

**Clinton County Regional Educational Service Agency  
Board of Education  
Minutes of Regular Meeting  
March 4, 2024**

I. Call to Order

The meeting was called to order by Vice President Ken Armbrustmacher at 5:00 p.m.

Members Present: Ken Armbrustmacher, Mark Palmer, Dave Kudwa, Stacie Rulison

Members Absent: Ken Krapohl

II. Welcome and Introductions

Vice President Armbrustmacher conducted the introduction of Board Members, Administrators, and Guests

Administrators/CCRESA Staff: Scott Koenigsknecht, Rich Koenigsknecht, Karmen Hungerford, Jennifer Branch, Christine Callahan, Peter Klein, Emily Palmatier, Renee Thelen, Vicki O'Rourke, Courtney Gupta, Emilie Brzak

III. Approval of Agenda

Motion by Rulison, supported by Palmer, that the March 4, 2024 Agenda be approved as printed. Motion carried unanimously.

IV. Approval of Minutes

Motion by Palmer, supported by Rulison, that the Board approve the minutes of the February 5, 2024 Regular Board meeting as printed. Motion carried unanimously.

V. Communication to the Board

Written Communication: thank you card from Dr. O'Bryant

Comments and Concerns of Citizens Present: None

VI. Consent Agenda

Motion by Rulison, supported by Palmer, that the Consent Agenda be approved as presented. Motion carried unanimously.

- Payment of Bills January 2024 of \$20,784,059.45
- Revenue & Expenditure Reports for January 2024
- Cash Analysis and Investment Report for January 2024
- Resignation of Angie Pifer, Mike Wiley, Seth Gurd
- Travel Approval – Post Conference
  - Dr. Scott Koenigsknecht – “Accelerate[ED] February 2024 Convening”, Austin, TX, February 7-8, 2024
  - Sara Pericolosi – “Assistive Technology Industry Assoc. (NTIA)”, Orlando, FL, January 25-27, 2024
- Contracts
  - Grand Traverse Resort and Spa for event space and food for 2026 Early On Conference on November 9-12, 2026 in Acme, MI.
  - Noel Kely for developing draft training curriculum and materials for early childhood educators, Strong Beginnings: Nurturing the Development of Three-Year-Old Children, for up to \$28,350 by June 28, 2024.

VII. Board of Education Report

- Superintendent Koenigsknecht provided the CCRESA Staffing Report for February 2024 and Departmental Highlights were shared with the Board
- Rich Koenigsknecht provided an Educational Center Renovation Budget Report to the Board
- Karmen Hungerford provided the Human Resources Departmental Update to the Board

VIII. Recommendations from the Superintendent and/or Action

- Motion by Rulison, supported by Palmer, that the Board approve Anthony Strevett as Special Education Supervisor, in compliance with Board Policy 3120; to be paid according to the Special Education Supervisor Scale in the Compensation Manual. Motion carried unanimously.
- Motion by Palmer, supported by Rulison, that the Board approve Rebecca TerMeer as Early Literacy Coach for the 2023-2024 school year, in compliance with Board Policy 3120; paid per the Consultant Scale in the Compensation Manual. Motion carried unanimously.
- Motion by Rulison, supported by Palmer, that the Board approve Noel Kelty as OIP Grants Consultant, in compliance with Board Policy 3120; paid per the Special Education Supervisor Scale, step 9, in the Compensation Manual. Motion carried unanimously.
- Motion by Palmer, supported by Rulison, that the Board approve Emilie Brzak as OIP Help Me Grow Michigan Care Coordinator, in compliance with Board Policy 3120; paid per the Coordinator Scale in the Compensation Manual. Motion carried unanimously.
- Motion by Rulison, supported by Palmer, that the Board approve Courtney Gupta as OIP Help Me Grow Michigan Project Coordinator, in compliance with Board Policy 3120; paid per the Supervisor Scale, step 7, in the Compensation Manual. Motion carried unanimously.

IX. Other Matters for Possible Discussion/Action

- Motion by Kudwa, supported by Palmer, that the March 4, 2024 Regular Board of Education Meeting be adjourned at 5:53 p.m. Motion carried unanimously.

Respectfully Submitted,

Dave Kudwa  
Secretary

Recording Secretary