

**Clinton County Regional Educational Service Agency  
Board of Education  
Minutes of Regular Meeting/Budget Hearing  
June 17, 2024**

I. Call to Order

The meeting was called to order by President Ken Krapohl at 5:00 p.m.

Members Present: Ken Krapohl, Ken Armbrustmacher, Dave Kudwa, Stacie Rulison

Members Absent: Mark Palmer

II. Welcome and Introductions

President Krapohl conducted the introduction of Board Members, Administrators, and Guests

Administrators/CCRESA Staff: Scott Koenigsknecht, Rich Koenigsknecht, Karmen Hungerford, Jennifer Branch, Peter Klein, Emily Palmatier, Renee Thelen, Christy Callahan, Vicki O'Rourke, Lori Schulte

III. Approval of Agenda

Motion by Armbrustmacher, supported by Rulison, that the June 17, 2024 Agenda be approved as printed. Motion carried unanimously.

IV. Approval of Minutes

Motion by Kudwa, supported by Armbrustmacher, that the Board approve the minutes of the May 6, 2024 Regular Board meeting as printed. Motion carried unanimously.

Motion by Rulison, supported by Armbrustmacher, that the Board approve the minutes of the June 5, 2024 Special Board meeting as printed. Motion carried unanimously.

V. Communication to the Board

Written Communication: None

Comments and Concerns of Citizens Present: None

VI. Budget Hearing

- Motion by Rulison, supported by Armbrustmacher, that the budget modifications of the 2023-2024 Special Education Fund, the General Education Fund, the Vocational Education Fund, Capital Projects Fund and Internal Service Fund be approved as presented. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Rulison, that the 2024-2025 General Education Fund be adopted as presented. Motion carried unanimously.
- Motion by Rulison, supported by Armbrustmacher, that the 2024-2025 Special Education Fund be adopted as presented. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Kudwa, that the 2024-2025 Vocational Education Fund be adopted as presented. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Rulison, that the 2024 General Education Levy of .1993 mills, Special Education Levy of 2.564 mills and the Vocational Education Levy of .9769 mills be certified for levy. Motion carried unanimously.
- Motion by Kudwa, supported by Armbrustmacher, that the District resolve to not impose a summer tax levy of all school property taxes, including debt service, for the 2024 calendar year. Motion carried unanimously.

VII. Consent Agenda

Motion by Rulison, supported by Armbrustmacher, that the Consent Agenda be approved as presented. Motion carried unanimously.

- Payment of Bills April 2024 of \$4,266,736.60
- Revenue & Expenditure Reports for April 2024
- Cash Analysis and Investment Report for April 2024

- Resignation of Cheryl Bazan
- Travel Approval
  - Pre Conference -  
"Courtney Gupta and Brenda Woods – "Division for Early Childhood of the Council for Exceptional Children Conference", New Orleans, LA, 9/16/24-9/20/24
- Renewal of Michigan State University contract for the provision of Music Therapy for the 2024-2025 school year.
- Contract with Michigan State University for Strong Beginnings State Evaluation Project for \$160,000 for the period of July 1, 2024 through June 30, 2025.
- Contract with Research to Practice Consulting, LLC for project management support for Strong Beginnings activities, for up to \$53,025 through June 30, 2025.
- Memorandum of Understanding between CCRESA and Clinton County for \$10,000 Career Education Sponsorship
- Imagine Learning Consortium for which CCRESA is the fiscal agent (formerly Edgenuity). This is for purchase of licenses on behalf of the CCRESA EI program, Bath Schools, St. Johns Schools, and Alma Schools. We then bill each district for their portion of the licenses. Our share is \$600.00.
- CCRESA purchases Microsoft licensing on behalf of CCRESA and Pewamo-Westphalia. Our share is \$12,732.55.
- CTE Contracts for the following:
  - Brian Kelley, Career Connections Criminal Justice Instructor - contract to successfully execute all components of a state-approved CTE program (including those outside his lectureship position with Mid Michigan College).
  - Kelly Williams, Career Education Consultant - contract to successfully execute countywide events such as the annual CareerExpo and Pave Your Own Path.
  - Pat Jackson, Career Education Consultant - contract to successfully execute countywide events such as the annual CareerExpo and Pave Your Own Path.
  - Jennifer Fenning, CTEIS Data Entry - contract to enter, validate, and acquire necessary sign-offs for all Career and Technical Education Information System (CTEIS) data.

VIII. Board of Education Report

- Audit Engagement Letter - The office of Yeo & Yeo, P.C. has communicated information regarding the Audit that indicates the scope of the audit, who is responsible, and the cost.
- Superintendent Koenigsknecht provided the CCRESA Staffing Report for May 2024 and Departmental Highlights were shared with the Board.
- Rich Koenigsknecht provided an Educational Center Renovation Budget Report to the Board
- Information regarding Probationary Staff Status was presented to the Board.
  - The following 12 Probationary Specialists will continue their probationary status: Katelyn Simon, Rachel Platte, Haley Edwards, Briana Church, Megan Rye, Kristen Schrauben, Alissa Schafer, Brian Gussin, Kiersten Wolfe, Sarah Highlander, Kasey Rowden, Alyssa Wirth
  - The following 5 Specialists have completed the probationary period: Rebecca Michalek, Katelyn Maloney, Monique Jorae-Feldpausch, Charity Denniston, Allison Vismara
  - The following teachers will earn tenure this summer: Kari Walters, Tricia Winkler

VIII. Recommendations from the Superintendent and/or Action

- Motion by Kudwa, supported by Armbrustmacher, that the Board approve the new Continuous School Improvement position to be paid per the Consultant Pay Schedule in the Compensation Manual. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Rulison, that the Board approve Seth Wells as Business Office Intern for the 2024-2025 school year, in compliance with Board Policy 3120/4120; paid at a rate of \$20 per hour. Motion carried unanimously.

- Motion by Rulison, supported by Armbrustmacher, that the Board approve Kasey Olsen as the Behavior Mental Health Supervisor for Instructional Services for the 2024-2025 school year in compliance with Board Policy 3120/4120; paid per the Program Supervisor Pay Scale in the Compensation Manual. Motion carried unanimously.
- Motion by Kudwa, supported by Armbrustmacher, that the Board approve Kim Cole as OIP Administrative Assistant, in compliance with Board Policy 3120/4120; paid per the ESP Scale, in the Compensation Manual. Motion carried unanimously.
- Motion by Rulison, supported by Armbrustmacher, that the Board approve Terry Platte as MoCI Teacher for the 2024-2025 school year, in compliance with Board Policy 3120; paid according to the Master Agreement. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Rulison, that the Board approve Matt Spiess for the Sports Medicine Instructor position, in compliance with Board Policy 3120; to be paid according to the Teacher Salary Schedule in the Master Agreement. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Rulison, that the Board approve Chelsea Peterson as Data Support Specialist in compliance with Board Policy 3120/4120; paid per the Analyst Pay Scale in the Compensation Manual. Motion carried unanimously.
- Motion by Kudwa, supported by Armbrustmacher, that the Board approve Elizabeth Koenigsknecht as Data Support Specialist in compliance with Board Policy 3120/4120; paid per the Analyst Pay Scale in the Compensation Manual. Motion carried unanimously.
- Motion by Rulison, supported by Armbrustmacher, that the Board approve the written contracts effective July 1, 2024 as presented. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Rulison, that the Board approve the Ingham ISD Public Relations and Communications Service Agreement. Motion carried unanimously.
- Motion by Rulison, supported by Armbrustmacher, that the Board approve the Clinton County RESA 2024-2029 Strategic Plan. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Rulison, that the Board adopt NEOLA policies from Board Policy Update: Volume 38, No. 2 – February 2024 ISD. Motion carried unanimously.
- Motion by Kudwa, supported by Rulison, that the Board approve the bid for a Baileigh Heavy Duty Hydraulic Shear (SH-70250-HD) submitted by Purity Cylinder Gases, Inc. in the amount of \$44,966.06 plus shipping charges of \$1,550.00 for a total of \$46,516.06. Motion carried unanimously.
- Motion by Rulison, supported by Armbrustmacher, that the Board approve the Superintendent's Evaluation for 2023-2024 as presented. Motion carried unanimously.

IX. Other Matters for Possible Discussion/Action

- The Board confirmed the July Organizational/Regular meeting for July 8, 2024 at 5:00 p.m.
- Motion by Kudwa, supported by Armbrustmacher, that the June 17, 2024 Regular Board of Education Meeting be adjourned at 6:24 p.m. Motion carried unanimously.

Respectfully Submitted,

Dave Kudwa  
Secretary

Lori Schulte  
Recording Secretary