



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

MAISD BOARD OF EDUCATION
MEETING MINUTES - Regular Meeting
Friday, September 26, 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 8:00 AM.

II. Roll Call

Members Present: Mark Christensen, Brian Corwin, and Deborah Snyder
Members Absent: Amy Magirl and Andrea Tabor
Administrators: Katie Flynn, Kim Iverson, Shannon Tripp, Tricia Root, Adel DiOrio, Cari O'Connor, Zach Most, Tom Staten, Penny Dora, and Todd Sattler
Media: Not in Attendance

III. Recognition of Guests - None

IV. Public Participation - None

V. Correspondence and Recognition - None

VI. Approval of Agenda

Motion

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

Action

Agenda was approved as presented.

Regular Vote Ayes: 3 Nays: 0

Motion passed 3-0

VII. Approval of Consent Agenda

Motion

Moved by Deborah Snyder, seconded by Brian Corwin,
to approve the Consent Agenda as follows:

Action

Approved Consent Agenda.

- Approval of MAISD Board of Education special meeting minutes - Friday, September 5, 2025.
- Approval of personnel changes as presented for new hires, transfers, and resignations.
- Approval of conference travel requests as presented for overnight stays within Michigan.

Roll Call Vote

Ayes: Christensen, Corwin, and Snyder

Nays: None Motion passed 3-0

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 Deborah Snyder, to approve Invoices for Payment as presented.

Action

Approved invoices for payment.

Roll Call Vote

Ayes: Christensen, Corwin, and Snyder

Nays: None Motion passed 3-0

IX. Acknowledgement of Donations

- Back-to-School Classroom Supplies and \$200 Cash Donation Given by United Way of Central Michigan to Seiter Education Center

Motion

Moved by Deborah Snyder, seconded by Brian Corwin, to acknowledge and accept this donation as presented.

Action

Donation acknowledged and accepted.

Roll Call Vote

Ayes: Christensen, Corwin, and Snyder

Nays: None Motion passed 3-0

X. Approve/Disapprove Adjustment in Number of Staff Reporting Days for Special Education Calendars

Kim Iverson, MAISD Associate Superintendent of Special Education, explained the adjustment in staff reporting days to reflect requirements for professional development.

- Central Montcalm - EI Programs
- Greenville and Seiter - EI and ASD Programs

Motion

Moved by Deborah Snyder, seconded by Brian Corwin, to approve this adjustment in staff reporting days as presented.

Action

Calendars were approved with adjustment as presented.

Roll Call Vote

Ayes: Christensen, Corwin, and Snyder

Nays: None Motion passed 3-0

XI. Consider First Reading of Revised Policy as Prepared by Neola - No board action required

MAISD Superintendent Katie Flynn explained the change in this policy reflects the elimination of the word seclusion throughout the policy. This policy will be considered for approval in its second reading at the next board meeting in October.

- Policy 5630.01 - Student Restraint

XII. Approve Revised Policies as Prepared by Neola in the Second Reading

- Policy 0100 - Bylaws - Definitions
- Policy 0131.2(b) - Bylaws - Transfer of Territory
- Policy 0151 - Bylaws - Organizational Meeting
- Policy 1422 - Administration - Non-Discrimination and Equal Employment Opportunity
- Policy 1440 - Administration - Reimbursement of Job-Related Expenses
- Policy 1623 - Administration - Section 504/ADA Prohibition Against Disability Discrimination
- Policy 1662 - Administration - Anti-Harassment
- Policy 2105 - Program - Mission of the District
- Policy 2260.01 - Program - Non-Discrimination and Access to Equal Educational Opportunity
- Policy 2260 - Program - Section 504/ADA Prohibition Against Discrimination Based on Disability
- Policy 2370.01 - Program - Online/Blended Learning Program

Motion

Moved by Brian Corwin, seconded by Deborah Snyder, to approve these revised policies as prepared by Neola.

Action

Revisions to policies prepared by Neola for the Bylaws, Administration, and Program sections have been approved.

Roll Call Vote

Ayes: Christensen, Corwin, and Snyder

Nays: None Motion passed 3-0

XIII. Report from MAISD Superintendent Katie Flynn

- MAISD Strategic Planning and Organizational Goals. Katie led the board through an overview of the strategic planning goals and the framework surrounding the progress toward implementation.
- Facilities Review. Katie shared that there is a MAISD small team who has been meeting with SET-SEG and conducting facilities walk-throughs to explore greatest or most immediate needs with a comparison to funds available. More information will be shared once a comprehensive list has been established.

XIV. Report from MAISD Associate Superintendents and Leadership Team

- Kim Iverson, Associate Superintendent of Special Education
- Tricia Root, Associate Superintendent of Finance and Human Resources
 - Preparation of annual audit for contracted local districts and MAISD.
 - Preparing training for administrators regarding use of account codes.
 - Working with business office team in use of online annual performance evaluation software.
- Shannon Tripp, Associate Superintendent of CTE and Early College
 - Welding Best Practices - Regional Professional Development for Welding Instructors.
 - Early College - 10 year graduating class this school year in May 2026.
 - Counselors meeting format for middle and high school counselors.
 - OCR compliance audit at The MACC.
- Adel DiOrio, Associate Superintendent of Instruction
 - Literacy Essentials and the Science of Reading One-Page Flyer
 - Count#d Out Movie Premier
- Cari O'Connor, Director of Early Childhood Services
 - Kindergarten Report 2025
 - MAISD Early Childhood Report 2024-2025

- Zach Most, Director of Facilities
 - Montcalm Transition Center - Parking Lot Update
- Tom Staten, Director of Technology
 - Multi-Factor Authentication - District Wide Implementation
 - Fiber Project Update
- Penny Dora, Director of Communications

XV. Information and Discussion Items for Future Meetings

- MAISD Board of Education - Regular Meeting - Friday, October 17, 2025
- MAISD Board of Education - Regular Meeting - Friday, November 21, 2025
- Schedule January special meeting for Superintendent Mid-Year Evaluation
Note - After further consideration, the mid-year evaluation will take place during the regular board meeting in January as a regular board item and during open session.

XVI. Adjournment

Motion

Moved by Brian Corwin, seconded by Deborah Snyder,
to adjourn the meeting at 9:10 AM.

Action

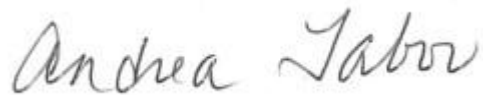
The meeting adjourned at 9:10 AM.

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 10/17/2025
Andrea Tabor, Board Secretary
MAISD Board of Education