

Dickinson-Iron Intermediate School District

Board of Education – Organizational & Regular Meeting

Wednesday, July 9, 2025



Members Present	William Borga, Nancy deKoster, Lisa Koon-Bloomburg, Marsha Wainio, Carol Brunswick, Janet Van Wagner, Dale Alessandrini
Members Absent	none
Others Present	Jennifer Huotari, Joe Tinti, Darren Schiltz, Amy Ryan, Casey McCormick, Richelle Barker, Katie, Dooley, Amanda Sanicki, Elisa Anderson, Angel Inglese, Carrie Zigman, Amy Bracket
Call To Order	Superintendent Huotari called the Organizational & Regular Meeting to order at 5:00 p.m. and led the Pledge of Allegiance.
Election Of Officers	<p>The Slate of Officers was presented. Superintendent Huotari requested nominations from the floor for President of the Board of Education.</p> <p>Moved by Nancy deKoster supported by Carol Brunswick to nominate William Borga as President of the Board of Education. Moved by Marsha Wainio, supported by Janet Van Wagner to close nominations. W. Borga was elected as President of the Board. MOTION CARRIED 7-0</p> <p>President Borga requested nominations from the floor for Vice-President of the Board of Education.</p> <p>Moved by Carol Brunswick supported by Nancy deKoster to nominate Lisa Koon-Bloomburg as Vice-President of the Board of Education. Moved by Janet Van Wagner, supported by Dale Alessandrini to close nominations. Lisa Koon-Bloomburg was elected as Vice-President of the Board. MOTION CARRIED 7-0</p> <p>President Borga requested nominations from the floor for Secretary of the Board of Education.</p> <p>Moved by Lisa Koon-Bloomburg supported by Carol Brunswick to nominate Nancy deKoster as Secretary of the Board of Education. Moved by Marsha Wainio, supported by William Borga to close nominations. Nancy deKoster was elected as Secretary of the Board. MOTION CARRIED 7-0</p> <p>President Borga requested nominations from the floor for Treasurer of the Board of Education.</p> <p>Moved by Carol Brunswick supported by Lisa Koon-Bloomburg to nominate Marsha Wainio as Secretary of the Board of Education. Moved by Nancy deKoster, supported by Lisa Koon-Bloomburg to close nominations. The nominations were closed, and Marsha Wainio was elected as Treasurer of the Board. MOTION CARRIED 7-0</p>
Agenda Approval	<p>Moved by Carol Brunswick supported by Nancy deKoster to approve the agenda as presented. MOTION CARRIED 7-0</p>
Establish Board Committees	Board President Borga requested the members of the board review the presented committees. The committees are as follows:

BUILDING & SITE: William Borga – Chairperson, Carol Brunswick, Janet Van Wagner, Dale Alessandrini, Alternate
CURRICULUM: William Borga – Chairperson, Carol Brunswick, Marsha Wainio, Nancy deKoster - Alternate
FINANCE & BUDGET: Marsha Wainio – Chairperson, William Borga, Dale Alessandrini, Lisa Koon-Bloomberg - Alternate
POLICY: Nancy deKoster – Chairperson, Lisa Koon-Bloomberg, Carol Brunswick, Vacancy - Alternate
TECHNOLOGY: Carol Brunswick - Chairperson, Dale Alessandrini, Marsha Wainio, Janet Van Wagner, Alternate
PERSONNEL & NEGOTIATIONS: Nancy deKoster – Chairperson, William Borga, Lisa Koon-Bloomberg, Carol Brunswick – Alternate
Professional Development/School Improvement Representative: William Borga
Michigan Association of School Boards Liaison: Lisa Koon-Bloomberg, Nancy deKoster – Alternate
Career Education Planning & Development: Marsha Wainio
Ad Hoc Committee: Janet Van Wagner, William Borga, Lisa Koon-Bloomberg
Business Services Consortium Committee: Dale Alessandrini, Lisa Koon-Bloomberg
The Committee Chair for each committee will be responsible for signing committee minutes.
Moved by Nancy deKoster supported by Lisa Koon-Bloomberg to approve the Board Committees as presented.

MOTION CARRIED 7-0

Per Diem and Mileage Rate

Moved by Marsha Wainio supported by Nancy deKoster to approve the per diem as presented for staff and Board members as follows:
\$25.00 per Regular Board Meeting for members residing in the county in which the meeting is held.
\$30.00 per Regular Board Meeting for members residing outside of the county in which the meeting is held.
\$25.00 will be paid for attendance at all other meetings excluding committee meetings.
Committee Meetings:
\$15.00 per meeting for members residing in the county in which the meeting is held.
\$25.00 per meeting for members residing outside of the county in which the meeting is held.

Meal cost for all staff & Board members per day is \$63.00.

Breakfast	\$16.00
Lunch	\$19.00
Dinner	\$28.00

Lodging shall be reimbursed at the actual cost. Mileage will be reimbursed at a rate of seventy (.70) cents per mile for actual miles. The rate will be adjusted with the current IRS rate. High per diem areas that exceed the standard allowance will be reimbursed at the rate posted on the U. S. General Services Administration website at www.gsa.gov.

MOTION CARRIED 7-0

Board Meeting Schedule

Moved by Carol Brunswick, supported by Janet Van Wagner to hold the Board Meeting the second Wednesday of each month beginning at 5:00 p.m. in the DIISD Borga Center as presented with the exception of the following:
October 8, 2025, at 9:00 a.m with location to be determined.
Any changes to this schedule will be posted or announced.

MOTION CARRIED 7-0

Invoice Rotation

Moved by Nancy deKoster supported by Lisa Koon-Bloomberg to approve the rotation schedule for reviewing invoices as presented.

MOTION CARRIED 7-0

**Designation Fund
Depositories**

Moved by Carol Brunswick, supported by Dale Alessandrini to use the following agencies as ISD fund depositories as presented:
First National Bank of Iron Mountain
BMO Harris Bank

MOTION CARRIED 7-0

Signature Authorization	<p>Moved by Marsha Wainio supported by N. deKoster approving Superintendent Huotari as authorized to sign contracts, grants and financial transactions for the ISD. Required co-signs will be by the Board President or authorized designee.</p> <p>MOTION CARRIED 7-0</p>
Delegation of Election Duties	<p>Moved by Lisa Koon-Bloomberg supported by Janet Van Wagner to delegate election duties to the Dickinson County Clerk as the ISD Election Coordinator with any internal responsibility to be directed to the Superintendent's executive secretary.</p> <p>MOTION CARRIED 7-0</p>
Firms Retained By The Board (Annual Retainer Contracts)	<p>Moved by Carol Brunswick supported by Nancy deKoster to approve annual retainer contracts as presented:</p> <p>Law firms as designated legal counsel for the ISD: Thrun Law, Associates of Clark Hill</p> <p>Auditor for the ISD: Anderson, Tackman & Company</p> <p>Board Relations Consultant for the ISD: MASB</p> <p>MOTION CARRIED 7-0</p>
Minutes	<p>Moved by Lisa Koon-Bloomberg supported by Nancy deKoster to approve the minutes of the June 11, 2025, Truth in Taxation and Regular Meeting and Executive Session minutes as presented.</p> <p>MOTION CARRIED 7-0</p>
Invoices	<p>Moved by William Borga supported by Marsha Wainio to approve the invoices for payment as follows: General Services \$493,711.48; Special Education - \$418,491.88 Technical Education - \$234,144.28, Early Childhood Education - \$87,103.02, Technical Education Capital Projects -\$12,000.00</p> <p>MOTION CARRIED 7-0</p>
Financial Report & Budget Adjustments	<p>Moved by Carol Brunswick supported by Marsha Wainio to approve the financial report and budget adjustments as presented.</p> <p>MOTION CARRIED 7-0</p>
Public Participation	<p>No response was made to the call for public comment.</p>
Board Committee Report	<p>Nancy deKoster reported on the Personnel & Negotiations Committee meeting June 16, 2025; Marsha Wainio reported on the Finance & Budget Committee meeting June 30, 2025.</p>
Superintendent Evaluation	<p>Moved by Lisa Koon-Bloomberg supported by Nancy deKoster to approve evaluating the Superintendent biennially due to receiving a rate of highly effective/effective on her last three consecutive evaluations as presented.</p> <p>MOTION CARRIED 7-0</p>
Temporarily Hire – ALL DEPTS	<p>Moved by Carol Brunswick supported by Nancy deKoster to grant permission to temporarily hire due to the short turnaround time to fill any open positions prior to the start of and during the 2025-2026 school year pending full board approval as presented.</p> <p>MOTION CARRIED 7-0</p>
Revised Job Description – GenEd	<p>Moved by Janet Van Wagner supported by Carol Brunswick to approve the title change and noted revisions with the K-12 Literacy Consultant to General Education Consultant as presented.</p> <p>MOTION CARRIED 7-0</p>
Eliminate & Combine Position – SE/ECE	<p>Moved by Lisa Koon-Bloomberg supported by Nancy deKoster to approve the elimination of the 200-day SE Secretary and the 200-day ECE Secretary positions and combine into one 260-day SE/ECE Secretary as presented.</p> <p>MOTION CARRIED 7-0</p>
260-day SE/ECE Secretary Job Description	<p>Moved by Carol Brunswick supported by Nancy deKoster to approve the 260-day SE/ECE Secretary job description as presented.</p> <p>MOTION CARRIED 7-0</p>

- Occupational Therapist – SE** Moved by Lisa Koon-Bloomburg supported by Nancy deKoster to ratify and approve the recommendation to fill the Occupational Therapist with Greta Berry at Step 3 with a start date of the first day of the 2025-2026 school year as presented.
MOTION CARRIED 7-0
- Bids for Garages – TE** Moved by Carol Brunswick supported by Dale Alessandrini to grant permission for Building & Site Committee to open, analyze and award bids for the garages at the Tech Center as presented.
MOTION CARRIED 7-0
- Head Start Assistant Classroom Coordinator Flex – ECE** Moved by Marsha Wainio supported by Nancy deKoster to ratify and approve the recommendation to fill the Head Start Assistant Classroom Coordinator Flex with Payton Hawkins at Step 2 with a start date of August 19, 2025 as presented.
MOTION CARRIED 7-0
- Unspent Head Start Funds – ECE** Moved by Lisa Koon-Bloomburg supported by Marsha Wainio to approve unspent Head Start funds be submitted for carryover into the 2025-2026 year. Full quorum was present.
MOTION CARRIED 7-0
- Information And Communications** Departmental reports were noted.
- Other** Nothing reported.
- Superintendent Report** Superintendent Huotari gave a legislature update. She spoke on her conference in Frankenmuth and welcomed our new administrators, Amy Ryan and Joe Tinti as well as our new board member, Dale Alessandrini.
- Adjourn** There being no further business, it was moved by William Borga to adjourn the meeting at 5:19 p.m.

Respectfully submitted,



Nancy deKoster, Secretary
DICKINSON-IRON ISD BOARD OF EDUCATION
as