

# MINUTES - REGULAR BOARD MEETING (Draft)

St. Joseph County Intermediate School District Board of Education

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

DATE: September 15, 2025

MEMBERS PRESENT: Benjamin Fries, Theresa Danberry, Elizabeth O'Dell, Patricia Keller

MEMBERS ABSENT: Terry Cropper

OTHERS PRESENT: Dr. Teresa Belote - Superintendent, Benjamin Daugherty, Jim Berry, Ginelle Boyle, Yvonne Vanderwiell and Kim Pavek.

The Regular Board Meeting was called to order at 4:31 p.m. 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. Dr. Belote welcomed Yvonne Vanderwiell, Administrative and Pupil Accounting Manager to the ISD.

Ginelle Boyle, Director of Early Childhood Services presented on Early Headstart, GSRP and GSC. The presentation included overviews and guidelines for Early Head Start, GSRP and Great Start Collaborative & Family Coalition (GSC). She shared the collaborations between the departments in Early Childhood for events, training and meetings.

It was moved by Mr. Fries and supported by Mrs. Keller to approve the Consent Agenda as presented. Ayes: Keller, Danberry, Fries, O'Dell. Nays: None. Motion carried 4-0. Consent Agenda included Minutes of August 18, 2025 Regular Meeting; Financial Report as of August 31, 2025; and Approval of Monthly Invoices: General Fund (\$867,475.27), CTE (\$523,229.65), Information Services (\$143,831.87), Special Education (\$1,220,161.99); Approve the hire and contract with the following staff: Yvonne Vanderwiell, Administrative & Pupil Auditing Manager, effective 9/8/25; Helenia Robinson, Special Education Supervisor, effective 9/4/25; Corey Aukerman, School Social Worker, effective 9/5/25; and Tara Fosdick, GSRP Lead Teacher, effective 9/15/25.

It was moved by Mrs. Danberry 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. August 11, 2025 Policy Council Minutes

Ayes: O'Dell, Fries, Danbury, 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 Mr. Fries to approve the first reading of the following Board Policy updates recommended by Thrun Law Firm and the Board Policy Committee

- a. 4421 - Employee Search

b. 5407 - Instructional Program and Curriculum Development

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

It was moved by Mrs. Keller and supported by Mr. Fries to approve the 1-year salary schedule increase, steps, longevity and stipend spreadsheet based on the ORS guidelines, and the salary outline for 3 or less employees in a group spreadsheet all based on the ORS guidelines. Ayes: Danberry, Fries, Keller, O'Dell. Nays: None. Motion carried 4-0.

It was moved by Mr. Fries and supported by Mrs. Keller to approve one additional Early Childhood Special Education Program Assistant Teacher. Ayes: Danberry, Keller, Fries, O'Dell. Nays: None. Motion carried 4-0.

It was moved by Mr. Fries and supported by Mrs. Keller to approve going into Closed Session for the purpose of Periodic Personnel Evaluation (Superintendent's Evaluation). Roll call vote: Keller, Danberry, Fries, O'Dell. Motion carried 4-0. The board went into Closed Session at 5:15 p.m.

It was moved by Mr. Fries and supported by Mrs. Keller to return to Open Session at 5:37, and to approve the adoption of 25-26 SJCISD District Strategic Goals, as presented. Roll call vote: Fries, Danberry, O'Dell, Keller. Motion carried 4-0.

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

- Welcomed new employees, contingent upon successful return of criminal record check, misconduct form, and receipt of credentials:
  - Jessica Pietrariu, Child Care Provider Assistant, effective 9/2/25
  - Lauren Carpenter, School-Based Therapy 31N Office Assistant - Part Time, effective 9/2/25
  - Elizabeth Rhodes, Virtual Learning Primary Support Person - Part Time, effective 9/9/25
  - Abby Caldwell, Floating Assistant Teacher, effective 9/8/25
  - Brian Brown, Special Education Assistant Teacher, effective 9/8/25
- Other Personnel Updates

Dr. Belote's Superintendent's Report a legislative report on the state budget, state and house bills and the possible impacts they may have on education.

Reminders of the next ISD Board Meeting that is scheduled for Monday, October 20, 2025 at 4:30 p.m. and the School Board Association (SBA) Program will be held on Thursday, October 16, 2025 at Constantine Public Schools.

It was moved by Mrs. Keller and supported by Mr. Fries to adjourn the meeting. Ayes: Fries, Keller, O'Dell, Danberry. Nays: None. Motion carried 4-0. President O'Dell declared the meeting adjourned at 5:41 p.m.

Minutes were recorded by Theresa Danberry, Board Secretary.

Theresa Danberry, Board Secretary

Elizabeth O'Dell, Board President