



**MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT**

**621 NEW STREET, P.O. BOX 367  
STANTON, MICHIGAN 48888**

**MAISD BOARD OF EDUCATION  
MEETING MINUTES**

**Thursday, June 27, 2024**

**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 8:07 AM.

**I. Roll Call**

Members Present: Mark Christensen, Deborah Snyder, and Amy Thomas  
Members Absent: Steve Foster and Andrea Tabor  
Others Present: Kyle Hamlin, Tricia Root, Dan Brant, Adel DiOrio, Don Thompson, Penny Dora  
Guests: None

**II. Recognition of Visitors - None.**

**III. Public Participation – None.**

**IV. Approval of Agenda**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder to approve the agenda as presented.

**Action**

Approve agenda as presented.

**Regular Vote    Ayes: 3    Nays: 0    Motion passed 3-0**

**V. Correspondence**

- Thank you card from the Montcalm Economic Alliance recognizing the membership from MAISD and our continued support for economic development.
- Letter from Dan Brant, MAISD Associate Superintendent of Special Education, announcing his resignation and thanking MAISD Board of Education for their support during his time of service at MAISD.

**VI. Consent Agenda**

**Motion**

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

**Action**

Approved Consent Agenda as follows:

- Approval of special meeting minutes for May 15, 2024.
- Approval of personnel changes as presented.
- Approval of conference travel requests.

**Roll Call Vote**

**Ayes: Christensen, Snyder, Thomas    Nays: None    Motion passed 3-0**

## VII. Consider Proposals of Purchase of Property

MAISD Board of Education considered two proposals submitted for the purchase of the property located at 10260 South Sheridan Road in Fenwick, known to MAISD as H.O. Steele Education Center. It currently houses two tenants who provide programs to children and families in both Ionia and Montcalm Counties. Proposals were submitted by IM Safe Child Advocacy Center (current tenant) and Fairplains Township.

After further review of the proposals, the board determined they would like to see additional proposals from both bidders, two bids each, as explained below.

- The first proposal would be a bid on the building and approximately 15 acres as shown in a drawing that will be made available to each bidder. This offer should include who will be paying for the survey and other costs associated with the sale of the property.
- The second proposal would be a bid on the building and all the property.

### **Motion**

Moved by Amy Thomas, seconded by Deborah Snyder, to request additional bid proposals from both Fairplains Township and IM Safe Child Advocacy Center.

### **Action**

Approved requesting additional bid proposals from both parties who are interested in purchasing the property.

### **Roll Call Vote**

**Ayes: Christensen, Snyder, Thomas   Nays: None   Motion passed 3-0.**

## VIII. Approval of Invoices for Payment

### **Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve Invoices for Payment as presented.

### **Action**

Approved invoices for payment.

### **Roll Call Vote**

**Ayes: Christensen, Snyder, Thomas   Nays: None   Motion passed 3-0.**

## IX. Approve/Disapprove the Budget Amendments for the 2023-2024 School Year inclusive of June Outstanding Obligations.

### **Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve the 2023-2024 Budget Amendments.

### **Action**

Approved 2023-2024 Budget Amendments as presented.

### **Roll Call Vote**

**Ayes: Christensen, Snyder, Thomas   Nays: None   Motion passed 3-0.**

**X. Approve/Disapprove 2024-2025 Appropriation Resolution for Budget Adoption of General Education, Special Education, and Career Technical Education.**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder to approve the 2024-2025 Appropriation Resolution for Budget Adoption.

**Action**

Approved 2024-2025 Appropriation Resolution for Budget Adoption.

**Roll Call Vote**

**Ayes: Christensen, Snyder, Thomas    Nays: None    Motion passed 3-0.**

**XI. Approve/Disapprove 2024 Tax Certification.**

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve the 2024 Tax Certification.

**Action**

Approved 2024 Tax Certification.

**Roll Call Vote:    Ayes: Christensen, Snyder, Thomas    Nays: None    Motion passed 3-0.**

**XII. Approve/Disapprove Insurance Carriers: SET-SEG for Worker's Compensation and SET-SEG for Auto, Property, Board Liability, Umbrella, etc.**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder to approve Insurance Carriers as presented.

**Action**

Approved Insurance Carriers as presented.

**Regular Vote    Ayes: 3    Nays: 0    Motion passed 3-0**

**XIII. Approve/Disapprove Section 125 Cafeteria Plan - Basic POP for Employee Qualified Benefits.**

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve Section 125 Cafeteria Plan as presented.

**Action**

Approved Section 125 Cafeteria plan.

**Roll Call Vote**

**Ayes: Christensen, Snyder, Thomas    Nays: None    Motion passed 3-0.**

**XIV. Approve/Disapprove Payment of Non-Compete Fee for Permanent Placement Agreement of Special Education Teacher**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder to approve the payment of Non-Compete Fee as presented.

**Action**

Approved payment of Non-Compete Fee for Permanent Placement.

**Roll Call Vote:    Ayes: Christensen, Snyder, Thomas    Nays: None    Motion passed 3-0.**

**XV. Approve/Disapprove New Position titled MAISD Secondary Instructional Consultant - General Education Position - Reports to Associate Superintendent of Instruction**

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve New Position for MAISD Secondary Instructional Consultant.

**Action**

Approved new position as presented.

**Roll Call Vote**

**Ayes: Christensen, Snyder, Thomas   Nays: None   Motion passed 3-0.**

**XVI. Approve/Disapprove Recommended Bid and Purchase of Furniture for Seiter Education Center**

Three bids were presented from the following companies: Kentwood Office Furniture. Meteor Education and Virco. The recommendation was to accept the bid from Virco.

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder to approve the recommended bid from Virco for the purchase of furniture for Seiter Education Center.

**Action**

Approved recommended bid as presented.

**Roll Call Vote:   Ayes: Christensen, Snyder, Thomas**

**Nays: None   Motion passed 3-0.**

**XVII. Approve/Disapprove Changes to 2024-2025 Student Handbook for Montcalm Area Career Center**

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve changes to 2024-2025 Student Handbook for Montcalm Area Career Center as presented.

**Action**

Approve student handbook as presented.

**Regular Vote   Ayes: 3   Nays: 0   Motion passed 3-0**

**XVIII. Approve/Disapprove Changes to 2024-2025 Student/Parent Handbook for Special Education**

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve changes to 2024-2025 Student Handbook for Special Education as presented.

**Action**

Approve student handbook as presented.

**Regular Vote   Ayes: 3   Nays: 0   Motion passed 3-0**

**XIX. Approve/Disapprove Changes to 2024-2025 Staff Handbook for Special Education**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder to approve changes to 2024-2025 Staff Handbook for Special Education as presented.

**Action**

Approve staff handbook as presented.

**Regular Vote   Ayes: 3   Nays: 0   Motion passed 3-0**

**XX. Approve/Disapprove Changes to 2024-2025 Transportation Manual**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder to approve changes to 2024-2025 Transportation Manual as presented.

**Action**

Approve Transportation Manual as presented.

**Regular Vote    Ayes: 3        Nays: 0        Motion passed 3-0**

**XXI. Approve/Disapprove Performance Evaluation for MAISD Superintendent Kyle Hamlin**

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve the Performance Evaluation for Kyle Hamlin, MAISD Superintendent, as presented.

**Action**

Approve Superintendent Kyle Hamlin's Performance Evaluation as presented.

**Regular Vote    Ayes: 3    Nays: 0        Motion passed 3-0**

**XXII. Approve/Disapprove Recommendations from the Compensation Study Report as provided by Hiring Solutions**

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas to approve wage recommendations as presented through the Compensation Study Report.

**Action**

Approved wage recommendations as presented through the Compensation Study Report.

**Roll Call Vote:    Ayes: Christensen, Snyder, Thomas        Nays: None        Motion passed 3-0.**

**XXIII. Approve/Disapprove 2024-2025 Administrative and Administrative Support Staff Contracts**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder, to approve 2024-2025 Administrative and Administrative Support contracts as recommended.

**Action**

Approved Administrative and Administrative Support contracts.

**Roll Call Vote:    Ayes: Christensen, Snyder, Thomas        Nays: None        Motion passed 3-0.**

**XXIV. Report from MAISD Superintendent Kyle Hamlin**

- Kyle extended a special thank you to Steve Foster for the 20+ years of services he has given as an MAISD Board member. Today is his last official meeting as a board member. We will begin the process of appointment to complete the remainder of his term. His guidance and passion will be deeply missed.
- Thank you to Dan Brant as today marks his last board meeting. Dan will begin his new role at Forest Hills Public Schools on Monday.
- Associate Superintendent of Special Education: We held the final round of interviews for the Associate Superintendent of Special Education this week. Our top candidate accepted our offer. We need to have board approval for her hire and we will begin working on onboarding her.

**XXV. Reports from MAISD Associate Superintendents and Administrative Leaders**

**Shannon Tripp, Associate Superintendent of CTE/Early College**

- Enrollment at The MACC is currently at 342 students for the 2024-2025 year. This is an increase of almost 40 students from last year with many programs already full.
- Early College enrollment for 2024-2025 is at 78 students. This is an increase of 18 students from last year.
- When Perkins V was approved, the State of Michigan decided to focus on industry recognized certifications. We had already been focused on certifications in Auto, Diesel, Welding, and Health. This year we added a couple of new certifications for students in Public Safety and Business. In addition, we had our third student (ever) pass all eight State of Michigan mechanics exams, which means he graduated as a master mechanic. We also had our first student (ever) qualify in overhead welding. Finally, we had two Health students graduate with their Certified Nursing Assistant Certificate, their Medical Assisting Certification, and their Phlebotomy Certification. We had not offered the Phlebotomy certification until this year. We had three students attempt it, and two passed.

**Dan Brant, Associate Superintendent of Special Education**

- Review of compliance indicators and general supervision guidelines.

**Adel DiOrio, Associate Superintendent of Instruction**

- Overview of MTSS 54b Grant
- Professional development opportunities include Jill Jackson’s literacy coaching model, New Teacher Academy, Acadience, and CHAMPS classroom management series.

**XXVI. Information and Discussion for Future Meetings**

**Next Meeting Dates**

July 15, 2024 - Special Board Meeting for Board Candidate Interviews at 5:00 PM  
July 18, 2024 - Organizational Board Meeting at 8:00 AM

**XXVII. Adjournment**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder  
to adjourn the meeting at 9:32 AM.

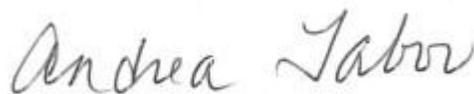
**Action**

Meeting adjourned at 9:32 AM.

**Regular Vote    Ayes: 3    Nays: 0    Motion passed 3-0**



Minutes recorded by  
Penny Dora  
MAISD Director of Communications



Minutes approved by board action on 7/18/2024  
Andrea Tabor, Board Secretary  
MAISD Board of Education