West Shore Educational Service District
Board of Education
Minutes of Special Meeting/ Budget Hearing
June 25, 2019
West Shore ESD

I. Call to Order
The meeting was called to order by President Becker at 5:02 p.m.
Members Present: Catherine Becker, Vincent Greiner, Patricia Collins, James Dittmer, Shirley Chancellor, Ellen Kerans
Members Absent: Robert Fong

II. Pledge of Allegiance

III. Welcome and Introductions
President Becker conducted the introduction of Board Members, Administrators, and Guests
Administrators: Jason Jeffrey, Kerri Harrie, Dale Horowski, Bill Mueller, Terri Steih, Lynda Matson, Tracy Lilje

IV. Approval of Agenda
Motion by Chancellor, support by Greiner that the June 25, 2019 Special Meeting/Budget Hearing agenda be approved as printed. Motion carried 6-0, 1 absent.

V. Communication to the Board
A. Comments and Concerns of Citizens Present
   None

VI. Board of Education Reports and/or Action
A. 2019-2020 WSESD Proposed Budgets – Assistant Superintendent of Business Services, Kerri Harrie, presented the 2019-2020 proposed budgets for the WSESD Special Education Fund, General Fund and the Career and Technical Education Fund.

VII. Adjournment
The June 25, 2019 Special Meeting /Budget Hearing of the Board of Education adjourned at 5:16 p.m.

Respectfully submitted,

Patricia Collins, Secretary
West Shore ESD Board of Education

Tracy Lilje
Recording Secretary
West Shore Educational Service District  
Board of Education  
Minutes of Regular Meeting  
June 25, 2019  
West Shore ESD

I. Call to Order  
The meeting was called to order by President Becker at 5:16 p.m.  
Members Present: Catherine Becker, Vincent Greiner, James Dittmer, Patricia Collins, Shirley Chancellor, Ellen Kerans  
Members Absent: Robert Fong

II. Welcome  
President Becker welcomed everyone to the meeting.  
Administrators Present: Jason Jeffrey, Kerri Harrie, Bill Mueller, Terri Steih, Lynda Matson, Dale Horowski, Tracy Lilje

III. Approval of Agenda  
Motion by Greiner, support by Chancellor, that the June 25, 2019 Board of Education Agenda be approved as printed. Motion carried 6-0, 1 absent.

IV. Communication to Board  
A. Written Communication  
   None  
B. Comments and Concerns of Citizens Present  
   None

V. Consent Agenda  
Motion by Chancellor, support by Collins, that the Consent Agenda be approved as presented. Motion carried 6-0, 1 absent.  
Information is included for the Board regarding:  
A. Payment of Bills for June 25, 2019 - $573,945.52  
B. Minutes of the Regular meeting on June 3, 2019  
C. Resignation of Jacqueline Tuka and Allison Stanick

VI. Superintendent's Informational Report  
A. Academic Spotlight – WSESD Early Childhood Supervisor, Brenda Vronko, provided an overview of the Great Start Readiness Program (GSRP) curriculum program being launched in the 2019-20 school year.  
B. Reintegration Program – Dr. Jeffrey provided an update on the behavioral support for local districts and the status of the coming program.  
C. Strategic Plan Update – Dr. Jeffrey provided an update on the West Shore ESD strategic plan work.  
D. Oath of Office – Dr. Jeffrey delivered the Oath of Office to board member Ellen Kerans. She was absent at the June 3, 2019 board meeting where she was elected to a six term.

VII. Board of Education Reports and/or Action  
A. Special Education Update – Bill Mueller provided highlights on graduation, MTSS, and a MI Pupil Accounting Outstanding Service Award presented to Pam Moul. A student spotlight was also included. Board members received copies of the Special Education Student/Parent, Special Education Staff, and Transportation handbooks at the board meeting. Bill Mueller identified the changes and recommended the handbooks for first reading. President Becker thanked Bill Mueller for his service to the district and extended well wishes to him in his retirement.
Motion by Dittmer, support by Kerans, that the WSESD board approve an additional expenditure for the 2018-2019 school year to the Association for the Blind and Visually Impaired for mandated Orientation and Mobility services not to exceed $4,000 as presented.

Motion carried 6-0.

B. Gateway to Success Academy Update – Jamie Bandstra, G2SA Superintendent/Principal updated the board on academy happening.

C. Career and Technical Education Update – Lynda Matson provided a CTE report requesting board approval for Mechatronics program computers and RFP’s for CTE printing needs for the 2019-2020 school year. Health Occupations will expand and have an additional session for the 2019-20 school year. The CTE student handbook was recommended for second reading and approval.

Motion by Chancellor, support by Collins, to approve the low bids of $900.00 for 90 Educator Academy 3/4 sleeve t-shirts, $264.00 for 33 ASM Tech short sleeve t-shirts, $320.00 for 40 Student Council short sleeve t-shirts, $400.00 for 50 ProStart short sleeve t-shirts, and $487.50 for 150 Allied Health two-side ID Badges with Bella’s Graphics for the Career & Technical Education RFP’s.

Motion carried 6-0.

Motion by Collins, support by Kerans, that the board approves the low bid of $30,694.40 with Happy Bee for the purchase of 22 computers for the Mechatronics program.

Motion carried 6-0.

Motion by Dittmer, support by Collins, for second reading and approval of the 2019-20 West Shore ESD Career & Technical Education Student Handbook as modified.

Motion carried 6-0.

D. Educational Services Update – Dale Horowski provided highlights from the general education department.

E. Business Office Update – Kerri Harrie, Assistant Superintendent of Business Services, provided updates on the safety committee, grounds projects, and technology. She recommended the 2018-2019 Budget Modifications to the board for approval along with a contract with Brickley Delong for audit services.

Motion by Kerans, support by Chancellor, that the budget modifications of the 2018-2019 Special Education Fund, General Fund, Career and Technical Education Fund be approved as presented.

Motion carried 6-0.

Motion by Dittmer, support by Greiner, that the WSESD Board of Education approve the contract with Brickley Delong for the 2019 fiscal year financial statement and single audit not to exceed $23,600 as presented.

Motion carried 6-0.

F. Recommendation of the 2019-2020 WSESD Proposed Budgets – The 2019-2020 WSESD proposed budgets were presented at the Budget Hearing. At this time the budgets were recommended for board action.

Motion by Chancellor, support by Kerans, that the 2019-2020 Career and Technical Education Fund be adopted as presented.

Motion carried 6-0.

Motion by Collins, support by Greiner, that the 2019-2020 General Fund be adopted as presented.

Motion carried 6-0.

Motion by Chancellor, support by Greiner, that the 2019-2020 Special Education Fund be adopted as presented.

Motion carried 6-0.
G. Establish Annual WSESD Board of Education Organizational Meeting
   Motion by Dittmer, support by Greiner, that the WSESD Regular Board of Education Organizational Meeting be held in the WSESD Board Room on Tuesday, July 9, 2019 at 5:00 p.m.
   Motion carried 6-0.

H. Human Resources Update – Terri Steih’s report provided human resources updates including job postings, resignations, and employment contracts.

VIII. Recommendations of the Superintendent
   A. Personnel
      New Hire
      Motion by Chancellor, support by Kerans, that the WSESD Board of Education approve the employment of Lisa Wininger as MiSTEM Region 9 Director as presented.
      Motion carried 6-0.

      Reassignment
      Motion by Collins, support by Greiner, that the WSESD Board approve the reassignment of Kim Tiel as Assistant Superintendent of Special Education as presented.
      Motion carried 6-0.

      Employment Contracts
      Motion by Greiner, support by Collins, that the WSESD Board approve the employment contracts for Dale Horowski, Paula Moul, and Sandy Oomen as presented.
      Motion carried 6-0.

IX. Other Matters for Possible Action
   A. Suggested Meeting Guide
   B. Adjournment
      With no further business before the board, the June 25, 2019 Regular Board of Education meeting adjourned at 6:43 p.m.

Respectfully submitted,

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Patricia Collins, Secretary                     Tracy Lilje
West Shore ESD Board of Education               Recording Secretary