



MINUTES  
 BOARD OF EDUCATION MEETING  
 OCTOBER 21, 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, Wanda Lee Suits, Dwight Vines.  
  
Members Absent: None
- 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 Mr. Vines to approve the agenda as presented. All Ayes (5) Nays (0) Motion carried.
- 6) Consent Agenda – It was moved by Mr. Vines and supported by Ms. Suits to approve the Consent Agenda consisting of the following items. All Ayes (5) Nays (0) Motion carried.
  - a) Minutes of the September 16, 2024 Regular Meeting, and the Minutes of the October 14, 2024 Special Meeting.
  - b) Financial Statements as of September 30, 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 2024-25	\$ 5,200,999
Total YTD Special Education Fund Expenditures 2024-25	\$ 4,301,429
<i>Fund Balances: September 2024</i>	
General Fund	\$ 6,052,322
Special Education Fund	\$ 925,621
School Lunch Fund	\$ 11,303
Vocational Education Fund	\$ 3,962,294
School Activity Fund	\$ 90,500
Capital Projects Fund (General)	\$ 2,210,424
Capital Projects Fund (CTC)	\$ 5,420,262

- 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 October 2024, and the Head Start Financial Report for the Grant Year December 2023 – November 2024, with activity through September 2024.
  - b) Financial Report – Mr. Schluentz provided a financial report for September 2024.
  - c) Education Update – Homeless & ESL Support – Rachel Zaragoza, Special Populations Coordinator, provided the Board with information about our Homeless and ESL Support.
- 10) Old Business – None.
- 11) New Business
  - a) It was moved by Ms. Suits and supported by Ms. Tyler to adopt a resolution to impose a tax of up to 100% of school property taxes upon property located within the Muskegon Area Intermediate School District for the 2025 tax year. The levy will be restricted to areas in which a Summer Tax is concurrently being imposed by the local school district. All Ayes (5) Nays (0) Motion carried.
  - b) It was moved by Ms. Tyler and supported by Mr. Weessies to approve consortium invoices for the MUNIS software agreement with Tyler Technology with a year three cost of \$473,395. All Ayes (5) Nays (0) Motion carried.
  - c) It was moved by Mr. Weessies and supported by Mr. Vines to approve the annual transfer of net available revenue from the General Fund to the Capital Projects Fund in an amount not to exceed \$404,663 for the fiscal year 2023-24. All Ayes (5) Nays (0) Motion carried.
  - d) It was moved by Mr. Vines and supported by Ms. Suits to approve the annual transfer of net available revenue from the Vocational Education CTC Fund to the CTC Capital Projects Fund in an amount not to exceed \$214,577 for the fiscal year 2023-24. All Ayes (5) Nays (0) Motion carried.
  - e) It was moved by Ms. Suits and supported by Ms. Tyler to approve the contract and purchase of Munetrix licenses for the 2024-25 school year in the amount of \$30,018.38. All Ayes (5) Nays (0) Motion carried.
  - f) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the invoice from School-Wide Information System (SWIS) for annual licensing in the amount of \$32,500. All Ayes (5) Nays (0) Motion carried.

- g) It was moved by Mr. Weessies and supported by Mr. Vines to approve the revised Head Start Policies and Procedures. All Ayes (5) Nays (0) Motion carried.
- h) It was moved by Mr. Vines and supported by Ms. Suits to approve the Contract for United Way of the Lakeshore/Dolly Parton Imagination Library in the amount of \$48,965. All Ayes (5) Nays (0) Motion carried.
- i) It was moved by Ms. Suits and supported by Ms. Tyler to approve the renewal of PowerSchool SIS and Ecollect Forms in the amount of \$217,669.42. All Ayes (5) Nays (0) Motion carried.
- j) It was moved by Ms. Tyler and supported by Mr. Weessies to approve the renewal of VMware in the amount of \$98,807.04. All Ayes (5) Nays (0) Motion carried.
- k) It was moved by Mr. Weessies and supported by Mr. Vines to approve the Out-of-State Conference Requests and Overnight Field Trip Requests as follows. All Ayes (5) Nays (0) Motion carried.
  - 1) Christopher Brown, CTC Software Design & Development (SDD) Instructor  
Adam Miller & Leo Markley - SDD Students  
Governor's Cyber Challenge  
October 15-16, 2024  
Novi, MI
  - 2) Elissa Penczar, Hospitality & Food Management Instructor  
Healthy Meals Fall Summit  
October 21-23, 2024  
Las Vegas, NV
  - 3) Rachel Zaragoza, Project Specialist  
NAEHCY Annual Conference  
November 16-19, 2024  
Orlando, FL
- l) It was moved by Mr. Vines and supported by Ms. Suits to approve the Employment of the Following Personnel. All Ayes (5) Nays (0) Motion carried.
  - 1) Leah Broomfield - Language Facilitator - Deaf & Hard of Hearing - Effective 09/30/24
  - 2) Robert Thompson - Maintenance - Effective 09/30/24
  - 3) Debra Warren - Farm-to-School Specialist - MAISD North - Effective 10/01/24
  - 4) Katie Patton - SXI Teacher - Wesley School - Effective 10/07/24
  - 5) Robyn Serene - Instructional Assistant - Wesley School - Effective 10/09/24
  - 6) Kimberly Berghuis - Instructional Assistant - Wesley School - Effective 10/14/24

- 7) Matthew Driscoll - Instructional Assistant - Wesley School - Effective 10/15/24
  - 8) Marcella Dawson - Instructional Assistant - Transition at Craig - Effective 10/21/24
  - 9) Christopher Rossman - Instructional Assistant - Lakeshore Learning Center - Effective 10/21/24
  - 10) Rebecca Miller - English Language Learner Systems Coach - MAISD North - Effective 10/28/24
- m) It was moved by Ms. Suits and supported by Ms. Tyler to approve the Following New Positions/Changes. All Ayes (5) Nays (0) Motion carried.
- 1) Jennifer Jackson - MOCI Teacher - Effective 09/30/24 (Change)
  - 2) Kim Smith - Allied Health Parapro - Career Tech Center - Effective 10/15/24 (Change)
- 12) Other – None.
- 13) Adjournment

There being no further business, the meeting adjourned at 6:07 p.m.

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

\_\_\_\_\_  
Mary Schaab, President

Date Approved: 11/18/24