

**West Shore Educational Service District
Board of Education
Minutes of Regular Meeting
October 10, 2023
West Shore ESD**

I. Call to Order

The meeting was called to order by President Greiner at 5:01 p.m.

Members Present: Vincent Greiner, James Dittmer, Mark Forner, Irma Hinojosa, Jim Riffle

Members Absent: Shirley Chancellor, Ellen Kerans

II. Pledge of Allegiance

III. Welcome and Introductions of Guests

Board President Greiner conducted the introduction of Board Members and Administrators

Administrators: Jason Jeffrey, Kerri Harrie, Amy Taranko, Tammy Savage, Kim Maue and Jamie Bandstra (virtual), Tracy Lilje

President Greiner appointed Dr. Mark Forner as Acting Secretary.

IV. Approval of Agenda

Motion by Forner, support by Dittmer, that the October 10, 2023 Agenda be approved as printed.
Motion carried 5-0, 2 absent.

V. Consent Agenda

Motion by Hinojosa, support by Dittmer, that the Consent Agenda be approved as presented.
Motion carried 5-0, 2 absent.

- A. Payment of Bills for October 10, 2023 - \$661,900.77
- B. Minutes of the regular and closed meetings on September 12, 2023
- C. Resignation of Abby Greiner and Jessica Castonia
- D. Pre-Conference Approval
 - 1. Jason Jeffrey, MAISA Fall Meetings, Lansing, MI, November 9-10, 2023
 - 2. Jennifer Rollenhagen, Jennifer Taranko, Sara Walunas, Kylie Pachman, Rebecca Skiba, Jamie Yenchar, Shannon Snider, National PBIS Leadership Forum, Chicago IL, October 26-27, 2023
- E. Acknowledge the following grants:
 - 1. MDE, MiSTEM Advisory Council, \$39,750
 - 2. MDE, Early On Michigan, \$91,499
 - 3. MDE, Special Education Preschool, \$62,990
 - 4. United Way of the Lakeshore, Great Start Collaborative, \$16,728
 - 5. MDE, Prevent 2 Protect grant, \$209,902

VI. Communication to the Board

- A. Written Communication – The following were circulated:
 - A thank you note from United Way of the Lakeshore thanking WSESD for supporting the school supply drive for the students in Oceana County.
 - A letter from MDE MiMTSS recognizing WSESD for earning the MTSS data Utilization award for collecting and using the Regional Capacity Assessment during 2022-2023. Additionally, the ESD ReIntegration Program classroom was recognized for collecting and using Behavior MTSS fidelity data.
- B. Comments and Concerns of Citizens Present
 - None

VII. Superintendent's Informational Report

- A. Audit Report – Paul Gilbert of Brickley Delong presented the audit report to the board.
- B. Superintendent Association Update – Dr. Jeffrey recognized October as Principals Month and thanked the principals in the region for their outstanding service. He also provided an update on the work being done with superintendents regarding absenteeism data and looking at what can be done as a region.

VIII. Board of Education Reports and/or Action

A. Educational Services Update

Instructional Services – Amy Taranko's report highlighted professional learning opportunities and the 8th Annual Early Childhood Summit. She recommended purchases for FIRST Robotics through the MiSTEM grant.

Motion by Dittmer, support by Riffle, for the purchase of FIRST Robotics materials from AndyMark and practice facility carpeting not to exceed \$35,000 as presented.

Motion carried 5-0.

Special Education – Kim Maue provided a Special Education report that highlighted special education Coordinators and Transition Council meetings. Also included was the recommendation to approve the purchase of Automatic Vehicle Locating equipment/service and routing software from Edulog.

Motion by Forner, support by Riffle, for the purchase of Automatic Vehicle Locating equipment/service and routing software from Edulog not to exceed \$27,608 plus a yearly maintenance fee of \$20,068 as presented.

Motion carried 5-0.

Career and Technical Education – Jamie Bandstra reported on CTE staff professional development and student program outings. He also recommended the purchase of program apparel and Dell computers for the Mechatronics program.

Motion by Riffle, support by Dittmer, to approve the low bids with Bella's Graphics for Criminal Justice apparel; 92 long sleeve t-shirts/ \$920.00 and 43 hooded sweatshirts/\$647.00 as presented.

Motion carried 5-0.

Motion by Hinojosa, support by Riffle, to approve the purchase of 23 Dell Precision 3660 computers and monitors from Dell Technologies for the Mechatronics Program not to exceed \$40,776.24 as presented.

Motion carried 5-0.

- B. Business Office Update – Kerri Harrie recommended accepting the FY23 financial audit and provided a capital projects update. A technology update was also included.

Motion by Forner, support by Riffle that the WSESD Board accept the 2022-2023 West Shore ESD Audit Report as presented.

Motion carried 5-0.

- C. Human Resources Update – Tammy Savage reported on job postings, new hires, resignations, and reassignments.

D. Principals' Month

Motion by Dittmer, support by Riffle that the Board recognizes October as Principals' Month in Michigan as presented.

Motion carried 5-0.

IX. Recommendations of the Superintendent

A. Personnel

New Hires

Motion by Riffle, support by Dittmer, that the WSESD Board approve the employment of Al Erickson as Substitute Bus Driver as presented.

Motion carried 5-0.

Motion by Forner, support by Riffle, that the WSESD Board approve the employment of Noemi Hernandez, Audree Myers, and Myranda Payne as Great Start Readiness Program Associate Teachers as presented.

Motion carried 5-0.

Motion by Riffle, support by Forner, for the WSESD Board to approve the employment of Maureen O'Neill as Special Education Teacher as presented.

Motion carried 5-0.

Motion by Forner, support by Hinojosa, for the WSESD Board to approve the employment of Tara Sedlar as Special Education Secretary as presented.

Motion carried 5-0.

X. Other Matters for Possible Action

A. Suggested Meeting Guide

B. Adjournment

With no further business before the board, the October 10, 2023 Regular Board of Education meeting adjourned at 5:57 p.m.

Respectfully submitted,

Dr. Mark Forner, Acting Secretary
West Shore ESD Board of Education

Tracy Lilje
Recording Secretary