



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

MAISD BOARD OF EDUCATION
MEETING MINUTES - Regular Meeting
Thursday, January 16, 2025

Call to Order

Vice-President Deborah Snyder called a Regular Meeting of the Board of Education of the Montcalm Area Intermediate School District to order at 8:02 AM.

I. Roll Call

Members Present: Brian Corwin, Deborah Snyder, Andrea Tabor, and Amy Thomas
Members Absent: Mark Christensen
Administrators: Katie Flynn, Tricia Root, Kim Iverson, Shannon Tripp, Adel DiOrio, Don Thompson, Zach Most, and Penny Dora
Media: Cory Smith, The Daily News

II. Recognition of Visitors

Students from the Young Adults Transition Program along with MAISD Teacher Bob Hemmingsen and classroom staff Carmen Kendall.

III. Public Participation

Recognition given to MAISD Board of Education in honor of National School Board Recognition Month.
Recognition of Don Thompson, MAISD Director of Facilities, in honor of his retirement on January 31.

IV. Approval of Agenda

Motion

Moved by Andrea Thomas, seconded by Brian Corwin, to approve the agenda as presented.

Action

Approve agenda as presented.

Regular Vote Ayes: 4 Nays: 0

Motion passed 4-0

V. Correspondence - CBA Info Cards from MASB for Board Members

VI. Approval of Consent Agenda

Motion

Moved by Amy Thomas, seconded by Andrea Tabor, to approve the Consent Agenda as follows:

Action

Approved Consent Agenda as follows:

- Approval of regular board meeting minutes for Thursday, December 19, 2024.
- Approval of personnel changes as presented.
- Approval of conference travel requests.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

VII. 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: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

VIII. Acknowledge and Accept Donation of \$1,000 from the Greenville Lions Club made as a sponsorship for the Dolly Parton Imagination Library

Motion

Moved by Amy Thomas, seconded by Brian Corwin, to acknowledge and accept this gift as presented.

Action

Donation was accepted and acknowledged.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

IX. Approve an Addendum to an Administrative Contract

Ken Gothman, Regional Career Outreach Coordinator, holds an administrative contract through MAISD. This addendum is to adjust his contract to reflect the addition of 5 work from home days per contract year which aligns with the benefits included in his contract group.

Motion

Moved by Andrea Tabor, seconded by Amy Thomas, approve this addendum request as presented and adjust the contract to reflect 5 work from home days per year.

Action

Addendum request was approved as presented.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

X. Approve Agreement with ProCare Services for Direct Hire of Occupational Therapist

Kim Iverson, MAISD Associate Superintendent of Special Education, is requesting approval of a \$9,500 placement fee being assessed by the current third party contracted service providing occupational therapy. The contracted employee has a desire to become a direct employee of MAISD, thereby resulting in fee for the release of the third party contract.

Motion

Moved by Andrea Tabor, seconded by Brian Corwin, approve agreement as requested to allow direct hire of current contracted occupational therapist.

Action

Agreement request was approved as presented.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

XI. Approve Agreement with ProCare Services for the Contracted Services of a School Social Worker through May 30, 2025

Kim Iverson, MAISD Associate Superintendent of Special Education, is asking to contract with third party contractor ProCare Services to fill a staff vacancy through the end of this current school year.

Motion

Moved by Andrea Tabor, seconded by Amy Thomas, to approve agreement as requested to allow for a contracted provider to fill a vacancy for a School Social Worker.

Action

Agreement request was approved as presented.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

XII. Approve Agreement with Presence Learning for the Contracted Services of Two School Psychologists

- School Psychologist One: Provide services for the completion of one bilingual evaluation.
- School Psychologist Two: Provide part-time services not to exceed 20 hours per week.

Motion

Moved by Brian Corwin, seconded by Andrea Tabor, for the approval of contracting with Presence Learning to provide school psychology services due to position vacancy.

Action

Agreement request was approved as presented.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

XIII. Approve Contract with John O'Connor from GREAT Instruction, Inc. to Conduct a Needs Assessment in the Area of Curriculum, Instruction, and Behavior Support

Motion

Moved by Amy Thomas, seconded by Andrea Tabor, for the approval of contracting with GREAT Instruction, Inc. in order to facilitate a needs assessment in the area of curriculum, instruction, and behavior support in special education programs.

Action

Contract was approved as presented.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

XIV. Approve Contract with the PBS Corporation for the Services of a Board Certified Behavior Analyst (BCBA) and a Registered Behavior Technician (RBT) through June 30, 2025

Motion

Moved by Brian Corwin, seconded by Amy Thomas, for the approval of contracting with PBS Corporation in order to secure the positions of BCBA and RBT through June 30, 2025.

Action

Contract was approved as presented.

Roll Call Vote

Ayes: Corwin, Snyder, Tabor, and Thomas Nays: None Motion passed 4-0

**XV. Review of Drinking Water Management Plan
Montcalm Area Career Center and Seiter Education Center**

This item is for information only. It does not require board action. The Michigan Clean Drinking Water Access Act, commonly known as “Filter First” was passed into Michigan law on October 24, 2023. Zach Most, Assistant Director of Facilities, began preparing the required inventory of water fixtures at Montcalm Area Career Center and Seiter Education Center as required by the Filter First law. The inventory and plan to identify consumable and non-consumable water outlets is due by January, 2025. Zach reviewed both buildings plans which are completed and have been submitted. Signage identifying each water source and installation of facet filters is required to be done by the end of the 2025-2026 school year.

XVI. Report from MAISD Superintendent Katie Flynn

- Katie Flynn shared that she has completed “Meet and Greet” sessions with all staff and all local district superintendents.
- She has joined the Central Montcalm Community Foundation board as an ISD representative. We have an endowment through CMCF as bequeathed to MAISD from the family of Bob Knott.
- We will be negotiating both union contracts this year - certified staff and support staff.
- Katie is preparing for her first evaluation in her probationary year and is attending a training session with Collins and Blaha to learn how to use the evaluation tool.

XVII. Reports from MAISD Associate Superintendents and/or Leadership Team

Don Thompson, Director of Facilities

- Don explained the need to request an addendum to the bids received for the parking lot project at the Transition Center. There were 5 bids submitted and communication will be made to those bidders with the addendum request. This item of business will return to the February board meeting with a recommendation for approval.

Tricia Root, Associate Superintendent of Finance and Human Resources

- Tricia has been working on budget revisions for MAISD and Lakeview.
- Tricia is preparing information for contract negotiations and upcoming meetings with those teams.
- Medicaid reporting is also being done.

Kim Iverson, Associate Superintendent of Special Education

- Kim has been conducting her mid-year progress and growth plans with staff.
- Preparing for the February 3 mid-year new staff orientation.
- Working with program supervisors to attend the Conference for Low Incidence Programs.

Shannon Tripp, Associate Superintendent of CTE/Early College

- Shannon is also working with staff regarding mid-year progress and growth plans.
- She will attend the CTE directors conference at the Holland Career Center as well as the CEPD directors state-wide meeting.
- Recruiting for the Early College program has started. Shannon has completed visits at Greenville and Lakeview.
- The Early College program has a fundraising event planned for February 4 at MCC.

Adel DiOrio, Associate Superintendent of Instruction

- Adel reviewed the county-wide summary of MI School Data. She explained the district scores and the increase in cross-county engagement.
- January is Mentorship Month.
- MAISD will participate with CCRESA in Disciplinary Literacy Learning Labs at St. Johns Middle School during the coming months.
- MAISD is hosting a Dyslexia Summit watch party for the state training surrounding the new legislation about dyslexia instructional strategies.
- The Annual Education Reports are due and required to be posted on school websites.
- MAISD is hosting the GELN Region 3 Network here next month.

XVIII. Information and Discussion for Future Meetings

- Regular Board Meeting - Friday, February 28, 2025 - 8:00 AM
Location Montcalm Area Career Center

XIX. Adjournment

Motion

Moved by Andrea Tabor, seconded by Brian Corwin,
to adjourn the meeting at 8:57 AM.

Action

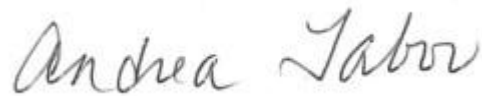
Meeting adjourned at 8:57 AM.

Regular Vote Ayes: 4 Nays: 0

Motion passed 4-0



Minutes recorded by
Penny Dora
MAISD Director of Communications



Minutes approved by board action on 2/28/2025
Andrea Tabor, Board Secretary
MAISD Board of Education