

BERRIEN REGIONAL EDUCATION SERVICE AGENCY  
BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
MONDAY, NOVEMBER 12, 2018

A regular meeting of the Berrien Regional Education Service Agency Board of Education was held Monday, November 12, 2018 in the D-Pod Activity Room at Blossomland Learning Center, 711 St. Joseph Avenue, Berrien Springs, Michigan.

I. Call to Order

The meeting was called to order by President Sharon Kalling at 1:00 p.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: Eric Hoppstock  
Director, Bus. Services: Scott Knoll  
Administrative Assistant: Christy Boone

Other RESA staff members present: Lynda Hurlow, Tina Lawson and Doug Montey

Visitors: Andy Engel, David Holt, Matt Kelly, Amanda Mason, Angela Pagel and Kenley Penner

II. Consent Agenda

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

A. Approval of Minutes

1. Minutes of Regular Meeting of October 8, 2018

B. Special Education

1. Appointments to Berrien Regional Education Service Agency Parent Advisory Committee – Agenda Report #1 – that the following local district nominee 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> |
|-----------------|---------------|----------------------------|
| Brandywine      | Ellen Adams   | CI                         |

The motion carried unanimously.

III. Communications

- A. 2018 Competitive School Safety Grant Program – Dr. Ivers reported that the Competitive School Safety Grant has been approved and will award \$22,355. The grant money will be used to improve the safety at Blossomland Learning Center and Lighthouse Education Center by providing emergency lock down kits for classrooms, strobe lights on the outside of the building to indicate when the school is in lockdown and room and building signage. Mrs. Kalling thanked Dr. Ivers for writing the grant.

IV. Old Business

V. Reports of Committees

- A. MASB – Mrs. Kalling, Mrs. Momany and Mrs. Smith attended the Leadership Conference in Grand Rapids. Mrs. Kalling stated that it was a great conference.
- B. Berrien/Cass School Boards Association – Dr. Ivers announced that there will be a CBA 101 class that will held at the Van Buren ISD on Saturday, December 8, 2018.
- C. Building & Site – No Report
- D. Personnel/Policy – NEOIA Board Policy update was reviewed prior to the board meeting.

VI. 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 – There were no Board authorized employments.
  - b. Superintendent Appointments – There were no Superintendent Appointments.

C. Information Items

- 1. Tentative Budget Calendar Dates for Preparation and Presentation of the 2018/2019 General Fund and Special Education Fund Operating Budgets – Mr. Knoll stated that he updated the calendar for 2019/2020.

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2. Berrien RESA Update – Agenda Report #2 – Dr. Ivers reported that he continues to have conversations with the Management Team on ways to better serve our local districts. The MDE’s release of its 3 big priorities for the Top 10 in 10 was also discussed.

VII. Financial Matters

A. Routine Bills

A motion was offered by Mrs. Holt and supported by Mrs. Momany that bills in the amount of \$911,518.45 be approved:

|                         |                  |
|-------------------------|------------------|
| General Fund:           | \$653,167.23     |
| Special Education Fund: | 242,275.35       |
| Food Service Fund:      | <u>16,075.87</u> |
| Grand Total:            | \$911,518.45     |

The motion carried unanimously.

- B. Special Education Reimbursement to LEAs – Act 18 and Excess Equity. Mr. Knoll noted that the first reimbursements will be distributed by the end of the week.
- C. Review and Receipt of the 2017-2018 Audit Report – Agenda Report # 3.  
Motion by Mrs. Smith and supported by Mrs. Bair that the Financial Report with Supplemental Information and Federal Awards Supplemental Information dated June 30, 2018, conducted by Plante Moran, Certified Public Accountants, be received. The motion carried unanimously.

VIII. New Business

- A. General Administration
- B. Special Education

IX. Presentations & Administrative Reports

- A. Minutes of PAC Meeting – October 16, 2018. Mr. Hoppstock noted that Cindy Van Neste is the new outreach representative for our area and conducted a presentation at the October meeting.

- B. 2017-2018 Berrien RESA Audit Review and Receipt – Kenley Penner and Matt Kelly attended the meeting on behalf of Plante Moran. Mr. Kelly presented the audit and reported that the District has been issued a clean, unmodified opinion and that the District is in good financial condition.
  - C. BLC Remodeling Project – Amanda Mason, Miller – Davis, Co. – Amanda stated that Project I is 65% complete with A-Pod to be finished at the end of November. Project II will begin in April or May after the return of bids on February 12, 2019.
  - D. BLC Project II – Angela Pagel, GMB – Angela presented plans for Project II. Project II includes C-Pod and D-Pod. During this phase, the bleachers in the gym will be replaced along with the gym floor. Doors will be widened throughout both Pods for better wheelchair accessibility. Rubber flooring and new carpet will be installed. The locker room shower area will also be renovated.
  - E. New BLC School Improvement Infographic and Plan – Tina Lawson, Principal – Mrs. Lawson went over the school improvement plan and the strategies they plan to use. She stated that they are hoping for more in-person parent participation in the future.
- 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 2:13 p.m.

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J. Allene Smith, Secretary