



MINUTES
BOARD OF EDUCATION MEETING
OCTOBER 22, 2025
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

Members Absent: Craig Scott, Wanda Lee Suits
 - 4) Registration of Guests – None.
 - 5) Approval of Agenda with Additional Items and Order of Priority – It was moved by Mike Weessies and supported by Lisa Tyler to approve the agenda as presented, with a noted change to Item 11(e) changing from a four-year lease to a two-year lease. All Ayes (3) Nays (0) Motion carried.
 - 6) Consent Agenda – It was moved by Lisa Tyler and supported by Mike Weessies to approve the Consent Agenda consisting of the following items. All Ayes (3) Nays (0) Motion carried.
 - a) Minutes of the September 15, 2025 Regular Meeting and the Minutes of the September 25, 2025 Special Meeting.
 - b) Financial Statements as of September 30, 2025.
 - 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 2025-26 | \$ 5,734,342 |
| Total YTD Special Education Fund Expenditures 2025-26 | \$ 4,998,246 |
| <i>Fund Balances: September 2025</i> | |
| General Fund | \$ 6,709,197 |
| Special Education Fund | \$ 618,117 |
| School Lunch Fund | \$ 12,647 |
| Vocational Education Fund | \$ 4,155,318 |
| School Activity Fund | \$ 90,500 |
| Capital Projects Fund (General) | \$ 2,114,552 |
| Capital Projects Fund (CTC) | \$ 4,744,171 |
- 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 2025, the Head Start Financial Report for the Grant Year December 2024 – November 2025 with activity through September 2025, and the End-of-Month Enrollment – September 2025 report.
 - 2) Superintendent Evaluation Formal Discussion & Check-In on Progress Towards Goals
 - b) Financial Report – Mr. Rickard provided a financial report for September 2025.
 - c) Education Update – No Education Update.
- 10) Old Business – None.
- 11) New Business
 - a) It was moved by Mike Weessies and supported by Lisa Tyler to approve the updates to the following Board Policies. All Ayes (3) Nays (0) Motion carried.
 - 3118 – Title IX Sexual Harassment
 - 4113 – Michigan Earned Sick Time Act
 - b) It was moved by Lisa Tyler and supported by Mike Weessies 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 2026 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 (3) Nays (0) Motion carried.
 - c) It was moved by Mike Weessies and supported by Lisa Tyler to approve the annual transfer of net available revenue from the General Fund to the Capital Projects Fund in an amount not to exceed \$912,019 for the fiscal year 2024-25. All Ayes (3) Nays (0) Motion carried.
 - d) It was moved by Lisa Tyler and supported by Mike Weessies 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 \$97,797 for the fiscal year 2024-25. All Ayes (3) Nays (0) Motion carried.
 - e) It was moved by Mike Weessies and supported by Lisa Tyler to approve a two-year lease agreement for a replacement 2026 Chrysler Pacifica for up to \$45,000. Enterprise quoted this vehicle at \$42,319 if still available at time of approval. All Ayes (3) Nays (0) Motion carried.
 - f) It was moved by Lisa Tyler and supported by Mike Weessies to approve the Invoice from Moored Associates LLC for 1st Semester Tuition and Fees (\$1,650 Per Student Per Semester for 49 CTC Cosmetology Students for a total of \$80,850.00) and Kits and Books (\$600 Per Student Per Semester for 49 CTC Cosmetology Students for a total of \$29,400) according to

a Cosmetology Training Program Contract between Muskegon Area Intermediate School District and Nuvo College of Beauty for Fiscal Year 2025-2026 for a total amount of \$110,250.00 for the 1st Semester. All Ayes (3) Nays (0) Motion carried.

- g) It was moved by Mike Weessies and supported by Lisa Tyler to approve the renewal of PowerSchool SIS and Ecollect Forms in the amount of \$231,396.03. All Ayes (3) Nays (0) Motion carried.
 - h) It was moved by Lisa Tyler and supported by Mike Weessies to approve the renewal of KnowBe4 Security Awareness Training and PhishER subscriptions in the amount of \$31,326.75. All Ayes (3) Nays (0) Motion carried.
 - i) It was moved by Mike Weessies and supported by Lisa Tyler to approve the Employment of the Following Personnel. All Ayes (3) Nays (0) Motion carried.
 - 1) Monica Rodriguez - Family Advocate - Early Childhood - Effective 10/06/25
 - 2) Lauren Wierengo - Benefits Coordinator - Human Services - Effective 10/07/25
 - 3) Sara Thompson - GSRP/Head Start Blend Teacher at Marquette - Early Childhood - Effective 10/13/25
 - 4) Kennedy Greene - Administrative Assistant - Instructional Services/Special Education - Effective 10/27/25
 - 5) Shelby Endres - Instructional Assistant - Wesley School - Effective 10/27/25
 - j) It was moved by Lisa Tyler and supported by Mike Weessies to approve the Following New Positions/Changes. All Ayes (3) Nays (0) Motion carried.
 - 1) Kathy Morris - Move to Interim Director of Financial Services - Effective 10/13/25
 - 2) Sarah Dillon - Move to Financial Services Specialist - Effective 10/13/25
 - 3) Sarah Juhnke - Move to Pupil Accounting Coordinator & Auditor - Effective 10/27/25
 - k) The Board acknowledged the Retirement/Resignation/Layoff/Separation of the following personnel:
 - 1) Lisa Schaffran - Success Coach - MCVA - Resignation - Effective 09/29/25
 - 2) Cindy Ryan - Instructional Assistant - Lakeshore Learning Center - Resignation - Effective 10/03/25
 - 3) Elizabeth Thompson - Special Education Teacher - Wesley School - Retirement - Effective 10/31/25
- 12) Other – None.

13) Adjournment

There being no further business, the meeting adjourned at 5:50 p.m.

Signed: _____
Wanda Lee Suits, Secretary

Mary Schaab, President

Date Approved: 11/17/25