The meeting of the Traverse Bay Area Intermediate School District Board of Education was held on December 3, 2019 at 1101 Red Drive, Traverse City, Michigan. President Fisher called the meeting to order at 5:30 p.m.

Board Members Present: Birgy Fisher Brown McKellar Carpenter

Board Members Absent: Scherrer Tank

Pledge of Allegiance

Motion by Member Carpenter, supported by Member Brown, to approve the agenda as presented. Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Welcome Visitors & Public Comment:

There were none

Student/Staff/Local District Presentations:

Dr. Nick Ceglarek introduced Brandi Reynolds, TBAISD Director of Technology. Brandi provided an update on the migration from Outlook to Google finalized prior to the Thanksgiving recess. The migration moved over 522 users with 18 specific trainings held for 215 attendees, with over 16 million emails transferred. Migration went very smoothly as plans began last May with an internal audit around best practices and a technology administrator boot camp resulting in 5 of our staff as certified technology administrators. In July, we migrated student accounts to TBAISD.org and reviewed security measures. In October, the technology staff migrated to the Google platform as well as the instructional team in early November to help support this transition. This opportunity has supported technology services to refine practices including a shared drive for end users and help desk support. The Google platform provides additional flexibility to staff to support local districts using the same platform.

Motion by Board Member Carpenter, supported by Board Member Birgy, to approve consent grouping items 1-5 as presented.

1. Minutes of November 5, 2019 regular meeting
3. A. New Position:
   - Secretary, effective December, 2019
   - Behavior personnel (2 positions), effective December, 2019

B. New Employee:
   - Megan Scheele, Human Resources Generalist, effective November 20, 2019
   - Brittany Banks, Teacher Assistant, effective December 2, 2019

C. Employee Resignations:
   - Becky Mix, Secretary, effective August 31, 2020 (Retirement 17 years)
   - Sue Zell, Paraprofessional, effective January 17, 2020
   - Karolyn Gannon, School Psychologist, effective January 31, 2020 (Retirement 20 years)
   - Timothy Taylor, Teacher Consultant, effective June 11, 2020 (Retirement 16 years)

C. Approval of Out of State Travel
   1. School Psychologists Marvin Nordeen (Michigan Delegate to NASP) and Jim Corr (President of Michigan Association of School Psychologist), to attend the 2020 National Association of School Psychologists Annual Convention and Regional Leadership Meeting, Baltimore, Maryland, February
16-21, 2020 (State and national organizations will cover most of the costs, TBAISD will cover remainder).


3. Chaesa MacWilliams, Teacher Consultant, to attend Cortical Visual Impairment (CVI) Advance Perkins Training, Boston, Massachusetts, January 30-31, 2020. (MDE will cover conference fee, all other expenses from special education budget)

Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Motion by Board Member Birgy, supported by Board Member Carpenter to appoint Hannah Frasier from Buckley Community School to the Special Education Parent Advisory Committee (SEPAC). Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Motion by Board Member Brown, supported by Board Member Carpenter to approve contract with Northwest MI Community Action Agency for Early On Part C Only Services in the amount of $52,000. Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Motion by Board Member Birgy, supported by Board Member McKellar to approve contract with M.Nye & Company for Phase II Website Development in the amount of $80,000 for 32P Early Childhood. Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Motion by Board Member McKellar, supported by Board Member Brown to approve Board Policy #0167.1 – Voting. Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Information Items:

There were none.

Discussion Items – Dr. Nick Ceglarek:

A. Public Act 436 of 2018 requires that by January 1, 2020 that districts develop and an Emergency Operations Plan (EOP) with community resource officers and law enforcement. The law also allowed the legislature to amend the open meetings act to allow for board members to go into closed session to discuss the specifics around the plan. Today’s agenda allows for public comment prior to going into closed session to address questions board members may or may not have after receiving the EOP. After closed session we will ask for board approval of the EOP. He thanked Linda Bielecki and our school liaison officer Jennilyn Oster for their work in getting this completed and this will also align to the strategic plan under safety protocols.

Updates:

A. Superintendent’s Report - Dr. Nick Ceglarek:

1. Thanked individuals and staff of their time and energy in advancing the work around SAIL - Serving, Achieving, Inspiring, Learning. We are planning to have a work session in February for the financial policy that would require board approval in March. In May, the remaining committee groups will present to the board.

2. Thanked Brandi Reynolds for her work on the Gmail migration and she will be available after the meeting for any members to review their technology device as we move forward to paperless meetings.

3. Thanked those that were able to attend the Life Skills Talent show last week. The work and preparation from students and staff is appreciated.

4. Pat Lamb is in Anaheim, California this week presenting at a national CTE conference.
Board member Fisher attended the afternoon Life Skills Talent Show with his granddaughter.

Board Member Tank inquired to an alternative to plastic water bottles at meetings.

Dates to Remember:
A. December 5, 2019 Traverse Heights 4 – 6:45 p.m. student activities
B. On December 5, 2019 the CTC Teacher Academy is being highlighted in a documentary segment by PBS relative to the topic on teacher shortage. Dr. Ceglarek and Instructor Susan O’Connor will be at Central Michigan University for the first screening on December 5.

Board Member Fisher asked about the chairs in back of the conference room. Chairs were donated by Hagerty Insurance and a thank you letter was sent for their generous donation.

Public Comment:

There were none.

Motion by Board Member Carpenter, supported by Board Member McKellar to enter into closed session under Section 8k of the Open Meetings Act. Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Motion by Board Member Brown, supported by Board Member McKellar to re-enter into open session. Roll call vote: Ayes: 6; Nays: 0. Motion carried.

Motion by Board Member McKellar, supported by Board Member Carpenter to approve Emergency Operations Plan. Roll call vote: Ayes: 6; Nays: 0. Motion carried.

The meeting adjourned at 6:22 p.m.

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Joseph Fisher, President                  Rachael Birgy, Secretary