

BERRIEN REGIONAL EDUCATION SERVICE AGENCY  
BOARD OF EDUCATION  
MINUTES OF REGULAR MEETING  
MONDAY, JUNE 10, 2019

A regular meeting of the Berrien Regional Education Service Agency Board of Education was held Monday, June 10, 2019 in Conference Room C&D of the Administrative Center, 711 St. Joseph Avenue, Berrien Springs, Michigan.

I. Call to Order

The meeting was called to order by President Sharon Kalling at 10:32 a.m.

Board members present:

President: Sharon Kalling  
Vice President: Cathy Bair  
Treasurer: Linda Holt  
Secretary: J. Allene Smith  
Trustee: Martha Momany

RESA Staff:

Superintendent: Kevin Ivers  
Asst. Superintendent: Eric Hoppstock  
Director, Bus. Services: Scott Knoll  
Administrative Assistant: Christy Boone

Other RESA staff members present: Lynda Hurlow, Craig Kuhn, Sonya Schultz, Karen Heath, Kerenda Applebey, Tia Miller, Doug Montey, Kevin Clark, Chris Machiniak, Robin Snyder, Erik Haskins, Craig Blasko, Diane Conover

Visitors: David Holt, Betty Ivers, Amanda Mason, Shane Peters, Timothy Donahue, David Ehlers, Phil Freeman, Kristen Bawks, Kerry Wright II, Victoria Jones, Reinaldo Triplett, Tom Fanning, John Matuszek, Peg Bormann, Laura Vidmar, Michael Lindley, Jon Martin, Ann Cardon, Tracy Althouse, Stacey Steffes, John Truesdale, Sam Stine

Mrs. Kalling read a prepared statement that the interview and possible contract approval for Eric Hoppstock for the position of Superintendent had been removed from the Agenda.

II. Consent Agenda

Motion by Mrs. Bair and supported by Mrs. Smith that the Consent Agenda be approved:

A. Approval of Minutes

1. Minutes of Regular Meeting of May 13, 2019
2. Minutes of Closed Session of May 13, 2019
3. Minutes of Special Meeting of May 30, 2019

B. Special Education

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1. Appointment of Berrien Regional Education Service agency Parent Advisory Committee – Agenda Report #1 – that the following local district nominees be appointed to the Parent Advisory Committee for a term commencing September 1, 2019 and terminating August 31, 2021:

<u>District</u>	<u>Member</u>	<u>Category</u>
Berrien Springs	Jennifer Fardello	DHH
Berrien Springs	Mary Duschek	SLI
New Buffalo	Jaclyn Tierney	ASD
New Buffalo	Martina Ciccarelli	ASD

The motion carried unanimously.

III. Communications

- A. MASA Letter – Tina Lawson – Mrs. Kalling noted that Tina Lawson successfully completed Navigate Leadership, a Central Office Enhancement program offered through MASA’s Horizon Leadership Academy.
- B. MASA Letter – Patrick Conley – Mrs. Kalling noted that Patrick Conley successfully completed Navigate Leadership through MASA.
- C. Resignation Letter – Dr. Kevin Ivers – Mrs. Kalling acknowledges receiving Dr. Ivers resignation letter with mixed emotions and great appreciation for everything that he has done and will continue to do in the upcoming year. Mrs. Kalling also stated that she has enjoyed working with Dr. Ivers.

IV. Old Business

V. Reports of Committees

- A. MASB – No Report
- B. Berrien/Cass School Boards Association – Mrs. Kalling stated it was good that the BCSBA met twice this year.
- C. Building & Site – No Report
- D. Personnel/Policy – Mrs. Holt reported that the Neola Policies that were “laid on the table” are now fully adopted.

VI. Reports, Recommendations of the Superintendent and Information Items

- A. Reports

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1. Activities Calendar – The calendar for June, July and August was reviewed.
2. 2019 Board Election Results – Mrs. Kalling wishes the best of luck to Dr. Michael Lindley and Jon Martin, who will be taking office starting July 1, 2019.

B. Recommendations of the Superintendent

1. Possible Employment of Staff
  - a. Board Authorized Employment – Motion by Mrs. Bair and supported by Mrs. Holt that the following staff be employed:
    - 1) Employment of School Psychologist (Replacement) – Karis Blubaugh – Agenda Report #2 – that Karis Blubaugh be offered a probationary contract for the 2019/2020 school year as a School Psychologist in accordance with the Master Agreement and the Policies and Practices of the Board at a salary of \$59,723.
    - 2) Employment of School Psychologist (Replacement) – Rebecca Kmitta – Agenda Report #3 – that Rebecca Kmitta be offered a probationary contract for the 2019/2020 school year as a School Psychologist in accordance with the Master Agreement and the Policies and Practices of the Board at a salary of \$70,630.
    - 3) Employment of Teacher Consultant –CI (Replacement) – Jennifer Donnelly – Agenda Report #4 – that Jennifer Donnelly be offered a probationary contract for the 2019/2020 school year as a School Psychologist in accordance with the Master Agreement and the Policies and Practices of the Board at a salary of \$59,149.
    - 4) Employment of Teacher-Autism Program (New) – Katherine Herm – Agenda Report #5 – that Katherine Herm be offered a probationary contract for the 2019/2020 school year as a School Psychologist in accordance with the Master Agreement and the Policies and Practices of the Board at a salary of \$59,149.

The motion carried unanimously.

- b. Superintendent Appointments – There were no superintendent appointments.
2. Salaries and Hourly Rates for 2019-2020 for Staff Not Covered by Master Agreements – Agenda Report #6

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Motion by Mrs. Momany and supported by Mrs. Smith that all staff not covered by Master Agreements be given a 2% salary increase.

The motion carried unanimously.

3. Resolution to Comply with the Publicly Funded Health Insurance Contribution Act – PA 152 of 2011 – Agenda Report #7

Motion by Mrs. Momany and supported by Mrs. Holt that the Board adopt the attached resolution authorizing that all employees be under the 80/20% option for the Berrien RESA health and medical plan.

The motion carried unanimously.

C. Information Items

1. Paraprofessional – Gequintha Nichols – Mrs. Kalling acknowledged receiving this memo.

VII. Financial Matters

A. Routine Bills

A motion was offered by Mrs. Bair and supported by Mrs. Holt that bills in the amount of \$2,864,035.41 be approved:

General Fund:	\$457,450.78
Special Education Fund:	2,392,995.99
Food Service Fund:	<u>13,588.64</u>
Grand Total:	\$2,864,035.41

The motion carried unanimously.

- B. Amendment to General Fund Appropriations Resolution for 2018-2019- Agenda Report #8- resolved, that the general appropriations for Berrien Regional Education Service Agency for the fiscal year 2018-2019 be amended as follows:

<u>Revenue</u>	
Local	\$40,000
State	0
Federal	0
Income Trans. /Other Trans.	<u>0</u>
Total Revenue:	\$40,000

Expenditures

Administration Center	(\$77,870)
Total Expenditures:	(\$77,870)

This resolution shall take immediate effect.

- C. Amendment to Special Education Fund Appropriations Resolution for 2018-2019- Agenda Report #9- resolved, that the special education appropriations for Berrien Regional Education Service Agency for the fiscal year 2018-2019 be amended as follows:

Revenue

Local	\$ 325,102
State	370,771
Federal	(1,270,454)
Income Trans. /Other Trans.	<u>0</u>
Total Revenue:	\$574,581

Expenditures

Administrative Center	\$731,771
Blossomland Learning Center	75,977
Lighthouse Education Center	(18,635)
Juvenile Center	26,692
Transportation Center	<u>546,700</u>
Total Expenditures:	\$1,562,505

This resolution shall take immediate effect.

Motion by Mrs. Holt and supported by Mrs. Smith that the General and Special Education Fund Appropriations for Berrien Regional Education Service Agency for the fiscal year 2018-2019 be amended.

The motion carried unanimously.

- D. Approval of the 2019-2020 General Fund Operating Budget – Agenda Report #10

Revenue

Local	\$ 3,099,391
State	5,752,464
Federal	1,195,401
Incoming Transfers/Other Transfers	<u>1,509,146</u>
Total Revenue	<u>\$11,556,402</u>

Est. Fund Balance

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(Undesignated) July 1, 2019: \$2,962,713

Est. Total Available to Appropriate \$14,519,115

Expenditures

Administration Center \$11,495,848

Total Appropriated \$11,495,848

E. Approval of the 2019-2020 Special Education Fund Operating Budget – Agenda Report #11

Revenue

Local \$ 19,416,429

State 9,794,540

Federal 7,196,228

Incoming Transfers/Other Transfers 250,000

Total Revenue \$36,657,197

Est. Fund Balance

(Undesignated) July 1, 2019: \$4,215,325

Est. Total Available to Appropriate \$40,872,522

Expenditures

Administration Center \$18,355,162

Blossomland Learning Center 10,135,863

Lighthouse Education Center 5,841,053

Juvenile Center 717,576

Transportation Center 4,198,900

Total Appropriated \$39,248,554

Motion by Mrs. Momany and supported by Mrs. Smith that the 2019-2020 General and Special Education Fund Operating Budget be approved as presented.

The motion carried unanimously.

F. Approval of the 2019-2020 Galien Township School District budget – Agenda Report #12

Revenue

Local \$ 200

State 0

Earnings on Investment \$300

Total Revenue: \$500

Expenditures

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Berrien County Treasurer	\$250
Support Services –Fiscal	\$18,000
Total Expenditures:	<u>\$18,250</u>
Excess of Revenues over Expenditures	-\$17,750

Other Financing Sources (Uses)

Operating transfers in (out)	<u>-\$217,281</u>
Total Other Financing Sources (Uses)	-\$217,281

Estimated Net Change in Fund Balance	-\$235,031
Estimated Fund Balance – Beginning of year	<u>\$307,268</u>
Estimated fund Balance – End of year	\$72,237

Motion by Mrs. Bair and supported by Mrs. Momany that this resolution shall be the general appropriations of the Galien Township Schools for the fiscal year 2019/2020: A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Galien Township Schools.

The motion carried unanimously.

- G. Certification of summer Taxes to be Levied for 2019-General Fund – Agenda Report #13- Motion by Mrs. Holt and supported by Mrs. Bair WHEREAS, the Board of Education by resolution June 10, 2019, proposed a total authorized levy of .1745 mills within the school district for General Fund operating purposes for 2019.

WHEREAS, the Board of Education has carefully examined the financial circumstances of the school district for the 2019/2020 fiscal year, including estimated expenditures, estimated revenues, and determined that the levy of an additional millage rate will be necessary for the sound management and operation of the school district.

WHEREAS, the Board of Education has complete authority to establish that a maximum of .1745 mills be levied for General Fund operating purposes in 2019 from within its authorized millage rate; and

NOW THEREFORE, BE IT RESOLVED THAT:

1. For 2019, the total millage rate of .1745 mills, shall be levied upon property located within the school district for General Fund operating purposes.

2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

The motion carried unanimously.

- H. Certification of Summer Taxes to be Levied for 2019- Special Education Fund- Agenda Report #14 – Motion by Mrs. Holt and supported by Mrs. Bair WHEREAS, the Board of Education by resolution June 10, 2019, proposed a total authorized levy of 2.1954 mills within the school district for Special Education Fund operating purposes for 2019.

WHEREAS, the Board of Education has carefully examined the financial circumstances of the school district for the 2019/2020 fiscal year, including estimated expenditures, estimated revenues, and determined that the levy of an additional millage rate will be necessary for the sound management and operation of the school district.

WHEREAS, the Board of Education has complete authority to establish that a maximum of 2.1954 mills be levied for Special Education Fund operating purposes in 2018 from within its authorized millage rate; and

NOW THEREFORE, BE IT RESOLVED THAT:

1. For 2019, the total millage rate of 2.1954 mills, shall be levied upon property located within the school district for Special Education Fund operating purposes.
2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

The motion carried unanimously.

#### VIII. New Business

##### A. General Administration

1. Approval of Office Calendar for 2019-2020 – Agenda Report #15 – Motion by Mrs. Bair and supported by Mrs. Smith that the 2019-2020 Office Calendar for Berrien RESA be approved as presented.

The motion carried unanimously.

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2. Approval of Math/Science Center Calendar for 2019-2020 – Agenda Report #16- Motion by Mrs. Momany and supported by Mrs. Holt that the 2019-2020 Berrien County Mathematics and Science Center calendar be approved as presented.

The motion carried unanimously.

3. Acceptance of Resignation of Dr. Kevin Ivers effective June 30, 2020 – The board accepted the resignation of Dr. Ivers. Mrs. Kalling stated that the board cannot thank him enough for all that he has done.

B. Special Education

IX. Presentations & Administrative Reports

- A. BLC Project Update – Amanda Mason, Miller-Davis – Amanda stated that the students are now able to use the bathrooms in B Pod and they are continuing to work on the punch list. Project II is underway as they begin to work on the locker rooms. The locker rooms will be completed in July. The gym will be next in renovations as they begin to work on the floors, bleachers and some of the gym equipment. Project III is in the design phase.
- B. Minutes of Parent Advisory Committee Meeting of May 21, 2019 – Eric Hoppstock, Assistant Superintendent – Mr. Hoppstock reported that the PAC has elected their officers for next year. He also stated that that PAC had one of the best years ever as far as parent participation.

X. Hearing of Citizens Present

Kerry Wright, Vice President of the St. Joseph Board of Education, thanked the Berrien RESA Board for revising the agenda.

Peg Bormann, Berrien Springs Board of Education, thanked Martha Momany and Sharon Kalling for their service.

Tom Fanning, former Berrien RESA Board member, stated that he wanted to remind everyone what we are here for and that is for our students.

Reinaldo Triplett, Benton Harbor resident, made a plea for Benton Harbor High School students to not be relocated.

- XI. Board Member Recognition – Dr. Ivers wishes Mrs. Kalling and Mrs. Momany the best for whatever their future holds and thanked them both for their support and leadership. Mrs. Momany stated that she has learned a lot over the past year and it has been an honor and privilege to be a part of the Berrien RESA Board of Education. Mrs. Kalling added that over the last 42 years she has watched the programs at Berrien RESA expand and grow. Mrs. Kalling hopes that the new

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board members will find pleasure and satisfaction knowing they will make a difference in children's lives and the lives of their families. Dr. Ivers presented Mrs. Kalling and Mrs. Momany with a service bell for their time spent on the board. Mrs. Kalling was also presented with a crystal vase for her 42 years of service on the Berrien RESA Board of Education.

XII. Adjournment

There being no further business and no objection to adjournment, the meeting was adjourned at 11:34 a.m.

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J. Allene Smith, Secretary