

MINUTES - REGULAR BOARD MEETING DRAFT

St. Joseph County Intermediate School District Board of Education

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

DATE: December 15, 2025

MEMBERS PRESENT: Benjamin Fries, Terry Cropper, Theresa Danberry, Patricia Keller

MEMBERS ABSENT: Elizabeth O'Dell

OTHERS PRESENT: Dr. Teresa Belote - Superintendent, Jim Berry, Ben Daugherty, Amanda Miller, Miranda Bourassa, Robert Tomlinson, Theresa Sussdorf and Yvonne Vanderwiel.

The Regular Board Meeting was called to order at 4:30 p.m. by Board Vice President Ben Fries.

Mr. Fries opened the meeting by leading the "Pledge of Allegiance."

Mr. Fries offered time for Public Participation, none was taken.

Mr. Fries asked for a motion to amend the agenda as part of the Consent Agenda as follows: Delete Action item 1e, change the wording on Action item 3 from hiring to search and Action items 4 a & b add the time 4:30 p.m..

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the Consent Agenda as amended.

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

Consent Agenda included the Minutes of November 17, 2025 Regular Meeting; Minutes of November 17, 2025 Closed Session, Amended Agenda of November 17, 2025; Financial Report as of November 30, 2025; and Approval of Monthly Expenditures: General Fund (\$6,479,077.54), CTE (\$5,497,695.13), Information Services (\$922,169.43), Special Education (\$9,429,041.76); Approve the hire and contract with the following staff: Alyssa McGuire, Teacher Consultant for Students with ASD, effective 1/5/26, Hanna Pish, Social Worker, effective 1/5/26; Approve the resignation, termination and/or retirement of the following staff: Trudy Camp, Special Education Teacher, retirement effective 6/30/26, Hope Buck, Education/Family Services Manager, resignation effective 12/5/25, Anthony Willems, Special Education Teacher, resignation effective 12/19/25, Priscilla Walton, Bilingual Early On Service Coordinator, resignation effective 12/10/25, Corey Auckerman, Social Worker, resignation effective 12/5/25.

Ayes: Fries, Danberry, Cropper, Keller Nays: None. Motion carried 4-0.

It was moved by Rev. Cropper and supported by Mrs. Keller 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

Information Only:

- e. November 10, 2025 Policy Council Minutes

Ayes: Fries, 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 Board Policy updates as recommended by Thrun Law Firm and the Board Policy Committee: 3118 Title IX Sexual Harassment

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the Superintendent search committee

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

It was moved by Mrs. Keller and supported by Rev. Cropper to move/adjust three board meetings for the purpose of the superintendent hiring process:

February 16, 2026 to February 18, 2026 4:30 p.m.

March 16, 2026 to March 23, 2026 4:30 p.m.

April 20, 2026 time adjustment 4:30 p.m. to 5:00 p.m.

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the timeline for the hiring process.

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

It was moved by Rev. Cropper and supported by Mrs. Keller to approve Elizabeth O'Dell, president of the St. Joseph County ISD Board of Education, as candidate for the MASB Board of Directors.

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

Mr. Fries acknowledged Mrs. O'Dell for the passion and hard work she does on all boards and that there is no better candidate for this role.

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the Virtual Learning Primary Support Person - Full Time

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

It was moved by Mrs. Danberry and supported by Mrs. Keller to approve the Certified Occupational Therapist Assistant (COTA)

Ayes: Fries, Danberry, Cropper, Keller. Nays: None. Motion carried 4-0.

Mr. Fries 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. Sharon Jones, Kitchen Support, effective 11/17/25
 - b. Alyssa Sotelo, Assistant Teacher, effective 12/8/25
 - c. Jordan Taylor, Sub Bus Aide, effective 12/2/25
 - d. Colleen Daily, OT Temp, effective 12/2/25
 - e. Danielle Manyurai, Bus Driver, effective 1/6/26
- Other Personnel Updates

Dr. Belote's Superintendent's Report reflected an update on board goals. Removing the out of pocket cost for staff as an option in January. Walk-throughs at the Pathfinder site to identify needs related to building and will have recommendations for the next budget amendments. Utilizing cabinet time to discuss operational systems. Completed a listening tour with all nine local districts around special education. Staff shortages continue to be a struggle. We will not be able to open a secondary EI program this year. Monies will be given back to the local districts to offset special education costs for student needs. We are working with law enforcement and locals on common language around emergency response.

Mr. Fries declared the meeting adjourned at 4:40 p.m.

The next ISD Board Meeting is scheduled for January 19, 2026 at 4:30 p.m.

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

Theresa Danberry, Board Secretary

Elizabeth O'Dell, Board President