



**REGULAR BOARD MEETING**

**City Council Chambers**

**14400 Dix Toledo, Southgate, MI 48195**

**BOARD OF  
EDUCATION**

PRESIDENT

PAUL C. KNOTT

**DATE: October 4, 2016**

VICE PRESIDENT

DR. DARLENE L. POMPONIO

**TIME: 7:00 P.M.**

SECRETARY

MARK KREMER

**BOARD MEMBERS PRESENT:** Craig, Freitas, Green, Knott, Kremer  
Pomponio, Reed

TREASURER

JASON CRAIG

**BOARD MEMBERS EXCUSED:**

**ADMINISTRATION PRESENT:** Hainrihar Chretien, McLachlan

TRUSTEES

NEIL J. FREITAS  
SELDEN GREEN  
REBECCA REED

**ADMINISTRATION EXCUSED:** Pastor

The Pledge of Allegiance was recited.

Mr. Knott read the District Mission and Vision Statements.

**REVISIONS/APPROVAL OF AGENDA**

2016/17-39 It was moved by Mr. Kremer, supported by Dr. Pomponio  
the board approve the October 4, 2016 Regular Board Meeting  
agenda.

**ADMINISTRATION**

YES: Craig, Freitas, Green, Knott, Kremer, Pomponio, Reed

NO:

SUPERINTENDENT

LESLIE HAINRIHAR CHRETIEN

**CITIZEN'S COMMENTS DISCUSSION OR ACTION ITEMS**

None

BUSINESS AND FINANCE

DIRECTOR

THERESA MCLACHLAN, C.P.A.

**PRESENTATIONS**

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

JILL PASTOR

Summer School Presentations: Elementary-Robert Wolsek, Summer School Administrator, reviewed with the board the Summer Slam Program that was held at Fordline Elementary. The program was 20 days long, covering ELA and Math. Students were recommended for the program by their teacher. These students are either below grade level in academic achievement, have poor attendance or are at danger of being retained.

DIRECTOR OF

HUMAN RESOURCES

GERARD L. MORIN

Learning Targets were coded to standards in each of the classrooms. I-Can statements were written in language the students could understand. Our instruction was driven by students' incoming benchmark scores. This helped to guide the instruction during the Summer Slam Program.

Mr. Wolsek shared success stories with the board from teachers and parents. Summer School isn't typically at point of pride, but the staff is making this a great experience for the students and parents are telling him their student is happy to be in summer school. They are receiving the necessary attention that attributes to their success.

154 applications were reviewed, 127 attended the ELA and 137 attended the Math program. There were 7 classrooms with an average of 18 per class. The DRA scores indicated that 56% of the students increased 1 reading level. Math scores reflect a 64% increase from the pre and post benchmark test. The students who attend elementary summer school are not there for credit, but to keep them from sliding back over the summer.

The summer school assessment results were shared with the students home school and incoming teacher for next year. Summer School wants to stress the benefits of the program with parents; communication, attendance, effort and attitude can make learning fun.

Dr. Pomponio inquired about the confidence factor. Mr. Wolsek said it would be his opinion that the smaller class size and the hands on activities as well as creating new friends from the other elementary schools played a big part in building confidence.

Ms. Chretien thanked Mr. Wolsek for taking on the administration of summer school. He was in an unfamiliar building due to the construction at Grogan, but he handled it well and rose to the occasion. This was a great experience for the summer school program.

Dr. Pomponio asked about the enrollment. Mr. Wolsek said it was about the same, and attendance does fall off as summer progresses.

Mr. Knott said he had the opportunity to walk through the building and was impressed. The kids were engaged, the instructors were pleasant and he thanked Mr. Wolsek for the great job he did.

Mr. Wolsek thanked the administration and Ms. Schiappacasse for welcoming him into her building.

Secondary Summer School Program-Kelsey Tackett-Secondary School Summer School Administrator reviewed the program with the board. Grades 6 through 12 attend summer school Monday through Thursday for 6 weeks, June until August. There was an a.m. and a p.m. session, some attended one or the other or both sessions. Free breakfast was also available during summer school. Ms. Olson was the summer school counselor, Ms. McNees was the secretary, Derek Marcum provided the security. The teachers included Hayley Cameron, Allyson Romanowski, Ms. Lewis, Ms. Cieslak, Ms. Shastall and Mr. Corbitt.

Grades 6-7-8 were offered ELA and Math. Grades 9-12; ELA, American Literature, Math, Biology, Chemistry and History. Students are scheduled into the classes that they are missing credit in. 130 students registered. The middle schools numbers were down, earlier promotion of the program will take place for next year. 195 courses were taken, 4 dropped, 4 failures. 187 courses were passed, students received credit. There were no suspensions.

Focus areas; student success, attendance hours, student and staff safety. Mini observations were made, each teacher was visited twice and given a feedback form. Focusing on the positive. A pre education student worked with middle school students.

107 courses were paid for by a 31A scholarship grant. 56 courses were paid for by students wanting a second course at \$185 each. 25 courses that did not qualify for the scholarship were paid for by students. 7 out of district students paid \$200 for their courses. We are one of the only programs at the high school level in the downriver area. She will promote more for next summer.

Funds generated by summer school; \$36,180 payroll was \$27,123.67 giving us \$9056.35 to be placed into the General Fund.

Dr. Pomponio inquired about the courses and credits. Ms. Tackett stated students can take courses to raise their grades but it is not recommended, only because most students are in the class because they have failed the class and the course moves much slower.

Mr. Knott said he would like the opportunity to visit the secondary summer school program.

Ms. Chretien commented that there was some confusion in contacting middle school parents, and appreciates Ms. Tackett's initiative to connect and communicate with those parents for next years' program. These programs present a very upbeat, collegial and positive atmosphere and she commended both administrators on a job well done.

Technology Update: Mike Toschi-Technology Director reviewed all of the work that has been done in the district over the summer break. Mr. Toschi commended his crew; Mike Ball, Luke Bunge, Allan Cornwell, Ronnie Sheeler and Nick Quoziente on the outstanding job they have done for the district.

There were 500 computer removals from the district. 1000 new installs and over 300 reimages. Receiving of the 1000 new computers over the summer was a tremendous undertaking. Google Drive is now our network storage vehicle for all of the users in the district. This is a huge savings for our district. We now have free unlimited storage. Just under 5 Tera Bytes of data uploaded to Google Cloud. 7 years of email was migrated to the new g-mail accounts. All of the data that was sent to the cloud had to be brought back into the computers, this was a monumental task.

WiFi is now accessible in every spot in every building. Between the network electronics and the district's WiFi that is about \$642,000 bill. Due to leveraging our E-Rate dollars, this cost was \$70,000 from the general fund.

A new Help Desk ticketing system (RT) is enabling Tech to manage the technology needs of the district. Urgent, highest priority needs are taken care of first. There is a new video surveillance system, new door access controls, and secure entry ways at our buildings which control the flow of people into the building. 50 projectors and docu-cams were installed. Summer training with Wendy Nowak on the google docs and sharing took place.

Classrooms technology continues to be updated as needed. E-Rate is the tax that everyone pays on their communication bills. This was to provide rural areas with telephone service. The government now allocates those funds to schools in the U.S. so they can have broadband connectivity. That is how we pay for the majority of ours. We are waiting for those resources. Professional development is necessary and looking for creative ways to help our employees integrate the new technologies in their classrooms.

Dr. Pomponio asked about the issues with google. Mr. Toschi said there is a bit of a learning curve. These are pretty drastic changes compared to the really outdated technology we were using.

The next major issue to look at is our phone system. We are at the end of our contract with Encore. We paid for this through E-Rate. That will no longer be the case. We own the handsets so we are planning on creating our own voice over IP system while using our own handsets. We will only need two plain old telephone service (POTS) lines for our elevators which will reduce our costs. All buildings will be on the same phone and video surveillance systems

Discussion took place about the support from the community to pass the bond to allow for the work that has been done. The timing was perfect to allow us to capitalize on savings and incentives offered through TRIG (Technology Readiness Infrastructure Grant), a state wide bidding process.

Audit Report Presentation: Mr. Mike Georges-Yeo & Yeo gave the board the Independent Auditors report of our financial statements of the governmental activities, each major fund, and aggregate remaining fund information of Southgate Community School District as of and for the year ended June 30, 2016. The report was issued September 27, 2016. The board was given the Audit Report, Single Audit Report and the Financial Statements.

The audit procedures; internal control, independent confirmation, examination of documents, inventory observations, analytical analysis, asset/liability approach and peer review. The audit was in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Governmental Auditing Standards* issued by the Comptroller General of the United States.

Mr. Georges said the Independent Auditors Report is a clean opinion which is the highest level of assurance to receive on an audit. The report is addressed to the board but it is open to the public. When Ms. McLachlan uploads it to the state it will be on the website as well.

Mr. Georges reviewed the General Fund which now has a \$374,181 fund balance. This has not happened in 5 years. This is good news, but this is still a very low number. We will still be on the States Watch List; pursuant to Public Act 109 of 2015 we need to have 5% of our revenue which would mean we need a \$2 million fund balance. Our goal should be to have a 5% fund balance so we can quit reporting to the state.

He congratulated the board, district employees and administration for getting out of a \$5 million. Ms. McLachlan said we wouldn't be at this point without the significant concessions from employees. Without their help we could not have succeeded, she thanked them for their sacrifices.

Revenue and expenditures for all funds were reviewed. Act 18 money and the procedure for paying them was discussed. A comparison of local districts foundation allowance per pupil was presented. Southgate receives \$7,391 per student which is on the low end downriver, compared to the approximately \$8400 received by Trenton and Grosse Ile.

Mr. Georges commented that the bond will help us build our fund balance due to the fact we will not be spending general fund money to make the technology upgrades and improvements in our district that are covered by the bond money. We slipped into a deficit very quickly. We had a fund balance of \$500,000 in 2008 and were \$2.5 million in debt 2 years later, so we still need to be very careful with spending. Retirement plan rates have stabilized over the last few years but it is still high. From 16.94% in 2010 to 25.78% in 2016.

Mr. Georges thanked Ms. McLachlan and her staff for their hard work and professionalism during the audit. His firm always enjoys working with our district. He congratulated the district on getting out of deficit.

Dr. Pomponio inquired about the changes in the fund balance during the years. Theresa McLachlan commented that staffing reductions, employee concessions, balancing the budget and changes in employee benefits are some of the reasons. Ms. Chretien also commented that when overstaffing was realized at the end of 13/14 the cuts were made.

### **ATTENTION TO STUDENT GOVERNMENT REPRESENTATIVES**

AHS Student Representative-Josh Staten introduced himself to the board. He is in his senior year, President of Student Council, a member of the Big Brothers Program and a member of Class Congress.

Ms. Chretien commented that Alba Ibraj will join us at the next board meeting, but tonight she had an interview at her first choice university so she was unable to attend.

### **COMMITTEE REPORTS**

Anti-Bullying-Dr. Pomponio, Ms. Green-Sept 26 meeting; discussion about bringing a PTO to DMS. Cyber bullying and a parent resource page with links to health for teens, adding to what is currently on that page.

Finance-Jason Craig-No meeting scheduled at this time.

Policy-Dr. Pomponio-Met Sept 26 administrative guidelines were discussed along with reviewing the 3000 series and documenting the annual reporting requirements.

Ms. Chretien stated the bullying incident reporting form is now accessible on our web in several locations; each school has a link, the superintendent page as well as the home page have a link to the form. They can be emailed in, taken to an office, placed in a sealed envelope and turned in to be placed into a specific mailbox. This can be done anonymously. The board policy update from NEOLA just arrived in the office today and will be given to the policy committee. Admin Regulations have been sent in. All forms will be placed into a forms book. The main work will then be done and we will only have to work on updates.

*All of these committees hold open meetings at Southgate's board offices. Dates of meetings, committee members, agendas and minutes are posted on the web page.*

### **DISCUSSION**

Finance- Ms. McLachlan-Thanked the employees for their support each and every day, Ms. Chretien, and her own staff for all they have done to make her job easier. There were no findings for the federal programs and we eliminated our finding for the deficit but due to the prior period adjustment it is reported as a material weakness but will go away next year. Tomorrow morning she will be sending off all of the reports to Michigan Department of Treasury and hopefully receive back a quick decision on their plans for Southgate Community Schools.

Curriculum-Ms. Pastor was attending a conference.

Superintendent-Ms. Chretien thanked all of the First Responders that attended the Homecoming Game last week. There was great community support and many parents commented on the number of police, firefighter and EMT's that were there. She thanked the departments for their participation. Fall count day is tomorrow, she encouraged parents to send their students to school.

### **CONSENT**

2016/17-40 It was moved by Mr. Kremer supported by Dr. Pomponio, the board approve the September 20, 2016 Regular Board Meeting minutes.

YES: Craig, Freitas, Green, Knott, Kremer, Pomponio, Reed  
NO:

2016/17-41 It was moved by Mr. Kremer supported by Dr. Pomponio, the board approve the HR update as presented.

YES: Craig, Freitas, Green, Knott, Kremer, Pomponio, Reed  
NO:

**ACTION**

2016/17-42 It was moved by Mr. Kremer supported by Dr. Pomponio, the board approve the closing of Student Activity Account-AHS (account #xxxxxxx5525) at Huntington Bank.

YES: Craig, Freitas, Green, Knott, Kremer, Pomponio, Reed  
NO:

*Ms. McLachlan stated this is an account that was set up for a specific High School activity, the coach has changed, there has been no activity on the account since January and the new coach has different plans for fundraising. This is a requirement with the State of Michigan that this account was set up separately for the previous purpose. She is asking for this to be closed.*

2016/17-42 It was moved by Mr. Kremer supported by Dr. Pomponio, the board approve the Out-of State field trip for U.S. History and AP Government students from Anderson High School.

YES: Craig, Freitas, Green, Knott, Kremer, Pomponio, Reed  
NO:

*Ms. Chretien commented this trip has been arranged by Ms. Cieslak who has set up similar trips in the past, just a different location. We have approved similar trips in the past.*

2016/17-43 It was moved by Mr. Kremer supported by Dr. Pomponio, the board approve the Out-of-State field trip for Junior National Honor Society members at Davidson Middle School.

YES: Craig, Freitas, Green, Knott, Kremer, Pomponio, Reed  
NO:

*Discussion took place about which students would be attending this field trip, current Or previous years' Honor Society Members. Ms. Chretien stated this was a trip that was approved last year and is for current Honor Society Members.*

2016/17-44 It was moved by Mr. Kremer supported by Dr. Pomponio, the board approve Dr. Darlene Pomponio and Shelley Green as representatives; Paul Knott as an Alternate, to the MASB Delegate Assembly.

YES: Craig, Freitas, Green, Knott, Kremer, Pomponio, Reed  
NO:

**EMPLOYEE REPRESENTATIVES**

None

**CITIZENS COMMENTS**

Mr. Larry Hill-Cunningham St. resident addressed the board about parking issues around Grogan Elementary. His concerns were referred to the Southgate Police Department.

**INFORMATION AND ANNOUNCEMENTS**

Dr. Pomponio announced Parks and Recreation will have an open house Oct 12 from 7-9p.m. They will be discussing the Master Plan and a pathway development and are seeking input and feedback.

Mr. Knott announced the FIT committee met and discussed the structure of the committee and its purpose. They will look at Munetrix and develop it to its fullest potential for transparency. The Bond/Construction and the Enhancement millage and Strategic Plan were reviewed. The next meeting will be Nov 1 at the Gerisch building.

Concerns about vandalism and unruliness at the elementary buildings have been brought to board members attention. Mr. Knott said he will take this to the Public Safety Commission for help. Possible reinstatement of the Safety Committee will be reviewed.

Ms. Chretien said she has had reports of trouble at Heintzen and graffiti at Chormann, but not getting reports of vandalism at the other buildings.

**WORK SESSION**

None

**ADJOURNMENT**

The meeting was adjourned at 8:40 p.m.

*Respectfully submitted by: Theresa Grzechowski*

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Mark Kremer-Secretary  
Board of Education



















