



14400 Dix Toledo
Southgate, MI 48195
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REGULAR BOARD MEETING

City Council Chambers

14400 Dix Toledo, Southgate, MI 48195

**BOARD OF
EDUCATION**

PRESIDENT

JASON CRAIG

DATE: August 28, 2018 7:00 p.m.

VICE PRESIDENT

TIMOTHY O. ESTHEIMER

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

BOARD MEMBERS ABSENT:

SECRETARY

DR. DARLENE L. POMPONIO

ADMINISTRATION PRESENT: Pastor, McLachlan

TREASURER

JASON R. KUPSER

The Pledge of Allegiance was recited.
Mr. Craig read the District Mission and Vision Statements.

TRUSTEES

NEIL J. FREITAS
ANDREW A. GREEN
REBECCA MOSSOP

REVISIONS/APPROVAL OF AGENDA:

2018/19-14 It was moved by Dr. Pomponio supported by Mr. Kupser the board approve the August 28, 2018 Regular Board Meeting agenda.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio
NO:

ADMINISTRATION

SUPERINTENDENT

JILL M. PASTOR

CITIZENS COMMENTS ON DISCUSSION OR ACTION ITEMS

None

BUSINESS AND FINANCE

DIRECTOR

THERESA MCLACHLAN, C.P.A.

PRESENTATIONS

None

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

DR. MICHELLE BAKER-HERRING

STUDENT GOVERNMENT REPRESENTATIVES

None

DIRECTOR OF

HUMAN RESOURCES

GERARD L. MORIN

CITIZENS COMMENTS

None

CONSENT

2018/19-15 It was moved by Dr. Pomponio supported by Mr. Kupser, the board approve the revised minutes from July 24, 2018 Regular Board Meeting, July 24, 2018 Work Session, August 14, 2018 Work Session and August 14, 2018 Regular Board Meeting and the HR Update as presented.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio
NO:

ACTION

1. **District Policies:** Ms. Pastor explained the board was being asked to approve the adoption of Lusk Albertson Policies. These have been reviewed by the Policy Committee and are being recommended for adoption.

Mr. Estheimer thanked Dr. Pomponio and Mr. Green for their work on the policies. Mr. Kupser inquired about future modifications to which Ms. Pastor responded; as legislation changes and goes into effect, Lusk Albertson will present us with a suggested policy. The Policy Committee will then get together and bring the recommendation to the full board.

2018/19-16 It was moved Dr. Pomponio supported by Mr. Green, the board approve the Lusk Albertson Policies as presented by the Board of Education Policy Committee.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio
NO:

2. **Approval of one year contract for the pizza Bid with Cottage Inn Pizza for 2018-2019:** Ms. McLachlan explained that based on the recommendations of the new food service director and a new plan to provide pizza for lunches with cost savings and changes in the usage of an external company, an informal RFP process for pizza bids for 2018-2019 was completed. The RFP was for providing pizza to 5 schools once a week. Pizzas will be made in-house daily for Anderson, Davidson & Asher. The RFP requested pricing for cheese pizzas and pepperoni pizza. The new food service director also required a copy of the bidder's most recent health department inspection report.

The low bidder was Cottage Inn Pizza with a bid price of \$6.00 for cheese pizza and \$6.25 for pepperoni pizza. These prices are 25-50 cents, per pizza, lower than the other bids received.

Note: On August 3, 2018, the administration provided the company, that was originally contracted to provide pizza for the 2018-2019 school year, with a 30 day notice of termination (per the terms of the current pizza contract), which included a request for reconsideration of their proposed price per pizza.

The board inquired about the wheat or white option and the informal RFP. Ms. McLachlan responded this pricing is for white not wheat and the informal RFP meant there was no paper notice; due to only 5 schools the bid amount was less than \$100,000 so the public/formal bid process could be bypassed and an interim process could be followed. The list of vendors that we used the last time was sent to the Food Service Director. Ms. McLachlan explained, the new food service director saw our prices and felt the increase was too high compared to other Dominoes franchises even with the increase in minimum wage. This RFP process was unique to Southgate.

Discussion also included the reconsideration of the pizza pricing with our former pizza provider.

2018/19-17 It was moved by Mr. Kupser supported by Dr. Pomponio, the board approve a one-year contract for the pizza bid with Cottage Inn Pizza for the 2018-2019 school year.

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

NO:

3. **Updated Emergency Operations Plan:** Ms. Pastor explained, the board is being asked to approve the Southgate Schools' Emergency Operations Plan. This document was originally presented and approved by the board on August 15, 2017 after years of hard work from the District Crisis Response Committee. This year the Michigan State Police released updated guidelines that included: Hazard Analysis Summary, Specific Response Actions and Hazard-Specific Procedures. The committee that worked this year also made some other changes that include: updated emergency contact rosters, updated the school maps to include a compass rose, and outside incident command location and training/exercise monthly mandatory topics list for administration.

The entire document is 174 pages and was uploaded to the boards' Google folder. The board was provided with the summary of changes in their packets. This is a living breathing document. Intruder training began today which brought up some great suggestions. We will need to incorporate changes as we move forward. We want to continue to talk about scenarios and what makes sense. The specifics will not be made public.

Discussion took place about how frequent this plan will be reviewed and updated.

2018/19-18 It was moved by Dr. Pomponio supported by Mr. Estheimer, the board approve the 2018 updated Southgate Schools Emergency Operations Plan as presented.

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

NO:

EMPLOYEE REPRESENTATIVES

None

INFORMATION AND ANNOUNCEMENTS

Mr. Green welcomed the teachers back tomorrow and the students back next week. He asked everyone to support the fall sports. Varsity Football will be on Thursday this week, 7 p.m. against Lincoln Park. The support of all of our athletes and activities, clubs, teachers and students is appreciated. Welcome back for a safe and happy school year. He also wished Grogan PTO President Stephanie Morin a Happy Birthday.

Dr. Pomponio welcomed back teachers, students, staff and administrators. Freshman orientation is Thursday 9:00 a.m. at Anderson High School. Freshman will meet with their Link Crew Leader. Students should have been contacted by their Link Crew Leader and should contact the high school counseling office if they have not. She wished the new Freshman Good Luck. DMS has an Open House on September 6th between 6:00 and 7:00 p.m. A parent PTO interest meeting will occur prior to the Open House, between 5:00 and 6:00 p.m. and between 7:00 p.m. and 8:00 p.m. there will be a meeting about the Washington trip.

CLOSED SESSION

2018/19-19 It was moved by Mr. Green supported by Mr. Kupser, the board adjourn to a closed session for the purpose of contract negotiations.

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

NO:

The board adjourned into closed session at 7:22 p.m. Discussion took place regarding contract negotiations.

2018/19-20 It was moved by Mr. Estheimer supported by Mr. Green, the board move out of Closed Session and return to an open meeting at 9:26p.m.

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

NO:

ADJOURNMENT

2018/19-21 It was moved by Mr. Estheimer supported by Mr. Kupser the board adjourn the meeting at 9:26 p.m.

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

NO:

Respectfully submitted by: Theresa Grzechowski

Dr. Darlene Pomponio-Secretary
Board of Education

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

