

**Clinton County Regional Educational Service Agency**  
**Board of Education**  
**Minutes of Regular Meeting**  
**September 11, 2023**

- I. Call to Order  
The meeting was called to order by President Ken Krapohl at 5:00 p.m.  
Members Present: Ken Krapohl, Ken Armbrustmacher, Mark Palmer, Dr. Michael O’Bryant, Dave Kudwa
- II. Welcome and Introductions  
President Krapohl conducted the introduction of Board Members, Administrators, and Guests  
Administrators: Scott Koenigsknecht, Lori Schulte, Pete Klein, Melissa Dawes, Jennifer Branch, Karmen Hungerford, Rich Koenigsknecht, Renee Thelen, Vicki O’Rourke
- III. Approval of Agenda  
Motion by Palmer, supported by Armbrustmacher, that the 9/11/23 Agenda be approved as printed.  
Motion carried unanimously.
- IV. Approval of Minutes  
Motion by Armbrustmacher, supported by Palmer, that the Board approve the minutes of the Regular Board Meeting of 8/3/23 as presented. Motion carried unanimously.
- V. Communication to the Board  
None
- VI. Consent Agenda  
Motion by Armbrustmacher, supported by Palmer, that the Consent Agenda be approved. Motion carried unanimously.
- Payment of Bills July 2023 of \$2,413,517.87
  - Revenue & Expenditure Reports and Cash Analysis and Investment Reports for July 2023
  - Pre Conference Travel Approval for Scott Koenigsknecht–“Accelerate[ED] September 11-12 Convening”, Indianapolis, IN, 9/11/23-9/12/23; Christy Callahan, Jen Champagne, Mark Kuipers, Jorri Novak, Kris Kasperski–“NTI on Effective Practices: Addressing Challenging Behavior”, Tampa, FL, 4/15/24-4/19/24; Christy Callahan, Jennifer Koenigsknecht–“Help Me Grow National Forum”, Fort Worth, TX, 10/11/23-10/13/23
  - Post Conference Travel Approval for Mark Kuipers–“OSEP Leadership Conference,” Arlington, VA, 7/24/23-7/26/23
  - Agreement between MAISA and CCRESA to provide leadership and coordination services for the MI Kids Back On Track program from 10/1/23-9/30/25 for \$518,800.
  - Evaluation Letter of Agreement for provision of program evaluation support for the MI Kids Back on Track Program from 10/1/23-9/30/25. CCRESA will pay the MiMTSS TA Center, Macomb ISD (fiscal agent) \$30,000. Additional services rendered in-kind.
  - Lease Renewal Agreement with 1035 US 27, LLC for lease of property located at 1009 S. US 27, Suite B-25 and B-26, St. Johns, MI 48879 for 10/1/23-9/30/24
  - Alt+Shift Program Agreements from 10/1/23-9/30/24: Brad Rose Consulting–not to exceed \$35,000; Jason Bibbings–not to exceed \$15,000; Ottawa Area ISD–Megan Hojnacki–not to exceed \$7,500; Muskegon Area ISD–Theresa Augustyniak–not to exceed \$7,500; Judy Falk–not to exceed \$15,000; Joel Selby–not to exceed \$5,000; Gúd Marketing–not to exceed \$25,000; Marquette Alger RESA–not to exceed \$55,000
  - Revision of our existing 2023-2024 contract with Ingham ISD for Teacher Consultant services for the Visually Impaired to now include Orientation & Mobility Specialist services as well.
  - Renewal of our existing contract with Caring & Sharing Family Life Services for 1.5 Early On Home Interventionist services personnel for a total contract amount not to exceed \$72,000.
  - Interagency Cash Transfer Agreement between Michigan Rehabilitation Services (MRS) and CCRESA to enhance and improve vocational rehabilitation services to those MRS eligible, total of \$74,074 (CCRESA contribution is \$20,000) from 10/1/23-9/30/24

- CIMS 12 Month Contracts issued by CCRESA at the direction of MDE related to monitoring/ technical assistance for the CIMS Grant: Public Sector Consultants for \$4,010,236 and Karen Fales of Blue Heron Consulting for \$24,000; related to Data Use and Process for the CIMS Grant: Deana Strudwick for \$95,000, Joshua Roltsch for \$95,000, Charles Staky for \$95,000 and Nichole Moore for \$95,000
- Research to Practice Consulting, LLC Contracts for project management support from Emily Houk for Strong Beginnings activities, for up to \$85,000 through June 30, 2024 and for Help Me Grow activities, for up to \$50,000 through 9/30/24.
- Contract with AGK Consulting, LLC for consulting support of new Part C Data Contractor, for up to \$16,500 through 7/31/24

VII. Board of Education Report

- Superintendent Koenigsknecht reviewed the CCRESA Staffing Report for August 2023, shared the Director Updates, DeWitt Tech Support, and the new Grants Controller position

VIII. Recommendations from the Superintendent and/or Action

- Motion by Palmer, supported by Armbrustmacher, that the Board approve the Revision of Cert. of the 2023-2024 Tax Levy for General Education of .2000 mills. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Palmer, that the Board approve Joanna Stairs as Paraprofessional for the 2023-2024 school year, in compliance with Board Policy 4120; paid according to the Master Agreement. Motion carried unanimously.
- Motion by Palmer, supported by O'Bryant, that the Board approve Anna Ordway as Paraprofessional for the 2023-2024 school year, in compliance with Board Policy 4120; paid according to the Master Agreement. Motion carried unanimously.
- Motion by Armbrustmacher, supported by Palmer, that the Board approve Carlos Sosa as Alt+ Shift Math Accessibility Specialist for the 2023-2024 school year, in compliance with Board Policy 3120; per the Compensation Manual Consultant Scale, Step 6. Motion carried unanimously.
- Motion by Kudwa, supported by Armbrustmacher, that the Board approve Carolyn Parker as Assistive Technology/Augmentative & Alternative Communication Specialist for the 2023-2024 school year, in compliance with Board Policy 3120; paid per the Compensation Manual Consultant Scale at Step 5. Motion carried unanimously.
- Motion by Palmer, supported by Armbrustmacher, that the Board approve the new Grants Controller position at .2 FTE to be paid according to the Compensation Manual Consultant Scale. Motion carried unanimously.
- Motion by Armbrustmacher, supported by O'Bryant, that the Board approve the reclassification of Cheryl Barry from the Program Specialist Scale to the Analyst Scale in the 2023-2024 Compensation Manual. Motion carried unanimously.
- Motion by O'Bryant, supported by Palmer, that the Board approve the renewal of written contracts for 10/1/23-9/30/24 as presented. Motion carried unanimously.

IX. Other Matters for Possible Discussion/Action

Board Workshop on Monday, 10/30/23 at 5:00 p.m.

Adjournment – Motion by Palmer, supported by O'Bryant, that the 9/11/23 Regular Board of Education meeting be adjourned at 5:29 p.m. Motion carried unanimously.

Respectfully Submitted,

Dave Kudwa  
Secretary

Lori Schulte  
Recording Secretary