

## MINUTES - REGULAR BOARD MEETING

St. Joseph County Intermediate School District Board of Education

PLACE: St. Joseph County ISD Administration Building, Centreville, Michigan.

DATE: November 17, 2025

MEMBERS PRESENT: Elizabeth O'Dell, Terry Cropper, Theresa Danberry, Patricia Keller

MEMBERS ABSENT: Benjamin Fries

OTHERS PRESENT: Dr. Teresa Belote - Superintendent, Jim Berry, Pam Panozzo-Jones, Ginelle Boyle, Amanda Miller, Miranda Bourassa, Karen Bojanich, Miranda Bourassa, Pamela Hagelgans, Mindy Hulse, Laurie Schabes, Kaylee Swift, Abigail Wohlers, Savannah Adams, Theresa Sussdorf and Yvonne Vanderwiel.

The Regular Board Meeting was called to order at 4:32 p.m. by Board President Elizabeth O'Dell.

Mrs. O'Dell opened the meeting by leading the "Pledge of Allegiance."

Mrs. O'Dell offered time for Public Participation, none was taken.

Introduction of new staff: Hope Buck, Education and Family Services Manager welcomed Savannah Adams, Early Head Start Associate Teacher, Miranda Bourassa, HR & Communications Manager welcomed Kaylee Swift, Marketing and Communications Specialist.

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the Consent Agenda as presented. Ayes: O'Dell, Danberry, Cropper, Keller Nays: None. Motion carried 4-0. Consent Agenda included the Minutes of October 20, 2025 Regular Meeting; Financial Report as of October 31, 2025; and Approval of Monthly Expenditures: General Fund (\$6,888,195.08), CTE (\$5,491,471.16), Information Services (\$13,198,638.17), Special Education (\$9,639,154.45); Approve the hire and contract with the following staff: Pricilla Walton, Bilingual Early On Service Coordinator, effective 11/3/25, Katheen Wyatt, Secondary EI Teacher 26-27 (IISP 25-26), effective 1/5/26, Kaylee Swift, Marketing and Communications Specialist, effective 11/13/25; Approve the resignation, Teresa Belote, Superintendent - effective 6/30/26.

In acknowledgement of Dr. Belote's upcoming retirement in June 2026, President O'Dell thanked her for doing an excellent job during her tenure as ISD superintendent, her efforts with students, staff, and districts, and for her 31 years of dedicated service to education in Michigan. The other Board members also shared their appreciation with Dr. Belote.

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the following Early Head Start-Child Care Partnership (EHS-CCP) information as presented:

- a. Program Report
- b. Average Daily Attendance
- c. Purchase Card Statements
- d. PC Personnel Report
- e. Approval of the EHS Continuation Application and Budget

Information Only:

- f. October 13, 2025 Policy Council Minutes

Ayes: O'Dell, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.  
(*Quorum established with at least 51% of current members.*)

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the 24-25 Financial Audit for St. Joseph County ISD.

Ayes: O'Dell, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

It was moved by Rev. Cropper and supported by Mrs. Keller to approve the 25-26 Conditions of Employment for Non-Union Employees Revised 11-17-25.

Ayes: O'Dell, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

It was moved by Rev. Cropper and supported by Mrs. Keller to approve to open up negotiation discussion for MEAA and IEA

Ayes: O'Dell, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

President O'Dell reviewed the following informational and communication items:

- Welcomed additional new employees, contingent upon successful return of criminal records check, misconduct form, and receipt of credentials:
  - a. Zachary Gregurich, SE Assistant Teacher, effective 11/10/25
  - b. Kaylee Swift, Marketing and Communications Specialist, effective 11/13/25
  - c. Savannah Adams, Early Head Start Associate Teacher, effective 11/17/25
- Other Personnel Updates

President O'Dell and Mrs. Danberry reported on the MASB Annual Conference they attended in Traverse City, October 23-26, 2025.

Dr. Belote's Superintendent's Report reflected an update on board goals. The CTE road show is in full swing. Special Education hosted a training on 11/11/25 with Thrun law to help our local special education and leadership department understand the law around LRE (least restrictive environment) and other critical issues around serving students with IEPs. Early childhood staffing shortages and the unexpected loss of the Great Start Collaborative have us still focusing on day to day operational needs. The technology department continues to move us forward by updating procedures, such as our local agreement, with language that protects us against unnecessary access to data. We have two collective bargaining agreements that end in June of 2026 and I am working with union leadership to set dates to begin the work together on next steps in 2026. Amanda Miller will be leading a book study with different groups, including the superintendents, around John Hattie's work and best practice instruction.

It was moved by Mrs. Keller and supported by Rev. Cropper to go into Closed Session for the purpose of: upcoming negotiations and budget, as well as the superintendent's progress on her board goals. President O'Dell conducted a roll call vote.

Ayes: O'Dell, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0 and the Board went into Closed Session at 5:15 p.m.

It was moved by Mrs. Keller and supported by Rev. Cropper to return to Open Session. President O'Dell conducted a roll call vote.

Ayes: O'Dell, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0 and the Board returned to Open Session at 6:05 p.m.

It was moved by Mrs. Keller and supported by Rev. Cropper to authorize President O'Dell to sign agreements, put together a search committee, and develop timelines related to hiring of a new superintendent and they asked Dr. Belote to share previous superintendent search files with Mrs. Danberry to support next steps.

Ayes: O'Dell, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

President O'Dell declared the meeting adjourned at 6:07 p.m.

The next ISD Board Meeting is scheduled for December 15, 2025 at 4:30 p.m.

Minutes were recorded by Yvonne Vanderwiel, Administrative and Pupil Auditing Manager.

Board approved 12/15/25