

## MINUTES - REGULAR BOARD MEETING

St. Joseph County Intermediate School District Board of Education

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

DATE: May 19, 2025

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

MEMBERS ABSENT: Benjamin Fries, Michele Bush

OTHERS PRESENT: Teresa Belote, Ben Daugherty, Jim Berry, Pam Panozzo-Jones, Ginelle Boyle, Miranda Bourassa, Kira Benn, Emma Phillips, Jessica Bates, Katrina Royer, and Theresa Sussdorf.

The Regular Board Meeting was called to order at 5:00 p.m. by Board President O'Dell.

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

Mrs. O'Dell offered time for visitors and guests. She also offered time for Public Participation. None was taken for either..

Mrs. O'Dell asked for the introduction of new staff members. Pam Panozzo-Jones, Director of Special Education introduced Emma Phillips, Special Education Office Assistant, and Kira Benn, Special Education Data Technician, welcoming them to her team. Miranda Bourassa, HR & Communications Manager, introduced Jessica Bates, Marketing/Communications Specialist to her department.

Ginelle Boyle, Director of Early Childhood Services, gave a presentation on Early Head Start. The presentation included updates and an overview of the Early Head Start Program, Great Start Readiness Program, Great Start Collaborative & Family Coalition, and the Early On Program. She introduced Katrina Royer, parent and the Chair of the SJCISD Early Head Start Policy Committee. Katrina talked about the great experiences her children have received in more than one of the Early Childhood programs, and how much they have excelled since they started.

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the Consent Agenda as presented. Ayes: Keller, Cropper, O'Dell. Nays: None. Motion carried 3-0. Consent Agenda included Minutes of the April 21, 2025 Regular Meeting; Financial Report as of April 30, 2025; and Approval of Monthly Invoices: General Fund (\$996,617.53), CTE (\$278,667.82), Information Services (\$206,749.40), Special Education (\$2,036,846.60); Approve the resignation, termination and/or retirement of the following staff: Elizabeth Eves, Early Childhood/K-12 Special Education Supervisor, effective 6/30/25; Theresa Sussdorf, Executive Assistant to the Superintendent, effective 12/30/25; and Sarah Bross, Elementary Emotional Impairment Program Teacher, effective 5/30/25.

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  
Informational Only:
- e. April 14, 2025 Policy Council Minutes
- f. Monitoring Review Report Approval Letter
- g. ACF-OHS-IM-25-04 Expanding Educational Freedom and Opportunities for Families in Head Start Programs

Ayes: Cropper, Keller, O'Dell. Nays: None. Motion carried 3-0.  
(*Quorum established with at least 51% of current members.*)

It was moved by Mrs. Keller and supported by Rev. Cropper to approve the "Reduction of Staff" for an Information Services Coordinator, due to the reduction of funding from a member district of the IS Consortium, effective June 30, 2025. Ayes: Cropper, Keller, O'Dell. Nays: None. Motion carried 3-0.

It was moved by Rev. Cropper and supported by Mrs. Keller to approve the Board Resolution, Authorizing Public Entity Membership in the West Health Insurance Pool ("WMHIP") for a Minimum Three-Year Period, effective July 1, 2025. Roll call vote: Patricia Keller, Terry Cropper, Elizabeth O'Dell. Nays: None. Motion carried 3-0.

It was moved by Rev. Cropper and supported by Mrs. Keller to approve the appointment of Melinda Zimmerman (Sturgis Public Schools) to the St. Joseph County Special Education Parent Advisory Committee (PAC) for a term of May 19, 2025-August 31, 2027. Ayes: Keller, Cropper, O'Dell. Nays: None. Motion carried 3-0.

Dr. Belote's Superintendent's Report provided a few updates on proposed federal budget cuts to Title Grants, impacting programs like Medicaid and Head Start. She also reminded the board of Pathfinder's Graduation and the ISD Board Election. on Monday, June 2, 2025 from 5:30-5:45 at the ISD.

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

- Welcome to our new employees, contingent upon successful return of criminal records check, misconduct form, and receipt of credentials:
  - Yazmin Guerrero, GSRP Associate Teacher, effective 8/11/25
- Other Personnel Updates
- Reminder: Pathfinder Graduation May 20th, 12:30 p.m. at the St. Joseph County ISD with Dr. Belote and Board Member Patricia Keller handing out diplomas and awards.
- Reminder: June 2, 2025 Board Election, 5:30-5:45 pm at the ISD.

It was moved by Mrs. Keller and supported by Rev. Cropper to adjourn the meeting. Ayes: Cropper, O'Dell, Keller. Nays: None. Motion carried and President O'Dell declared the meeting adjourned at 5:23 p.m. The next ISD Board Meeting is scheduled for June 16, 2025 at 5:00 p.m.

Minutes were recorded by Theresa Sussdorf, Executive Assistant to the Superintendent.

Board Approved 6/16/25