



MINUTES
BOARD OF EDUCATION MEETING
SEPTEMBER 15, 2025
5:30 PM

- 1) Call to Order – The meeting was called to order by Vice President Mike Weessies at 5:30 p.m.
- 2) Pledge of Allegiance
- 3) Roll Call showed the following board members present: Mike Weessies, Lisa Tyler, Wanda Lee Suits, Craig Scott

Members Absent: Mary Schaab
- 4) Registration of Guests – None.
- 5) Approval of Agenda with Additional Items and Order of Priority – It was moved by Mr. Scott and supported by Ms. Suits to approve the agenda as presented. All Ayes (4) Nays (0) Motion carried.
- 6) Consent Agenda – It was moved by Ms. Suits and supported by Ms. Tyler to approve the Consent Agenda consisting of the following items. All Ayes (4) Nays (0) Motion carried.
 - a) Minutes of the August 18, 2025 Regular Meeting.
 - b) Financial Statements as of August 31, 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 2024-25	\$ 46,948,795
Total YTD Special Education Fund Expenditures 2024-25	\$ 40,144,461
<i>Fund Balances: August 2025 – 2025 Period 13</i>	
General Fund	\$ 8,338,542
Special Education Fund	\$ 4,457,856
School Lunch Fund	\$ (9,836)
Vocational Education Fund	\$ 3,865,867
School Activity Fund	\$ 90,500
Capital Projects Fund (General)	\$ 1,935,201
Capital Projects Fund (CTC)	\$ 3,764,668

Total YTD General Fund Expenditures 2025-26	\$ 2,908,364
Total YTD Special Education Fund Expenditures 2025-26	\$ 2,835,435
<i>Fund Balances: August 2025</i>	
General Fund	\$ 6,229,844
Special Education Fund	\$ (139,208)
School Lunch Fund	\$ 7,397
Vocational Education Fund	\$ 3,720,425
School Activity Fund	\$ 90,500
Capital Projects Fund (General)	\$ 2,136,536
Capital Projects Fund (CTC)	\$ 5,418,149

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 September 2025, and the Head Start Financial Report for the Grant Year December 2024 – November 2025 with activity through August 2025.

b) Financial Report – Mr. Rickard provided a financial report for August 2025.

c) Education Update - Head Start Annual Board Training & Early Childhood Update - Jennifer Cihak, Executive Director for Early Childhood, provided each board member with a copy of the Policy Council & Board of Education Handbook for 2025/2026. She reviewed each section which included a program overview, quick facts, classroom locations, educational partners, program eligibility, poverty guidelines, school readiness goals, code of operations for policy council, shared governance, impasse procedure, public complaint resolution, grant application process, policy council reimbursement, policy council training selection, and policy council action calendar.

10) Old Business – None.

11) New Business

a) It was moved by Ms. Tyler and supported by Mr. Scott to adopt the update to the following Board Policy. All Ayes (4) Nays (0) Motion carried.

- 3301A - Purchasing and Procurement with Federal Funds

b) It was moved by Mr. Scott and supported by Ms. Suits to approve a contract with People Driven for the purchase of a unified mass communications system for the five student-centered MAISD buildings in the amount of \$462,243.18. All Ayes (4) Nays (0) Motion carried.

c) It was moved by Ms. Suits and supported by Ms. Tyler to approve Muskegon Heights Public School Academy Memorandum of Understanding (MOU) for CLSD Literacy Grant

funds. All Ayes (4) Nays (0) Motion carried.

- d) It was moved by Ms. Tyler and supported by Mr. Scott to approve a purchase order in the amount of \$32,500 for SWIS for Muskegon County Schools. All Ayes (4) Nays (0) Motion carried.
- e) It was moved by Mr. Scott and supported by Ms. Suits to approve a purchase order in the amount of \$40,300 for Public Performance Site Licenses for 2025-27. All Ayes (4) Nays (0) Motion carried.
- f) It was moved by Ms. Suits and supported by Ms. Tyler to approve the appointment of Colby Hetcel, representing Mona Shores Public Schools, to the MAISD Special Education Parent Advisory Committee. All Ayes (4) Nays (0) Motion carried.
- g) It was moved by Ms. Tyler and supported by Mr. Scott to approve the appointment of Tori Hetcel, representing Mona Shores Public Schools, to the MAISD Special Education Parent Advisory Committee. All Ayes (4) Nays (0) Motion carried.
- h) It was moved by Mr. Scott and supported by Ms. Suits to approve the appointment of Sherry DeVoe, Lakeshore Learning Center parent, serving as Member-At-Large for the MAISD, to the Special Education Parent Advisory Committee. All Ayes (4) Nays (0) Motion carried.
- i) It was moved by Ms. Suits and supported by Ms. Tyler to approve the Interagency Cash Transfer Agreement between Michigan Rehabilitation Services (MRS) and the Muskegon Area Intermediate School District (MAISD). All Ayes (4) Nays (0) Motion carried.
- j) It was moved by Ms. Tyler and supported by Mr. Scott to approve the contract with Access Ability for the Deaf & Hard of Hearing (DHH) Program Support. All Ayes (4) Nays (0) Motion carried.
- k) It was moved by Mr. Scott and supported by Ms. Suits to approve the purchase of the following from Xello in the amount of \$56,692.49 for a subscription period of September 1, 2025 through August 31, 2026. All Ayes (4) Nays (0) Motion carried.
 - 7,934 Xello Accounts for High School Students (\$3.43/student) - \$27,213.62
 - 5,715 Xello Accounts for Middle School Students (\$2.85/student) - \$16,287.75
 - 346 Xello Accounts for Elementary School Students (\$2.21/student) - \$764.66
 - 4,171 Xello Accounts for Elementary School Students (\$2.26/student) - \$9,426.40
 - 2 Custom Web Training Sessions (\$450/session) - \$900.00
 - 7 Data Integration Services (\$300/service) - \$2,100.00
- l) It was moved by Ms. Suits and supported by Ms. Tyler to approve the contract with Mutually Human in the amount of \$88,000 to build a platform to collect career and college readiness work-based learning information. All Ayes (4) Nays (0) Motion carried.
- m) It was moved by Ms. Tyler and supported by Mr. Scott to approve the purchase of CrowdStrike Falcon Complete licenses for local districts in the amount of \$83,579.10. All Ayes (4) Nays (0) Motion carried.

- n) It was moved by Mr. Scott and supported by Ms. Suits to approve the Out-of-State Conference Requests as follows. All Ayes (4) Nays (0) Motion carried.
- 1) Deanna Holman, Academic Consultant-RAG Grant
Ford NGL Leadership Council
October 21-23, 2025
Kansas City, MO
 - 2) Elissa Penczar, CTE Food Systems Coordinator
10th National Farm-to-Cafeteria Conference
December 2-5, 2025
Albuquerque, NM
 - 3) Stephanie Thommen, Wesley School Social Worker
TCIS Update: Post Crisis Response
December 4-5, 2025
Ithaca, NY
 - 4) Corinn Hower, Augmentative & Alternative Communication Consultant
Theresa Augustyniak, Augmentative & Alternative Communication Consultant
Meghan DeWall, Augmentative & Alternative Communication Consultant
Assistive Technology Industry Association (ATIA) Conference
January 28-31, 2026
Orlando, FL
 - 5) Alex Bodenberg, Health & Wellness Consultant
Local Roots, Global Impact: Transforming Health Through Education
April 22-24, 2026
Portland, OR
- o) It was moved by Ms. Suits and supported by Ms. Tyler to approve the Employment of the Following Personnel. All Ayes (4) Nays (0) Motion carried.
- 1) Charity McClanahan - Classroom Facilitator at Muskegon Public Schools - Early Childhood - Effective 08/29/25
 - 2) Jennifer Gray - GSRP Specialist - Early Childhood - Effective 09/02/25
 - 3) Amy Friedeberg - Home Visitor - Early On - Effective 09/08/25
 - 4) Erin VanderWier - Automotive Service Technology Technician - Career Tech Center - Effective 09/15/25
- p) The Board acknowledged the Retirement/Resignation/Layoff/Separation of the following personnel.
- 1) Efrieda Day – Pupil Accounting Auditor – Resignation – Effective 09/05/25
 - 2) Amanda Hubbard – Preschool Teacher, Muskegon Heights – Resignation - Effective 09/12/25

3) Genesis Husted – Preschool Teacher, Marquette – Resignation – Effective 09/15/25

12) Other – None.

13) Adjournment

There being no further business, the meeting adjourned at 6:08 p.m.

Signed: _____
Wanda Lee Suits, Secretary

Mary Schaab, President

Date Approved: _____