

**CALHOUN INTERMEDIATE SCHOOL DISTRICT  
BOARD OF EDUCATION  
MINUTES of the REGULAR MEETING OF MARCH 19, 2025  
4:00 p.m.  
Gifford/Schultz Educational Service Center  
Marshall, Michigan**

**A.     *Call to Order - Roll Call - Pledge of Allegiance***

The regular meeting of the Calhoun Intermediate School District Board of Education was called to order on March 19, 2025, at 4:01 p.m. at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, Michigan by Board President Goodrich.

Present were: Richard Lindsey, Jr., Catherine Yates, Eric Greene, Jeannie Goodrich and Kenneth Ponds

Absent was: None

Also present were: Dr. Terance Lunger, Superintendent; Jessica Clothier, Assistant Superintendent for Human Resources; Karen Dysinger, HR/Executive Office Coordinator; Lorie Upright, Assistant Superintendent for Technology & Data Services; Nicole Lawrence, Assistant Superintendent for Special Education; Carrie Johnson, Assistant Superintendent of Regional Instructional Services; Jerry Johnson, Assistant Superintendent of Legislation and Education Policy; Kori Rafferty, Assistant Superintendent of Finance and Operations; Kelly Boris, CISD Speech-Language Pathologist; Elizabeth Insley

**B.     *Request to Approve Agenda as Printed or with Additions/Changes including the Exclusion of Selected Actions in the Consent Group***

A motion was made by Lindsey and supported by Yates that the meeting agenda be approved as printed.

Motion carried unanimously.

**C.     *Visitors' Comments***

- There were no comments from visitors.

**D.     *Routine Matters - Consent Grouping:***

It was moved by Ponds and supported by Lindsey that the CISD Board of Education approve the following recommended actions:

**1. ROUTINE MATTERS - CONSENT GROUPING:**

- a. Approve minutes of regular meeting - February 19, 2025**
- b. Approve minutes of special meeting - February 25, 2025**
- c. Approve minutes of special meeting - March 5, 2025**
- d. Review bills and electronic fund transfers as submitted**
- e. Receiving of financial reports/investments reports**
- f. Employment recommendations:**
  - Employment of **Morgan Miller** in the position of Health Aide for DKDC, effective February 20, 2025.
  - Employment of **Shannon Parks** in the position of Teacher Assistant for DKDC, effective March 6, 2025.
  - Conditional employment of **Autumn Felder** in the position of Special Education Coordinator, effective March 17, 2025.
  - Employment of **Veronica Barba** in the position of DKDC SCI Teacher, effective March 20, 2025.
  - Employment of **Danielle Shubert** in the position of Registered Nurse, effective March 20, 2025.
  - Conditional employment of **Billy Gresley** in the position of CTE Construction Technology Instructor, effective July 1, 2025.
  - Conditional employment of **Richard Kellogg** in the position of CTE Construction Technology Instructor, effective July 1, 2025.

Motion passed unanimously.

***E. Special Presentation(s)***

- 1. Legislative & Rhodes Branding Update - Jerry Johnson**

***F. Other Action Items to come before the Board***

**1. Continuing Employment of Administrators for the 2025-2026 Fiscal Year**

It was moved by Yates and supported by Lindsey that the CISD Board of Education approve the re-employment of the following administrators for the 2025-2026 fiscal year.

***General Education:***

Erika Burkhardt, Assistant Superintendent of Early Childhood

Jessica Clothier, Assistant Superintendent of Human Resources  
Kori Rafferty, Assistant Superintendent of Finance and Operations  
Nicole Lawrence, Assistant Superintendent for Special Education  
Carrie Johnson, Assistant Superintendent of Regional Instructional Services  
Tim Staffen, Assistant Superintendent for Career and Technical Education  
Lorie Upright, Assistant Superintendent for Regional Technology and Data Services  
Steve Horn, Director of Technology Services  
Jason Keeler, Director of Facilities  
Mark Ludlow, Chief Accountant  
Christie Green, Chief Accountant Early Childhood Services  
Susan Clark, Director of Early Childhood Services

***Special Education:***

April Folkema, Special Education Supervisor  
Eric LaFleur, Special Education Supervisor  
Kristi Janvrin, Special Education Supervisor  
Joann Joy, Special Education Supervisor  
Andrew Loy, Special Education Supervisor  
Beth Opdycke, Special Education Supervisor  
Kristy Orosco, Special Education Supervisor  
Lindsey McKnight, Special Education Supervisor  
Tammy Robinson, Special Education Supervisor  
Kathryn Slee, Special Education Supervisor  
Alicia Gomez, Special Education Supervisor

***Voc Ed (CTE):***

Kristen Asiala, Principal, Calhoun Area Career Center  
Amelia O'Brian, Assistant Principal, Calhoun Area Career Center

Roll call vote taken.

Voting Yes: Goodrich, Greene, Yates, Ponds, Lindsey

Voting No: None

Motion passed unanimously.

**2. Human Resource Employment Requests**

- Add Position:
  - 1.0 ECSE Inclusion Teacher Assistant

It was moved by Greene and supported by Lindsey that the Calhoun ISD Board of Education approve the employment changes/additional as requested by the Human Resource Department.

Roll call vote taken.

Voting Yes: Greene, Yates, Ponds, Lindsey, Goodrich

Voting No: None

Motion passed unanimously.

### **3. Approve Proposed 2029-2030 Common Calendar**

It was moved by Lindsey and supported by Yates that the CISD Board of Education approve the proposed 2029-2030 Common Calendar as presented.

Voting Yes: Yates, Ponds, Lindsey, Goodrich, Greene

Voting No: None

Motion passed unanimously.

### **4. Adopt Revised Policies and Forms:**

#### **Policies:**

- 4113 - Michigan Earned Sick Time Act (ESTA) (New)
- 4113-F Michigan Earned Sick Time Act (ESTA) Form - ESTA Hire Notice (New)
- 4113-F Attachment - ESTA (New)

It was moved by Greene and supported by Lindsey that the CISD Board of Education approve the revisions to the policy bylaws and forms as presented.

Voting Yes: Ponds, Lindsey, Goodrich, Greene, Yates

Voting No: None

Motion passed unanimously.

### **5. Revise Regular Board of Education Meeting Date for May 2025:**

It was moved by Lindsey and supported by Yates that the CISD Board of Education change the date of the Regular Board of Education Meeting from May 21, 2025 to May 14, 2025.”

Voting Yes: Lindsey, Goodrich, Greene, Yates, Ponds

Voting No: None

Motion passed unanimously.

**6. Recommendation to Approve Employment and Contract**

It was moved by Lindsey and supported by Greene that the CISD Board of Education employ Jerry Johnson as Superintendent of Calhoun Intermediate School District, effective July 1, 2025, and approve the employment contract between Jerry Johnson and the CISD Board of Education as recommended by the Board Personnel Committee for the period of July 1, 2025 through June 30, 2028.”

Voting Yes: Goodrich, Greene, Yates, Ponds, Lindsey

Voting No: None

Motion passed unanimously.

**7. Approve Gifford-Schultz Network Electronics Bid Request**

It was moved by Lindsey and supported by Yates that the CISD Board of Education approve the bid received from Inacomp Technical Services Group for Network Switch Equipment and an Uninterruptible Power Supply in the amount of \$52,295.00.”

Voting Yes: Greene, Yates, Ponds, Lindsey, Goodrich

Voting No: None

Motion passed unanimously.

**G. Information:**

1. The cash flow summary was reviewed. There were no questions or comments regarding the cash flow summary.

2. Professional/Support Staff Resignations & Retirements:  
*Pursuant to Board Policies 4140 and 3140 (Termination and Resignation), I respectively report that the resignation of the following noted employees were accepted on behalf of the Calhoun ISD Board of Education:*

- Resignation of Christoper Woodward from the position of CTE Health Careers Prep Instructor, effective at the end of the business day February 26, 2025. (Hired 6/25/2024)

- Resignation of Julie Meinecke from the position of SWFT Implementation & Improvement Consultant, effective at the end of the business day February 28, 2025. (Hired 7/1/2024)
- Resignation of Mackenzie Fratarcangeli from the position of DKDC Teacher of Students with Moderate Cognitive Impairments, effective at the end of the business day April 6, 2025. (Hired 8/19/2024)
- Retirement of Sheila Blair from the position of DKDC Teacher Assistant, effective at the end of the business day June 6, 2025. (Hired 8/25/2004)
- Retirement of Julie Brown from the position of DKDC Teacher Assistant, effective at the end of the business day June 6, 2025. (Hired 5/23/2003)
- Resignation of Mark Hess from the position of CACC Construction Technology Instructor, effective at the end of the business day June 30, 2025. (Hired 6/2/2022)

#### ***H. Administrative Reports***

1. The Superintendent updated the Board on the following Items:
  - Superintendent Transition
  - HCISD Interview
  - BISD Process
  - 3% Reimbursement
  - County-wide Professional Development
  - CACC Boilers
  - Facilities
2. Department Reports: (for your information)
  - Early Childhood Services - Erika Burkhardt
3. Dates:
  - *Good Friday, April 18, 2025 - All CISD Offices Closed*
  - *CISD Support Staff Luncheon on Wednesday, April 23, 2025 at 12:00 at the Calhoun Area Career Center*
  - *CASB Annual Awards Dinner on Wednesday, April 30, 2025, 5:45 p.m., at the Calhoun Area Career Center*

***I. Next Regular Meeting of CISD Board, April 16, 2025, 4:00 p.m. to be held at the Gifford/Schultz Educational Service Center, Marshall, MI***

#### ***J. Adjournment***

There being no further business to come before the board, President Goodrich adjourned the meeting at 4:50 p.m.

President: Jean Goodrich

Secretary: Kenneth Ponds