



**MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT**

**621 NEW STREET, P.O. BOX 367  
STANTON, MICHIGAN 48888**

**MAISD BOARD OF EDUCATION  
MEETING MINUTES**

**February 15, 2024**

**Call to Order**

President Mark Christensen called a Regular Meeting of the Board of Education of the Montcalm Area Intermediate School District to order at 8:07 AM.

**I. Roll Call**

Members Present: Mark Christensen, Steve Foster, and Deborah Snyder  
Members Absent: Andrea Tabor and Amy Thomas  
Others Present: Kyle Hamlin, Tricia Root, Shannon Tripp, Penny Dora  
Guests: Cory Smith from The Daily News

**II. Recognition of Visitors – None.**

**III. Public Participation – None.**

**IV. Approval of Agenda**

President Mark Christensen requested a motion to approval the agenda as presented.

**Motion**

#3023 Moved by Deborah Snyder, seconded by Steve Foster  
to approve the agenda as presented.

**Action**

Approve agenda as presented.

**Ayes: Christensen, Foster, Snyder  
Nays: None**

**Motion passed 3-0.**

**V. Correspondence – None.**

**VI. Consent Agenda**

**Motion**

#3024 Moved by Steve Foster, seconded by Deborah Snyder  
to approve the Consent Agenda as follows:

**Action**

Approved Consent Agenda as follows:

- Approval of regular meeting minutes for January 18, 2024.
- Approval of personnel changes as presented.
- Approval of in-state overnight conference and travel requests.
- Approval of out-of-state overnight conference and travel requests.

**Roll Call Vote**

**Ayes: Christensen, Foster, Snyder  
Nays: None**

**Motion passed 3-0.**

## VII. Approval of Invoices for Payment

### Motion

#3025 Moved by Deborah Snyder, seconded by Steve Foster to approve Invoices for Payment as presented.

### Roll Call Vote

**Ayes: Christensen, Foster, Snyder**

**Nays: None**

### Action

Approved invoices for payment.

**Motion passed 3-0.**

## VIII. Approval of Receipt of Donations – Seiter Education Center Kindness Squad

### Motion

#3026 Moved by Deborah Snyder, seconded by Steve Foster to accept donation as presented.

### Roll Call Vote

**Ayes: Christensen, Foster, Snyder**

**Nays: None**

### Action

Accepted the donation.

**Motion passed 3-0.**

## VIII. Approval of Receipt of Donations – Montcalm Area Career Center – 4 automobile engines

### Motion

#3027 Moved by Steve Foster, seconded by Deborah Snyder to accept donations as presented.

### Roll Call Vote

**Ayes: Christensen, Foster, Snyder**

**Nays: None**

### Action

Accepted the donations.

**Motion passed 3-0.**

## IX. Report from MAISD Superintendent Kyle Hamlin

- Kyle has arranged for an online training in the superintendent evaluation assessment for Deb Snyder and Amy Thomas as new board members. It will be a webinar with Collins and Blaha on February 29.
- Kyle and Penny Dora will attend an online training with Thrun Law regarding the requirements of the Open Meetings Act on February 15.
- Kyle has started looking into beginning a new strategic planning process. MAISD last completed a formal process prior to 2019-2020 and he feels it is important to embark upon a new process. He is considering various facilitators who can work with us in this process. More information and details on this topic will be shared next month.
- Kyle provided an update as to community presentations related to the bond proposal and work that has been done throughout the county in preparation for the election on February 27.

## X. Administrative Department Reports

### Tricia Root, Associate Superintendent of Finance

- Tricia has been preparing budget revisions for Lakeview, Montabella, Central Montcalm, Vestaburg, and MAISD.

### Shannon Tripp, Associate Superintendent of CTE/Early College

- There will be an open house at The MACC on March 14 from 5:00 PM to 7:00 PM for the public as well as sophomores looking to plan for their junior years.
- Enrollment projections for next year are over 300 students, which is a great forecast. Shannon expects some programs to be full with waiting lists. She and her staff are looking at options to assure students have placements.
- Shannon has held several parent information nights to promote the Early College program. Application deadline is April 12.

### Daniel Brant, Associate Superintendent of Special Education

- Staff at Seiter Education Center will be hearing a professional development presentation by Chris Klein who specializes in the use of augmentative alternative communication devices. As a person living with cerebral palsy, Chris uses his big toe to operate his technology devices.
- Special education supervisors have been working on a draft document for special education process and procedure at MAISD.
- Dan explained MDE's priorities for monitoring general supervision and IEPs. This will be the focus for monitoring and compliance in the coming year.

### Adel DiOrio, Associate Superintendent of Instruction

- Adel shared several documents related to the School Index, Achievement Summary, and Annual Education Reports. These are presented for review this month and discussion next month.

## XI. Information and Discussion for Future Meetings

Next Meeting Dates

March 21, 2024 – Regular Meeting at Hamler Building

Mark Christensen will not be able to attend in March.

## XII. Adjournment

### Motion

#3028 Moved by Steve Foster, seconded by Deborah Snyder to adjourn the meeting at 8:44 AM.

**Ayes: Christensen, Foster, Snyder**

**Nays: None**

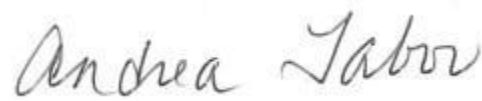
### Action

Meeting adjourned.

**Motion passed 3-0.**



Minutes recorded by  
Penny Dora  
MAISD Director of Communications



Minutes approved by board action on 3/21/2024  
Andrea Tabor, Board Secretary  
MAISD Board of Education