



AGENDA  
BOARD OF EDUCATION MEETING  
MUSKEGON AREA ISD  
630 HARVEY ST  
MUSKEGON, MICHIGAN 49442  
MONDAY, APRIL 15, 2024  
5:30 PM

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Registration of Guests
- 5) Approval of Agenda with Additional Items and Order of Priority
- 6) Consent Agenda
  - a) Approval of Minutes of the March 18, 2024 meeting, and the Closed Session Minutes of March 18, 2024.
  - b) Approval of Financial Statements
    - Resolution - Board Treasurers Report
    - Balance Sheet
    - Budget to Actual Comparison
    - Purchase Orders Over \$5,000
    - Purchasing Card Transactions Over \$300
    - Report of Vendor Payments of \$5,000 or Greater
- 7) Communications
- 8) Public Participation in the MAISD Board of Education Meeting
- 9) Reports
  - a) Superintendent's Report
    - 1) Head Start Report
  - b) Financial Report

c) Education Update - Budget Presentation - Mike Schluentz

10) Old Business

11) New Business

a) Review the 2024-25 General Fund Budget as it will be presented at the April 25, 2024 Annual Budget Review with representatives from each constituent school district.

b) Approve the Superintendent Contract between the Board of Education and Mr. Randy Lindquist effective July 1, 2024 through June 30, 2027.

c) Approve a contract with Concept Design Studio for \$84,200 for the design, engineering, bidding and construction administration for the new Career Tech Center Metal Building.

d) Approve the proposal from Chrouch Communications in the amount of \$54,531.52 for the School Emergency Radio Network project. A State of Michigan grant (31aa) will fund this project up to \$45,203. The remaining balance (\$9,328.52) will be paid using the MAISD 2024/2025 budget.

e) Approve the purchase of a digital storefront from Xerox (Michigan Office Solutions) in the amounts indicated below for the Print Services Department.

- Storefront training and Implementation cost - \$28,807 (FY2024 Expense)
- Storefront license and hosting fees 5 years - \$69,355 (FY2025 Expense)

f) Approve the payment for the Unique Learning Systems curriculum for the 2024-25 school year, starting July 1, 2024. Wesley School was quoted \$10,314.85 for the annual subscription of the curriculum.

g) Approve the Head Start Expansion Grant, #HHS-2024-ACF-OHS-HP-0157.

h) Approve the Out-of-State Conference & Overnight Field Trip Requests as follows:

1) Four (4) Hospitality & Food Management (HFM) Students  
Elissa Penczar & Rhonda Derks, Instructors  
ProStart Grand Hotel TableTop 1st Place Team Award  
May 3-5, 2024  
Mackinac Island, MI

2) Andy Mann, Instructional Technology Consultant  
Advance Learning Partnerships (ALP) AI Conference  
May 20-21, 2024  
Nashville, TN

i) Approve the Employment of the Following Personnel:

1) Richard Tripp - Auto Services Parapro - Career Tech Center - Effective 04/08/24

j) Approve the Following New Positions/Changes:

1) Jennifer Cihak - Executive Director of Early Childhood - Effective 07/01/24

2) Kara Tiefenthal - Departmental Administrative Assistant of Early On/MMSE - Effective 04/01/24

k) Acknowledge the Retirement/Resignation/Layoff/Separation of the following personnel:

1) Tequila Mekkes - Instructional Assistant - Lakeshore Learning Center - Resignation - Effective 03/25/24

2) Jeanine Ferry - Human Resources Benefits Coordinator - Resignation - Effective 04/05/24

3) Kyle Fiebig - Director of Career Technical Education - Career Tech Center - Resignation - Effective 06/30/24

4) Stuart Jones - Executive Director of Early Childhood - Retirement - Effective 08/31/24

12) Other

13) Adjournment