

BERRIEN REGIONAL EDUCATION SERVICE AGENCY
BOARD OF EDUCATION
MINUTES OF REGULAR MEETING
MONDAY, JULY 9, 2018

A regular meeting of the Berrien Regional Education Service Agency Board of Education was held Monday, July 9, 2018 in Conference Room D of the Administrative Center, 711 St. Joseph Avenue, Berrien Springs, Michigan.

I. Call to Order

The meeting was called to order by President Sharon Kalling at 10:15 a.m.

Board members present:

President: Sharon Kalling
Vice President: Cathy Bair
Treasurer: Linda Holt
Secretary: J. Allene Smith
Trustee: Martha Momany

RESA Staff:

Superintendent: Kevin Ivers
Asst. Superintendent: Absent
Director, Bus. Services: Scott Knoll
Administrative Assistant: Christy Boone

Other RESA staff members present: Karen Heath, Linda Hurlow, Chris Machiniak, Doug Montey, Todd Mora, and Joan Rodell

Visitors: David Holt and Elisha Jorgensen

II. Consent Agenda

Motion by Mrs. Momany and supported by Mrs. Bair that the Consent Agenda be approved:

A. Approval of Minutes

1. Minutes of Budget Hearing of June 11, 2018
2. Minutes of Regular Meeting June 11, 2018
3. Minutes of Emergency Meeting July 2, 2018

B. General Administration

1. Adoption of Food Service Policy and Breakfast, Lunch, and Milk Prices for Berrien RESA for 2018-2019 – Agenda Report #1-that the attached Food Service Policy and breakfast and lunch prices for the Berrien Regional Education Service Agency be adopted for the 2018-2019 school year as presented.

C. Special Education

1. Appointments to Berrien Regional Education Service Agency Parent Advisory Committee – Agenda Report #2- that the following local district nominees be appointed to the Parent Advisory Committee for a term commencing September 1, 2018 and terminating August 31, 2020:

| <u>District</u> | <u>Member</u> | <u>Diagnostic Category</u> |
|-----------------|-------------------|----------------------------|
| Lakeshore | Jackie VanHorn | EI |
| Lakeshore | Corie Siik | CI |
| St. Joseph | Meghan Wooldridge | ASD |
| St. Joseph | Mindi Mach | SLI |
| Watervliet | Leah Dibble | ECDD |
| Watervliet | Wendy Stainbrook | SLD |

D. Board Authorized Employment

1. Employment of School Psychologist-Administrative Center (Replacement) – Melissa Hamil – Agenda Report #3. – That Melissa Hamil be offered a probationary contract for the 2018-2019 school year as a School Psychologist in accordance with the Master Agreement and the Policies and Practices of the Board at the salary of \$57,522.

The motion carried unanimously.

III. Financial Matters

A. Routine Bills

Scott Knoll reviewed the Monthly Expense Summary dated June 30, 2018. A motion was offered by Mrs. Momany and supported by Mrs. Smith that bills in the amount of \$1,688,553.56 be approved:

| | |
|-------------------------|--------------------|
| General Fund: | \$574,698.51 |
| Special Education Fund: | \$1,100,157.82 |
| Food Service Fund: | <u>\$13,697.23</u> |
| Grand Total: | \$1,688,553.56 |

The motion carried unanimously.

IV. Communications

1. Thank You Letter to Dr. Ivers from Brandon Waggoner, Assistant Superintendent, Berrien Springs Public Schools. Board members received a copy of the thank you card thanking Dr. Ivers for the services that the organization provides to the local districts.

V. Old Business – There was no old business

VI. Reports of Committees

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- A. MASB – No report
- B. Berrien/Cass School Boards Association – No report
- C. Building & Site – No Report
- D. Personnel/Policy – Board members received a copy of the minutes of July 2, 2018.

VII. Reports, Recommendations of the Superintendent and Information Items

A. Reports

- 1. Activities Calendar – The calendar was reviewed.

B. Recommendations of the Superintendent

1. Possible Employment of Staff

- a. Board Authorized Employment (New) – Motion by Mrs. Bair and supported by Mrs. Momany that the following staff be employed:

- 1) Kerry Mindeman- Early Literacy Coach (New) – Administrative Center
- 2) Julia Troyer – Pupil Accounting Auditor/Payroll (New)

The motion carried unanimously.

- b. Superintendent Appointments –

President Kalling acknowledged that the following staff have been employed: Christy Boone-Administrative Assistant (Replacement) – Administrative; Samantha Krause – Paraprofessional (Replacement) – Blossomland Learning Center; Chris Mattiford – Paraprofessional (New) – AI Program; Helen McCoy – Paraprofessional (New) – Blossomland Learning Center; Amber Piner – Paraprofessional (New) – Autism Staff; Dawn Rouse – Paraprofessional (New) – Lighthouse Education Center; Vicki Spitzke – Secretary (Replacement) - Lighthous Educational Center; Sarah Zietlow – Teacher of the Autistic Impaired (Replacement)

C. Information Items

- 1. Employee Transfers

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a. Update on Staff Changes during 2017-2018 – Board members acknowledged the employees who left the district during the 2017-2018 school year.

2. 2018 Camp Leo the Lion Staff – It was noted that the following staff have been employed for Camp Leo which runs July 15 through 18: *Laurie Anne Eckerley, Camp Director; *DeLynn Bushouse-Williams, Assistant Director; Faith Harner, Camp Nurse; Full Time Adult Counselors Alyson Bixby, Sarah Collum, Abigail Pesce, Emma Ruppel; Camille Luther, Lead Full Time Adult Counselor; Adult Counselor Assistants Andrew Bushouse and Danielle MacDiarmid; Volunteer Jeong YoonHyung (*denotes RESA employees).

VIII. New Business – There was no new business

A. General Administration

B. Special Education

IX. Presentations & Administrative Reports

A. Tour of BLC Remodeling Project – The board will take a tour following the adjournment.

X. Hearing of Citizens Present – No citizens wished to be heard.

XI. Adjournment

There being no further business and no objection to adjournment, the meeting was adjourned at 10:44 a.m.

J. Allene Smith, Secretary