle ("CMV") Drivers and Other Employees Who Perform Safety-Sensitive Functions (Revised)
 11. Policy 5517.01 — Bullying and Other Aggressive Behavior toward Students (Revised)
 12. Policy 7540.02 - Digital Content and Accessibility (Revised)
 13. Policy 7541 — Electronic Data Processing Disaster Recovery Plan (Rescind)
 14. Policy 8300 — Continuity of Organizational Operations Plan (Revised)
 15. Policy 8305 - Information Security (Revised)

XVII. Report from MAISD Superintendent Katie Flynn

XVIII. Reports from MAISD Associate Superintendents and Leadership Team

- Zach Most, Director of Facilities
- Penny Dora, Director of Communications
- Tom Staten, Director of Technology
- Tricia Root, Associate Superintendent of Finance and Human Resources
- Shannon Tripp, Associate Superintendent of CTE and Early College
 - The MACC Newsletter - Dec 2025
- Kim Iverson, Associate Superintendent of Special Education
- Adel DiOrio, Associate Superintendent of Instruction
- Cari O'Connor, Associate Superintendent of Early Childhood Services

XIX. Special Holiday Presentations from Seiter Education Center Students and Staff

XX. Information and Discussion Items for Future Meetings

- MAISD Board of Education — Regular Meeting
Friday, January 16, 2026 at 8:00 AM

XXI. Adjournment