

**West Shore Educational Service District
Board of Education
Minutes of Regular Meeting
December 12, 2023
WSCC/MBT Room**

I. Call to Order

The meeting was called to order by President Greiner at 6:00 p.m.

Members Present: Vince Greiner, James Dittmer, Irma Hinojosa, Jim Riffle

Members Absent: Shirley Chancellor, Ellen Kerans, Mark Forner

President Greiner appointed Jim Riffle as Acting Secretary.

II. Pledge of Allegiance

III. Welcome and Introductions

Board President Greiner conducted the introduction of Board Members and Administrators

Administrators: Jason Jeffrey, Kerri Harrie, Kim Maue, Amy Taranko, Tammy Savage, Mary Stroebel, Jamie Bandstra, Tracy Lilje

IV. Approval of Agenda

Motion by Riffle, support by Dittmer, that the December 12, 2023 Agenda be approved as printed.
Motion carried 4-0, 3 absent.

V. Consent Agenda

Motion by Dittmer, support by Hinojosa, that the Consent Agenda be approved as presented.
Motion carried 4-0, 3 absent.

A. Payment of Bills for December 12, 2023 - \$415,566.98

B. Minutes of the Regular meeting on November 14, 2023

C. Resignation of Aaron J. Varso

D. Board Approval of the following Appointments: Employment Compliance Officer, Compliance Officer for Sexual Harassment, and FOIA Coordinator, to be Mary Stroebel

VI. Superintendent's Informational Report

A. Academic Spotlight – Jocelyn Teske, Shelby Hughes, and Chad Riffle provided information on the work being done to improve CTE student attendance. Collaborative work with local districts has increased common instruction time and attending days for CTE students.

B. West Shore Community College Update – Mr. Scott Ward provided an update which included WSCC initiatives and the value of the continued partnership and the opportunities it provides for students and the community.

VII. Communication to the Board

A. Written Communication

None

B. Comments and Concerns of Citizens Present

None

VIII. Closed Session

"Public Act 267 of 1976 - Open Meeting Act" Section 8 (k) – Security Planning. At the request of Dr. Jeffrey, the Board will go into closed session to discuss the WSED Emergency Operations Plan.

Motion by Riffle, support by Dittmer, that the Board move into closed session at 6:42 p.m. under "Public Act 267 of 1976 – Open Meetings Act", Section 8 (k) – Security Planning.
Motion carried 4-0.

Motion by Riffle, support by Hinojosa, that the Board move out of closed session at 7:08 p.m. under "Public Act 267 of 1976 – Open Meetings Act", Section 8 (k) – Security Planning.
Motion carried 4-0.

IX. Board of Education Reports and/or Action

A. Educational Services Report

Instructional Services Update – Amy Taranko updated the board on professional learning opportunities and requested approval of a Kagan Professional Learning contract.

Motion by Riffle, support by Dittmer, that the West Shore ESD Board of Education approve a contract with Kagan Professional Development for a five day Cooperative Learning Institute in August 2024 not to exceed \$60,000.
Motion carried 4-0.

Special Education Update – Kim Maue provided a Special Education report including student count data, and student and community activities.

Career and Technical Education Update – Jamie Bandstra highlighted program activities and ASM Tech.

B. Business Office Update – Kerri Harrie provided information on new Special Education funding formula, and the Special Education passthrough to local districts. A technology update was also included.

Motion by Hinojosa, support by Riffle, that the West Shore ESD Board of Education approve the Act 18 passthrough of Special Education funds for reimbursement to our local districts, not to exceed \$1,870,969. Motion carried 4-0, 3 absent.

Roll Call Vote: Forner A Hinojosa Y Dittmer Y Chancellor A Kerans A
Riffle Y Greiner Y

B. Human Resources Update – Tammy Savage provided personnel updates to include job postings, new hires, extra-duty contracts, and staffing recommendations. A WMHIP resolution naming Mary Stroebel as trustee was also included.

Motion by Hinojosa, support by Riffle, that the West Shore ESD Board of Education adopt the resolution with West Michigan Health Insurance Pool as presented.
Motion carried 4-0.

X. Recommendations of the Superintendent

A. Personnel

New Hires

Motion by Hinojosa, support by Dittmer, that the WSESD Board approve the employment of Ben Paetz as Special Education Paraprofessional as presented.
Motion carried 4-0.

Motion by Riffle, support by Dittmer, that the WSESD Board approve the employment of Sarah Nordlund and Teresa Rademacher as New Teacher Coaches as presented.
Motion carried 4-0.

Motion by Hinojosa, support by Riffle, that the WSESD Board approve the employment of Caleb Wagner as Staff Accountant as presented.
Motion carried 4-0.

Motion by Hinojosa, support by Dittmer, that the West Shore ESD Board of Education approve the employment of Olivia Nichols as Regional Mentor as presented.

Motion carried 4-0.

Motion by Riffle, support by Hinojosa, that the WSESD Board approve the employment of Rachel Hoffman as Great Start Readiness Program Associate Teacher as presented.

Motion carried 4-0.

Employment Contracts

Motion by Riffle, support by Dittmer, for the WSESD Board to approve the employment contracts for Shannon Miller, Robin Walicki, Jon Hughes, and Mark Willis as presented.

Motion carried 4-0.

Reassignment

Motion by Hinojosa, support by Riffle, for the WSESD Board to approve the reassignment of Natalie Stojanovich as School Psychologist effective December 1, 2023, as presented.

Motion carried 4-0.

Newly Created Position

Motion by Riffle, support by Hinojosa, that the West Shore ESD Board of Education approve the creation of 1.0 FTE Staff Accountant position as presented.

Motion carried 4-0.

B. Second Reading and Adoption of Thrun Board Policies

Second reading and adoption of the following policies were recommended:

2000 - Four (4) updates:

2303 - Violation of Board Code of Ethics

2404A – Constituent District Board Member Vacancies and Appointments - New Policy

2501 - Meetings

2501A - Electronic Board of Education Meetings

3000 - Six (6) updates:

3118 - Title IX

3301A - Purchasing and Procurement with Federal Funds

3303 - Gifts and Donations

3308 - Distribution of Printed Material and Advertising in School

3405 - Bloodborne Pathogens

3407 - Asbestos Management

4000 - Ten (10) updates:

4101 - Non-Discrimination

4102 - Anti-Harassment, Including Sexual Harassment

4103 - Whistleblowers' Protection

4104 - Employment Complaint Procedure

4105 - Workplace Accommodations for Employees and Applicants with Disabilities

4216 - Personal Communication Devices

4220 - Use or Disposal of District Property

4228 - New Policy - No Expectation of Privacy

4404 - Performance Based Compensation for Teachers

4504 - Performance Based Compensation

5000 - Six (6) updates:

5202 - Unlawful Discrimination, Harassment, and Retaliation Against Students

5206B - Student Discipline - Students with Disabilities
5407 - Instructional Program and Curricular Development
5419 - Reading Assessments, Instruction, Intervention, and Retention
5510 - Student-Initiated, Non-Curricular Clubs
5707 - School Wellness Policy

Motion by Riffle, support by Hinojosa, that the West Shore ESD Board of Education adopt the following Thrun Policy Updates of the West Shore Educational Service District; 2303, 2501, 2501A, 3118, 3301A, 3303, 3308, 3405, 3407, 4101, 4102, 4103, 4104, 4105, 4216, 4220, 4228, 4404, 4504, 5202, 5206B, 5407, 5419, 5510, 5707; and adopt new policy 2404A – Constituent District Board Member Vacancies and Appointments as presented.

Motion carried 4-0.

C. Talent Together Consortium

Motion by Hinojosa, and supported by Riffle that the Superintendent be authorized to sign the agreement to participate in a consortium of ISD's for the Talent Together teacher certification program.

Motion carried 4-0.

D. WSESD Emergency Operations Plan

Motion by Hinojosa, support by Riffle, that the West Shore ESD Board of Education approve the revised WSESD Emergency Operations Plan as presented.

Motion carried 4-0.

E. Common Calendar

Motion by Riffle, support by Dittmer, that the Board approve the Common Calendar for the 2024/2025 thru 2028/2029 school years as presented.

Motion carried 4-0.

XI. Other Matters for Possible Action

A. Suggested Meeting Guide

B. Adjournment

Motion by Hinojosa, support by Riffle, that the December 12, 2023 Regular Board of Education Meeting be adjourned at 7:47 p.m.

Respectfully submitted,

Jim Riffle, Acting Secretary
West Shore ESD Board of Education

Tracy Lilje
Recording Secretary