



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

**MAISD BOARD OF EDUCATION**  
**MEETING MINUTES - Regular Meeting**  
**Friday, May 23, 2025**

**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, Brian Corwin, Deborah Snyder, Andrea Tabor, and Amy Thomas  
Members Absent: None  
Administrators: Katie Flynn, Tricia Root, Shannon Tripp, Kim Iverson, Adel DiOrio, Tom Staten, Zach Most, and Penny Dora  
Media: Cory Smith from The Daily News

**II. Recognition of Visitors - Josh and Teresa Boyer**

**III. Public Participation - None**

**IV. Approval of Agenda**

**Motion**

Moved by Brian Corwin, seconded by Deborah Snyder, to approve the agenda as presented.

**Action**

Approve agenda as presented.

**Regular Vote    Ayes: 5    Nays: 0**

**Motion passed 5-0**

**V. Correspondence and Recognition**

- Thank you from Friends of Fred Meijer Heartland Trail for support from MAISD.
- Invitation for Fundraising Event from Friends of Fred Meijer Heartland Trail.
- Recognition - MAISD Board of Education and MAISD Superintendent Katie Flynn recognized and thanked Teresa Boyer her service and the 10 years she dedicated to MAISD as a special education supervisor from 2015 to 2025.

**VI. Approval of Consent Agenda**

**Motion**

Moved by Brian Corwin, seconded by Andrea Tabor, to approve the Consent Agenda as follows:

**Action**

Approved Consent Agenda as follows:

- Approval of regular board meeting minutes for Friday, April 11, 2025.
- Approval of personnel changes as presented.
- Approval of travel requests as presented.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas    Nays: None    Motion passed 5-0**

**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 Andrea Tabor, seconded by Amy Thomas,  
to approve Invoices for Payment as presented.

**Action**

Approved invoices for payment.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas**

**Nays: None**

**Motion passed 5-0**

**VIII. Acknowledgement of Donations**

- \$100 from Farm Services of Lakeview for the Welding Program at The MACC.
- \$500 from Central Montcalm Community Foundation for the Welding Program at Montcalm Area Career Center.
- \$500 from K&W Tooling for the Welding Program at Montcalm Area Career Center.
- \$500 from Homebuilders Association Mt. Pleasant for Construction Trades at the MACC.
- \$750 from a community member for the Agriscience Program at Montcalm Area Career Center as proceeds from a goat yoga class held as a fundraiser.
- \$540 from Entrican Gleaners for Dolly Parton Imagination Library.
- Donation of an Autel Maxi TPMS TS900 tire pressure monitoring system valued at \$800 for the Automotive and Diesel Technology Programs at Montcalm Area Career Center.
- Donation of two gift cards valued at \$50 each for students in the Automotive and Diesel Technology Programs at Montcalm Area Career Center.

**Motion**

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

**Action**

Donation acknowledged and accepted.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas**

**Nays: None**

**Motion passed 5-0**

**IX. Consider First Reading of New or Revised Board Policies as prepared by Neola**

**Volume 39 #2 for Regular Spring Update - No board action required in this first reading.**

MAISD Superintendent Katie Flynn reviewed the proposed changes for board members to consider.

- PO 0131.1 - Bylaws and Policies
- PO 2264 - Non-Discrimination on the Basis of Sex in Education Programs or Activities
- PO 2266 - Non-Discrimination on the Basis of Sex in Education Programs or Activities (prior to 8/1/2024)
- PO 2340 - Field and Other District Sponsor Trips
- PO 3430 - Leaves of Absence
- PO 4430 - Leaves of Absence
- PO 5320 - Immunization
- PO 5330.01 - Epinephrine Auto-Injectors
- PO 5330 - Use of Medications
- PO 5350 - Drug Prevention
- PO 8320 - Personnel Files

**X. Approval of MAISD Calendars for the 2025 - 2026 School Year**

MAISD Superintendent Katie Flynn reviewed each calendar being presented for approval. Programs house in local districts will be following the local district calendar.

- Montcalm Area Career Center
- Seiter Education Center
- ISD Local Programs - Greenville
- ISD Local Programs - Central Montcalm
- Early On Services

**Motion**

Moved by Andrea Tabor, seconded by Amy Thomas, to approve MAISD school calendars for the 2025-2026 school year as presented.

**Action**

2025-2026 MAISD school calendars were approved as presented.

**Regular Vote      Ayes: 5      Nays: 0**

**Motion passed 5-0**

**XI. Approval of Letter of Agreement with the MAISD Education Association for Additional Work Days in the 2025 - 2026 School Year**

The realignment of calendars has resulted in the need to adjust work days for some staff accordingly. The number of staff impacted is very small and they are aware of these changes to their contract.

**Motion**

Moved by Deborah Snyder, seconded by Brian Corwin, to approve this Letter of Agreement as presented.

**Action**

The Letter of Agreement was approved.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas**

**Nays: None      Motion passed 5-0**

**XII. Approval of Letter of Agreement with the MAISD Support Personnel Association for Additional Work Days in the 2025 - 2026 School Year**

The realignment of calendars has resulted in the need to adjust work days for some staff accordingly. The number of staff impacted is very small and they are aware of these changes to their contract.

**Motion**

Moved by Andrea Tabor, seconded by Deborah Snyder, to approve this Letter of Agreement as presented.

**Action**

The Letter of Agreement was approved.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas**

**Nays: None      Motion passed 5-0**

**XII. Report from MAISD Superintendent Katie Flynn**

- MAISD graduations - Montcalm Transition Center was held last Friday, May 16. Seiter Education Center will be this afternoon at 1:00 PM.
- We Care for Kids Council held their annual Family Fun Day at Montcalm Area Career Center last Saturday, May 17.

#### **XIV. Reports from MAISD Leadership Team**

##### **Adel DiOrio, Associate Superintendent of Instruction**

- Adel thanked the board for approving the conference travel for her department in their work supporting local districts and professional learning.
- MAISD has just completed their participation in the leadership development series called Igniting Passionate Leaders, a regional opportunity that included several other ISD and their teams.
- MAISD invited the Michigan Department of Education into the district for a learning opportunity surrounding the new legislation regarding dyslexia and training for our local leaders.
- Miranda Holmberg is working to complete the MAISD annual report for presentation to the board.
- Kris Lindsey is working to complete the year-end reports for homeless student supports provided to our four county region through the McKinney-Vento grant.
- The Michigan Career Development Model has recently been released from MDE outlining standards for career development grades K-12. Work is being coordinated to align those standards.

##### **Shannon Tripp, Associate Superintendent of CTE and Early College**

- Summary of certifications and achievements earned by students will be presented in June.
- Mock interviews for seniors held on April 11.
- 8th graders attended MACC for career exploration - Carson City - Crystal on April 22 and Central Montcalm on May 12.
- Salmon release in the river - joint project with Agriscience, CADD, and Engineering classes.
- First female student to achieve all 10 ASE certifications.
- Projected enrollment at MACC for next year at 372 students - an increase of 30 from last year.
- Projected enrollment at Early College has 30 incoming students for the new cohort.
- Early College Superintendent Meeting - June 6.
- Educational Careers will only have a morning session next year due to low enrollment. We will take this opportunity to create some career exploration experiences for grades K-6 to support the new requirements of the Michigan Career Development Model.

##### **Tricia Root, Associate Superintendent of Finance and Human Resources**

- Received all budget resolutions from the local boards related to approving the general education budget during the budget hearing on June 27.
- Audit planning for the local districts is underway as well as budget planning.
- Participating in negotiations with Katie Flynn.
- The person selected for the position of Human Resources Coordinator will be announced at the June board meeting.

##### **Kim Iverson, Associate Superintendent of Special Education**

- Kory Stevens led professional development for staff surrounding adaptive technology.
- Lincoln Heights hosted a parent and family night highlighting the communication models used in the classroom for teaching and learning.
- The Seiter Kindness Squad visited fire departments in the county to show the firefighters appreciation for their service.
- Seiter Center hosted a field day last week.
- Early On referrals have increased and staff have been booked with home visits and evaluations.
- Nancy Jerry has completed coursework for the Deaf and Hard of Hearing Consortium through the Michigan Department of Education which will prepare her to assist in talent acquisition for these specific special education areas.

**Zach Most, Director of Facilities**

- The drain commission review for the Transition Center parking lot will be completed by May 30.
- HVAC work throughout the district continues to be ongoing as we work to make upgrades.

**Tom Staten, Director of Technology**

- Ongoing projects for the technology team include upgrades to district servers and storage systems, postage meters at central office, door access and video security.
- Coordination for the fiber projects bids is a continued effort as this is a large undertaking.

**Penny Dora, Director of Communications**

- Celebrations - 6 employees retiring with a combined 90 years of experience - Nancy Jerry for her DH/H coursework completion - Deb Rogers for Best Bus Driver in The Daily News Readers Choice Awards - Graduation ceremonies and Class of 2025.
- Preschool Matters Enrollment Campaign. Working with Cari O'Connor to increase enrollment in GSRP and preschool programs.
- Attendance Awareness Campaign. MAISD will join a regional consortium of area ISD partners to begin an attendance campaign with the goal of increasing student engagement.
- The Daily News coverage - story about first diesel student completing master mechanic certification, congratulations ad featured in the grad tab, MACC students of the month, Seiter Center Kindness Squad.
- Radio features - guest hour with Ashley Reisbig to highlight summer camp for Passport to Teaching for middle school students and the radio commercial featuring the camp as well.
- Feeding America Truck will be in the MAISD parking lot on June 5 as a partnership with the City of Stanton and Stanton Rotary Club during construction surrounding the area where they usually host the truck for the community.

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

- Board Elections - Monday, June 2, 2025 at 8:00 AM (as per legislation)
- Budget Hearing - Friday, June 27, 2025 at 7:45 AM (rescheduled from June 26, 2025)
- Regular Board Meeting - Friday, June 27 at 8:00 AM (rescheduled from June 26, 2025)
- Organizational Meeting - Monday, July 7 at 8:00 AM
- MCSBA Meetings - Aug 20 for executive committee and Sept 22 for general membership meeting.

**XVI. Adjournment**

**Motion**

Moved by Andrea Tabor, seconded by Deborah Snyder,  
to adjourn the meeting at 9:08 AM.

**Action**

The meeting adjourned at 9:08 AM.

**Regular Vote      Ayes: 5      Nays: 0**

**Motion passed 5-0**



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Minutes recorded by  
Penny Dora  
MAISD Director of Communications



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Minutes approved by board action on 6/27/2025  
Andrea Tabor, Board Secretary  
MAISD Board of Education