



AGENDA  
BOARD OF EDUCATION MEETING  
MUSKEGON AREA ISD  
630 HARVEY ST  
MUSKEGON, MICHIGAN 49442  
MONDAY, DECEMBER 19, 2022  
5:30 PM

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Registration of Guests
- 5) Approval of Agenda with Additional Items and Order of Priority
- 6) Consent Agenda
  - a) Approval of Minutes of the November 21, 2022 Regular Meeting
  - b) Approval of Financial Statements:
    - Financial Summary
    - Resolution - Board Treasurers Report
    - Balance Sheet
    - Budget to Actual Comparison
    - Purchase Orders Over \$5,000
    - Purchasing Card Transactions Over \$300
    - Report of Vendor Payments of \$5,000 or Greater
- 7) Communications
- 8) Public Participation in the MAISD Board of Education Meeting
- 9) Reports
  - a) Superintendent's Report
    - 1) Head Start Report

b) Financial Report

c) Education Update - Instructional Services/Special Education Update - Karlie Parker

10) Old Business

11) New Business

a) Approve the transfer of \$2,000,000 from the Special Education Building and Equipment account to the Special Education Operations account for the 2022-23 year and set a target for the Special Education Operations Fund balance and future capital projects.

b) Approve the distribution of local districts' estimated share of \$2,000,000 of Act 18 Special Education net available revenues. \$1,000,000 is to be paid in January 2023, and \$1,000,000 paid in March 2023.

c) Approve the purchase of a 2023 Chevy Silverado 2500 for \$52,810 through Art Moehn Chevrolet in Jackson, MI. Steve Fillmore has obtained multiple quotes on both used and new trucks recently and we have consulted with the MiDeal cooperative program to confirm proper pricing.

d) Approve the Final 2021-22 Head Start Self Assessment Report & Action Plan

e) Approve the Out-of-State Conference Requests as follows:

1) Lisa Bailey, ASD Consultant for Special Education  
Therapeutic Crisis Intervention for Schools (TCIS) Trainer Update  
February 14-15, 2023  
Knoxville, TN

2) Deanna Holman, Regional Assistance Grant Coordinator  
Academies of Nashville Study Visit  
March 6-8, 2023  
Nashville, TN

3) Project Safe Coaches (Kiana Longnecker, Monique Hovinga, Kelly VanDyke, Kelly Hoekenga)  
20th International Conference on Positive Behavior  
March 28-April 1, 2023  
Jacksonville, FL

f) Approve the Employment of the Following Personnel:

1) Barbara Holmes - Early Interventionist-ECSE Teacher - Effective 12/05/22

2) Adrienne Schmitt - Human Services Administrative Assistant - Effective 12/12/22

3) Tabitha Glynn - Early Head Start Nurse - Effective 12/12/22

4) Missy Tibbs - Financial Services Specialist - Effective 12/19/22

5) Megan Graham - District Support Coordinator - Effective 12/19/22

g) Approve the Following New Positions/Changes:

1) Pamela Mahn - Career Tech Education Compliance & Reporting Assistant - Effective 01/01/23

h) Approve New Salary Schedules/Changes as follows:

1) Amber Schubert, Financial Services Specialist - Salary Change - Move to Step I-4 - Effective 01/01/23

2) Kelsie Farkas, Financial Services Specialist - Salary Change - Move to Step I-5 - Effective 01/01/23

3) Project Safe Team (Kianna Longnecker, Monique Hovinga, Kelly Vandyke, Kelly Hoekenga, Kristen Anderson) - Salary Change - Move to Grade V - Effective 01/01/23

4) Amanda Krentz - Salary Change - Move to Step X-4 - Effective 01/01/23

i) Acknowledge the Retirement/Resignation/Layoff/Separation of the following personnel:

1) Mindy Kieft - Financial Services Specialist - Resignation - Effective 11/01/22

2) Cadence Chase - Human Services Administrative Assistant - Resignation - Effective 11/18/22

3) Jason Helsen - Associate Superintendent for Administrative Services - Resignation - Effective 01/31/23

4) Courtney Moe - Early Childhood Teacher - Non-Renewal - Effective 12/31/22

12) Other

13) Adjournment