

**Hillsdale County Intermediate School District  
Board of Education Meeting  
May 16, 2019 ~ 5:30 P.M.  
DRAFT MINUTES**

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**Board Members Present:** Brandes, Gutowski, Leininger, Nye, Vanlerberg  
**HCISD Staff:** Steel, Svacha, Shaffer, McDowell, Ellison, Swan, Wilson, Rathburn, O'Heran, Tobar  
**Guests:** Debby Kerr, Retiree

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**CALL TO ORDER**

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

Nye/Gutowski to approve the addition of Item G, under *Other Business Action Items*, Three Meadows to the board agenda. Ayes: All Nays: None ***Carried***

**APPROVAL OF CONSENT AGENDA**

- A. Minutes, Meeting on April 18, 2019, Regular Meeting
- B. Minutes, May 1, 2019, Special Meeting
- C. Minutes, May 7, 2019, Special Meeting
- D. Report on Investments
- E. Bills Payable

Nye/Brandes to approve the consent agenda as presented. Ayes: All Nays: None ***Carried***

**COMMENTS FROM GUESTS**

Debby Kerr, asked about lack of fiscal reporting in the board book; It has been absent and that is a change.

**RETIREMENTS**

President Leininger acknowledged and congratulated Lynn Crowell and Rhonda Eves. A gift will be mailed.

**OTHER BUSINESS ACTION ITEMS**

- A. NEOLA Spring Update, first reading
- B. Unpaid Leave Request (Clark)

Gutowski/Vanlerberg to approve unpaid leave for Sara Clark. Ayes: All Nays: None ***Carried***

- C. Unpaid Leave Request (Jones)

Brandes/Nye to approve unpaid leave for Andrea Jones. Ayes: All Nays: None ***Carried***

- D. HACC, Technology Equipment Purchase

Brandes/Gutowski to approve the purchase of Apple computers (refurbished with 2-year warranty) and TVs for the Cyber Security Program. Ayes: All Nays: None ***Carried***

- E. Real Estate Title Resolution, Student Lane Lot

Brandes/Nye to approve the resolution for the title company to execute the sale of the Student Lane lot. Ayes: All Nays: None ***Carried***

- F. Resolution for Designation of a School Safety Liaison & Emergency Contact

Nye/Vanlerberg to approve the resolution designating a school safety liaison (superintendent), and a person for emergency contacts (superintendent). Ayes: All Nays: None ***Carried***

- G. Added Item: Lots at Three Meadows

Thrun requested that the previous motion is modified to read "one" lot rather than two because only one house is being built at this time.

Nye/Brandes to modify the resolution to read "one" lot. Ayes: All Nays: None ***Carried***

## **BUSINESS ITEMS FOR FUTURE CONSIDERATION**

- A. Potential Hires
- B. Budget Amendments (2018/2019)
- C. Budgets (2019/2020)
- D. Food Service Contract (Hillsdale Community Schools)
- E. Classroom Rental Agreement (Hillsdale Community Schools)
- F. Classroom Rental Agreement (Reading Community Schools)
- G. Classroom Rental Agreement (Waldron Area Schools)
- H. Classroom Rental Agreement at Greenfield School (Community Action Agency)
- I. Office Rental Agreement with Dean Jennings (Childcare Network)
- J. Transportation Contract
- K. HACC, Classroom Renovation (potential)
- L. Xello Countywide Licensing K-12 (formerly Career Cruising)

## **BUSINESS SERVICES REPORT**

Director Shaffer provided a report in the board book.

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## **SUPERINTENDENT'S REPORT**

Superintendent Steel provided a report in the board book. Superintendent Steel reported on the following: snow day waiver, districts will need to apply for the additional day; additions to Mi Curriculum; pre-Labor Day start; repeal the common calendar; and dates to remember.

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## **GENERAL EDUCATION**

Jonathan Tobar provided a report in the board book. Director Tobar reported on the following: thanked staff for the team support during his absence; instructional-rounds continue with Jonesville; and the priority of the Collaborative is for childcare in the county.

## **SPECIAL EDUCATION**

Susanne Masters provided a report in the board book. Melissa Swan highlighted: developmental screeners; referral process; inclusion programs; Hillary Raymond's class recently moved to Reading; Lora Gleis's classroom is learning about science and is incubating chicks; special education strategic plan; graduation breakfast; and graduation is May 29.

## **HILLSDALE AREA CAREER CENTER**

Jonathan Tobar provided a report in the board book. Director Tobar highlighted: the house is nearing completion, the open house will be soon; for the Marshall Plan, did not move on to round three; and enrollment numbers.

Scott Gutowski shared that he sees many students in his office and they talk about the HACC programs positively.

## **OTHER MATTERS**

There are no other matters.

## **GENERAL COMMENTS FROM GUESTS**

There were no public comments.

## **ADJOURNMENT**

Brandes/Gutowski to adjourn at 6:02 PM.

Ayes: All

Nays: None

***Carried***

Respectfully Submitted,  
Kim Svacha