

**CALHOUN INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES OF THE REGULAR MEETING OF NOVEMBER 18, 2009**

A. Call to Order – Roll Call – Pledge of Allegiance

The regular meeting of the Calhoun Intermediate School District Board of Education was called to order on November 18, 2009, at 6:30 p.m. at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, Michigan by Board President Jerry Heisler.

Present were: James Davis, Kenneth Ponds, Durwood Booher, Georgia Marsh, and Jerry Heisler

Absent was: None

Also present were: Dr. Terance Lunger, Superintendent; Mary Ellen Currie, Assistant Superintendent of Human Resources; Tom Bean, Assistant Superintendent for Finance and Operations; Kris Jenkins, CTE Director; Lynne Kesterke, Assistant Superintendent of Special Education; Dean Worden, CIEA president; Tim Staffen, Principal CACC; Sheley Bess, Early Childhood Services Director; Todd McDonald, CSM; Bret Kronlien, Beta Design; Jeff Eggberts, Plante Moran; Steven Bishop, Plante Moran; Paul Fedele, CACC instructor, and various CIEA professional staff.

B. Request to Approve Agenda as Presented or with Additions/Changes including the Exclusion of Selected Actions in the Consent Group:

President Heisler asked if there were any additional agenda items or changes in the agenda. Superintendent Lunger recommended the following changes and additions be made to the agenda:

Add to D.1.f. Employment Recommendations:

- Appoint Dawn Sperry to the position of Administrative Assistant supporting Cindy Cook, Regional Coordinator for Safe and Healthy Schools, in DCIA, effective December 1, 2009.

Add to F. Other Action Items to come before the Board

F. 9. Request to Eliminate the Position – DCIA Administrative Assistant

Recommended action: “that the CISD Board of Education approve the request to eliminate the position of DCIA Administrative Assistant as recommended by administration, effective December 1, 2009.”

(Roll call vote)

- F. 10. **Request to Establish the Position and Approve Job Description – Administrative Support Specialist for the SPLASH Program**

Recommended action: “that the CISD Board of Education approve the request to establish the position and approve the Job Description for the Administrative Support Specialist for the SPLASH Program, as recommended by administration, effective December 1, 2009.”

(Roll call vote)

- F. 11. **Consideration for the Ratification of the 2009-2011 Calhoun Area Career Center Education Association, MEA/NEA (CACCEA) Agreement**

Recommended action: “that the CISD Board of Education ratify the contract agreement as presented between the Board and the CACCEA bargaining unit effective July 1, 2009, through June 30, 2011, as ratified by the CACCEA bargaining unit and further acknowledge and approve the name change of the Calhoun Area Technology Center Education Association, MEA/NEA (CATCEA) to the Calhoun Area Career Center Education Association, MEA/NEA (CACCEA).”

(Roll call vote)

- F. 12. **Request to Establish a Student Work Program for Adult Training Program**

Recommended action: “that the CISD Board of Education approve the request to employ ATP students in a work based program at minimum wage not to exceed 10 hours per month.”

Add to G. Information:

- G. 3. Calhoun County Homeless Update Report

Add to I. 4. Correspondence:

- To CISD Board and Staff from the Rocho Family

Add J. 1. Executive Session

- J. 1. a. **Negotiations Update**

Recommended action: “that the CISD Board of Education enter into executive session to discuss negotiations.”

(Roll call vote)

- J. 1. b. **Adjourn Executive Session**

It was moved by Marsh, supported by Ponds, that the additions and changes be made to the agenda as presented.

Motion passed unanimously.

C. Questions and Statements from Visitors:

- Dean Worden reported on CIEA activities.
- Paul Fedele made a statement to the board.
- Carol Burch made a statement to the board.

D. Routine Matters - Consent Grouping:

It was moved by Davis, supported by Booher, that the CISD Board of Education approve the following recommended actions:

- Approval of minutes of the regular meeting of October 21, 2009
- Approval of minutes of executive meeting of October 21, 2009
- Approval of minutes of board workshop of November 11, 2009
- Review of bills and electronic fund transfers as submitted
- Receiving of financial reports / investments reports
- Employment Recommendations:
 - Retirement of Linda Swinton in the position of Administrative Assistant for Special Education, effective December 31, 2009.
 - Resignation of Patricia Scott-King in the position of Administrative Assistant for Safe/Healthy Schools in DCIA, effective November 20, 2009.
 - Resignation of Stacie Emelander-Vosquil in the position of Adult Training Coordinator, effective December 6, 2009.
 - Employment of Ashley Ramos in the position of CTE Instructional Support in the Free to Me Early Childhood Preschool program at CACC, effective November 2, 2009.
 - Employment of Stacie Emelander-Vosquil in the position of Special Education Supervisor, effective December 7, 2009.
 - Appoint Dawn Sperry to the position of Administrative Assistant supporting Cindy Cook, Regional Coordinator for Safe and Healthy Schools, in DCIA, effective December 1, 2009.

Motion passed unanimously.

E. Special Presentations

- E. 1. CISD Financial Audit 2008-09

The Board heard a presentation from the auditing firm Plante & Moran, PLLC, regarding the 2008-09 CISD Financial audit. The organization received a "clean opinion" and the business office was praised for its outstanding work in ensuring that the CISD is in compliance with all of the related rules and regulations.

- E. 2. 2008-09 Combined DKDC, Juvenile Home and Starr Commonwealth Annual Report – Lynne Kesterke, Assistant Superintendent of Special Education

Lynne Kesterke presented the 2008-09 combined annual report for DKDC, Juvenile Home and Starr Commonwealth.

- E. 3. 2008-09 CACC Annual Report Tim Staff, Principal CACC

Tim Staffen presented the 2008-09 CACC annual report.

- E. 4. Early Childhood Update – Sheley Bess, Early Childhood Services Director

Sheley Bess provided the board with the status of early childhood in Calhoun County and the role that the Calhoun ISD plays.

F. Other Action Items to come before the Board

- F. 1. **Receiving of 2008-2009 Financial Audit - Plante and Moran, LLP**

It was moved by Davis, supported by Marsh, that the CISD Board of Education receives and accepts the submission of the 2008-2009 financial audit as presented by Plante and Moran, LLP.

Motion passed unanimously.

- F. 2. **Approve CACC Kitchen Hood Replacement Bid**

It was moved by Marsh, supported by Ponds, that the CISD Board of Education approve the bid from Mall City Mechanical, Inc., to remove and replace the kitchen hood system at CACC in the amount of \$86,800.

Roll call vote taken.

Voting yes: Ponds, Booher, Marsh, Davis and Heisler

Voting no: None

Motion passed unanimously.

F. 3. **Request to Proceed with Renovation Project at CACC**

It was moved by Booher, supported by Davis, that the CISD Board of Education approve the request to proceed with the renovation project and seek bids for renovations to CACC as proposed by the facilities committee.

Roll call vote taken.

Voting yes: Heisler, Ponds, Booher, Marsh and Davis

Voting no: None

Motion passed unanimously.

F. 4. **Recommendation to Increase Early On Children Services Provider from Part-time to Full-time Employment**

It was moved by Davis, supported by Marsh, that the CISD Board of Education approve the recommendation to increase the Early On Children Services Provider from part-time to full-time employment, effective December 14, 2009.

Roll call vote taken.

Voting yes: Davis, Heisler, Ponds, Booher and Marsh

Voting no: None

Motion passed unanimously.

F. 5. **Request to Proceed with Joint Workforce Development Renewal Agreement Process**

It was moved by Marsh, supported by Ponds, that the CISD Board of Education approve the request to proceed with the renewal process for the Joint Workforce Development Renewal Agreement.

Motion passed unanimously.

F. 6. **Recommendation to Revise Job Description – Administrative Assistant for DCIA**

It was moved by Ponds, supported by Marsh, that the CISD Board of Education approve the request to revise the job description for the Administrative Assistant for DCIA.

Motion passed unanimously.

F. 7. **Acceptance of the 2008-09 Combined DKDC, Juvenile Home and Starr Commonwealth Annual Report**

It was moved by Ponds, supported by Booher, that the CISD Board of Education accepts the 2008-09 Combined DKDC, Juvenile Home and Starr Commonwealth Annual Report as presented.

Motion passed unanimously.

F. 8. **Acceptance of the 2008-09 CACC Annual Report**

It was moved by Marsh, supported by Ponds, that the CISD Board of Education accepts the 2008-09 CACC Annual Report as presented.

Motion passed unanimously.

F. 9. **Request to Eliminate the Position – DCIA Administrative Assistant**

It was moved by Heisler, supported by Davis, that the CISD Board of Education approve the request to eliminate the position of DCIA Administrative Assistant as recommended by administration, effective December 1, 2009.

Roll call vote taken.

Voting yes: Marsh, Davis, Heisler, Ponds and Booher

Voting no: None

Motion passed unanimously.

F. 10. **Request to Establish the Position and Approve Job Description – Administrative Support Specialist for the SPLASH Program**

It was moved by Davis, supported by Marsh, that the CISD Board of Education approve the request to establish the position and approve the Job Description for the Administrative Support Specialist for the SPLASH Program, as recommended by administration, effective December 1, 2009.

Roll call vote taken.

Voting yes: Booher, Marsh, Davis, Heisler and Ponds

Voting no: None

Motion passed unanimously.

F. 11. **Consideration for the Ratification of the 2009-2011 Calhoun Area Career Center Education Association, MEA/NEA (CACCEA) Agreement**

It was moved by Booher, supported by Marsh, that the CISD Board of Education ratify the contract agreement as presented between the Board and the CACCEA bargaining unit effective July 1, 2009, through June 30, 2011, as ratified by the CACCEA bargaining unit and further acknowledge and approve the name change of the Calhoun Area Technology Center Education Association, MEA/NEA (CATCEA) to the Calhoun Area Career Center Education Association, MEA/NEA (CACCEA).

Roll call vote taken.

Voting yes: Ponds, Booher, Marsh, Davis and Heisler

Voting no: None

Motion passed unanimously.

F. 12. **Request to Establish a Student Work Program for Adult Training Program**

It was moved by Ponds, supported by Booher, that the CISD Board of Education approve the request to employ ATP students in a work based program at minimum wage not to exceed 10 hours per month.

Motion passed unanimously.

G. Information:

- G. 1. The cash flow summary was reviewed. There were no questions or comments regarding the cash flow summary.
- G. 2. 2009 CISD Directory was given to board members.

H. Mileage and Per Diem

It was moved by Booher, supported by Davis, that the CISD Board of Education approve the mileage and per diem according to policy.

- Regular meeting of November 18, 2009

Name	Per Diem	Miles	Mileage	Total
Durwood Booher	\$40.00	35	\$19.25	\$59.25
James Davis	\$40.00	34	\$18.70	\$58.70
Jerry Heisler	\$40.00	24	\$13.20	\$53.20
Kenneth Ponds	\$40.00	27	\$15.80	\$55.80
Georgia Marsh	\$40.00	4	\$2.20	\$42.20

Motion passed unanimously.

I. Administrative Reports

- **Superintendent's Report:** Superintendent Lunger provided information on a variety of topics which included: Selected to be on KCC Presidential Search Committee Advisory Board; WFD Site Visits; Leadership Presentation at DATA4SS Sustainability Conference; Closing on CACC Trades Homes; Participating in Juvenile Home Reality Store; and Superintendent's in the Classroom – Homer and Delton-Kellogg Schools.
- **Finance and Operations:** Tom Bean provided the board with an update on CACC Facility Update; DKDC Facility Update; Gifford/Schultz Service Center Facility Update; CISD Crisis Plan; MASB SET/SEG Surplus Dividend; and Purchase Card Usage Rebate.
- **Calhoun Area Career Center:** Kris Jenkins provided the board with an update on New Program Development at CACC; CACC Annual Report; CACC Facility Renovation Project; and Regional CTE.

Dates:

- Holiday Closing, Gifford/Schultz Service Center will be closed, Thursday, November 26 and Friday, November 27 in observance of Thanksgiving
- Lunger Holiday Gathering, at the Gehrig's Olde Farmhouse Bed & Breakfast, December 9, 2009, immediately following the December 9, Board meeting
- DKDC Christmas Program, December 17, 2009, 9:30 a.m.

J. Next Regular Meeting of the CISD Board, December 9, 2009, 6:00 p.m., Gifford/Schultz Educational Service Center

Due to the Lunger Holiday Gathering scheduled to begin after the December board meeting, board members changed the start time for the meeting to 6:00 p.m.

Executive Session**J. 1. a. Negotiations Update**

It was moved by Heisler, supported by Ponds, that the CISD Board of Education enter into executive session at 8:29 p.m. to discuss negotiations.

Roll call vote taken.

Voting yes: Heisler, Ponds, Booher, Marsh, and Davis

Voting no: None

Motion passed unanimously.

J. 1. b. Adjourn Executive Session

It was moved by Davis, supported by Marsh, that the executive session be adjourned at 8:49 p.m.

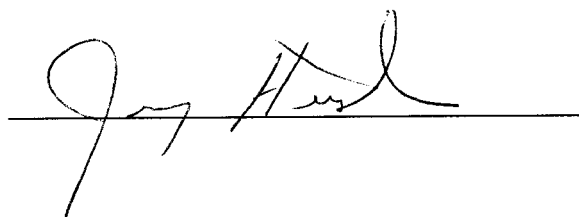
Motion passed unanimously.

K. Adjournment

There being no further business to come before the board, it was moved by Davis, supported by Marsh, that the meeting be adjourned at 8:50 p.m.

The motion passed unanimously.

President:



Secretary:

