



**MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT**

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

**MAISD BOARD OF EDUCATION  
MEETING MINUTES - Regular Meeting  
Thursday, December 19, 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 8:00 AM.

**I. Roll Call**

Members Present: Mark Christensen, Brian Corwin, Deborah Snyder, Andrea Tabor, and Amy Thomas  
Members Absent: None  
Administrators: Katie Flynn, Tricia Root, Kim Iverson, Shannon Tripp, Adel DiOrio, Don Thompson, Zach Most, and Penny Dora  
Media: None

**II. Recognition of Visitors - None**

**III. Public Participation** Board member Brian Corwin requested that we consider holding board meetings at other buildings in the district as we used to do prior to the restrictions put in place during the COVID pandemic.

**IV. Approval of Agenda**

<b>Motion</b>	<b>Action</b>
Moved by Amy Thomas, seconded by Brian Corwin, to approve the agenda as presented.	Approve agenda as presented.
<b>Regular Vote    Ayes: 5       Nays: 0</b>	<b>Motion passed 5-0</b>

**V. Correspondence - None**

**VI. Approval of Consent Agenda**

<b>Motion</b>	<b>Action</b>
Moved by Andrea Tabor, seconded by Deborah Snyder, to approve the Consent Agenda as follows:	Approved Consent Agenda as follows:
<ul style="list-style-type: none"> <li>● Approval of regular board meeting minutes for Thursday, November 21, 2024.</li> <li>● Approval of personnel changes as presented.</li> <li>● Approval of conference travel requests.</li> </ul>	

**Roll Call Vote**  
**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas       Nays: None       Motion passed 5-0**

**VII. Approval of Invoices for Payment**

Tricia Root, MAISD Associate Superintendent of Finance and Human Resources, reviewed the previous month's financial activities as presented in the monthly financial review.

**Motion**

Moved by Amy Thomas, seconded by Brian Corwin, to approve Invoices for Payment as presented.

**Action**

Approved invoices for payment.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas**

**Nays: None Motion passed 5-0**

**VIII. Acknowledge and Accept Donation of \$117 from Grand Rapids Public Museum and Michigan Arts and Culture Council to Cover Transportation Costs to the Anishinaabe Culture Day Field Trip for the Early College Program**

**Motion**

Moved by Andrea Tabor, seconded by Deborah Snyder, to acknowledge and accept this gift as presented.

**Action**

Donation was accepted and acknowledged.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas**

**Nays: None Motion passed 5-0**

**IX. Acknowledge and Accept Grant Funds from Greenville Area Community Foundation in the amount of \$10,000 for the Montcalm Preventive Collaborative and Substance Abuse Prevention Initiatives for High School Youth Leadership Mentor Teams through the Great Start Collaborative Partnership**

**Motion**

Moved by Deborah Snyder, seconded by Andrea Tabor, to acknowledge and accept this gift as presented.

**Action**

Donation was accepted and acknowledged.

**Roll Call Vote**

**Ayes: Christensen, Corwin, Snyder, Tabor, and Thomas**

**Nays: None Motion passed 5-0**

**X. Approve New and/or Revised Board Policies as Prepared by Neola for Fall Updates - Volume 39 #1**

This is the second reading.

- PO 1130 - Conflict of Interest
- PO 3110 - Conflict of Interest
- PO 4110 - Conflict of Interest
- PO 5340 - Student Accidents
- PO 5500 - Student Conduct
- PO 6110 - Grant Funds
- PO 6111 - Internal Controls
- PO 6112 - Cash Management of Grants
- PO 6114 - Cost Principles - Spending Federal Funds
- PO 6325 - Procurement - Federal Grant/Funds
- PO 6550 - Travel Payment & Reimbursement
- PO 7310 - Disposition of Surplus Property
- PO 7450 - Property Inventory
- PO 7540.09 - Artificial Intelligence
- PO 8321 - Criminal Justice Information Security (Non-Criminal Justice Agency)

**Motion**

Moved by Andrea Tabor, seconded by Amy Thomas, to approve the Fall Updates - Volume 39 #1 - new and/or revised policies as prepared by Neola.

**Action**

Approve new and revised board policies for fall updates as presented.

**Regular Vote    Ayes: 5    Nays: 0**

**Motion passed 5-0**

**XI. Report from MAISD Acting Superintendent Katie Flynn**

- Katie Flynn shared that she has spent two days per week during the month of December in the district. She has had the opportunity to join many staff meetings and meet people.
- The rooftop units are being installed at the Hamler Building and should be completed by the end of the month. The team from Hurst Mechanical has been great to work with during this process.
- The closing of the H.O. Steele property takes place today at 2:30 PM.

**XII. Reports from MAISD Associate Superintendents and/or Leadership Team**

**Tricia Root, Associate Superintendent of Finance and Human Resources**

- Tricia will be joining Katie today at the closing for the H.O. Steele property.
- Tricia thanked the Board for supporting her staff and their attendance at the annual Michigan School Business Officials conference in Grand Rapids.
- The Hamler Building had their Secret Santa reveal yesterday and Tricia was thankful for the opportunity to have fun and enjoy some time together as a building team.

**Kim Iverson, Associate Superintendent of Special Education**

- Kim shared several words of thanks for work and events done during the last month.
- Seiter Education Center had a float in the Greenville Santa parade and they enjoyed a really great time with staff passing out candy and walking the parade. It was also nice to be alongside the float from The MACC and enjoy time with them as well.
- Kim shared thanks to Greenville Middle School Interact Club for their work in organizing and hosting the Santa Shop at Seiter for students to have access to gifts for their families.
- Kim shared thanks to Katie Flynn, Don Thompson, and Zach Most for their work in building changes occurring at Seiter.
- Mateo Rische was a guest on the WGLM-106.3 radio hour talking about the Seiter Center Kindness Squad and their work with service learning. Mateo will also be a guest speaker at Greenville Rotary Club, along with some students from the Kindness Squad, to talk about this initiative.
- Kim and her special education leadership team attended a workshop lead by John U. Bacon, the author of the book "Let Them Lead," during one of the MAASE leadership sessions.
- Kim shared a briefing about two bus accidents that occurred over the last month, both of which were the fault of the other driver, not the bus driver. The board had been briefed about these at the time they occurred. Kim extended tremendous words of gratitude and thanks to the transportation team for their quick action and incredible response in providing support for our students.

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

- Final exams at The MACC were done yesterday and the new semester will start upon return in January for the second semester.
- Second graders were at The MACC on December 10 for their Build a Bird Feeder project which involves many programs across the career center and creates student collaboration on the build. This is an interactive CTE model which provides career exploration to elementary students.
- The annual pancake breakfast for students was held yesterday. Morning session starts at 8:30 AM and afternoon session starts at 12:30 PM. Students had a really great time with the staff as they were cooking and preparing breakfast for them.
- The Early College application process begins in January. Shannon shared information about strategies she is considering to promote the benefits of Early College in the wake of the free community college initiative in Michigan.

**Adel DiOrio, Associate Superintendent of Instruction**

- Adel shared a review of the School Index Scores for MAISD and our related programs which include the Early College, Seiter Education Center, and the ISD Local Programs. The Index Scores for our local districts are being studied by our local district teams and will be shared in another meeting once local leaders have the opportunity to review them. This information is also available on the MI School Data platform.
- The Early College program has received the highest possible score for two years in a row and they are receiving the highest scores among similar Early College programs in the State.

**Don Thompson, Director of Facilities**

- Don shared an update as to the progress of installing the new rooftop units throughout the district and the work that Hurst Mechanical has done to this point in upgrading our HVAC system.

**XIII. Information and Discussion for Future Meetings**

- Regular Board Meeting - Thursday, January 16, 2025

**XIV. Adjournment**

**Motion**

Moved by Andrea Tabor, seconded by Amy Thomas, to adjourn the meeting at 8:46 AM.

**Action**

Meeting adjourned at 8:46 AM.


**Regular Vote    Ayes: 5    Nays: 0**

**Motion passed 5-0**



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Minutes recorded by  
Penny Dora  
MAISD Director of Communications



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Minutes approved by board action on 1/16/2025  
Andrea Tabor, Board Secretary  
MAISD Board of Education