



MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT
621 NEW STREET, P.O. BOX 367
STANTON, MICHIGAN 48888

MAISD BOARD OF EDUCATION
MEETING MINUTES - Regular Meeting
Friday, December 19, 2025

I. Call to Order

President Mark Christensen called a Regular Meeting of the Board of Education of the Montcalm Area Intermediate School District to order at 8:03 AM.

II. Roll Call

Members Present: Mark Christensen, Brian Corwin, Amy Magirl, Deborah Snyder, and Andrea Tabor
Members Absent: None
Superintendent: Katie Flynn
Administrators: Kim Iverson, Tricia Root, Adel DiOrio, Cari O'Connor, Zach Most, Penny Dora, and Chad Jackson
Media: Cory Smith, Senior Staff Writer from The Daily News

III. Recognition of Guests - Brandon Richmond, Incoming MAISD Director of Technology
Brandon was introduced and welcomed by the Board of Education. He will officially begin his employment with MAISD on January 1, 2026.

IV. Public Participation - None

V. Correspondence and Recognition - Receipt of holiday greeting cards and a thank you note from the Fred Meijer Heartland Trail committee for the in-kind support from MAISD.

VI. Approval of Agenda

Motion

Moved by Andrea Tabor, seconded by Amy Magirl, to approve the agenda as presented.

Action

Agenda was approved as presented.

Regular Vote Ayes: 5 Nays: 0

Motion Passed: 5 - 0

VII. Approval of Consent Agenda

Motion

Moved by Amy Magirl, seconded by Deborah Snyder, to approve the Consent Agenda as follows:

Action

Approved Consent Agenda.

- Approval of MAISD Board of Education regular meeting minutes - Friday, November 21, 2025.
- Approval of personnel changes as presented for five new hires, one transfer, one termination as listed on the agenda.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder, and Tabor

Nays: None

Motion Passed: 5 - 0

VIII. Approval of Invoices for Payment

Tricia Root, MAISD Associate Superintendent of Finance and Human Resources, reviewed the previous month's financial activities as presented in the monthly financial review.

Motion

Moved by Brian Corwin, seconded by Andrea Tabor, to approve Invoices for Payment as presented.

Action

Approved invoices for payment.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder, and Tabor

Nays: None

Motion Passed: 5 - 0

IX. Acknowledgement of Donations

- 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

Motion

Moved by Andrea Tabor, seconded by Amy Magirl, to acknowledge and accept donations as presented.

Action

Acknowledge and accept donations.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder, and Tabor

Nays: None

Motion Passed: 5 - 0

X. Review of Final MAISD Single Audit from Maner Costerisan CPA

No action necessary. This audit was presented and reviewed as a final draft in October, 2025. With the state budget delay, the completed audit could not be officially submitted. There are not any changes in this completed version of the single audit from the final draft approved in October. Tricia Root wanted to present this copy as affirmation to the Board that the completed single audit was completed as required.

XI. Approval of Tariff Assessment of \$7,000 Imposed by Midwest Transit for Fees Related to the Purchase of Two School Buses (Tariff rate of \$3,500 per bus x 2 buses = \$7,000)

This is an additional fee imposed to the purchase agreement already approved.

Motion

Moved by Andrea Tabor, seconded by Amy Magirl, to approve payment of an additional \$7,000 for tariff assessments for the purchase of two school buses.

Action

Approval of the \$7,000 payment for tariff assessments in the purchase of two school buses as previously approved.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder and Tabor

Nays: None

Motion Passed: 5 - 0

XII. Approval of Contracted Position for Crisis Response and Behavioral Support Specialist at Seiter Education Center. This is a temporary position ending June 5, 2026.

Motion

Moved by Deborah Snyder, seconded by Brian Corwin, to approve contracted position for Crisis Response and Specialist for Support Specialist as presented.

Action

Approved contract for Crisis Response and Behavioral Support Behavioral Seiter Education Center as presented.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder and Tabor

Nays: None

Motion Passed: 5 - 0

XIII. Approved Contract for Interim Transportation Director Services with Dee Dutmers (formerly Dee Evans) through June 30, 2025

This position will be interim due to the retirement of Michele Nemeth. Dee Dutmers will support during the transition to hiring a new director. Dee served as the MAISD Director of Transportation for 10 years prior to her own retirement in 2021.

Motion

Moved by Amy Magirl, seconded by Andrea Tabor, to approve this contract as presented.

Action

Approved the contract for the services of an Interim Transportation Director.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder, and Tabor

Nays: None

Motion Passed: 5 - 0

XIV. Approved MAISD Staff Handbook with Revision as Presented

This is a consolidation of several department handbooks into one standard district-wide staff handbook.

Motion

Moved by Andrea Tabor, seconded by Amy Magirl, to approve the MAISD Staff Handbook as presented.

Action

The MAISD Staff Handbook was approved as presented.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder, and Tabor

Nays: None

Motion Passed: 5 - 0

XV. Approved Resolution D prepared by Thrun Law Firm with the Opt-In Subject to Rescission Related to the Allocation of Section 31aa Funding in Accordance with Michigan Public Act 15 of 2025.

Superintendent Katie Flynn explained approval of this resolution allows mobility to react to the legislation and related litigation while still providing an option to rescind. Final decisions are expected to be made and declared by December 30. While the funding impact to ISDs is minimal, there is a greater funding impact to local districts. ISDs and local districts are all acting on their own accords so whatever MAISD decides to do, it will not impact our local districts, their decisions, or their funding.

Motion

Moved by Amy Magirl, seconded by Deborah Snyder, to approve Resolution D prepared by Thrun Law related to Section 31aa funding under Michigan Public Act 15 of 2025.

Action

Resolution D, as prepared by Thrun Law, was approved as presented.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder, and Tabor

Nays: None

Motion Passed: 5 - 0

XVI. Approved Revisions to Board Policies as Prepared by Neola in Volume 40 Issue #1 with Amendments to Policies # 1422, 2260, 3122, and 4122.

Superintendent Katie Flynn explained most of these changes are related to the federal level legislative updates made to the laws surrounding IDEA, ADA, Title IX, and non-discrimination clauses. The four policies listed also have amendments due to sequential listing of various non-discrimination classes.

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)

Motion

Moved by Andrea Tabor, seconded by Brian Corwin, to approve Revised Policies as prepared by Neola in Volume 40 Issue #1 as presented.

Action

Policy revisions are approved as presented.

Roll Call Vote

Ayes: Christensen, Corwin, Magirl, Snyder, and Tabor

Nays: None

Motion Passed: 5 - 0

XVII. Report from MAISD Superintendent Katie Flynn

- Katie Flynn shared information about the Talent Together Consortium. She highlighted Erika Jenks, one of our teachers who graduated this month from Western Michigan University with her Masters Degree in Special Education and an ASD endorsement. She was a recipient of the Talent Together Consortium.

XVIII. Reports from MAISD Associate Superintendents and Leadership Team

In the interest of time, and consideration for the incoming holiday showcase presented by students from Seiter Education Center, Board President Mark Christensen asked for only brief highlights from the board reports already submitted by the MAISD Leadership Team.

- Kim Iverson, Associate Superintendent of Special Education
- Tricia Root, Associate Superintendent of Finance and Human Resources
- Cari O'Connor, Associate Superintendent of Early Childhood Services
- Adel DiOrio, Associate Superintendent of Instruction
- Zach Most, Director of Facilities
- Penny Dora, Director of Communications

XIX. Information and Discussion Items for Future Meetings

MAISD Board of Education - Regular Meeting
Friday, January 16, 2026
Location: Seiter Education Center

XX. Adjournment

Motion

Moved by Amy Magirl, seconded by Deborah Snyder,
to adjourn the meeting at 8:29 AM.

Action


The meeting adjourned at 8:29 AM.

Regular Vote Ayes: 5 Nays: 0

Motion Passed: 5 - 0



Minutes recorded by
Penny Dora
MAISD Director of Communications



Minutes approved by board action on 1/16/2026
Andrea Tabor, Board Secretary
MAISD Board of Education