



AGENDA  
BOARD OF EDUCATION MEETING  
MUSKEGON AREA ISD  
630 HARVEY ST  
MUSKEGON, MICHIGAN 49442  
MONDAY, MAY 20, 2024  
5:30 PM

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Registration of Guests
- 5) Approval of Agenda with Additional Items and Order of Priority
- 6) Consent Agenda
  - a) Approval of Minutes of the April 15, 2024 Board of Education meeting, and the Minutes of the April 25, 2024 Budget Review.
  - b) Approval of Financial Statements
    - Resolution - Board Treasurers Report
    - Balance Sheet
    - Budget to Actual Comparison
    - Purchase Orders Over \$5,000
    - Purchasing Card Transactions Over \$300
    - Report of Vendor Payments of \$5,000 or Greater
- 7) Communications
- 8) Public Participation in the MAISD Board of Education Meeting
- 9) Reports
  - a) Superintendent's Report
    - 1) Acknowledge West Michigan Teacher Collaborative Participants
      - Katie Lopez - Wesley Instructional Assistant
      - Matt Driscoll - Lakeshore Learning Center Instructional Assistant
      - Grace Brandenburg - Lakeshore Learning Center Teacher

2) Head Start Report

b) Financial Report

c) Education Update - No Update

10) Old Business

11) New Business

a) Set Monday, June 17, 2024 at 5:30 p.m. for a public hearing on the following 2024-25 budgets:

- General Fund Budget
- Special Education Fund Budget
- School Lunch Fund Budget
- Vocational Education Fund Budget
- Capital Projects Funds
- School Activity Fund

b) Approve a one-year contract with Chartwells as the Food Service Management Company to provide school meals for Wesley, Lakeshore Learning Center, and the Transition at Craig Campus for the 2024-25 school year with an effective date of July 1, 2024.

c) Approve the seal coating, crack filling, and parking lot striping for all MAISD parking lots with Wolverine Sealcoat in the amount of \$61,865.

d) Approve the Muskegon County Virtual Academy (MCVA) 2024-25 calendar

e) Approve the Revised Special Education Funding Plan

f) Approve the Early Childhood Center Pay Scale effective 12/01/23

g) Approve the Head Start Transportation Waiver for 2024-25

h) Approve the 2023-24 Head Start Self Assessment Report

i) Approve the purchase of the following items from Sehi Computer Products in the total amount of \$33,117.70:

- HP Chromebook 14 G7 (14") - 85 Units - \$280.00/Per Unit - Total Cost: \$23,800.00;
- Google Chrome OS Management Console Licenses EDU - 85 Units - \$29.62/Per Unit - Total Cost: \$2,517.70;
- HP 3y Pick-Up & Return + (ADP) - Notebook Only Service - 85 Units - \$80.00/Per Unit - Total Cost: \$6,800.00

j) Approve the purchase of HP OMEN Gaming Laptop 16.1' Custom Configuration With 3YR ADP Warranty - 30 Units - \$1,655.00/Per Unit from Sehi Computer Products in the amount of \$49,650.00.

k) Approve the purchase of a Verisurf Master 3D Gage Articulated Portable Arm, a Verisurf Master 3D Gage Laser Scanner, Verisurf Software, and Verisurf Onsite Training from Immersive Engineering, Inc. in the amount of \$46,633.00.

l) Approve the Out-of-State Conference and Overnight Field Trip requests as follows:

1) Teresa Cunningham, Teacher Consultant for Deaf and Hard of Hearing  
2024 Biennial National Deaf Education Conference  
July 2-5, 2024  
Chicago, IL

m) Approve the Employment of the Following Personnel:

1) Charlee Vollmer - Behavior Specialist - Early Childhood - Effective 05/13/24

n) Approve the following New Positions/Changes:

1) College & Career Readiness Program Director  
2) Work-Based Learning Specialist  
3) Career & College Readiness Project Specialist

o) Approve the following New Salary Schedules/Changes:

1) Megan Byard Karaba - Move to the College & Career Readiness Program Director position - Effective 07/01/24

p) Acknowledge the Retirement/Resignation/Layoff/Separation of the following personnel:

1) Karen Ellis - Instructional Assistant - Resignation - Effective 05/03/24

2) Erin Patterson - Early Childhood Behavior Specialist - Resignation - Effective 05/10/24

3) Charles Smith - Career Tech Center - Building Trades Paraprofessional - Termination - Effective 05/17/24

4) Melinda Rose-Eadie - Deaf & Hard of Hearing Instructional Assistant - Resignation - Effective 06/30/24

5) Michelle Webb - Supervisor of Early Childhood Special Services - Resignation - Effective 06/30/24

6) Pamela Jackson - Web Manager - Retirement - Effective 06/30/24

7) James Kauppila - Assistive Technology Teacher Consultant - Retirement - Effective 06/30/24

8) Rhonda Derks - Hospitality & Food Management Instructor - Retirement - Effective 06/30/24

9) Kathy VanTil - Design Thinking Coach - Retirement - Effective 07/31/24

12) Other

13) Adjournment