

CALHOUN INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING MINUTES
AUGUST 13, 2025 at 4:00 p.m.
Gifford/Schultz Educational Service Center, Marshall, MI

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 August 13, 2025, at 4:00 p.m. at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, Michigan by Board Vice President Greene.

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

Absent was: Jean Goodrich

Also present were: Jerry Johnson, Superintendent; Lorie Upright, Assistant Superintendent for Technology and Data Services; Karen Dysinger, Human Resources/Executive Office Coordinator; Nicole Lawrence, Assistant Superintendent for Special Education; Tim Staffen, Assistant Superintendent for CTE; Carrie Johnson, Assistant Superintendent for DRIS; Kori Rafferty, Assistant Superintendent for Finance and Operations; Erika Burkhardt, Assistant Superintendent for Early Childhood; Jessica Clothier, Assistant Superintendent for Human Resources; April Folkema, Special Education Supervisor; Elizabeth Insley

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

It was moved by Lindsey and supported by Yates that the meeting agenda be approved as printed.

Motion passed unanimously.

C. *Visitors' Comments*

There were no comments from visitors.

D. Routine Matters - Consent Grouping

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

- a. Approve minutes of organizational meeting of July 16, 2025**
- b. Approve minutes of regular meeting of July 16, 2025**
- c. Review bills and electronic fund transfers as submitted**
- d. Receiving of financial reports/investments reports**
- e. Employment Recommendations**

Motion passed unanimously.

E. Special Presentations:

- Allied Health Restructuring - Tim Staffen
- Early Childhood Services Report - Erika Burkhardt

F. Other Action Items to come before the Board

1. DKDC Lunch Milk Prices

Kori Rafferty is recommending that the adult lunch price increase by \$0.24, and the milk price not increase for the 2025-2026 school year. Student lunches will remain free. I support her rationale and recommend that you approve the lunch/milk prices as presented.

It was moved by Yates and supported by Lindsey that the CISD Board of Education approve the lunch and milk prices for the 2025-2026 school year.

Roll call was taken.

Voting Yes: Yates, Lindsey, Greene, Ponds

Voting No: None

Motion passed unanimously

2. Approve the 2025-2026 Student Handbook for the Doris Klaussen Developmental Center (DKDC), Adult Transition Program (ATP), Calhoun County Youth Center (CCYC), and Early Childhood Special Education (ECSE) (Memo - Suggested Changes - Recommended Handbook)

It was moved by Lindsey and supported by Ponds that the CISD Board of Education approve the revisions to the 2025-2026 CISD Student Handbook for DKDC, ATP, CCY and ECSE as presented.

Roll call was taken.

Voting Yes: Lindsey, Greene, Ponds, Yates

Voting No: None

Motion passed unanimously

3. Approve Burgy Support Fund Distribution Request

It was moved by Yates and supported by Ponds that the CISD Board of Education approve the request to draw \$34,244.67 to cover unreimbursed Burgy expenditures.

Roll call was taken.

Voting Yes: Greene, Ponds, Yates, Lindsey

Voting No: None

Motion passed unanimously

G. Policy Review

- **1101 - General Policy Statement**
- **1201 - Mission Statement**
- **1301 - Creation Amendment & Posting of Policies**
- **1401 - Definitions**

CISD Administration has no recommended changes to the policies.

It was moved by Ponds and supported by Lindsey that the CISD Board of Education affirm the board policies as presented.

Roll call was taken.

Voting Yes: Ponds, Yates, Lindsey, Greene

Voting No: None

Motion passed unanimously

H. 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

I. Administrative Reports

1. Superintendent's Report:
 - Cabinet Retreat
 - Calhoun Superintendents' Retreat
 - August 18, 2025 Opening Day Agenda
2. Department Reports: (for your information)
 - **Regional Instructional Services** - Carrie Johnson
 - **Early Childhood Services** - Erika Burkhardt

J. Board Roundtable

- **Superintendent Evaluation**
 - **Revised School Code Excerpt - 380.1249**
 - **MASB ISD Superintendent Evaluation Tool - Pages 2-16**

K. Next Regular Meeting of CISD Board, September 10, 2025, 4:00 p.m. to be held at the Gifford/Schultz Educational Service Center, 17111 G Drive North, Marshall, MI

L. Adjournment

There being no further business to come before the board, Vice President Greene adjourned the meeting at 5:07 p.m.

President: Jean Goodrich

Secretary: Kenneth Ponds