

C.O.O.R. ISD Board of Education Meeting
Wednesday, January 8, 2025 at 6:00 PM
11051 N Cut Road, Roscommon, MI 48653



C.O.O.R.
INTERMEDIATE
SCHOOL DISTRICT

1. Call to order & Roll Call

Superintendent Shawn Petri called the meeting to order at 6:00 PM.

Present: Ian Faulkner, James Mangutz DDS, Nancy Persing, Jim Gendernalik, and Kara Mularz. (Two board members, Brie Molaison, and Lyn Sperry, stepped down in December.) Present: 5, Absent: 0. Superintendent Petri, Rebecca Socia, Anthony Bair, Alyssa Faulkner, and Frances Jacobs were in attendance. The department directors joined the meeting remotely.

Superintendent Petri stated that it was School Board Appreciation Month and he deeply appreciates the service of all the board members, including those who stepped down in December. He thanked the board members for their work and said it is a fantastic board to work with. Brie Molaison and Lyn Sperry will be missed.

2. Opening Ceremonies

- Pledge of Allegiance

- Mission Statement, read by Superintendent Petri - he mentioned that it is likely to change as part of the Strategic Planning retreat on Friday.

C.O.O.R. ISD provides programs and services with our partners to support the current and emerging teaching and learning needs of our schools and communities.

3. Organization of the Board

3.A. Election of Board President

Superintendent Petri took nominations for President.

The COOR Intermediate School District Board of Education elects James Mangutz as Board President for the year 2025 until the Organizational meeting in January 2026. This motion, made by Ian Faulkner and seconded by Kara Mularz, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes. President Mangutz took control of the meeting.

3.B. Election of Board Vice President

The COOR Intermediate School District Board of Education elects Nancy Persing as Vice President for the year 2025 until the Organizational meeting in January 2026. This motion, made by Jim Gendernalik and seconded by Kara Mularz, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes.

3.C. Election of Board Secretary

The COOR Intermediate School District Board of Education elects Ian Faulkner as Secretary for the year 2025 until the organizational meeting in January 2026. This motion, made by Nancy Persing and seconded by Jim Gendernalik, Carried(5-0). Ian

Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes.

3.D. Election of Treasurer

The COOR Intermediate School District Board of Education elects Jim Gendernalik as Treasurer for the year 2025 until the organizational meeting in January 2026. This motion, made by Ian Faulkner and seconded by Nancy Persing, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes

3.E. Committee Member Selection – Tabled to February 12th meeting

- Finance Committee (Reporting, Budgets, Grants, etc.)
- Buildings and Grounds Committee (including Equipment)
- Legislative/Strategic Planning Committee (Quarterly Goal Review)
- Policy Committee (new Administrative Guidelines)
- Personnel Committee (Wages, Contract Negotiation, etc.)
- Evaluation of the Superintendent- Committee of the Whole
- CTE Steering Committee

4. Adopt the Agenda

Adopt the agenda with tabling of items 3E and item 8. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried (5-0).

5. Interview of potential board members:

- Anthony Bair of Roscommon County
- Alyssa Faulkner of Crawford County
- Frances Jacobs of Roscommon County (declined the interview)

6. Action on membership:

- 6A - Nominate Anthony Bair to fill Brie Molaison’s vacancy of 6-year term from Jan 2025 to Dec 2030 Motion by Gendernalik, second by Faulkner - vote 5-0.
- 6B- Nominate Alyssa Faulkner to fill Lyn Sperry’s partial-term vacancy (Sperry) Jan 2025 to Dec 2026 Motion by Gendernalik, second by Mularz - vote 5-0.

7.

<ul style="list-style-type: none"> -Career -Early -Instructional -Special -R.O.O.C., -K12 ETA (Educational Technology Association) 	<p>&</p>	<p>Department</p> <ul style="list-style-type: none"> Technical Childhood Services Education 	<p>Education</p>	<p>Updates</p> <ul style="list-style-type: none"> Department Department Department Department Inc.
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The board appreciates receiving the thorough department updates monthly. There was a discussion on cyber security for district technology at the ISD.

8. Tabled- Resolution to borrow funds for construction project

9. Public Participation – None.

- Any person attending the meeting may raise his/her hand during this session of the meeting. Individuals may speak for a maximum of 5 minutes. Groups may speak for a maximum of 15 minutes.

10. Consent Agenda

(A single member's request shall cause an item on the Consent Agenda to be relocated as an Action Item, eligible for discussion and vote that evening.)

Approve all items on the Consent Agenda. This motion, made by Kara Mularz and seconded by Nancy Persing, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes

10.A. Approve minutes of previous meeting, December 11, 2024

10.B. Approval of Bills for December 2024 totaling \$1,390,931.65

10.C. Approve Revenue & Expenditure Reports and MILAF statement for December 2024

10.D. Establish Board Per Diem for 2025

That a per diem allowance of \$30.00 shall be granted to board members for attendance at board meetings, committee meetings, and those activities identified by board policy, or authorized duty, if the duty is authorized in advance by resolution of the board. The board president or designee will be allowed compensation equal to one regular meeting for meeting once per month with the superintendent to prepare an agenda for the regular meeting. (see Policy 2306)

10.E. Approve an increase in mileage rate from \$0.67 per mile to \$0.70 per mile match the IRS rate as of Jan 9, 2025

10.F. Call Regular Meetings - Meeting dates to be posted for 2025: (second Wednesdays of each month except January):

February 12, 2025

March 12, 2025

April 9, 2025

May 14, 2025

June 11, 2025

June 25, 2025 Special Meeting- Budgets

July 9, 2025

Aug 13, 2025

Sept 10, 2025

Oct 8, 2025

Nov 12, 2025

Dec 10, 2025

Jan 7, 2026 (first week, not second)

10.G. Designate Rebecca Socia, Administrative Assistant to the Superintendent, as Recording Secretary for the COOR Board of Education to be reimbursed for mileage at the current Board-approved rate, and per diem of \$65.00 per meeting. A paid alternate would fill in when she is not available.

10.H. Appoint Designee for Posting of Public Notices

To appoint the Superintendent's Secretary as designee responsible for implementing the public notice requirements of the Open Meetings Act.

10.I. Approve COOR ISD's Title IX positions:

Coordinator: Alexis Wilson, Human Resources.

Investigators: Melisa Akers, Director of Special Education
and Shawn Petri, Superintendent

10.J. Authorize Michael Evans as signatory for the following agreements:

- Carl D. Perkins Application with the Michigan Department of Education-Office of Career & Technical Education (MDE-OCTE)
- All Fiscal Reports with OCTE in the Career and Technical Education Information System (CTEIS)

10.K. To designate J.P. MORGAN CHASE and Michigan Liquid Asset Fund as the depositories for the C.O.O.R. Intermediate School District for the following accounts; authorizing the administration to select the institution that is in the best interest of the school district; authorizing the Superintendent or his designee(s) to make transfers between business checking account(s) and/or high yield savings account(s); authorizing transfers to be made by telephone, fax and/or other electronic means:

-Business Checking Accounts: General Fund, COOR Payroll, and ROOC Payroll.

-High Yield Savings Accounts: General Fund and ROOC Investment Fund.

-MILAF Cash Management Account

10.L. Signing of Checks

That COOR and R.O.O.C., Inc. payroll business checking accounts require only one signature; Shawn Petri, Board President, or Board Treasurer are hereby authorized to sign all checks. The General Fund business checking account requires only one signature.

10.M. Approve Annual Updates to Board Policies

Thrun Law Firm will update the Policy Manual, Handbooks, Administrative Guidelines, and Forms annually and on an "as needed" basis. The annual update fee may be less than \$2,500 for retainer clients if few or no updates are necessary in a given school year. Update fees are subject to automatic annual renewal and are invoiced.

10.N. Extend Retainer Agreements

- To extend the retainer agreement for \$2,500 and authorize the use of Thrun Law Firm, P.C.
- To extend the retainer agreement for \$799 and authorize the use of Clark Hill PLC for Special Education, 504, or ADA legal matters for the school year.

10.O. Approve closing the C.O.O.R. ISD central office to the public, allowing staff to attend the following four events: All-staff Professional Development Day in August, COOR Educational Center Graduation, Career Tech commencement, and the week between Christmas and New Year.

10.P. Approve Professional Dues / Memberships

To approve payment of dues to the linked list of professional organizations for the year totaling about \$26,557. (Some organizations utilize the calendar year and some utilize the fiscal year.)

10.Q. Verify Current Newspapers of Record for C.O.O.R. ISD shall be:

- Crawford County Avalanche
- Oscoda County Herald
- Ogemaw County Herald
- Houghton Lake Resorter

10.R. Approve the Superintendent's Attendance at Conferences

That approval shall be given to the Superintendent to attend meetings and conferences in Michigan for the following organizations this year. Approval includes associated expenses for travel, lodging, food, and conference fees:

- Central/West Michigan Association of Intermediate Administrators (CWMAIA)
- Northern Michigan State Legislative Association (NMSLA)
- Michigan Association of School Boards (MASB)
- Michigan Association of Superintendents & Administrators (MASA)
- Michigan Association of Intermediate School Administrators (MAISA)
- Michigan Negotiator's Association (MNA).

10.S. Approve Board Member Attendance at Conferences

That approval shall be given for any member of the Board of Education to attend:

- Governor's Education Summit,
- National School Board Association NSBA's Advocacy Institute,
- Northern Michigan School Legislative Association events
- Any conferences, training or meetings offered by the Michigan Association of School Boards, held in Michigan (MASB)

- Approval includes associated expenses for travel, lodging, food and conference fees. Specific dollar amounts for registration, lodging, travel, and meals must also be approved by the board's designee, the Superintendent.

11. Action Items

11.A. *Approve out-of-state travel and expenses for Crystal Davis to attend TBRI training in the Dallas, Texas area February 24-28, 2025 (Trust-Based Relational Intervention)*

This motion, made by Kara Mularz and seconded by Jim Gendernalik, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes.

11.B. *Approve the application for Shannon Rea, Pupil Accounting Auditor, to participate in the MSBO Leadership Institute program in 2025.* This motion, made by Jim Gendernalik and seconded by Kara Mularz, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes. Estimated costs include \$1,500 registration and five nights in hotel rooms for meetings throughout the year, split with Iosco RESA.

11.C. *Approve pay increase to COOR Area Technical Innovation Center (CATIC) Instructors who recently completed BA degrees, effective Dec 16, 2024.* This motion, made by Jim Gendernalik and seconded by Ian Faulkner, Carried. Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes.

11.D. *Approve a service agreement with Marianne Swank, Ed.S. of Northern Intention, LLC to facilitate a two-day Professional Learning event titled "Teachers As Facilitators" on June 17 & 18, 2025 in the amount of \$5,750.* This motion, made by Jim Gendernalik and seconded by Nancy Persing, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes. This will be covered by 31n funds.

11.E. *Approve updated the COOR Educational Center Student/Parent Handbook for 2024-25 as presented.* This motion, made by Nancy Persing and seconded by Kara Mularz, Carried (5-0). Ian Faulkner: Yes, Jim Gendernalik: Yes, James Mangutz DDS: Yes, Kara Mularz: Yes, Nancy Persing: Yes.

12. Public Participation- continued – None.

13. Information Items

-Social Media Reports: COOR ISD's Facebook account had a reach of 7,509 and COOR ATIC's Facebook account had a reach of 4,764 featuring Student of the Month posts.

14. Superintendent's Report

- House Bill 6058: House Bill 6058 could change hard cap and percentage increases for insurance costs, which could mean more expenses for districts, less for employees. If signed by the Governor, this would affect school budgets.

- CEC & ROOC Renovation / Construction Loan options

Superintendent Petri recommends getting a construction loan to update these spaces from the past fifty years. Staff have written a grant for up to \$4 million from the state, but we are still waiting to hear the results. In February, a resolution will come to the board for a ten-year \$3.5 million dollar private loan. He believes we can handle the expected costs. The MILAF account has already earned significant interest on the \$4 million

invested. Expenses for the construction project would begin to be billed starting in April. Options on the loan were reviewed by the Finance Committee. This would be an investment in the security, safety, and comfort of the students and adult clients.

-MASB training: Jim Gendernalik and the two new board members will need to be trained in the MASB superintendent evaluation procedure.

- Superintendent goal updates were given to the board.

15. Communications & Celebrations

-Notification from MSBO that Alexis Wilson has earned the Human Resources Specialist certificate.

-Northern Lakes Community Mental Health Board Meeting from December (video is a clip of the recording from the board comment portion toward the end of the meeting talking about ROOC.) --

<https://youtu.be/cSNKBat9SW8?si=YAk1HqGPAAupGeCj&t=6986>

-MASB Winter Institute has virtual classes for board members offered on Friday, Feb 7th and Saturday, Feb 8th. www.masb.org/winterinstitute

-Kassidy Quigley graduated with a 4.0 with her Master's in Social Work! 31n staff paid with the grant funds

COOR staff have been very dedicated to earn degrees while working multiple jobs.

16. Adjournment: *Adjourn the meeting.* This motion, made by Nancy Persing and seconded by Ian Faulkner, Carried (5-0). Time: 8:20

Respectfully submitted by:



Rebecca Socia, Recording Secretary



Ian Faulkner, Board Secretary