

**Hillsdale County Intermediate School District
Board of Education Meeting
March 22, 2018 ~ 5:30 P.M.
DRAFT MINUTES**

Board Members Present: Gutowski, Leininger, Nye, White

Absent: Brandes

HCISD Staff: Steel, Svacha, Slamka, Wise, Rathburn, Tobar, Bailee-Stone, Ellison, Iffland, Masters, Lawless, Quigley, Magda

Guests: Gary Morrison, Camden Board; Debby Kerr, HCISD retired

CALL TO ORDER

President Leininger called the meeting to order at 5:32 PM. The Pledge of Allegiance was recited.

APPROVAL OF CONSENT AGENDA

- A. Minutes, Meeting on February 15, 2018, regular meeting
- B. Minutes, Countywide Board Meeting, February 8, 2018
- C. Report on Investments
- D. Bills Payable
- E. Employee Resignation

Nye/White to approve the consent agenda as presented, noting that Janell Wilson's resignation for retirement was accepted with regret. Ayes: All Nays: None ***Carried***

A retirement celebration was take place in May.

COMMENTS FROM GUESTS

There were no comments from guests.

OTHER BUSINESS ACTION ITEMS

Item A

Susanne Masters introduced Melissa Swan. Melissa will begin employment on April 16, 2018.

Nye/White to approve the hire of Melissa Swan as the supervisor/principal for Greenfield School. Ayes: All Nays: None ***Carried***

Item B

Policy 2220, First Reading

Item C

Policy 7510, first reading

Item D

Radon Abatement for Greenfield School. Superintendent Steel recommended the bid from Southern Michigan Radon. Radon is not in the building, but in a crawl space.

White/Gutowski to approve Southern Michigan Radon for radon abatement at Greenfield School. Ayes: All Nays: None ***Carried***

Item E

Fire Alarm System for the Hillsdale Area Career Center. Superintendent Steel reported that the fire alarm system at the HACC is outdated and in need of replacement. Three bids were received.

Nye/White to accept the bid for the fire alarm system from HACC from Engineered Protection System, Inc.

Item F

Revocation of Charter Authorization for Hillsdale Preparatory School. Hillsdale Preparatory School has been accepted by Grand Valley State as the authorizer of the school. The HCISD will continue to be a partner in their work. White/Nye to approve the resolution to revoke HCISD’s re-authorization application.

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

Item G

Resolution of Early Literacy. Superintendent Steel reported that the State organization for ISDs is asking ISD Boards to put in writing their commitment to literacy.

White/Gutowski to approve the literacy resolution as presented. Ayes: All Nays: None ***Carried***

Item H

Special Education Budget Amendment. Superintendent Steel presented a budget amendment that came in the day after the February 2018 board meeting. Steel reported that the decrease of nearly \$500K is due by a change in the law and decline in enrollment. The decrease is for 2 years.

Nye/Gutowski to approve the amended special education budget as presented. Ayes: All Nays: None ***Carried***

BUSINESS ITEMS FOR FUTURE CONSIDERATION

- A. Transition Classroom Rental Agreement
Susanne Masters reported that the fire inspection was completed and reviewed significant and costly modification to the library to host a classroom in the facility. The class is allowed to occupy the building for up to 12 hours weekly.
- B. Special Education Teacher Consultant (2 Positions)
These positions will be looked at again in the spring.
- C. Physical Therapy Equipment Request
- D. Audit Contract (2018/2019)
The audit service will have an increase for this year’s services. Director Shafer is requesting permission to keep the current auditor and not pursue bids for other services. The Board informally indicated that there is no need for bids.
- E. Radon Abatement Quotes (Dean Jennings)
- F. Administrative Contracts
- G. Neola policy 1230

BUSINESS OFFICE REPORT

Superintendent Steel presented general information for Hillsdale Preparatory School and Will Carleton Academy. The audits are complete for both charters; WCA had a clean audit and there were findings for HPS. The audit will be forwarded to Grand Valley State to follow up with HPS.

SUPERINTENDENT’S REPORT

Superintendent Steel reported that the Senate presented a budget recommendation that is ISD-friendly.

GENERAL EDUCATION

Director Tobar provided a report. Jonathan Tobar verbally reported that Mindy Wilson and Stefanie Rathburn for great work for Pre-school Connect. There was an increase in 16 families attending the event.

SPECIAL EDUCATION

Director Masters provided a report. Susanne Masters verbally reported that the completion ceremony will be May 30. The HCISD hosted a community meeting to talk about autism in Litchfield. The Inclusion Teachers presented at the MI Conference.

HILLSDALE AREA CAREER CENTER

Jonathan Tobar provided a report. Principal Bailee-Stone gave keychains made by students to each board member. The students created and printed the project. A discussion on skilled trades with Representative Walburg is scheduled for April 30 from 1:30 to 2:30 PM. A Cyber Security promotion event took place and was very well received.

OTHER MATTERS

Val White addressed a concern she received over the board members that the board book was not up and that board members do not have email or phone numbers listed for contact.

GENERAL COMMENTS FROM GUESTS

Debby Kerr stated that as of 5 years ago the board members contact information was available on the web site. Cindy Magda invited guests to the spring fling at Greenfield School for tea and cookies.

ADJOURNMENT

White/Nye to adjourn at 6:41 PM

Ayes: All

Nays: None

Carried

Respectfully Submitted,
Kim Svacha