

SHIAWASSEE REGIONAL EDUCATION SERVICE DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
DECEMBER 4, 2023

The regular meeting was called to order by President, Tim Atkinson, at 6:01 p.m.

Roll Call:

Michael Rexin	Present
Tate Forbush	Present
Dennis Henige	Absent
Maggie Sayles	Present
Tim Atkinson	Present

Motion by Forbush, supported by Rexin the Board approved the minutes from the November 6, 2023 regular meeting as presented.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Forbush the Board approved the General Fund bills, Special Education Fund bills, CTE Fund bills, Internal Service Fund bills, and Student Activity Fund bills for payment as received.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Forbush, supported by Rexin the Board approved the financial reports as received.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

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Motion by Sayles, supported by Forbush the Board of Education approved the below-listed resignations/retirements, leave of absence, and employment as presented:

- A. Resignation – Ruth Burch, Instructional Aide, effective December 8, 2023.
- B. Resignation – Michael Pepin, Special Education Teacher, effective December 19, 2023.
- C. Resignation for the purpose of retirement – Lory Thayer, Mid-Michigan MiSTEM Director, effective December 31, 2023.
- D. Resignation – Danielle Wendling, CTE Paraprofessional, effective December 19, 2023.
- E. Leave of Absence – Amanda Youngs, Occupational Therapist; leave extended to February 20, 2024 which is her anticipated return date.
- F. Hire – Matthew Elkins, Desktop Support Specialist, with an annual salary of \$43,680.00. Start date is December 4, 2023; funding for the position comes from General Fund.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Forbush, supported by Sayles the Board of Education approved the below-listed contracted services as presented:

- A. Birch Agency, Inc. – extend current contract with Birch Agency, Inc. to provide Birth to Three Occupational Therapy Services. Contract will run November 29, 2023 through December 8, 2023 at a rate of \$110.00 per hour and is not to exceed 24 hours per week. This contract is funded through Special Education.
- B. OT Inc. – extend contract with OT Inc. to provide Birth the Three Occupational Therapy Services. Contract will run December 1, 2023 through February 15, 2024 at a rate of \$70.00 per hour and is not to exceed 24 hours per week. This contract is funded through Special Education.
- C. Soliant Health – contract with Soliant Health to provide Birth the Three Occupational Therapy Services. Contract will run December 4, 2023 through February 15, 2024 at a rate of \$80.00 per hour and is not to exceed 24 hours per week. This contract is funded through Special Education.
- D. E-Rate Fiber Support Services (Fiber Maintenance) – contract with AMcomm Telecommunications, Inc. to provide fiber maintenance for three (3) years beginning July 1, 2024 and ending June 30, 2027. Annual cost will be \$71,000.00 (total of \$213,000.00 over the three year period). Pending E-Rate approval, SRES D's annual cost would be under \$20,000.00.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Rexin the Board of Education approved the first reading of the below-listed NEOLA Policy updates as presented:

- A. Volume 38, Number 1 – September 2023
  - 1. Policy 2370.01 – Online/Blended Learning Program (Revised)
  - 2. Policy 7217 – Weapons (Revised)
  - 3. Policy 7540.03 – Student Technology Acceptable Use and Safety (Revised)
  - 4. Policy 8305 – Information Security (Technical Correction)
  - 5. Policy 8531 – Free and Reduced Price Meals (Revised)

Roll call vote taken as follows:

Maggie Sayles	Yes
Michael Rexin	Yes
Dennis Henige	Absent
Tom Atherton	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Forbush, supported by Sayles the Board of Education approved the contract with dlp designs, LLC to provide professional design services (Architects Fee) of the Pole Barn building at SRES Student Learning Center West (SLCW). The purpose of the Pole Barn is to house the SRES Maintenance Department. The fee shall be based on of 3% of construction cost with a not to exceed figure of \$10,800.00.

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Motion by Sayles, supported by Rexin the Board of Education approved the below-listed travel items as presented:

- A. Travel Disclosure of David Gregory to attend the American Speech-Language-Hearing Association Convention held November 15-18, 2023 in Boston, MA with a total cost of \$1,559.67.
- B. Travel Request of Tracy Hyde and Michele O'Brien to attend the 2024 National School Social Work Conference to be held March 11-15, 2024 in Baltimore, MD with an estimated cost of \$1,620.00 per person (\$3,240.00 total).

Roll call vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Communications – none

Superintendent's Report

- A. Shiawassee RESD – Holiday Craft & Bake Show – ESC Building
  - December 11, 2023 (8:00 AM – 6:00 PM)
  - December 12, 2023 (8:00 AM – 4:00 PM)
- B. Casual for a Cause, 2023-24 academic year
- C. Emergency Operation Plan (EOP) – Plan Maintenance – Update
- D. Construction Update – R.C. Hendrick and Son, Inc. – Mike Dewey
- E. Legislative Update
- F. Transportation Building Update

Informational Items – none

Citizen Participation – no public comment was heard.

Motion by Sayles, supported by Forbush to adjourn meeting at 6:55 pm. Voice vote taken as follows:

Michael Rexin	Yes
Tate Forbush	Yes
Dennis Henige	Absent
Maggie Sayles	Yes
Tim Atkinson	Yes

Motion unanimously carried.

Respectfully submitted,

Tate Forbush, Acting Secretary  
Shiawassee RESD Board of Education