



REGULAR BOARD MEETING

City Council Chambers

14400 Dix Toledo, Southgate, MI 48195

**BOARD OF
EDUCATION**

PRESIDENT

DR. DARLENE L. POMPONIO

DATE: August 15, 2017 -7:00 p.m.

VICE PRESIDENT

JASON CRAIG

BOARD MEMBERS PRESENT: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Reed

SECRETARY

ANDREW A. GREEN

BOARD MEMBERS EXCUSED:

TREASURER

JASON R. KUPSER

ADMINISTRATION PRESENT: Chretien, McLachlan, Pastor

ADMINISTRATION EXCUSED:

TRUSTEES

TIMOTHY O. ESTHEIMER

NEIL J. FREITAS

REBECCA REED

The Pledge of Allegiance was recited.

Dr. Pomponio read the District Mission and Vision Statements.

REVISIONS/APPROVAL OF AGENDA:

2017/18-17 It was moved by Mr. Craig supported by Mr. Green the board approve the August 15, 2017 Regular Board Meeting agenda.

ADMINISTRATION

YES: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Reed

NO:

SUPERINTENDENT

LESLIE CHRETIEN

CITIZENS COMMENTS ON DISCUSSION OR ACTION ITEMS

None

BUSINESS AND FINANCE

DIRECTOR

THERESA MCLACHLAN, C.P.A.

PRESENTATIONS

Construction Update- Rob Kakoczki, Plante Moran CRESA, gave the board an update on the status of the construction throughout the district. The parking lots at Asher, Davidson and Beacon have all been paved and striped. Restoration work will now begin at those buildings. AHS student lot, visitor lot and bus loop have all been paved, light poles are being set and restoration work will begin. The tennis court fencing and surfacing is complete and will be turned over to the teams. The softball and baseball field site drainage and restoration is wrapping up.

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

JILL PASTOR

All roofing replacements are completed at this time. Fordline's paving will begin next week. The remainder of AHS paving will wrap up next week. Material from suppliers is causing some time delay. They will work around the school schedule to complete the jobs. Mr. Kakoczki gave the board construction photos of district projects. The overall completion date for the work is October 31. Mr. Kakoczki asked the board to choose a date to schedule a board tour of the Districts' completed construction. The lighting at the buildings will be on dimmers and sensors. Ms. Chretien noted that a risk assessment was done on the districts' buildings as a part of our crisis response plan. Dark spots and excessive vegetation were noted and we have taken care of that. She also commented for the viewing

DIRECTOR OF

HUMAN RESOURCES

GERARD L. MORIN

audience, the lighting systems have not been turned over to the district yet for calibrating and adjustments. Some community members are commenting on the brightness and direction the lights are facing. All of this will be taken care of.

District Perception Survey (2017)-Jill Pastor, Curriculum Director, gave the board a Power Point presentation on the results of the Perception Survey. This survey had a tremendous amount of data, which the board was given for review. Parents, students and staff from each of our buildings took the survey. In the Elementary it was only given to 5th graders. 14 basic questions under 5 themes were asked. After meeting with student focus groups, it provided a better understanding of how students were interpreting the questions being asked so questions were added to the survey to provide more clarity. Ms. Pastor reviewed the result percentages by student, staff and parents.

These results are an important piece of the School Improvement process. The data must be analyzed by the building staff and/or school improvement team at each building. The staff needs to answer the following questions; which area(s) indicate the overall highest level of satisfaction among students/parents/staff? Which area(s) indicate the overall lowest level of satisfaction among students/parents/staff? What actions will be taken to improve students/parents/staff satisfaction in the lowest area? As part of the school improvement plan the staff was required to do a report called the school data analysis. The state made this optional this year, but it is an important part of a school's Comprehensive Needs Assessment (CNA).

Ms. Chretien said the Community Support Team also looked at this information this past spring and identified some trends we will be talking about next year. There is a downward trend as students get older. It was also noted that while students told us they know what is expected of them, they still treat each other badly. There are concerns with scores she does not think are adequate in terms of 'I feel safe at school'. She will be doing focus groups with students to find out what that means to kids. She needs to know; what are the circumstances that lead them to not feel safe. We have purchased the Panorama Social Emotional Learning Survey that has a K-5 program that is starting next year. All of those resources will be available throughout the district, there will be another district committee that will take a look at perception surveys.

Ms. Pastor spoke about the dis-connect between the survey results from the students compared to the teachers when answering the same questions. Ms. Reed asked if students could take a survey to rate their teachers at the end of the semester. Comments left on the survey are reviewed by Ms. Pastor, they are not per building they are viewed as a district on the whole. Administrators are able to view the comments from their own building. Some comments can be pretty inappropriate.

Ms. Chretien stated the survey results are reviewed with administrators during their evaluation.

COMMITTEE REPORTS

Anti-Bullying- Dr. Pomponio-The committee reviewed the Stop-It materials. This seemed like a sufficient way to report bullying. There is a software app students can use. She will bring it to a work session and discuss pricing. The next meeting will be held September 7 at 4:30 p.m.

Finance-Mr. Kupser-the next meeting will be held August 23 at 5:30 p.m. The agenda will come out in the next day or two.

Policy-Dr. Pomponio-The NEOLA updates were reviewed for board approval tonight. The update for suspension and expulsion for the 17/18 school year was sent to board members so they can update themselves on this new piece of legislation and the new policy that we have. The next meeting is September 7 at 5:30 p.m.

Legislative -Ms. Reed-The Michigan ESSA plan which is that every student succeeds is near federal approval for those watching at home who don't know under the Every Student Succeeds Act each state has to present to the US Department of Education a plan to improve its educational system. Michigan Plan includes a new system for assessing school quality, a lighter testing regimen and a focus on student growth. The state submitted in April, it's been very criticized by its observers but pretty soon we'll have some answers. Detroit teachers got together and decided that their schools were over tested and they were actually disgusted about it and made some noise and their plan going into next year is to reduce their standardized testing by 70%. So it's going to be interesting to follow along and see how they are doing that. In kindergarten classrooms they were getting 10 tests a year and there was some other information that was brought out that was in the fact when it was reported on they just said, with a mixture of science and common sense we have decided. So it will be really nice to see if that maybe starts to spread out. In Grand Rapids there was a meeting, a school district in Grand Rapids decided that they wanted to invite Betsey Devoe to come and meet with them and their hopes were high, the notes were pretty good from the meeting, it was mostly superintendents that came to it. They had an opportunity to give their feedback and to set what they feel everybody has as a common ground as being important for the schools and they talked about wanting our new education director to be a champion of the teaching profession and how that could happen. Roundtable discussions, notes from that and some of the live speech with it was really good, it will be interesting to see how that combines with changes that are going to be approved on things moving forward. The next meeting will be September 7 at 3:30 p.m.

Curriculum-Dr. Pomponio-The next meeting will be August 17 at 10:00 a.m.

Personnel- Mr. Green-The committee met today, it was a pretty elongated meeting. It's pretty hard with the personnel because of leaving names out of it but some of the points discussed was reviewing the current staffing with the Mr. Morin. Some things are on our HR updates there are and have been recent resignations. Mr. Morin updated the committee on where the moving parts are; what we are going to hire, what we are going to wait and see in certain buildings which this board will see at the next meeting. Seeing where enrollment lies before hiring some of the replacements in certain buildings. A second issue discussed was getting a brief update on the current contract negotiations, which were a lot of language changes at this point with the groups. The third discussion was on the volunteers, we have to go through proper procedures which has not been happening. Mr. Morin, Dr. Pomponio, Mr. Estheimer and Mr. Green discussed where these issues were and how they are going to be rectified. Mr. Morin spoke to the committee about the appeal process with volunteers also in other issues if there is an appeal process for any kind of disciplinary action or appeals that deal with any kind of volunteers in any way and how that has changed and what the procedures are in Southgate Public Schools and through the State of Michigan. So there is a better understanding if anybody has questions. The final issue that was brought up by himself as the chair is asking and working with the Central Office Department that when our committee and personnel or when or when this board requests any kind of background information on an employee that it is imperative that the employee through their legal rights and common courtesy are informed that their records are being pulled. We did have a situation where an employee rightfully so, in his opinion, was upset that their records were pulled for a certain discussion and he and/or she was not informed of that situation. Mr. Green had talked to this person and he can't disagree with the fact that this person was upset and we need to make it clear that when we do pull such records for whatever the reason that the person, the employee in this district, has the common courtesy and the legal right to know that their records are being pulled if they so choose to question it, have representation if need be and so forth and so on. The next meeting date has not been set. Mr. Green will speak with Mr. Morin, has spoken to Dr. Pomponio briefly, but he thinks it will be September 5th maybe at 5:30 p.m. if everybody is o.k. with that tentatively. If not it will be the following week before the board meeting. It will be posted appropriately.

Grounds & Maintenance- Dr. Pomponio-The committee held their first meeting today. Ms. Chretien, Mr. Craig, Mr. Estheimer and Dr. Pomponio were present. The committee discussed establishing a new mission statement and what kind of reports that we need to look at or want to look at. Established that the facility assessment process and reviewing that is going to take some time so we can look at that, our depreciation schedules, and our inventory. Ms. Chretien added the committee would be shown some of the software programs that are used for monitoring our maintenance, our work orders and the energy management systems which control the temperatures and air in the buildings. Dr. Pomponio said she will update on the next meeting as soon as she can.

All committees hold open meetings at Southgate's board offices or other location that will be posted. Dates of meetings, committee members, agendas and minutes are posted on the web page.

DISCUSSION

Finance- Theresa McLachlan-The board received a budget report Ms. McLachlan has been providing to them. When she ran this report on June 30, we were near the year end and preparing for the auditors. She noted this information is un-audited. Even though during the year the expenditures and revenue are not recorded, earned, spent in an even fashion, once we get to the end of the year everything does come together so you can see preliminarily what some budget variances were. Our auditors are in the district this week and she scheduled, for the first meeting in October, to give the overview of the financial status as of June 30th before the auditors give their presentation. Overall she feels we did very well, but we are still under audit so she is cautious.

She also provided the board members with a preliminary budget update based on the information that she has at this point. The governor did sign the 2017/18 School Aid Act on July 14. Based on the known changes she has provided estimated revenue and expenditure changes of where we are at right now. When she presented the original budget at the end of June for 2017-18, we were at an estimated budget increase of \$138,000. The state did recognize that it does cost more at the high school level to provide for the high school students, so we will be getting \$25 per high school student and that also includes the high school students at Asher. That's an estimate based on our projected student count, we won't have a final number until our count day. That is an additional estimated \$33,000. We did receive the projected additional funding for at risk, which is also based on the number of FTE's, for an additional \$328,000. With the 15% penalty imposed by the MDE for our IDEA budget and having an excess of cognitively impaired African-American students, our general fund took a hit of approximately \$240,000. We will look at areas in the at-risk budget to see where we can cover some of the things were unexpected hit with. One area is our transitional kindergarten, we did add an extra classroom so the majority of the at-risk revenue is used to cover those costs. The remainder is on hold until we get a definite amount we are going to get for the year. The Adult Ed section 107, we have been provided some additional funding of \$45,000, after we submitted the budget we had to make an adjustment.

The 2016/17 RESA Enhancement Millage check was actually higher in total of just over \$10,000, so she is budgeting the same amount in 17/18. DCTC added costs with carryover funding, we get added cost dollars through Flat Rock Schools and a portion of that is always required to be deferred to the next year. We were actually \$24,000 over our budget for 16/17, there was an offsetting expenditure increase for the same amount. We still don't know for sure what our regular added cost dollars are, we do have additional money from the carryover funding. Mr. Nestor has received approval from DCTC to use some of that funding to re-do the lean-to that outside of the building/trades area. The last adjustment was in Technology, the director and staff worked very hard looking at our surplus equipment in that was deemed to be scrap and we did receive \$17,000 in 16/17, that money will be deferred and used for projects during the 17/18 school year. She has put in the revenue and the expenditures for that money.

On the expenditure side an additional amount has been added for retirement costs until she can see where we are at with the UAL funding. This is always an unknown until she gets the October status report. Due to the resignation of an academic advisor, due to the FTE's at Asher we are not planning on replacing that individual. The retirement of an administrative assistant came up after the budget was presented to the board. Staffing was shifted and we are not hiring an additional staff person. We had an additional half time person that was helping with special education and with Beacon. We are keeping staffing the same. There was cost savings with the wage and benefit differential between the retired individual and her replacement.

We are at an Amended 2017/18 budget increase from \$138,000 to \$601,000. The 2017/18 Fund Balance was \$1,842,000. Our unaudited increase in our fund balance for the year ended June 30th 2017 is an additional \$510,000. We are looking at a projected fund balance at 6/30/18 of \$2,954,000. Looking at the enhancement millage funding, she updated the chart from the budget presentation with the revenue for the additional \$10,000 that we were projecting based on what we received in 16/17. The budgeted expenditures for the original budget was \$533,000 that leaves an available balance of \$853,000. Based on what we know now, of that \$853,000 we're at a point where we have amounts totaling \$600,000 available for maintenance, athletics, curriculum and other board approved priorities. That leave \$253,000 that's still reserved based on future data because there's still information such as the student count in October and state aid status report in October.

Board members asked questions about the fund balance, replacing the Asher Academic Advisor and the Special Education funding regarding at-risk and the disproportional amount of African American students deemed cognitively impaired. Ms. McLachlan spoke about the delinquent taxes and the collection process.

Ms. McLachlan stated she will continue to share any information she gets with the board prior to the formal budget hearing.

Curriculum- Ms. Pastor-The student level M-STEP data has been released. The public release is due by the end of the month, therefore it is not permissible to share any school, district or state-level results with parents the community or other external parties until the embargo is lifted by the MDE.

The MDE will be conducting state-wide (required) M-STEP Science pilot based on the Michigan K-12 Science Standards in the spring of 2018. Students in grades 5, 8 and 11 will pilot this assessment. This means that students in 5th and 8th grades will take M-STEP for ELA, Math, Social Studies and Science. These results will not be used for high-stake purposes.

Our 4th graders will get relief from testing but the 5th grade will be compounded with 4 tests. Estimated time to take the test; 2 sessions with no more than 40 minutes a piece. The administrators do not even know this, as they do not report until Tuesday, this is a recent development from the MDE.

Superintendent-Ms. Chretien-Provided recommendations for millage spending for the 17/18 school year which will be discussed at the work session tonight. The custodial, maintenance and grounds crews have been working diligently to get the buildings ready. They are working around the construction and making good progress. Administrators have been coming in over the summer to work on projects regarding law change in expulsion and suspensions. This requires a lot of changes in the way we do business. Administrators have been working on forms, procedures and talking about restorative procedures. Reporting in MiStar will also need to be changed for discipline issues. We gave out 37 packets for School of Choice and 73 resident packets for enrollment over the summer. This is encouraging news.

Board President Update- Dr. Pomponio-Topics for review will be discussed at a second board retreat on August 29th at 6:00 p.m. The annual MASB Leadership Conference will be held November 9th through the 12th. There are several classes in the 100 and 200 series and different seminars. If board members register before September 8th there is an early registration rate. In previous years several board members would attend the conference though if at least a couple board members attend they can report back. It's usually good experience because there are so many different board members from different cities and counties around the state and you learn so much from other district practices and what their role is and you can kind of compare and bring back that information to your own board.

CITIZENS COMMENTS

None

CONSENT

2017/18-18 It was moved by Mr. Green supported by Mr. Craig the board accept the minutes from August 1, 2017 Regular Board Meeting, HR Update and the Disbursements for July 2017.

YES: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Reed

NO:

ACTION

1. Board Policy Spring Updates: Ms. Chretien explained that we have opted for a policy from Thrun rather than the one from NEOLA, as their language was confusing. Thrun provided us with a recommended policy, procedures and practices as they relate to the recent law change regarding expulsions and student discipline. She received clarification from MDE on Policy 8500. The board can add the legal language from the law change in totality. The policy's will be numbered and kept in order by NEOLA.
The board discussed the updates and changes to policy.

2017/18-19 It was moved by Mr. Craig, supported by Mr. Estheimer, the board approve the 2017 Spring Updated Board Policies from NEOLA and Thrun as presented.

YES: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Reed

NO:

2. District Emergency Operations Plan: Ms. Chretien provided the board with a copy of this plan in the google folder. This will be available online and in print to the administrators. Due to safety concerns it is not recommended to be put in print to the public. This plan is the result of several years of hard work from the District Crisis Response committee of which Dr. Pomponio was an active member of, Mr. Estheimer also worked with this group. It has been at least 17 years since the previous plan was updated. We used the Michigan State Police Template, facility assessments were done. Teams reviewed the plan, flip charts were updated. These will be swapped out during our upcoming PD.

Mr. Estheimer commented this was a very thoughtful group that worked very hard on this. When he first joined the group he read the minutes from prior meetings, a lot of work went into this and he appreciates the staff and the superintendent's leadership on this.

Dr. Pomponio commented on the commitment and dedication of the many individuals that comprised this group for the safety of our students. She was honored to be a part of the team. Resources used came from the Michigan State Police, Homeland Security, Law Enforcement Command Post templates, behavioral health from various sources in Michigan, The Michigan Model K-12 Emergency Plan and we also completed a vulnerability assessment. Board Policy and Suicide Assessment Plan were reviewed. Digital Footprints for keeping kids safe and an evacuation site list were updated.

2017/18-20 It was moved by Mr. Estheimer supported by Mr. Kupser, the board approve the 2017 District Emergency Operations Plan as presented.

YES: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Reed

NO:

3. Award for the 2017-18 fresh baked pizza contract: Ms. McLachlan explained to the board, RFP's were sent out at the beginning of July to 8 pizza businesses in Southgate. A requirement of this process was to have an ad in the newspaper which we fulfilled. A sample was to be sent to central office for a taste test. Only 1 company complied with the requirements of the bid. Domino's passed the test for our sampling. They are our current vendor, and quoted a price with no change from our current price of \$5.75 per pizza. The recommendation from the Food Service Director and Ms. McLachlan is to award this contract to Domino's for 2017/18.

Ms. McLachlan commented there may be a time in the near future when outside pizza will be unavailable to the school lunch program; not because of the price, but because of the regulations that outside business will have to commit to just to provide the service.

Ms. Reed asked about the bid results review. Ms. McLachlan did have the information in the board packets.

Mr. Craig asked about the wheat exemption. Ms. McLachlan stated the companies were notified wheat pizza was not a requirement for this bid. The bid did not have to be resent as long as we contacted them.

Ms. Reed inquired if we could get our pizza's through the Little Ceasar's fundraising kits and bake them ourselves, saving money per pizza and earning money for the district or would this be too much work for the kitchens.

Ms. McLachlan commented this would be too much work as well as the difficulty in trans

2017/18-21 It was moved by Mr. Kupser supported by Mr. Green the board award the 2017/18 Pizza Contract to Domino's Pizza.

YES: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Reed

NO:

EMPLOYEE REPRESENTATIVES

None

INFORMATION AND ANNOUNCEMENTS

Mr. Estheimer reported that Ms. Ball posted on her Facebook page, supply lists are available on the website. The building is still not accessible due to construction, so parents are not able to view the class lists yet. An Open House is planned for August 30.

Mr. Estheimer asked Ms. Chretien about the class lists. Ms. Chretien stated that principals post them at the same time so there is no competition and they always do a robo-call and/or E-blast to parents. The delay right now is that there are no parking lots. Patience is being requested.

Mr. Kupser wanted to bring attention to the un-edited budget and to Ms. McLachlan's efforts. The accuracy level's regarding expenses is 98.7%. In revenues she was 99.4% accurate in forecasting those expenses. He wanted to say good job on that it really came in well.

Ms. Reed thanked parents who are proudly announcing that they have a new Titan in our district. Parents have been introducing themselves to her. She commented that is really nice to have parents actually investing in their students, checking the website, and checking out who the board members are. Other parents' responses to the new families is really good to see. She thanked parents for that, it is appreciated; she welcomed new families.

Dr. Pomponio informed everyone the city's Parks and Recreation is putting a proposal on the November ballot. They are looking to support the community parks, neighborhood parks and facilities; which includes the ice arena and Senior Center. Additional planned initiatives; new play structures and equipment, ball diamond improvements and a potential dog park development. This is a great thing to support, other cities surrounding us are getting community support for improvements; moving in the direction we are with the schools this would be a great thing to have pass. September 9th is the Seventh Annual Disc Golf Tournament, sign up is at the Parks and Rec office.

NON ACTION ITEMS

1. Educational Enhancement Millage Spending: Ms. Chretien gave the board Millage Spending Recommendations. She is currently recommending the following expenditures from the 2017/18 educational enhancement millage funds:
 - Curriculum \$200,000 (instructional materials, textbooks, etc.)
 - Maintenance \$150,000 (preventive maintenance, repairs, equipment, etc.)
 - Athletics \$100,000 (expanded busing, equipment, supplies, etc.)
 - Athletic Trainer \$32,000
 - Auditorium Curtains \$36,000 (not covered in the bond, but we can get better pricing if we include this in the bid proposal under the bond program)
 - Curb Appeal \$80,000 (exterior paint, landscape repairs, etc.)

Discussion items: the fund raising that took place for Field House improvements and where that money will be spent. Bathrooms in need of replacement urinals and/or complete gut jobs. Curriculum spending and bringing the expenditures for new curriculum to the board for approval. The timeline for what the districts' needs are for replacing curriculum material. Athletic Trainer, the need for bringing this position back for the safety of student and the capacity for which they would be utilized verses hiring paramedic/ambulatory services.

Ms. McLachlan discussed the athletic budget.

The board agreed to have Mr. Pinkowski at the next regular board meeting to discuss the athletic budget and what capacity the athletic trainer would be utilized.

If board members are interested in any other ideas for using the enhancement millage money, on top of what was brought forth by the focus groups, Ms. Chretien asked that they bring them to her and she will get information on costs. The board agreed to take a consensus vote on the recommendations they agree with and give her guidance/direction on which way to proceed.

By consensus, the board agreed with the recommendations for enhancement millage spending, except for Athletics until Mr. Pinkowski comes to the board to answer questions from the board.

ADJOURNMENT

2017/18-22 It was moved by Mr. Craig supported by Mr. Green, the board adjourn the meeting at 9:30 p.m.

YES: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Reed

NO:

Respectfully submitted by: Theresa Grzechowski

Andrew A. Green-Secretary
Board of Education

Board meetings may be viewed in their entirety on our website: www.southgateschools.com

