



**CLARE-GLADWIN**  
REGIONAL EDUCATION SERVICE DISTRICT  
*Excellence in Education Services*

**Board of Education – Regular Board Meeting  
October 19, 2022 – 5:30 p.m.  
4041 E. Mannsiding Rd., Clare, MI 48617**

**RECORD OF MINUTES  
BOARD OF EDUCATION MEETING**

A. Call to Order was at 5:30 pm

B. Pledge of Allegiance was recited.

C. Members Present: Sue Murawski, Jason Pahl, and Lou Adams  
Members Absent: Barbara Richards and Sarah Kile

CG RESD Staff Present

Tara Mager, Mike Simon, Shay Anderson, Ken Chinavare, Eric Johnson, Joe Trommater, Beth Wood, Katie Knapp Wyman, Barbara Cataldo and Lindsey Murphy

D. Consent Agenda

1. Approval of the Agenda
2. Approval of the September 28, 2022 Board Meeting Minutes
3. Approval of the Bills for September 2022: \$1,961,468.51

It was moved by Adams and supported by Pahl to approve the consent agenda. The motion carried by 3 - 0 vote.

E. Communications/Expressions from the Public

Tim Hood, President of Mid Michigan College, invited our CGRESB Board and employees to join them at the "Mid House" for a Halloween Party.

F. District Presentation: Shay Anderson, Chief Financial Officer

Shay shared an overview of the budget changes and the Board was given the detailed Budget Amendment in the Board Packet. She highlighted that the Special Education Budget was the most changed, a change that benefits the CGRESB. Shay shared that the Auditors will be here at the next Board Meeting to present on the 2021-2022 Audit.

G. Action Items: New Business

1. 2022-2023 – Budget Amendment

It was moved by Pahl and supported by Adams to approve the budget amendment as presented. The motion carried by 3 - 0 vote.

2. Out-of-State Travel/Conference - Michele Millhouse, School Psychologist to National Association of School Psychologists Conference in Denver, Feb. 7-10, 2023

It was moved by Adams and supported by Pahl to approve the out of state travel and conference for Michelle Millhouse. The motion carried by 3 - 0 vote.

3. 2022-2023 Calendar Update:
  - a. Area School

It was moved by Pahl and supported by Adams to approve the changes to the 2022-2023 Area School Calendar. The motion carried by 3 - 0 vote.

4. Hiring Recommendations:
  - a. Amanda Pahl, Health Resource Advocate, \$66,000
  - b. Stephanie Rodenbo, Teacher Consultant - Preschool – 2 days per week, MA Step 14

It was moved by Murawski and supported by Adams to approve both of the Hiring Recommendations. The motion carried by 3 - 0 vote.

5. Contracts:
  - a. Jim Langley, Social Media Content Manager, \$20.00/hour up to \$3500
  - b. Jim Langley, SPARKS ESports Coordinator, \$27.70 per hour, up to 16 hours per week

It was moved by Pahl and supported by Adams to approve both contracts for Jim Langley. The motion carried by 3 - 0 vote.

6. Daily Substitute Rates
  - a. Paraeducator: \$11.00 per hour
  - b. Administrative Assistant: \$12.00 per hour

It was moved by Adams and supported by Pahl to approve the new rates. The motion carried by 3 - 0 vote.

7. Policy Updates:
  - a. 4101 – Non-Discrimination
  - b. 4102 – Anti-harassment, Including Sexual Harassment
  - c. 4103 - Whistleblowers Protection
  - d. 4105 – Workplace Accommodations for Employees and Applicants with Disabilities
  - e. 4108 – Union Activity and Representation
  - f. 4109 – Break time for Nursing Mothers
  - g. 4111 – Professional Development
  - h. 4201 – Employee Ethics and Standards
  - i. 4202 – Children’s Protective Services (CPS) Reporting and Student Safety and Welfare
  - j. 4205 – Hiring and Background Checks
  - k. 4210 – Drug and Alcohol-Free Workplace; Tobacco Product Restrictions
  - l. 4213- Anti-Nepotism
  - m. 4217 – Social Media
  - n. 4218 – Employee Dress and Appearance
  - o. 4220 - Use or Disposal of District Property
  - p. 4222 – Unauthorized Work Stoppage and Strikes
  - q. 4226 – Intentionally left blank
  - r. 4227 – Intentionally left blank
  - s. 4301 – Non-Exempt Staff
  - t. 4303 – Intentionally Left Blank
  - u. 4304 – Employee Timekeeping Responsibilities
  - v. 4306 – Assignment and Transfer
  - w. 4308 – Reduction and Recall of Non-Exempt Staff

x. 4309 - Discipline and Termination

It was moved by Murawski and supported by Pahl to approve the policy updates as listed. The motion carried by 3 - 0 vote.

H. Administrative Information Items: Superintendent's Administrative Report

Superintendent Mager and the Administrative Team shared the following good news:

- Mike Simon, Assistant Superintendent of Special Education, expressed that he is grateful to welcome Stephanie to the Special Education team now that she has been Board approved.
- Shay Anderson, CFO, shared that the Business Office Staff held a FID (Financial Information Database) Workshop and there were five Business Managers that attended in person.
- Ken Chinavare, Director of Technology and Operations, the new Repair Tech/Help Desk kiosk for students with Chrome Book issues to enter tickets for support. The iPad kiosk will generate a helpdesk ticket and this process will be user-friendly and a simple process for students and will assist with efficiencies in repairing the devices in a timely manner.
- Eric Johnson, Director of CTE, presented the Board with recent projects from Digital Media. The students had a pumpkin carving contest, which resulted the production of a small carved pumpkin created by programming and 3-D printers. Students learned techniques that worked and noted areas that would need to be redesigned for a better product.
- Joe Trommater, Director of General Education, expressed the return to in person meetings for principals and School Improvement Teams has been well received. Both groups were relieved to be back to in-person meetings to collaborate.
- Beth Wood, Principal of the Area School, shared the excitement in the Area School for some upcoming events like field trips, door decorating and pumpkin decorating. Beth also shared that there are new paras that have started.
- Katie Knapp Wyman shared that the upcoming Professional Development for Special Education on October 31<sup>st</sup>, will feature two speakers that will present on relevant topics.
- Barbara Cataldo, Communications Director, provided an update on the new CGRESD newsletter and described how one installment will be presented by Superintendent Mager and the other will be comprised of employee submissions.
- Lindsey Murphy, HR Specialist, shared the date of an upcoming training presented by WillSub that will include an in-person meeting to discuss best practices for the seven districts that share the substitute teacher pool. The CGRESD processes all new substitute teachers and approve the initial affidavits so that the teachers can then be approved for each of the buildings.

Superintendent Mager shared the following informational items:

- CTE Expansion: Eric Johnson is meeting with architectural firms regarding the expansion of CTE in November and is waiting to receive the proposals back from the firms. Tara invited the board of education to attend the meeting.
- Safety Committee: Jerry Becker, Director of Emergency Manager for Clare, met with the Safety Committee to provide feedback.
- Key Fobs: CGRESD is receiving funds from the state of Michigan to improve School security. Five key fobs will be installed in the Area Schools and three in the RESD.
- Parking Lot: The estimate for parking lot improvements came in at \$71,000. CGRESD will not move forward until we can meet with Mid Michigan College to discuss it further.
- Board Workshop: Scheduled for Tuesday, October 25, 5pm overview of the 90 day roadmap, Ideal Graduate, and how the RESD organizational goals (Infuse, include, involve) connect to the department goals.
- CTE Advisory Dinner: The CTE Advisory Committee Dinner is Scheduled for October 26 at 6:00pm. An invitation to committee members was emailed at the beginning of October.
- Communication Plan: Tara Mager continues to work with Director of Communications, Barbara Cataldo on a communication plan for the CGRESD and CTE.

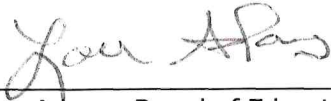
- Upcoming Events: Upcoming events include the Chili Cook off, Hot Cocoa Bar, and the Ad Staff Meeting.
- A meeting with Amy Wassmann of the School Health and Safety Unit through MDE will meet with Tara and Joe Trommater to discuss supporting our new HRA.
- CTE Site Visits - October 31, CTE Staff to visit of other CTE programs to see their facilities
- Legislative Meeting: Mike will be attending the November 3, Legislative Meeting.
- Tara Mager Vacation: Tara reminded the board that she is on vacation from Tuesday, Nov. 1-4, and Mike Simon, Assistant Superintendent of Special Education, will be the point of contact person in her absence.

I. Board Comments

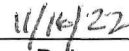
Sue Murawski mentioned she was looking forward to the upcoming Area School Board Association Meeting on 10/27.

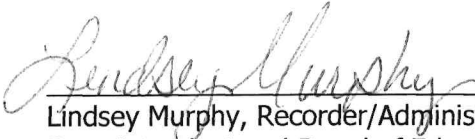
Lou Adams mentioned that he was looking forward to the Delegate Committee meeting and MASB Leadership Conference in Traverse City 10/20 – 10/23.

J. Adjournment was at 6:17 pm




Lou Adams, Board of Education Secretary  
Clare-Gladwin Regional Education Service District

  
Date



Lindsey Murphy, Recorder/Administrative Assistant to the  
Superintendent and Board of Education/HR Specialist  
Clare-Gladwin Regional Education Service District

  
Date