



MINUTES - REGULAR BOARD MEETING

St. Joseph County Intermediate School District Board of Education

PLACE: St. Joseph County ISD Administration Building, Centreville, Michigan
DATE: August 17, 2026
MEMBERS PRESENT: Benjamin Fries, Theresa Danberry, Rev. Terry Cropper, Patricia Keller (arrived 4:35)
MEMBERS ABSENT: Elizabeth O'Dell
OTHERS PRESENT: James Berry-Superintendent, Kelli Dechnik, Amanda Miller, Pam Panozzo-Jones, Ginelle Boyle, Lucas Schrauben, Miranda Bourassa, Alex Stieve, Sandra Spicher, Helenia Robinson, Teresa Boyer, Ann-Marie Branning, Heather Teadt, and DyAnn Steinberger

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

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

Mr. Fries offered time for visitors and guests. He also offered time for Public Participation. None was taken.

Welcome and introduction of new staff included Lucas Schrauben, Executive Director of CTE, introduced by Jim Berry; Leigh Ann Jackson, CTE Executive Assistant, introduced by Lucas Schrauben; Taylor Schabes, Office Assistant for Administrative & Pupil Auditing, introduced by DyAnn Steinberger, Administrative & Pupil Auditing Manager; Ann-Marie Branning, ASD Teacher, introduced by Sandra Spicher, Pathfinder Principal; Trista Hylko, Social Worker, and Heather Teadt, Social Worker, both introduced by Alex Stieve, Early Childhood/K-12 Special Education Supervisor. Vice President Fries welcomed the new employees to the ISD.

Consent Agenda:

It was moved by Mrs. Danberry and supported by Rev. Cropper to approve the Consent Agenda, as presented:

1. Minutes of July 15, 2026, Regular Meeting
2. Financial Report as of July 31, 2026
3. Monthly Expenditures:
 - a. General Fund in the amount of \$984,619.89
 - b. Career-Technical Education in the amount of \$1,447,567.37
 - c. Information Services in the amount of \$305,078.75
 - d. Special Education in the amount of \$1,457,972.15
4. Approve the hire and contract with the following staff, contingent upon successful return of criminal records check, misconduct form, and recipient of credentials:
 - a. Jessica Hicks, Speech Language Pathologist
 - b. Amie Pant, Bus Driver
 - c. Jennifer Scott, GSRP Aide (Part-time)
 - d. Sidney Stokes, Special Education Assistant Teacher
 - e. Kalynne Elliott, Physical Therapist
 - f. Megan Anagnos, Speech Language Pathologist
 - g. Timothy Miller, CTE Welding Teacher Assistant (Glen Oaks)

- h. Tamara Hill, Special Education Teacher
 - i. Taylor Schabes, Office Assistant for Administrative & Pupil Accounting
 - j. Heather Teadt, Social Worker
 - k. Trista Hylko, Social Worker
 - l. Nicholas Shultz, Information Systems Support Specialist
 - m. Joshua Benthin, Information Systems Support Specialist
 - n. Hayley Kramer, School Psychologist
5. Approval of the resignation, termination and/or retirement of the following staff:
- a. Tara Fosdick, GSRP Lead Teacher
 - b. Erica Pincomb, Occupational Therapist
 - c. Jessica Hohn, Language Facilitator

Ayes: Fries, Danberry, Cropper. Nays: None. Motion carried 3-0.

Action Items:

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

- a. EHS-CCP Program Report
- b. Average Daily Attendance
- c. Purchase Card Statements
- d. PC Personnel Report

Information Only:

- e. Monitoring Review documents—finding was corrected, no further action needed
- f. No July 2026 Policy Council Meeting

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

It was moved by Rev. Cropper and supported by Mrs. Danberry to approve the new job description for CTE HVAC, Electrical, & Plumbing Teacher.

Ayes: Fries, Danberry, Cropper. Nays: None. Motion carried 3-0.

It was moved by Rev. Cropper and supported by Mrs. Danberry to approve the new job description for CTE Engineering, Design & Manufacturing/Machine Tool Teacher Assistant.

Ayes: Fries, Danberry, Cropper. Nays: None. Motion carried 3-0.

It was moved by Mrs. Danberry and supported by Rev. Cropper to approve Elizabeth O'Dell, Board President, to serve as the St. Joseph County ISD Delegate at the MASB 2026 Delegate Assembly on Thursday, October 15, 2026, 7:00 p.m.

Ayes: Fries, Danberry, Cropper. Nays: None. Motion carried 3-0.

It was moved by Rev. Cropper and supported by Mrs. Danberry to approve the Second Reading and adopt the following Board Policies & Revisions as recommended by Thrun Law Firm and the Board Policy Committee:

- 2202 - Authority to Enter into Contracts
- 2406 - Board Officer Duties
- 2501 - Meetings
- 3102 - Smoking Tobacco Products, Drugs and Alcohol:
- 3108 - Service Animals
- 3115-3115E; 3115H: Corrected legal authority
- 3122 - Transfer of Territory Petitions
- 3202 - Budget and Truth in Budgeting-Taxation Hearings
- 3301A - Purchasing and Procurement with Federal Funds

- 3303 - Gifts and Donations
- 3304 - Use of District Property
- 3306 - Construction Bidding
- 3402 - Drills, Plans and Reports
- 3407 - Asbestos Management
- 3410 - Opioid Antagonist - Not in our policies - never adopted.
- 4101 - Non-Discrimination
- 4104 - Employment Complaint Procedure for Allegations Implicating Civil Rights
- 4113 - Michigan Earned Sick Time Act (ESTA)
- 4201 - Employees Ethics and Standards
- 4209 - Abortion Referrals and Assistance
- 4210 - Drug and Alcohol Free Workplace
- 4216 - Personal Communication Devices
- 4508 - Administrator Non-Renewal
- 4602 - Hiring
- 5209 - Students Use of Wireless Communication Devices
- 5507 - Extracurricular Activities
- 5710 - Student Suicide Prevention
- 5710A - Student Identification Cards
- 5714 - Threat Assessment and Response - Not in our policies - never adopted.

Informational only - Administrative Guideline Updates:

- 4205 - AG - 1 - Criminal Justice Information Security
- 4508 - AG - Administrator Non-Renewal
- 5103 - F-2 - Wireless Communications Device Search and Seizure Consideration
- 5309 - F - 1 - Amendment of Student Records
- 5603 - F - 16 - Section 504 Impartial Hearing Procedures

Ayes: Fries, Danberry, Cropper. Nays: None. Motion carried 3-0.

Informational & Communication Items:

Mr. Fries reviewed the following informational and communication items:

- Other Personnel Updates

Superintendent Berry shared that the Welcome Back All-Staff Meeting held that morning was well received and thanked Mr. Fries for representing the board. Staff participated in an engaging presentation with Kevin Guzzo on the 1% Intention. Mr. Berry shared an update on 2026-27 ISD Goals and plans to present more information on strategic planning proposals at the September meeting. He also provided information on 10 characteristics from School ADvance which will be part of the Superintendent's evaluation, with the first self-assessment to be submitted to the board in September. Mr. Berry shared letters received from the Michigan School Business Officials recognizing the Chief Technology Officer certifications earned by Ben Daugherty and Coni Nickles. Mr. Berry reported that Director of Technology Ben Daugherty is working with several counties in the southwest Michigan region on a potential grant for strengthening and expanding cybersecurity and technology engineering services to better leverage and share talents and resources. Mr. Berry recognized the business office for their diligence in working with the ISD auditors which has involved additional reporting and documentation related to Early Head Start and Medicaid records. Mr. Berry also shared that the 2026 L-4029 ISD Tax Rate Request Form shows that the last payment for the CTE millage will be in December 2028 and the ISD will want to work with Thrun Law on next steps regarding a renewal, ballot language, and target dates.

Vice President Fries declared the meeting adjourned at 4:39 p.m.

The next ISD Board meeting will be on Monday, September 21, 2026, at 4:30 p.m.

Minutes were recorded by DyAnn Steinberger, Administrative and Pupil Auditing Manager.

Board Approved: September 21, 2026