



## **BOARD BRIEFS**

July 15, 2025

### **Organizational Meeting Briefs**

The Ingham Intermediate School District Board of Education held the annual Organizational Meeting and elected the following as officers for 2025-26:

- Michael Flowers as President of the Board of Education
- Erin Schor as Vice President of the Board of Education
- John Wolenberg as Treasurer of the Board of Education
- Lori Zajac as Secretary of the Board of Education
- Caitlyn Salow as Trustee of the Board of Education

Additionally, the Board:

- Adopted the Bylaws, as presented.
- Designated June 15, 2026, as the date for the 2026-27 Public Budget Hearing.
- Designated July 21, 2026, as the date for for the 2026-27 Organizational Meeting.
- Approved the Designation of Depositories and other Banking Matters, as presented.
- Approved the Employee Blanket Bond, as presented.
- Approved the recommendation for Legal Counsel, as presented.

### **Regular Board Meeting Briefs**

#### **Action Items**

The Board approved the Consent Docket as follows:

- Regular Meeting Minutes – June 17, 2025
- Human Resources Report
- Calendar of Events
- Payment Summary Report
- Investment Report



# Ingham Intermediate School District

*A Regional Educational Service Agency*

---

- Authorization of Recurring Vendor Contracts
  - Xello, Inc. for September 1, 2025, to August 31, 2026, in estimated amount of \$52,250.09
  - Kronos SaaS, Inc. for August 1, 2025 – July 31, 2026, and December 1, 2025 – November 30, 2026, in estimated amount of \$49,000

In other action, the Board:

- Approved the updated job description, title and pay grade for the Behavior Management Technician position as presented.
- Approved the increase in work weeks for the administrative assistant positions as presented.
- Approved the updated 2025-26 WTC Student/Parent Handbook as presented.
- Authorized payment of the final overage invoice for copier maintenance services provided by Lowery Corporation d/b/a Applied Imaging in the amount of \$18,627.77 for the 2024-25 school year for a total cost of \$39,428.28.
- Approved payment for additional psychoeducational services to Presence Learning, Inc. of New York, NY incurred during the 2024-25 school year in the amount of \$15,000 for a total contract cost of \$135,000.
- Approved payment to Mason Public Schools for additional services for our Heartwood, SAIL, and North Star School school-lunch programs to cover the increases in food and supply costs for the 2024-25 school year in the amount of \$26,306.46 for a total contract cost of \$96,306.46.
- Awarded the Heartwood Loading Dock Replacement Project to Able Concrete of DeWitt, MI in the amount of \$117,708, and authorized an additional project contingency of up to \$30,000 to address potential, additional work as identified during construction.
- Approved the new position of School Social Worker, Early Childhood, as presented.
- Approved the new position, Early On Supervisor, as presented.
- Approved the Ingham ISD 2025-26 program calendars as presented.
- Approved the Board Resolution regarding Staff Compensation/Renumerations for Services Rendered as presented.
- Approved the 2025-28 Ingham ISD Strategic Plan as presented.

## Discussion Items

- Becky Hills presented the Wilson Talent Center schedule of planned student field trips.

## Superintendent's Report

Superintendent Jason Mellema provided updates on the following:

- MSBO Certification Achievements
  - Leah Cameron - Pupil Accounting Specialist
  - Ingrid Seruga - Pupil Accounting Auditor
  - Sarah Ritter - Business Office Manager

## Board Member Reports



Michael Flowers provided an update on the 2025-26 Board Committee schedule.

### **Upcoming Events**

July 23, 2025, Ingham Academy Graduation, 2:00pm – 1601 West Holmes Road, Lansing

August 13, 2025, Ingham ISD School Year Kick-off Event, 8:00am – Mason High School

August 19, 2025, Regular Board Meeting, 6:00pm – Thorburn Education Center

September 15, 2025, Regular Board Meeting, 6:00pm – Thorburn Education Center (Monday)

For further information about the preceding items, please contact [Micki O'Neil](mailto:moneil@inghamisd.org) (moneil@inghamisd.org) or 517.244.1212.