

**CALHOUN INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
MINUTES of the REGULAR MEETING OF OCTOBER 15, 2025
4:00 p.m.
Gifford/Schultz Educational Service Center, Marshall, MI**

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 October 15, 2025, at 4:02 p.m. at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, Michigan by Board President Goodrich.

Present were: Jean Goodrich, Richard Lindsey, Jr., Catherine Yates, Eric Greene

Absent was: Kenneth Ponds

Also present were: Jerry Johnson, Superintendent; Karen Dysinger, Human Resources/Executive Office Coordinator; Tim Staffen, Assistant Superintendent for Career & Technical Education; Jessica Clothier, Assistant Superintendent for Human Resources; Lorie Upright, Assistant Superintendent for Technology and Data Services; Carrie Johnson, Assistant Superintendent for Regional Instructional Services; Nicole Lawrence, Assistant Superintendent for Special Education; Erika Burkhardt, Assistant Superintendent for Early Childhood Services; Kori Rafferty, Assistant Superintendent for Finance & Operations; Mark Ludlow, Chief Accountant; Matt Kelly, Plante & Moran; Nicole Abel, Plante & Moran; Elizabeth Insley

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

President Goodrich asked if there were any additional agenda items or changes to the agenda as printed.

It was moved by Yates and supported by Lindsey, that the meeting agenda be approved as printed.

Motion passed unanimously.

C. *Visitors' Comments*

D. *Routine Matters - Consent Grouping:*

It was moved by Greene and supported by Lindsey that the CISD Board of Education approve the items in the consent grouping as presented.

- a. Approve minutes of regular meeting of September 10, 2025**
- b. Approve minutes of the special meeting of September 29, 2025**

- c. Review bills and electronic fund transfers as submitted
- d. Receiving of financial reports/investments reports
- e. Employment recommendations
- f. Superintendent's Conference
 - Pre-Approval: MAISA General Membership Meeting / Professional Learning Day, November 3-4, 2025
 - Post Approval - MASA Fall Conference, Traverse City, September 16-19, 2025

Motion passed unanimously.

E. Special Presentations

- **CISD Financial Audit 2024-2025** - Kori Rafferty, Assistant Superintendent for Finance & Operations and Mark Ludlow, Chief Accountant

Kori Rafferty and Mark Ludlow, as well as representatives from our auditing firm Plante & Moran, PLLC, will be in attendance to review and answer any questions concerning the Calhoun ISD Financial Audit.

F. Other Action Items to come before the Board

1. Annual Recommended Policy Updates from Thrun (Summary of Revisions):

- 2504** Public Participation at Board Meetings
- 3110** Data Breach Response
- 3115** Non-Discrimination, Anti-Harassment, and Non-Retaliation
- 3115A** Definitions for 3115 Series
- 3115-F-1** Discrimination, Harassment, and Retaliation Complaint Form
- 3118** Title IX Sexual Harassment
- 3118-F-1** Title IX Sexual Harassment Formal Complaint Form
- 3201A** Financial Management for Federal Awards
- 3211** Post-Issuance Tax Compliance
- 3212** Post-Issuance Disclosure Compliance
- 3301** Purchasing and Procurement
- 3301A** Purchasing and Procurement with Federal Funds
- 3307** Construction Administration
- 3402** Drills, Plans, and Reports
- 3407** Asbestos Management
- 3408** Firearms and Weapons
- 4101** Non-Discrimination
- 4103** Whistleblowers Protection
- 4105B** Religious Workplace Accommodations for Employees and Applicants
- 4106** Family and Medical Leave Act

4221 Employee Speech
4403 Performance Evaluation
4407 Discipline
4408 Termination
4409 Non-Renewal
5104 Age of Majority
5202 Unlawful Discrimination, Harassment, and Retaliation Against Students
5401 Parent Involvement in Education
5406 Title I Funds
5407 Instructional Materials
5407-F Instructional Materials Opt-Out Form (*New*)
5411 Student Promotion, Retention, and Placement
5420 Sex Education
5421 Work-Based Learning Experience
5603 Section 504
5701 Abuse and Neglect
5707 School Wellness Policy
5712 Concussion Awareness

It was moved by Yates and supported by Lindsey that the CISD Board of Education approve the revisions to the policy bylaws as presented.

Roll call vote taken.

Voting yes: Goodrich, Yates, Lindsey, Greene

Voting no: None

Motion passed unanimously.

2. Receiving 2024-2025 Financial Audit - Plante & Moran, PLLC

- Report to the Board of Education
- Report on Internal Controls
- Federal Awards Supplemental Information
- Financial Report with Supplemental Information

It was moved by Greene and supported by Lindsey that the Calhoun ISD Board of Education receive and accept the submission of the 2024-2025 financial audit as presented by Plante and Moran, PLLC.

Roll call vote taken.

Voting yes: Yates, Lindsey, Greene, Goodrich

Voting no: None

Motion passed unanimously.

3. Human Resources Employment Request:

- Add Position: 1.0 FTE Special Education Coordinator

It was moved by Yates and supported by Lindsey that the CISD Board of Education approve the employment changes/additions as requested by the Human Resource Department.

Roll call vote taken.

Voting yes: Lindsey, Greene, Goodrich, Yates

Voting no: None

Motion passed unanimously.

4. Recommendation to Approve Layoff Resolution

It was moved by Lindsey and supported by Greene that the CISD Board of Education approve the resolution to lay off Theresa JoPaul, Early Childhood Family and Community Service Provider due to loss of funding, effective November 14, 2025. The Assistant Superintendent of Human Resources is directed to notify Theresa of the layoff notice.

Roll call vote taken.

Voting yes: Greene, Goodrich, Yates, Lindsey

Voting no: None

Motion passed unanimously.

G. Board-Related Policy Review:

- **2201** - Board Powers
- **2202** - Authority to Enter Into Contracts
- **2202F** - Authority to Enter Into Contracts Checklist
- **2203** - Authority to Establish Curriculum

CISD Administration has no recommended changes to the policies.

It was moved by Yates and supported by Lindsey that the CISD Board of Education affirm the board policies as presented.

Motion passed unanimously.

H. Information:

1. Cash Flow Summary
2. Staff Resignations

I. Administrative Reports

1. Superintendent's Report - Superintendent Johnson updated the Board on the following topics:
 - Strategic Planning
2. Department Reports: (for your information)
 - Special Education - Nicole Lawrence
 - Human Resources - Jessica Clothier
3. Upcoming Dates:
 - Lunger ATP House Ribbon-Cutting Celebration October 16, 2025 from 4:00-6:00pm at 435 E. Roosevelt Ave in Battle Creek
 - CASB General Meeting / Legislative Update & Education Advocacy, October 22, 2025, 5:00 p.m., Gifford/Schultz Educational Service Center
 - Countywide Professional Development Day November 4, 2025 at Harper Creek High School; breakfast at 7:30, session 8:00-3:00. Board members are welcome to drop in anytime during the day.
 - CACC Career Connections Day November 5, 2025 at Calhoun Area Career Center. Contact Tim Staffen for more information.

J. Board Roundtable

- Superintendent Evaluation

K. Upcoming meetings for the CISD Board:

- **Next Regular Meeting of CISD Board, November 19, 2025, 4:00 p.m.** to be held at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, MI

L. Adjournment

There being no further business to come before the board, President Goodrich adjourned the meeting at 4:50 p.m.

Jean Goodrich

Date Signed: November 19, 2025

Jean Goodrich, Board President

Eric Greene

Date Signed: November 19, 2025

Board Secretary Pro Tem