

**Hillsdale County Intermediate School District  
Board of Education Meeting  
July 18, 2019 ~ 5:30 P.M.  
DRAFT MINUTES**

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**Board Members Present:** Brandes, Grossheim, Nye, Vanlerberg      Absent: Gutowski  
**HCISD Staff:** Reehl, Svacha, Shaffer, Lawless, Rathburn, Ellison, McDowell, O’Heran  
**Guests:** Debby Kerr, Retiree; Christine Bowman, CBDGA; Leslie Bennett-Granata, HCS Board of Education.

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**CALL TO ORDER**

Superintendent Reehl called the meeting to order at 5:30 PM. The Pledge of Allegiance was recited.

**Organizational Meeting**

**A. Election of Officers**

Brandes/Nye to appoint Laura Nye as President; Ron Grossheim as Vice President; Scott Gutowski as Treasurer; Laurie Brandes as Secretary; and Maxine Vanlerberg as Trustee.

Ayes: All      Nays: None      ***Carried***

**B. Name Bank Depositors**

Brandes/Grossheim **BE IT RESOLVED** that the following be designated as depositors for the 2019-2020 fiscal year of the Hillsdale County Intermediate School District:

**Main Depositories, Certificates of Deposit, and CDARs:**

*County National Bank*

*MILAF*

*Flagstar Bank*

Ayes: All      Nays: None      ***Carried***

**C. Signature/Checks**

Vanlerberg/Brandes to authorize check signatory as indicated below:

Accounts Payables – Board President & Superintendent

Payroll – Board President & Superintendent

Ayes: All      Nays: None      ***Carried***

**D. Credit Card User Authorization**

Brandes/Vanlerberg to authorize the use of credit cards by the following employees:

Superintendent

Executive Assistant to the Superintendent

Instructional Services Director

CTE Supervisor, HACC

Chief Financial Officer

Special Education Director

Special Education Supervisors

Early Literacy Supervisor

Great Start Supervisor

Operations/Maintenance Supervisor

Technology Supervisor

LEA Business Manager

Grants Coordinator

Human Resources Coordinator

**E. Contracts, Agreements, & Purchase Orders**

Brandes/Vanlerberg to authorize the following individuals to approve contracts, agreements and purchase orders:

- HCISD: Superintendent, CFO
- General Education: Superintendent, CFO
- Special Education: Director of Special Education
- CTE: Director of CTE/Principal

Ayes: All    Nays: None    **Carried**

**F. School District Attorneys**

Brandes/Grossheim to approve Thrun Law Firm, P.C. and Kyle Hoffman, Lenawee County ISD as district attorneys.

Ayes: All    Nays: None    **Carried**

**G. Pre-Approval for Grants**

Brandes/Vanlerberg to authorize administration to apply for grants necessary to support or improve the ISD programs.

Ayes: All    Nays: None    **Carried**

**H. Designed AHERA Representative & Indemnification**

Brandes/Vanlerberg to authorize Belinda Shaffer as the AHERA representative and to approve indemnification for Belinda Shaffer the Hillsdale County ISD.

Ayes: All    Nays: None    **Carried**

**I. 2019/2020 Board Meeting Schedule**

Brandes/Grossheim to approve the Board meetings as listed below with board meetings to begin at 5:30 P.M. Dates are as follows unless otherwise determined and posted by the Board in advance of the scheduled meeting date. Board meetings will take place at the Hayes Building unless otherwise noted.

Ayes: All    Nays:

None    **Carried**

July 20, 2019 – Regular & Organizational	January 16, 2020
August 15, 2019	February 20, 2020
September 12, 2019 Please note this date is 1 week earlier than normal	March 19, 2020
October 17, 2019	April 16, 2020
November 21, 2019	May 21, 2020
December 19, 2019	June 18, 2020

**K. Designate Dates – ISD Board Work Sessions and Countywide Board Meeting**

This item will be revisited in August.

**L. Responsibility of Posting Meetings and Recording Minutes**

Brandes/Grossheim to appoint the Executive Assistant to the Superintendent or designee to record minutes, post meetings in accordance with the Open Meetings Act, and function as secretary to the board of education. Ayes: All Nays: None **Carried**

**M. MASB Membership**

Brandes/Grossheim to renew membership to the Michigan Association of School Boards (MASB) at an annual membership fee of \$3,249. Ayes: All Nays: None **Carried**

**N. SCECH Program Offering**

Vanlerberg/Brandes to authorize the SCECH coordinator, Kim Svacha, to determine programs qualifying for school committee meetings and school improvement meetings under the discretion of the Superintendent. Ayes: All Nays: None **Carried**

**REGULAR MEETING**

**APPROVAL OF CONSENT AGENDA**

- A. Minutes, Meeting on June 25, 2019, Special Meeting
- B. Minutes, Meeting on June 20, 2019, Regular Meeting
- C. Report on Investments
- D. Bills Payable
- E. Resignations (B. Carpenter)

Brandes/Vanlerberg to approve the consent agenda as presented. Ayes: All Nays: None **Carried**  
Abstain: Ron Grossheim

There was discussion of the Roberts Rules of Order concerning abstention of vote.

Brandes/Vanlerberg to re-vote on the consent agenda and approve as is. Ayes: All Nays: None **Carried**

**COMMENTS FROM GUEST**

Leslie Bennett-Granata, Hillsdale Community Schools Board of Education, stated she and her Board is looking forward to working with the HCISD.

**OTHER BUSINESS ACTION ITEMS**

- A. New Hire, Anne Wyman
- B. Sale of the Student Home Building
- C. Classroom Rental Agreement at Greenfield School (Community Action Agency)
- D. Waldron Area Schools Business Services Agreement (July 1, 2019 to June 30, 2019)

**Item A**

New Hire Anne Wyman.

Brandes/Vanlerberg to approve the hire of Anne Wyman for the position of Speech Language Pathologist.

Ayes: All      Nays: None      ***Carried***

**Item B**

Sale of the Student Home Building.

Grossheim/Brandes to approve the sale of the student home building to buyer Cark, and for Troy Reehl, Superintendent, and/or Belinda Shaffer, CFO, to execute all documents.

Ayes: All      Nays: None      ***Carried***

**Item C**

Classroom rental agreement at Greenfield School with CAA

Brandes/Vanlerberg to approve the classroom rental agreement at Greenfield School with CAA.

Ayes: All      Nays: None      ***Carried***

**Item D**

Waldron Area Schools Business Services Agreement (July 1, 2019 to June 30, 2020)

Brandes/Vanlerberg to approve the service agreement for business services with Waldron Area Schools.

Ayes: All      Nays: None      ***Carried***

**BUSINESS ITEMS FOR FUTURE CONSIDERATION**

- A. AdvancED, Discussion of Continuation
- B. CTE Cash Flow Borrowing from Capital Projects – CTE for Student Home Construction
- C. Classroom Rental Agreement (Hillsdale Community Library)
- D. Classroom Rental Agreement (Waldron Area Schools)
- E. Active Shooter-Active Aggressor Response Training – Control Tactics Consultants
- F. HCISD Regional Program for Students with Emotional Impairments Agreement for the Provision of General Education Programs
- G. HCISD Regional Program for Students with Moderately Cognitive Impairments Agreement for the Provision of General Education Programs
- H. Student Home Building (Windswept Lane)

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**BUSINESS OFFICE REPORT**

Director Shaffer provided a report in the board book. Director Shaffer presented the breakdown of repairs/remodeling at Dean Jennings. Rachel Patterson met the requirements for business office specialist certification. RaLena LoPresto met their requirements for business office specialist and pupil accounting certification.

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**SUPERINTENDENT'S REPORT**

Superintendent Reehl provided a report in the board book. Superintendent Reehl reported that he will be full-time on Monday, July 22. Mr. Reehl has had many meetings to begin his leadership at the HCISD.

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**GENERAL EDUCATION**

A report was provided in the board book. Stefanie Rathburn shared about the Story Walk event: 34 families totaling over 50 kids. Families came to the courthouse and were able to hear parts of a story; kids were given tokens for each part of the story to use to purchase fresh produce. Mindy Wilson has done the second roll-out of GSRP; there is still opportunity for enrollment for 3 and 4 year olds.

### **SPECIAL EDUCATION**

Susanne Masters was excused but provided a report in the board book. Shawn Ellison shared on the determination status; the HCISD is on the level of needing assistance. Shawn stated that the special education department is hoping to hire a Behavioral Specialist.

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### **HILLSDALE AREA CAREER CENTER**

There was no report at this time. Superintendent Reehl stated that we are in the process of hiring a director for the HACC. Superintendent Reehl also shared about a conversation he had with Wayne Boggs and ways to make the lab more practical for hands-on experiences.

### **OTHER MATTERS**

There were no other matters.

### **GENERAL COMMENTS FROM GUESTS**

There were no comments from guests.

### **ADJOURNMENT**

Brandes/Vanlerberg to adjourn at 6:44 PM

Ayes: All

Nays: None

***Carried***

Respectfully Submitted,  
Kim Svacha