

C.O.O.R. ISD Board of Education Meeting

Wednesday, March 12, 2025 6:00 PM

C.O.O.R. ISD Central Office, 11051 N Cut Road, Roscommon, MI 48653

1. **Call to order & Roll Call**

2. **Opening Ceremonies**

- **Pledge of Allegiance**

- **Mission Statement**

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. **Adopt the Agenda**

4. **Department Updates**

-**Career & Technical Education Department**

-**Early Childhood Department**

-**Instructional Services Department**

-**Special Education Department**

-**R.O.O.C., Inc.**

-**K12 ETA (Educational Technology Association)**

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Educational Technology Association

Technology for Learning

March 2025 ETA Report

Any Questions Please contact Josh Hayes, jhayes@k12eta.org

Tickets (ETA Wide):

- Current Open: 320
- Created this month: 1230

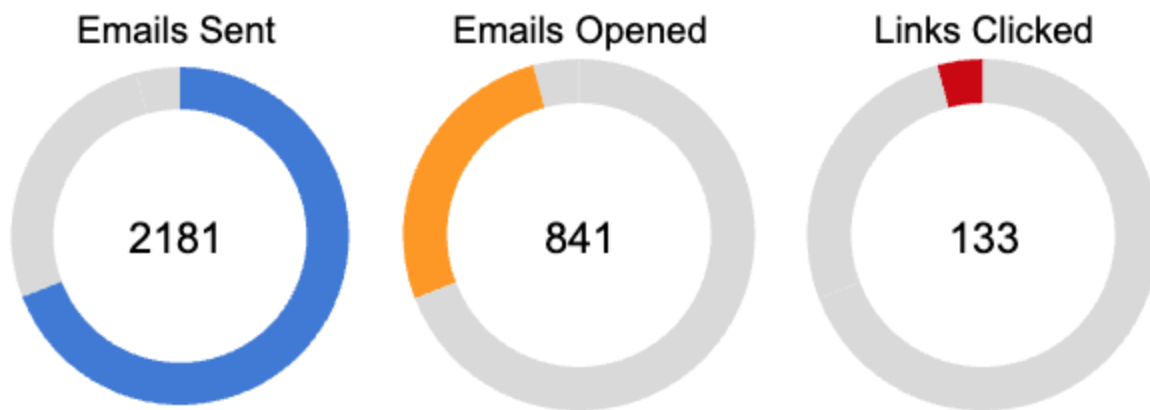
Trainings Provided:

- Illuminate
- Google Classroom
- Artificial Intelligence
- 3D Printing
- Virtual Reality Tours
- PowerSchool
- Pupil Accounting

Updates:

- Erate bids and contracts are nearing completion for all supported districts with expiring Category 1 contracts. Through this process, we have successfully increased speeds at a reduced cost in certain locations and extended contracts in other districts. Furthermore, we are collaborating with districts to upgrade internal equipment and optimize the utilization of this funding source.
- We are continuing to collaborate with Clare Gladwin RESD to determine the most effective strategy to merge our two teams into a single, enhanced team. All staff members involved recognize the necessity and the potential presented by this grant. Additionally, the grant offers the opportunity for two other districts to either join or for the ETA to expand services. We are currently in discussions with two potential districts.
- ETA staff are preparing all devices for testing. This includes the testing servers and student devices.

- We continue attending cyber partner meetings (virtually) to stay informed of the newest threats. We then share this information with all the districts within the four ISD support regions of the ETA.
- Our external vulnerability scanned 96 threats in 1053 locations this month. We have no open vulnerabilities at this time.
- All backups have been verified. Google backups were checked at COOR ISD, Manistee ISD, Wexford Missaukee ISD, and West Shore ESD. Veeam (server) backups have been checked for West Shore ESD, Crawford AuSable Schools, Mesick, Mason Country Central, COOR ISD, Manistee ISD, and Wexford Missaukee ISD
- Below are the latest statistics from our latest phishing test.





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Kurt Loll,
Finance Director

Somer Quinlan,
Director of ROOC, Inc.

Jared Socia,
Director of Operations

To: Shawn Petri, Superintendent

From: Katie Harris

Date: February 2025

Subject: Instructional Services Update

Instructional Services

Director: Katie Harris

COOR Instructional Leadership Team Communication

The Instructional Leadership Team continued their work of developing a regional instructional system to guide teaching and learning by processing the work they have accomplished and determining next steps in the implementation process. Team members then used the 11.1 regional professional learning event feedback to brainstorm possible professional learning offerings for the 2025-2026 school year. The team wrapped up the meeting by revisiting their instructional priority practice and continuing their work with developing resources, tools, and materials for district's to utilize in the development of their instructional systems.

COOR Student Support Network Communication

31n Team

Behavioral Health Coordinator: Michelle Culton-Ekstrom

- Crystal Davis completed the TBRI practitioner training last week! We are excited to have our entire team fully trained.
- 31n team members continue to engage in providing mental health and coaching services in districts. Relationship building remains a priority and is occurring in a variety of ways. Our Mio Whole Child Specialist, Heather Sharpe, has become the sledding expert; building relationships, lifting moods, and teaching social skills through recess sledding events. Mio administration collaborated with their team, including Heather, to provide a field trip to the park for a sledding team building event! Heather and her bullhorn were at the top of the hill to lead the way. Way to go!
- We currently have two Whole Child Trauma Assessment appointments available before the end of the school year. We are utilizing Dr. Sloane and the 31n

team's assessment process for students with severe behavioral deficits and needs.

- 31n team members are in the process of becoming trained in Behavior Threat Assessment Management (BTAM). This will benefit each district by adding another trained mental health professional to their BTAM teams.
- This week is Social Emotional Learning week, here's a link for more information about the [fundamentals of SEL](#).

K-5 Literacy

K-5 Literacy Coach: Michelle Ewald

ISD-Wide Professional Learning

Episodes 1 (classroom lighting) and 2 (teaching with grade level text) of the "Literacy Quick Hitters" podcast have been shared with schools, with the next installment currently in development. The goal is to have the Episode 3 (topic - decodable texts) completed and distributed before spring break. So far there has been direct feedback and follow up requested from four different buildings across the ISD. Previous recordings are posted on the professional learning section of the COOR website to allow continued access as needed.

District-Level Support:

Ongoing support in each of these elementary buildings:

- **Charlton Heston Academy** - recently facilitated a Bookworms (ELA curriculum) Q&A session with the K-5 staff during early release professional development.
- **Fairview Elementary** - continuation of a coaching cycle of planning, modeling, and debriefing with a classroom teacher to analyze data and meet the needs of a small number of students who are struggling with foundational skills.
- **Houghton Lake/Collins Elementary** - planning with the instructional coach and principal for upcoming professional learning in order to facilitate implementation of the Bookworms curriculum in K-5 classrooms beginning in Fall 2025.
- **Mio Elementary** - monthly collaboration with teachers through grade level PLCs and K-5 staff meetings, in addition to ongoing dialogue with district administrators.
- **Roscommon Elementary** - consistent collaboration with the building-level coach to support instructional staff as they implement the Bookworms Enhanced Curriculum.

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To: Shawn Petri, Superintendent

From: Melisa Akers, Director of Special Education

Date: March 6, 2025

Subject: Special Education Update

A Message from our Director, Melisa Akers

I am excited to share a [new video](#) that highlights our center-based program. This video will help the public gain a better understanding of the **C.O.O.R. Educational Center** and the vital support we provide to students with disabilities within our ISD. This video is not yet available for public viewing as we are finalizing media releases for the students. I will let you know when the video can be shared. I hope you enjoy watching it!

We are also looking forward to our upcoming **construction project**. In the next few months, I would love to share more details with you about the improvements we have planned. These much-needed renovations will significantly enhance the quality of services we provide to our students. I look forward to discussing this with you soon!

I would also like to **personally thank Dr. Mangutz** for the kind words he shared with Joe about our staff and their dedication to our students. Their work can sometimes feel unrecognized, and his thoughtful message serves as a meaningful reminder of their purpose and the important role they play in our organization.

A Message from our Special Education Technical Assistance, Nicole Grace

Over the past few weeks, professional learning has been a key focus. Thalma, Amber, and I successfully completed the [Paraeducator Bootcamp Train the Trainer](#) program. This statewide initiative aims to address the shortage of skilled paraeducators in Michigan. Through this program, we gained the tools, confidence, and knowledge needed to effectively train and support paraeducators.

The training includes both asynchronous online modules and in-person group sessions, aligned with the [Council for Exceptional Children \(CEC\)](#) Paraeducator Core Competencies and [START](#) best practices. This program equips paraeducators with the skills to assess their own competencies in relation to the CEC standards.

Typically priced at \$300 per participant, **Thalma, Amber, and I were able to attend at no cost**, thanks to a generous opportunity from the Michigan Association of Administrators of Special Education (MAASE) to enhance trainer capacity across the state. We are now excited to offer this training to paraprofessionals at the COOR Educational Center, as well as to districts within our region, during the 2025-2026 school year.

Additionally, Amber, Ayesha, and I recently led a training session for a diverse group of general education and special education staff on **Functional Behavior Assessments (FBA)** and **Behavior Intervention Plans (BIP)**. These are vital tools for supporting students with complex behavior needs. Participants left the session with valuable resources, enhanced knowledge, and ongoing support to implement these practices within their respective districts.

A Message from our Early On Coordinator, Michele Cochrane

Our **Build Up/Help Me Grow Pilot** is officially underway! Through this pilot, we can now receive Build Up referrals via an online database and share them with our local districts to start the evaluation process. Identifying and supporting children who are not yet in a preschool program can be challenging, increasing the risk of them falling through the cracks. We are excited to **partner with Help Me Grow** to streamline this process and provide families with additional support.

Help Me Grow connects families to valuable resources, including playgroups, home visiting programs, basic needs assistance, childcare support, and parenting guidance. The Help Me Grow navigator assigned to our ISD is working closely with our early childhood department to ensure they understand our birth-to-5 system and the many services available through the ISD and community agencies. Referrals to Help Me Grow can be initiated by anyone!

Help your child from birth through age 5 grow, develop and thrive!

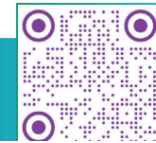
Connect with Help Me Grow today to find free or low-cost services for:

- Parental support
- Quality early learning/Preschool and child care
- Basic needs
- Health care
- Behavior referrals
- Home visiting
- Developmental screening
- Early intervention (Build Up Michigan and Early On Michigan)

We find the right resources, so you don't have to — saving your family time and hassle.



Scan here to get started at helpmegrow-mi.org/counties or call 844-464-0005.



A Message from our Monitor and Transition Coordinator, Brenda Vaughan-Ide

It's a busy time for monitoring and secondary transition!

In February, the state released data on several State Performance Plan (SPP) indicators. We're excited to share that all area districts and the ISD achieved **100% compliance** for **SPP Indicator B-11 (Child Find)** and **SPP Indicator B-12 (Transition from Part C Early Childhood to Part B for ages 3 and above)**! Additionally, most schools performed well on **Timely IEPs**, ensuring that IEP Team meetings are held on schedule and meet state expectations. These successes are a result of the hard work and dedication of staff at both the ISD and our local districts.

Currently, individual reviews are underway in **West Branch-Rose City** and **Mio AuSable** schools to examine discipline processes and procedures (**SPP Indicator B-4A/B**) for students with IEPs. **Secondary Transition (SPP Indicator B-13)** reviews are also in progress at all area secondary schools. Additionally, we are analyzing state input on assessments and providing training on updated processes for determining alternate state assessments across the ISD and local districts.

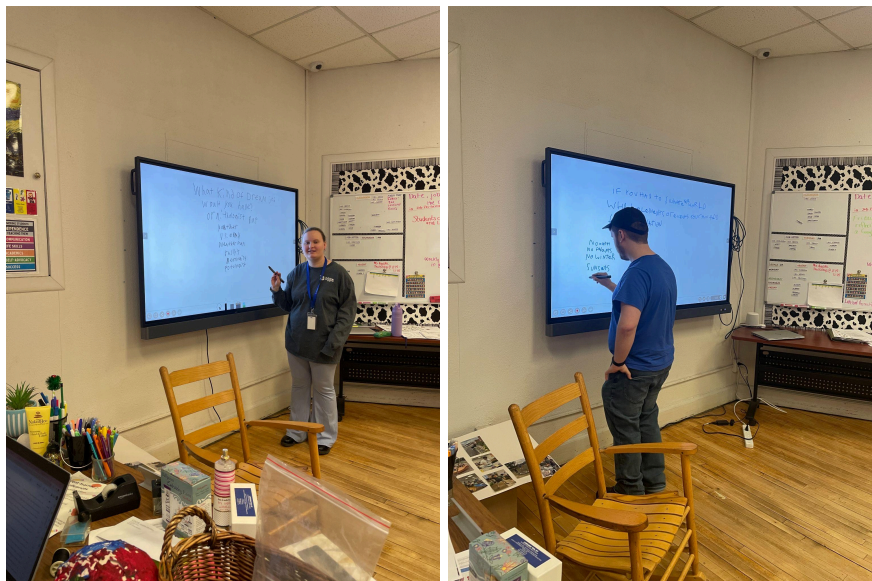
A Message from our Principal, Joe Moore

In February, our classrooms celebrated **Black History Month** by learning about influential African Americans and their contributions to our nation. Ms. Cheri's class created a fantastic bulletin board showcasing many of these remarkable individuals.

Their achievements have helped shape our country for the better, and we are grateful for the opportunity to honor their legacy.



Every day in Ms. Angie's ATC classroom, a student leads the class in a discussion based on a **focus question** of their choice. This activity helps **strengthen social skills and build confidence**. This month, students have sparked some fascinating conversations, including what they would create if they could design their own world and what their dream job would be.



March is **National Reading Month!** Classrooms will be celebrating their favorite books, and I'll be visiting to read some of their top picks. I always look forward to this time of year, as I love sharing stories with students and fostering their enthusiasm for reading.

R.O.O.C. Inc.

11018 North Cut Road, Roscommon, MI 48653

www.rooc.org

MEMORANDUM

To: Shawn Petri
From: Somer Quinlan
Re: ROOC Update
Date: March 6, 2025

February was dedicated to completing the annual review process, updating personnel files, and preparing for professional development. Below is an update on key activities and progress made during the month.

- **Staff Performance Appraisals:** Following the completion of staff performance appraisals in January, we reviewed the feedback received to make adjustments to our professional learning initiatives and make improvements to our daily programming. Staff feedback is essential to our ongoing commitment to employee development and maintaining high organizational standards.
- **Personnel File Review & Annual Professional Development:** In preparation for our CARF Accreditation survey and audit, we updated all personnel files and began planning our professional development agenda for the year. This includes incorporating new training requirements from the 2025 CARF manual updates to ensure compliance with accreditation standards.
- **Legislative and Policy Updates:** In the final week of March, we will attend two service provider meetings hosted by the Community Mental Health Authority and Incompass Michigan, where we will receive updates on relevant legislative and policy changes.
- **Building Construction:** Preparation for the first phase of building construction is underway. We have moved the workshop production area to create space for product storage, marking an important first step in the process.

February was a productive month, focused on staff development, compliance, and laying the groundwork for future growth. After our St. Patrick's Day celebration, we look forward to spring break and the return of warmer weather. We are excited to begin planning with our community partners for the community garden and MSU Extension activities this spring.



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To: Shawn Petri, Superintendent

From: Michael Evans, CTE Director

Date: March 6, 2025

Subject: CATIC Update

Student Tours & Presentations

In an ongoing effort, CATIC staff and students have been actively hosting prospective students from local schools, offering them a firsthand look at the exciting opportunities available in Career and Technical Education (CTE). These tours have been well received and continue to generate significant interest in our programs across the ISD.

CATIC-Kirtland Partnership

CATIC continues to strengthen its partnership with Kirtland Community College to enhance student outcomes. In February, Mr. Evans met with Kirtland staff to discuss key aspects of this collaboration. The meeting focused on improving the efficiency and alignment of our EMC programs. Additionally, to help with the flow of information and local needs, KCC administrative staff has been invited to participate in future counselor and administrative forums.

Summer Camp Development

CATIC and the MISTEM Network are finalizing the details to bring another round of CTE and STEM related summer camps to the region in mid June! At CATIC, local middle school students will have the opportunity to participate in camps related to automotive, welding, forestry, robotics and culinary arts to name a few. To ensure all students have the opportunity to participate, we are working on details to provide transportation for our outlying districts.

Skills USA Cosmetology Competition

We are thrilled to congratulate our talented Cosmetology student for their incredible achievement at the Regionals Skills USA competition! With honor and pride, we celebrate their 3rd place finish in the Esthetics category, where they showcased their skill and creativity by performing three stunning makeup looks. This accomplishment is a testament to their hard work, dedication, and passion for the craft. We are so proud to see their talent recognized, and we can't wait to see where this journey takes them next! Keep shining bright! On to the State competition in April! (photos next page)



5. Public Participation

- 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.

6. 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.)

A. Approve minutes of previous meeting on February 13, 2025

B. Approval of Bills for February
2025 totaling \$1,822,015.24

C. Approve MILAF statement, Revenue
& Expenditure Reports for February
2025

D. Approve 2025-26 ROOC calendar

7. Action Items

A. Update Policy 4113, ESTA and the related form, 4113-F

B. Approve 24-25 Special Education
Budget Amendment as presented.

C. Approve a contract with SchoolsOPEN, LLC in the amount of \$5,850 with a conversion fee of \$15,400 for a total of \$21,250.

D. Accept bid proposals provided by
Integrity Construction for the COOR
Educational Center renovation
SUBTOTAL

\$2,602,543.00

Contingency (15%)

\$ 390,381.00

Estimated General Conditions

\$65,250.00

- Add for Slab Saw cutting
(Allowance)

\$10,000.00

Construction Manager Fee

\$ 260,000.00

TOTAL

\$3,328,174.00

8. Information Items

-Social Media Reports: COOR ISD and
CATIC

- MASH Spring Institute will be May 2-4
at Mission Point Resort on Mackinac
Island.

9. Alternative Educational Academy of
Ogemaw County
- March 10th agenda
 - February minutes
 - Engagement letter

10. Superintendent's Report
 - RFP bid process for CEC Construction Project
 - Boardbook Login Discussion
 - Governor's State of the State Address
 - Title IX updates
11. Communications
 - Strategic Plan 2-page summary from MASB
 - MASB Spring Institute will be at Mission Point Resort on Mackinac Island May 2-4, 2025.
12. **Adjournment**