

**West Shore Educational Service District
Board of Education
Minutes of Regular Meeting
October 11, 2022
West Shore ESD**

I. Call to Order

The meeting was called to order by President Greiner at 5:00 p.m.

Members Present: Vincent Greiner, James Dittmer, Shirley Chancellor, Ellen Kerans,
Mark Forner, Irma Hinojosa, Jim Riffle

Members Absent: None

II. Pledge of Allegiance

III. Welcome and Introductions of Guests

Board President Greiner conducted the introduction of Board Members and Administrators

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

IV. Approval of Agenda

Motion by Chancellor, support by Dittmer, that the October 11, 2022 Agenda be approved as printed. Motion carried 7-0, 0 absent.

V. Consent Agenda

Motion by Dittmer, support by Forner, that the Consent Agenda be approved as presented.

Motion carried 7-0, 0 absent.

A. Payment of Bills for October 11, 2022 - \$415,495.22

B. Minutes of the regular and closed meetings on September 13, 2022

C. Resignation of Sarah Chaney and Martha Baker

D. Pre-Conference Approval

1. Irma Hinojosa, 2022 LLead Statewide Conference, Okemos, MI, October 20, 2022
(Total cost to be split with Hart Public Schools - WSESD portion not to exceed \$200)

VI. Communication to the Board

A. Written Communication

A letter from Michigan School Business Officials recognizing Kerri Harrie for meeting requirements for renewing her Chief Financial Officer Certification and a SETSEG Member Advantage publication featuring WSESD transportation safety initiatives were circulated.

B. Comments and Concerns of Citizens Present

None

VII. Superintendent's Informational Report

A. Audit Report – Paul Gilbert of Brickley Delong presented the audit report to the board.

B. Collaborative Services – Dr. Jeffrey recognized October as Principals Month and thanked the principals in the region for their outstanding service. He also provided an update on the continuation of work being done with LEA's for collaborative services.

C. WSESD Board of Education Committee Updates – President Greiner informed the Board of Education and administration that with the resignation of Catherine Becker, and her former seat being filled by the appointment of Jim Riffle, the committee appointments have been revised to appoint Dr. Mark Forner to the Administrative/Budget/Finance Committee, and Jim Riffle to the Policy Committee.

VIII. Board of Education Reports and/or Action

A. Educational Services Update

Instructional Services – Amy Taranko’s report highlighted professional learning opportunities and the 7th Annual Early Childhood Summit. She recommended second reading and approval of the 2022-23 GSRP Policies and Procedures handbook. A MiSTEM Region 9 Director report was also included.

Motion by Chancellor, support by Dittmer, for second reading and approval of the 2022-23 West Shore ESD Great Start Readiness Program Policies and Procedures Handbook as presented.

Motion carried 7-0.

Special Education – Kim Maue provided a Special Education report that highlighted intentional social and emotional learning instruction and MTSS State recognition. Also included was the recommendation to approve Special Education Parent Advisory Committee nominees.

Motion by Riffle, support by Kerans, that the WSESD Board approve the 2022-2023 Parent Advisory Committee (PAC) appointees as presented.

Motion carried 6-0, Chancellor abstained.

Career and Technical Education – Jamie Bandstra reported on program outings and opportunities for CTE students.

B. Business Office Update – Kerri Harrie recommended accepting the FY22 financial audit and approving a collaborative business services agreement. A technology update was also included.

Motion by Dittmer, support by Forner that the WSESD Board accept the 2021-2022 West Shore ESD Audit Report as presented.

Motion carried 7-0.

Board Member Dittmer recognized and thanked Kerri Harrie and the business office team for a job well done on the audit.

Motion by Chancellor, support by Riffle that the WSESD Board approved a two-year business services agreement with Ludington Area School District for \$78,750 each year, with the initial year prorated for a November 1, 2022 start date, as presented.

Motion carried 7-0.

C. Human Resources Update – Tammy Savage reported on job postings, new hires, resignations, and reassignments. She also recommended second reading and approval of 53 WSESD board policy updates.

D. Principals’ Month

Motion by Chancellor, support by Kerans that the Board recognizes October as Principals’ Month in Michigan as presented.

Motion carried 7-0, 0 absent.

IX. Recommendations of the Superintendent

A. Personnel

New Hires

Motion by Dittmer, support by Kerans, that the WSESD Board approve the employment of Kaira Tillotson as Special Education Paraprofessional as presented.

Motion carried 7-0.

Motion by Chancellor, support by Forner, that the WSESD Board approve the employment of Alisha McDaniel, Hailey Perez, and Krystal VanderGraaf as Great Start Readiness Program Associate Teachers as presented.

Motion carried 7-0.

Motion by Kerans, support by Riffle, for the WSESD Board to approve the employment of Taylor Horton as Staff Accountant/Business Services Specialist as presented.

Motion carried 7-0.

Motion by Forner, support by Hinojosa, for the WSESD Board to approve the employment of Kendra Masunas as General Education Social Worker/Mental Health Provider as presented.

Motion carried 7-0.

Reassignment

Motion by Dittmer, support by Forner, that the WSESD Board of Education approve the reassignment of Mike Jeruzal as General Education Social Worker/Mental Health Provider as presented.

Motion carried 7-0.

B. Second Reading and Adoption of Thrun Board Policies

Motion by Forner, support by Dittmer, that the West Shore ESD Board of Education adopt the following Thrun Policy Updates of the West Shore Educational Service District; 2401, 2405, 2406, 2501, 2501A, 3105, 3109, 3118, 3301, 3301A, 3302, 3303, 3304, 3305, 3306, 3307, 3308, 4101, 4102, 4103, 4105, 4108, 4109, 4111, 4201, 4202, 4213, 4217, 4218, 4220, 4222, 4301, 4303, 4304, 4306, 4308, 4309, 4401, 4403, 4405, 4406, 4407, 4503, 4504, 4506, 4601, 4602, 5101, 5104, 5206, 5506, 5710 and 5711; and adopt new policy 4227 – False Medicaid Claims as presented.

Motion carried 7-0.

X. Other Matters for Possible Action

A. Suggested Meeting Guide

B. Adjournment

With no further business before the board, the October 11, 2022 Regular Board of Education meeting adjourned at 5:50 p.m.

Respectfully submitted,

Shirley Chancellor, Secretary
West Shore ESD Board of Education

Tracy Lilje
Recording Secretary