



MINUTES  
 BOARD OF EDUCATION MEETING  
 AUGUST 19, 2024  
 5:30 PM

- 1) Call to Order – The meeting was called to order by President Mary Schaab at 5:30 p.m.
- 2) Pledge of Allegiance
- 3) Roll Call showed the following board members present: Mary Schaab, Mike Weessies, Lisa Tyler  
 Members Absent: Wanda Lee Suits, Dwight Vines
- 4) Registration of Guests – None.
- 5) Approval of Agenda with Additional Items and Order of Priority – It was moved by Mr. Weessies and supported by Ms. Tyler to approve the agenda as presented. All Ayes (3) Nays (0) Motion carried.
- 6) Consent Agenda – It was moved by Ms. Tyler and supported by Mr. Weessies to approve the Consent Agenda consisting of the following items. All Ayes (3) Nays (0) Motion carried.
  - a) Minutes of the July 15, 2024 Organizational Meeting, the Minutes of the July 15, 2024 Regular Meeting, the Minutes of the July 15, 2024 Closed Session, and the Minutes of the July 24, 2024 Special Meeting.
  - b) Financial Statements as of June 2024 Period 13 July, and the Financial Statements as of July 31, 2024
    - Resolution - Board Treasurers Report
    - Balance Sheet
    - Budget to Actual Comparison
    - Purchase Orders Over \$5,000
    - Purchasing Card Transactions
    - Report of Vendor Payments of \$5,000 or Greater

Total YTD General Fund Expenditures 2023-24	\$ 41,493,241
Total YTD Special Education Fund Expenditures 2023-24	\$ 37,641,049
<i>Fund Balances: June 2024 – Period 13 July</i>	
General Fund	\$ 6,918,984
Special Education Fund	\$ 1,406,179
School Lunch Fund	\$ 93,528
Vocational Education Fund	\$ 3,590,095
School Activity Fund	\$ 97,193
Capital Projects Fund (General)	\$ 1,560,767
Capital Projects Fund (CTC)	\$ 5,614,281

Total YTD General Fund Expenditures 2024-25	\$ 1,140,216
Total YTD Special Education Fund Expenditures 2024-25	\$ 1,120,654
<i>Fund Balances: July 2024</i>	
General Fund	\$ 6,010,827
Special Education Fund	\$ 394,451
School Lunch Fund	\$ 12,181
Vocational Education Fund	\$ 3,508,515
School Activity Fund	\$ 90,500
Capital Projects Fund (General)	\$ 2,254,462
Capital Projects Fund (CTC)	\$ 5,469,477

- 7) Communications – None.
- 8) Public Participation in the MAISD Board of Education Meeting – None.
- 9) Reports
  - a) Superintendent's Report
    - 1) Head Start Report – Mr. Lindquist noted the Head Start Program Report dated July 2024, and the Head Start Financial Report for the Grant Year December 2023 – November 2024, with activity through July 2024.
    - 2) Mr. Lindquist provided an informal update on the superintendent evaluation cycle.
  - b) Financial Report – Mr. Schluentz provided a financial report for July 2024.
  - c) Education Update – MAISD Wellness – Mr. Lindquist shared a PERMAH (Positive Emotions; Engagement; Relationships; Meaning; Accomplishment; Health) handout which we will be using as a foundation for our wellness journey that we continue to move forward with.
- 10) Old Business – None.
- 11) New Business
  - a) It was moved by Mr. Weessies and supported by Ms. Tyler to approve the appointment of Amanda Anderson, representing Muskegon Montessori Academy for Environmental Change, to the MAISD Special Education Parent Advisory Committee. All Ayes (3) Nays (0) Motion carried.
  - b) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the Student/Parent Handbook for Wesley School and Transition at Craig Campus for 2024-2025. All Ayes (3) Nays (0) Motion carried.
  - c) It was moved by Mr. Weessies and supported by Ms. Tyler to approve the Student/Parent Handbook for the Lakeshore Learning Center program for 2024-2025. All Ayes (3) Nays (0) Motion carried.
  - d) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the Student/Parent Handbook for the Muskegon Area Career Tech Center for 2024-2025. All Ayes (3) Nays (0)

Motion carried.

- e) It was moved by Mr. Weessies and supported by Ms. Tyler to approve the Early Childhood leases for our MAISD preschool programs (Head Start/GSRP) and/or Early Head Start for 2024-2025. All Ayes (3) Nays (0) Motion carried.
- f) It was moved by Ms. Tyler and supported by Mr. Weessies to approve FY 2025 Head Start / Early Head Start grant of \$10,466,511 with a non federal share waiver request of \$261,663. All Ayes (3) Nays (0) Motion carried.
- g) It was moved by Mr. Weessies and supported by Ms. Tyler to approve the Head Start 2024-25 Action Plan/Goals for Year Five. All Ayes (3) Nays (0) Motion carried.
- h) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the professional development contract with Mark Ostach. All Ayes (3) Nays (0) Motion carried.
- i) It was moved by Mr. Weessies and supported by Ms. Tyler to approve the purchase of the following from Xello in the amount of \$46,223.58. All Ayes (3) Nays (0) Motion carried.
  - 8,193 - Xello Accounts for High School Students (\$3.27 Per Student) = \$26,791.11
  - 5,447 - Xello Accounts for Middle School Students (\$2.71 Per Student) = \$14,761.37
  - 1,754 - Xello Accounts for Elementary School Students (\$2.15 Per Student) = \$3,771.10
  - Two Custom Web Training Sessions (\$450.00 Per Session) = \$900
  - Subscription Period = September 1, 2024 - August 31, 2025
- j) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the MAISD 2024/2025 Emergency Operations Plan. All Ayes (3) Nays (0) Motion carried.
- k) It was moved by Mr. Weessies and supported by Ms. Tyler to approve the Out-of-State Conference Requests and Overnight Field Trip Requests as follows: All Ayes (3) Nays (0) Motion carried.
  - 1) Megan Perreault, Director of Special Education Instruction & Compliance  
Sarah Coleman, Director of Instructional Services  
Bernard Brown, Director of Career & Technical Education  
Academies of Nashville Study  
September 30-October 2, 2024  
Nashville, TN
  - 2) Kianna Longnecker, Kristen Anderson, Kelly Hoekenga, Alex Bodenber, Jeff Bush, Deb Mau, Toby Jurewicz, Matt Johnson and 55 Muskegon County District Staff  
National PBIS Leadership Forum  
October 10-11, 2024  
Chicago, IL
  - 3) Mary Bradley, Heidi Strasser, Jill Soper & Sarah Yakes - Targeted Technical Assistance Coaching Team  
Teach Learning Coaching Conference  
October 27-30, 2024  
New Orleans, LA

- 4) Kristin Renes, Social Studies Consultant  
NCSS Annual Conference  
November 22-24, 2024  
Boston, MA
  - 5) Pam Land, Parent, Family & Community Engagement Specialist  
Parent, Family & Community Engagement Conference  
December 16-19, 2024  
San Diego, CA
- 1) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the Employment of the Following Personnel: All Ayes (3) Nays (0) Motion carried.
- 1) Lisa Johnston - Instructional Assistant - Wesley School - Effective 07/15/24
  - 2) Eve Mills - Director of Early Childhood Special Services - Early On - Effective 08/05/24
  - 3) Ashley Hill - Behavior Team Coordinator- Early Childhood - Effective 08/05/24
  - 4) Caryn Snyder - Early Literacy Coach - MAISD North - Effective 08/05/24
  - 5) Regina Caauwe - Early Childhood Specialist - Early Childhood - Effective 08/12/24
  - 6) Isabelle Searight - Instructional Services Administrative Assistant - MAISD North - Effective 08/13/24
  - 7) Jennifer Gwinnup - Project-Based Learning Coach - MAISD North - Effective 08/13/24
  - 8) Tricia Schuitema - Career Exploration Specialist - Career Tech Center - Effective 08/19/24
  - 9) Susan Graham - Work-Based Learning Specialist - Career Tech Center - Effective 08/19/24
  - 10) Megan DeWall - Augmentative & Alternative Communications Consultant - MAISD North - Effective 08/19/24
  - 11) JoAnn Barrett - Audio Tech - DHH Reeths-Puffer - Effective 08/20/24
  - 12) Carmen Huttenga - Instructional Assistant - DHH Reeths-Puffer - Effective 08/20/24
  - 13) Kyle DeHaan - Construction Trades Parapro - Career Tech Center - Effective 08/20/24
  - 14) Robert Jazwinski - EI Teacher - Lakeshore Learning Center - Effective 08/20/24
  - 15) Sarah Boudier - Language Facilitator - DHH Reeths-Puffer - Effective 08/20/24
  - 16) Arin Hogan - Instructional Assistant - DHH Reeths-Puffer - Effective 08/20/24
  - 17) Emily Stump - COTA - Center-Based Programs - Effective 08/20/24

- 18) Dellan Walker - Deaf/Blind Intervener - Wesley School - Effective 08/20/24
- 19) Isabel Olsen - Behavior Support/Mental Health Specialist - Early Childhood - Effective 08/26/24
- m) It was moved by Mr. Weessies and supported by Ms. Tyler to approve the Following New Positions/Changes: All Ayes (3) Nays (0) Motion carried.
- 1) Michelle Renna - Teacher Academy Instructor - Career Tech Center - Effective 08/24/24
  - 2) Crystal Davis - Allied Health Sciences Instructor - Career Tech Center - Effective 08/20/24
  - 3) Career & Technical Education Instructional Coach
  - 4) English Language Learner Systems Coach
- n) The Board acknowledged the Retirement/Resignation/Layoff/Separation of the following personnel:
- 1) Tamila Walker - Instructional Assistant - Transition at Craig - Resignation - Effective 08/05/24
  - 2) Kendyl Wagner - Teacher - Early Childhood - Resignation - Effective 08/11/24
  - 3) Matt Driscoll – Instructional Assistant – Lakeshore Learning Center – Effective 08/13/24
  - 4) Regina Kilgore - Classroom Facilitator - Head Start - Resignation - Effective 08/16/24
  - 5) Breann Stewart - Parapro - Career Tech Center - Resignation - Effective 08/14/24
  - 6) Megan Chudzinski - Family Advocate - Head Start - Resignation - Effective 08/16/24
  - 7) Dawn Fields - Occupational Therapist - Wesley School - Resignation - Effective 08/19/24
- o) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the following MAISD Board Policies that have been updated by Thrun Law Firm as of July 2024. All Ayes (3) Nays (0) Motion carried.
- 2201 Board Powers
  - 2302 Board Code of Ethics
  - 2303 Violation of Board Code of Ethics
  - 2501 Meetings
  - 2504 Public Participation at Board Meetings
  - 3102 Smoking, Tobacco Products, Drugs & Alcohol
  - 3104 School Cameras & Monitoring
  - 3105 Visitors and Volunteers
  - 3106 Booster Clubs, PTOs & Other Support Groups
  - 3107 Use of Detection Dogs
  - 3108 Service Animals
  - 3115 Non-Discrimination, Anti-Harassment, and Non-Retaliation
  - 3115A Definition for 3115 Series

- 3115B Designation of Coordinators
- 3115C Supportive Measures
- 3115D Informal Resolution
- 3115E Grievance Procedure and Remedies
- 3115F Complaint, Dismissal and Appeals
- 3115G Additional Requirements to Prevent & Address Pregnancy Discrimination
- 3115H Training Requirements, Recordkeeping & Policy Notice
- 3116 District Technology & Acceptable Use
- 3118 Nondiscrimination Covenant in Contracts with the District
- 3119 Experimental or Pilot Program
- 3201A Financial Management for Federal Awards
- 3207 School Activities Fund
- 3208 Surety Bonds of ISD Officials
- 3211 Post-Issuance Tax Compliance
- 3301 Purchasing & Procurement
- 3303 Gifts and Donations
- 3306 Construction Bidding
- 3307 Construction Administration
- 3402 Drills, Plans and Reports
- 3403 Reporting Accidents
- 3406 Integrated Pest Management
- 3408 Firearms and Weapons
- 4101 Non-Discrimination
- 4102 Anti-Harassment Including Sexual Harassment
- 4104 Employment Complaint Procedure
- 4105 Workplace Accommodations for Employees & Applicants with Disabilities
- 4105A Pregnancy-Related Workplace Accommodations
- 4105B Religious Workplace Accommodations
- 4106 Family and Medical Leave Act
- 4107 Military Leave
- 4109 Break Time for Nursing Mothers
- 4201 Employee Ethics & Standards
- 4202 Childrens Protective Services Reporting & Student Safety and Welfare
- 4204 Confidentiality of Student Information
- 4206 Employment Contracts
- 4207 Third Party Contracting of Non-Instructional Support Services
- 4209 Prohibition Against Abortion Referrals & Assistance
- 4213 Anti-Nepotism
- 4214 Outside Activities & Employment
- 4215 District Technology & Acceptable Use Policy
- 4216 Personal Communication Devices
- 4217 Social Media
- 4221 Employee Speech
- 4228 No Expectation of Privacy
- 4229 Acceptable Use of Generative Artificial Intelligence
- 4401 Definition
- 4401.01 Non Administrative, Non Union Staff Severance Pay at Retirement
- 4402 Placement
- 4403 Performance Evaluation
- 4405 Reduction in Force and Recall
- 4408 Termination
- 4409 Non-Renewal
- 4501.01 Administrator Retirement

- 4503 Performance Evaluation
- 4507 Termination
- 4603 Performance Evaluation
- 5101 Student Expression
- 5102 Lockers
- 5103 Search and Seizure
- 5104 Age of Majority
- 5105 Collaboration with Outside Entities
- 5201 Investigations, Arrests & Other Law Enforcement Contact
- 5202 Unlawful Discrimination, Harassment, and Retaliation Against Students
- 5203 Hazing
- 5204 Student Appearance and Dress Code
- 5206 & 5206 A-E Student Discipline
- 5208 Student Acceptable Use & Internet Safety
- 5209 Student Use of Cell Phone & Electronic Communication Devices
- 5212 Registered Sex Offenders
- 5213 Personal Protection Orders Against Students
- 5301 Compulsory Attendance, Absenteeism & Truancy
- 5303 Student Enrollment & Withdrawal
- 5304 Nonpublic School Students Part-Time Attendance
- 5306 Foreign Students
- 5307 Homeless Students
- 5308 Protection of Pupil Rights
- 5309 Student Records & Directory Information
- 5401 Parent Involvement in Education
- 5402 Communication with Parents
- 5403 Rights of Non-Custodial Parents
- 5404 Free Textbooks, Materials & Charging of Fees and Fines
- 5406 Title I Funds
- 5407 Instructional Program & Curriculum Development
- 5409 Academic Credits & Graduation
- 5410 Commencement
- 5411 Student Promotion, Retention & Placement
- 5415 Summer School
- 5416 Homebound & Hospitalized Instruction
- 5418 Grades
- 5419 Reading Instruction, Intervention & Retention
- 5420 Sex Education
- 5421 Work-Based Learning Experience
- 5503 Bulletin Boards & Other Student Postings
- 5506 Field Trips
- 5507 Extracurricular Activities
- 5510 Student-Initiated, Non-Curricular Clubs
- 5601 Special Education
- 5602 Independent Educational Evaluation
- 5603 Section 504
- 5701 Child Abuse and Neglect
- 5702 Student Illness and Injury
- 5703 Medications
- 5704 Student Insurance
- 5705 Emergency Anaphylaxis
- 5707 School Wellness Policy
- 5709 Lice Nits and Bed Bugs

- 5710 Student Suicide Prevention
- 5711 Toilet Training
- 5712 Concussion Awareness
- 5713 Immunizations & Communicable Diseases
- 5714 Threat Assessment & Response
- 5715 Student Oral Health Assessment
- 5804 Work Permits
- 5805 Student Audio & Video Recording
- 5806 Recording of District Meetings
- 5807 Flag Display & Pledge of Allegiance

p) Closed Session - Collective Bargaining Negotiations

It was moved by Mr. Weessies and supported by Ms. Tyler to move to closed session at 5:46 p.m. for the purpose of Collective Bargaining Negotiations.

A roll call was taken and showed the following board members present: Mary Schaab, Lisa Tyler, Mike Weessies. All Ayes (3) Nays (0) Motion carried.

It was moved by Ms. Tyler and supported by Mr. Weessies to return to open session at 6:03 p.m.

A roll call was taken and showed the following board members present: Mary Schaab, Lisa Tyler, Mike Weessies. All Ayes (3) Nays (0) Motion carried.

It was moved by Mr. Weessies and supported by Ms. Tyler to approve the Tentative Agreement between the MAISD and the Muskegon Area Career Tech Center Education Association for a period of one year July 1, 2024 through June 30, 2025.

A roll call was taken and showed the following board members present: Mary Schaab, Lisa Tyler, Mike Weessies. All Ayes (3) Nays (0) Motion carried.

12) Other – None.

13) Adjournment

There being no further business, the meeting adjourned at 6:08 p.m.

Signed: \_\_\_\_\_  
Wanda Lee Suits, Secretary

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Mary Schaab, President

Date Approved: 09/16/24