



**BOARD OF
EDUCATION**

**BOARD OF EDUCATION
WINTER BOARD RETREAT
MONDAY, January 16, 2017
CITY COUNCIL CHAMBERS
14400 Dix Toledo, Southgate, MI 48195**

PRESIDENT

DR. DARLENE L. POMPONIO

VICE PRESIDENT

JASON CRAIG

SECRETARY

ANDREW A. GREEN

TREASURER

JASON R. KUPSER

TRUSTEES

TIMOTHY O. ESTHEIMER

MELISSA L. MCDANIEL

REBECCA REED

ADMINISTRATION

SUPERINTENDENT

LESLIE CHRETIEN

BUSINESS AND FINANCE

DIRECTOR

THERESA McLACHLAN, C.P.A.

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

JILL PASTOR

DIRECTOR OF

HUMAN RESOURCES

GERARD L. MORIN

DATE: January 16, 2017

TIME: 5:03 P.M.

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

BOARD MEMBERS EXCUSED:

ADMINISTRATION PRESENT: Chretien, Pastor

REVIEW OF PRELIMINARY PLANNING FOR CLASS SIZE REDUCTION:

Ms. Chretien and Ms. Pastor reviewed the numbers in each grade level and discussed the plan for reducing class sizes. Millage money will be used to address this. The district will start receiving the millage money with the winter tax bill, and again this June. In the following years we will collect approx. \$1.5 million each June.

Parents who have children in larger classes will be given the option of having their child transferred to a building with lower numbers. A survey is going out to parents asking if their student(s) will be attending school in the fall. Ms. Pastor stated collecting this information will allow us to have a better idea about staffing.

School of Choice will be determined once we have numbers on our returning students. Transitional Kindergarten data is being reviewed to determine the need for an additional Transitional Kindergarten class. Discussion took place about the advantages/disadvantages to offering School of Choice in the district.

Ms. Chretien reviewed the target numbers for each grade and spoke of the monetary compensation to teachers with overages. If grade sections are added to any building, the board would have that come to them for approval.

Discussion about marketing our district; flyers, videos, theater advertising etc., all require funding which we may now have available. In the past few years much time has been devoted to our debt and DEP and trying to get our district back on track financially. We now have the opportunity to address class sizes, new programs and infrastructure.

The School Improvement Team, ILDT and other stakeholders will assist with the vision and the board will decide what the next steps will be for spending the millage money. The language in the millage flyer stated specific areas we would target.

Information will be shared with the public on how and where the funds are being spent.

NEW BOARD MEMBER 100 SERIES REQUIREMENT:

Dr. Pomponio led the discussion about new board members taking the 100 Series Training through MASB. The classes are a valuable resource for new board members to gain insight as to their role, responsibilities, finance, board governance etc.

The registration process will be reviewed by Theresa McLachlan at the Regular Board Meeting on January 17, 2017.

BOARD TRAINING:

Free training is available to the board through Wayne RESA our ISD (Intermediate School District) to provide support to our board and superintendent. The board will review the classes and determine which ones the board and superintendent will attend. Dr. Pomponio added, WCASB (Wayne County Association of School Boards) offers new board member orientation which a great resource.

BOARD OPERATING PROCEDURES:

Discussion took place about the agenda and placement of agenda items. It was suggested to place all items from a board members packet on the internet so board members could access it via computer during board meetings.

Members agreed that action items will be brought to the board by the presenter of the item. It will be voted on after the discussion of the item takes place.

Members will address each other by title; Mr. Ms. Dr.

Members agreed if a consent item warrants discussion it will be moved to action to allow for that.

When voting, the board president will ask for those in favor and those opposed for the record. Roll call votes will be taken when necessary.

EXPECTATIONS OF SUPERINTENDENT (Review Goals):

Ms. Chretien shared her previous year's goals with the board and her evaluation from June 2016. She selected areas where she was graded with a 3 or less and is seeking board guidance on improvement. Looking to align the superintendents and the boards goals so they can work together to achieve them.

Members asked they be notified of issues; student accidents, building issues etc., so as not to be caught off guard. They agreed to direct questions brought to them by parents or community members to the superintendent.

ROLES AND RESPONSIBILITIES:

Members discussed the need for exercising caution when addressing questions from the public so as not to be answering as the voice of the board.

Discussion took place about questions during a board meeting. When they occur during a presentation there is no need to go through the chair. All other times, questions should be requested through the chair.

BOARD GOALS:

Leadership, Academic Performance and Board Effectiveness, Continued Communication and Consistency. Discussion took place about the board and superintendent working together on shared goals. The work session portion of the agenda can be used for discussion of these goals.

Ms. Chretien stated that under the Strategic Plan, there is a FIT Committee (Financial Input Team) Community Support Team and ILDT (Instructional Leadership and Data Team). We also have a District

School Improvement Team, members of these committees will review data, provide input and visioning. The FIT committee will use Muentrix for long range plans. The system can be manipulated with variables in data to provide us with a look at the future as it may relate to losses of students or other funding. Having this tool allows us to see what future budgets might look like and where proposed changes need to be made to accommodate loss of revenue.

The following board members volunteered for district committees:

FIT: Mr. Craig, Mr. Kupser

District School Improvement Team: Dr. Pomponio and Mr. Green, alternate Mr. Estheimer

Community Support Team: Dr. Pomponio, Ms. Reed, Ms. McDaniel

District email was discussed. When needing to send an "all staff" email, the district email must be used. Private emails are not set up through the district server to do this. Board members were given their login information.

ADOPTED SCHOOLS:

Board members are assigned to the following schools as board liaison to that building.

Allen: Mr. Kupser, Dr. Pomponio

AHS: Mr. Craig, Ms. McDaniel, Ms. Reed

Asher: Mr. Green

Beacon: Ms. McDaniel, Ms. Reed

DMS: Mr. Craig, Dr. Pomponio

Fordline: Mr. Estheimer, Ms. McDaniel

Grogan: Mr. Green, Mr. Kupser

Shelters: Mr. Estheimer, Dr. Pomponio

COMMITTEES:

Board members chose the following committees.

Anti-Bullying: Dr. Pomponio (Chair), Ms. Reed

Policy: Mr. Green, Ms. McDaniel, Dr. Pomponio (Chair)

Finance: Mr. Craig, Mr. Kupser (Chair), Dr. Pomponio

Legislative: Mr. Green, Ms. Reed (Chair), Dr. Pomponio

COMMUNICATIONS:

Board members agreed to forward questions and urgent matters from the public to the superintendent or the President. When asked questions from parents or community members, they will not respond on behalf of the board.

Ms. Chretien will continue to give the President and Vice President information.

Board members will update their contact information and provide the president with the method they prefer to be used for contact.

Board members discussed the need to resolve conflicts among themselves or staff immediately so as not to allow an issue to grow.

TEAM BUILDING:

In an effort to create a strong working relationship with the board, members were asked to present ideas for team building, to the president.

CALENDAR:

Board meetings will be placed on the district calendar located on the website. Committee meeting dates will be on the board page accessible through the district website. ILDT, FIT etc....meeting dates will be provided to the board.

ADJOURNMENT:

The meeting was adjourned at 8:20 p.m.

Respectfully submitted by: Theresa Grzechowski

Andrew A. Green Secretary
Board of Education

