



**MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT**

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

**MAISD BOARD OF EDUCATION  
MEETING MINUTES - Regular Meeting  
Thursday, November 21, 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: Dr. Scott Koenigsknecht, Tricia Root, Kim Iverson, Shannon Tripp, Don Thompson, Zach Most, and Penny Dora  
Media: Cory Smith from The Daily News (Greenville)

**II. Recognition of Visitors** - Katie Flynn, Incoming MAISD Superintendent (pending approval of contract)  
Teacher Bob Hemmingsen and the Young Adults from MAISD Transition Program

**III. Public Participation** – None

**IV. Approval of Agenda**

**Motion**

Moved by Andrea Tabor, seconded by Amy Thomas, to approve the agenda as presented.

**Action**

Approve agenda as presented.

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

**Motion passed 5-0**

**V. Correspondence** - None

**VI. Approval of Consent Agenda**

**Motion**

Moved by Amy Thomas, seconded by Deborah Snyder, to approve the Consent Agenda as follows:

**Action**

Approved Consent Agenda as follows:

- Approval of special board meeting minutes for Monday, November 4, 2024.
- Approval of personnel changes as presented.
- Approval of conference travel requests.

**Roll Call Vote**

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

**VII. Approve Contract for Kathleen (Katie) Flynn as Acting Superintendent from December 1, 2024 - December 31, 2024**

The MAISD Board of Education presented a contract authorizing Kathleen (Katie) Flynn to serve as the MAISD Acting Superintendent for the month of December, 2024. This contract also authorizes a per diem rate of \$838.17 for six days in which Kathleen (Katie) Flynn will be onsite at Montcalm Area ISD.

**Motion**

Moved by Deborah Snyder, seconded by Brian Corwin, to approve the contract as presented for Kathleen (Katie) Flynn to serve as MAISD Acting Superintendent from December 1 through December 31, 2024.

**Action**

Approval of contract as presented authorizing Kathleen (Katie) Flynn to serve as MAISD Acting Superintendent for the month of December, 2024.

**Roll Call Vote**

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

**VIII. Approve Contract for Kathleen (Katie) Flynn as MAISD Superintendent Effective January 1, 2025 - June 30, 2027**

The MAISD Board of Education presented a contract to Kathleen (Katie) Flynn to serve as Superintendent of Montcalm Area ISD beginning January 1, 2025. This contract is effective through June 30, 2027. The compensation package, including an annual salary of \$170,000, is outlined in the contract as presented.

**Motion**

Moved by Andrea Tabor, seconded by Amy Thomas, to approve the contract as presented for Kathleen (Katie) Flynn to serve as MAISD Superintendent beginning January 1, 2025. This contract is effective through June 3, 2027.

**Action**

Approval of contract as presented authorizing Kathleen (Katie) Flynn to serve as MAISD Superintendent effective January 1, 2025.

**Roll Call Vote**

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

**IX. 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 Brian Corwin, seconded by Andrea Tabor, 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**

**X. Approval of Entering into the National Insulin Litigation**

Information from Thrun Law explains a nationwide lawsuit against various insulin manufacturers and others accused of artificially inflating insulin prices at the expense of employers and health plan entities including insurance pools. To join the litigation, the board must approve a resolution and contract.

**Motion**

Moved by Deborah Snyder, seconded by Amy Thomas, to enter into the National Insulin Litigation as recommended by the West Michigan Health Insurance Pool.

**Action**

This motion was approved as presented. As a result, MAISD will join legal action related to the cost of insulin.

**Roll Call Vote**

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

**XI. Accept and Acknowledge Donation of \$500 from Honor Credit Union Awarded to Teacher Brittany Danner to be used for Classroom Supplies**

Brittany Danner entered a contest to recognize her classroom. She was one of 40 teachers selected by Honor Credit Union, all from districts within their business service area. She received a \$500 Amazon gift card to purchase supplies for her classroom.

**Motion**

Moved by Andrea Tabor, seconded by Amy Thomas, to acknowledge and accept this gift from Honor Credit Union.

**Action**

Donation was accepted and acknowledged.

**Roll Call Vote**

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

**XII. Accept and Acknowledge Donation of \$400 from McCane Family Dentistry to the Great Start Collaborative for the Purchase of Children's Toothbrushes**

The Great Start Collaborative received a gift of \$400 for the purchase of children's toothbrushes.

**Motion**

Moved by Deborah Snyder, seconded by Brian Corwin, to acknowledge and accept this gift from McCane Family Dentistry and Dr. Connor McCane.

**Action**

Donation was accepted and acknowledged.

**Roll Call Vote**

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

**XIII. Accept and Acknowledge Receipt of Grant Funds from Lakeview Area Community Fund**

Kyle Hamlin's family has created an endowment fund through the Lakeview Area Community Fund entitled the Kyle Hamlin Education Opportunities Fund. In honor of Kyle's birthday on December 2, his family awarded MAISD Young Adults with \$250 from this fund. MAISD teacher Bob Hemmingsen and student John Gaffier accepted the award and attended the board meeting to publicly express their thanks.

**Motion**

Moved by Andrea Tabor, seconded by Amy Thomas, to acknowledge and accept this gift from Kyle Hamlin's family and the Lakeview Area Community Fund.

**Action**

Donation was accepted and acknowledged.

**Roll Call Vote**

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

**XIV. Approval of Recommended Bid for the Purchase of a New Camera System for MAISD Bus Fleet**  
Michele Nemeth, Transportation Supervisor, submitted a package of three bids to replace the camera system currently used for the MAISD bus fleet. Her recommendation was to award the bid to the Protect vendor. We already have two of their company's cameras and are very pleased with the service. Bid package and recommendation is outlined in the bid proposal submitted by Michele.

**Motion**

It was moved by Andrea Tabor, seconded by Deborah Snyder, to approve the purchase and installation of new cameras using the Protect vendor and camera model as recommended.

**Action**

The motion was approved for the bid to go to Protect for bus cameras as recommended.

**Roll Call Vote**

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

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

**XV. Approval of Recommended Bid for the Purchase Two Chevrolet Trucks for the Maintenance/Facilities Department**

Don Thompson, MAISD Director of Facilities, presented a proposal as part of the three year replacement and rotation program that recommends the purchase of two trucks from Sparta Chevrolet at the cost of \$52,197.50 per truck for a total of \$104,395. These will replace the two oldest trucks in the fleet.

**Motion**

Moved by Brian Corwin, seconded by Andrea Tabor, to accept the bid from Sparta Chevrolet and continue the rotation and replacement plan for the MAISD truck fleet.

**Action**

This motion was approved as presented for the purchase of two Chevrolet trucks.

**Roll Call Vote**

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

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

**XVI. Approve/Disapprove 2nd Addendum to Purchase Agreement for Property Located at 10260 South Sheridan Road in Fenwick (H.O. Steele Building)**

The purchaser has requested an extension to the purchase agreement to allow more time for the investigation period and the acquisition of an environmental study. The request is to extend this time period to December 12 with a closing date of December 19, 2024.

**Motion**

Moved by Andrea Tabor, seconded by Brian Corwin, to approve this amendment to the purchase as recommended.

**Action**

The Second Amendment to the Purchase Agreement has been approved as presented.

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

**Motion passed 5-0**

**XVII. Consider First Reading of Neola Policies as Presented for Fall Updates - Volume 39 #1**

This item is presented for discussion only. There is no action required.

- 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)

**XVIII. Report from MAISD Interim Superintendent Dr. Scott Koenigsknecht**

- Dr. Koenigsknecht expressed his sincere appreciation and gratitude for the opportunity to serve our district over these last four months. It has been an honor for him and he extended a message of thanks to our board for entrusting him with the leadership of Montcalm Area ISD.

**XIX. Reports from MAISD Associate Superintendents and Administrative Leaders**

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

- The business office staff are studying the implications of the potential sick time allowances and changes in legislation pending at the federal level for employers across the country.
- Tricia has been exploring a software platform called Informed K-12 which offers digital housing for human resources documentation and related processes.

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

- Kim expressed her thanks for Dr. Koenigsknecht's leadership.
- The Early On team attended their annual conference in Traverse City on November 14 where they presented two of the conference breakout sessions. Their topic was birth -3 year old programs.
- Region 3 special education monitors are sharing best practices in the LRE monitoring process as Cohort #1 begins their state monitoring. MAISD is not in Cohort #1.
- Kim has reinstated the "shout outs" as a special education staff recognition initiative. It has been very popular so far with more than 70 shout outs to this point.

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

- Sophomore Visitation will be held on November 26.
- November 27 is a half day for staff at The MACC. Staff will be participating in professional development surrounding a book entitled “Teach Like a Pirate” which is about strategies for making the delivery of instruction more engaging for students.
- Second graders will be visiting 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.
- December 18 is the annual pancake breakfast for students. Morning session starts at 8:30 AM and afternoon session starts at 12:30 PM.
- The Early College application process begins in January.

**Adel DiOrio, Associate Superintendent of Instruction**

- Adel is attending a conference today but wanted to draw attention to the list of MTSS awards earned by MAISD and our local districts which can be found in the board packet.

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

- Regular Board Meeting - Thursday, December 19, 2024

**XXI. Adjournment**

**Motion**  
Moved by Andrea Tabor, seconded by Amy Thomas,  
to adjourn the meeting at 8:36 AM.

**Action**  
Meeting adjourned at 8:36 AM.

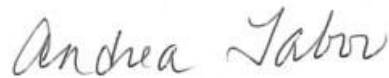
**Regular Vote    Ayes: 5    Nays: 0**

**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 12/19/2024  
Andrea Tabor, Board Secretary  
MAISD Board of Education