



REGULAR BOARD MEETING

City Council Chambers

14400 Dix Toledo, Southgate, MI 48195

**BOARD OF
EDUCATION**

PRESIDENT

JASON CRAIG

DATE: November 26, 2019 7:00 p.m.

VICE PRESIDENT

TIMOTHY O. ESTHEIMER

BOARD MEMBERS PRESENT: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage

SECRETARY

DR. DARLENE L. POMPONIO

BOARD MEMBERS ABSENT:

TREASURER

RICK LAMOS

ADMINISTRATION PRESENT: Pastor, Baker-Herring

Mr. Craig read the District Mission and Vision Statements.

TRUSTEES

NEIL J. FREITAS
ANDREW A. GREEN
SHAWN SAGE

REVISIONS/APPROVAL OF AGENDA

2019/20-38 It was moved by Dr. Pomponio supported by Mr. Green, the board approve the November 26, 2019 Regular Meeting Agenda.

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage
NO:

CITIZENS COMMENTS

None

ADMINISTRATION

PRESENTATIONS

None

SUPERINTENDENT

JILL M. PASTOR

CONSENT

2019/20-39 It was moved by Dr. Pomponio supported by Mr. Lamos, the board approve the minutes from October 22, 2019 Regular Board Meeting, HR Update and Disbursements for October 2019.

BUSINESS AND FINANCE

DIRECTOR

BARBARA WILSON, BOM

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage
NO:

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

DR. MICHELLE BAKER-HERRING

ACTION

- Approval of Volunteer:** Ms. Pastor explained; according to board policy #4002, if the individual has been convicted of a felony other than a listed offense, the School District will consider the severity of the felony, when the conduct occurred, its effect on the ability of the individual to work in a school building, and any other matters considered relevant to the safety of the school community. An individual with a felony conviction will not be permitted to work in a school building unless the assignment is specifically approved by the Superintendent and the Board of Education. Board members received a copy of the letter written by the volunteer and the ICHAT of the person who wished to volunteer for Southgate Schools.

Ms. Pastor was asked what her recommendation on the volunteer was. She met with the volunteer and believes would make a good literacy coach at Asher.

2019/20-40 It was moved by Mr. Estheimer supported by Mr. Green the board approve 2019-20-1 person to volunteer for Southgate Schools.

Mr. Green on the recommendation of Ms. Pastor, who the board trusts, and with the board members vetting and taking notes themselves this was an incident that occurred well over 20 years ago-he will support this. This person has volunteered in the district before. This is not something recent and was nothing that affected the safety of any child.

Mr. Estheimer pointed out, the information the board received, in the current capacity as a literacy coach, these past issues wouldn't affect the volunteering job. He will support this.

Dr. Pomponio had some concerns, but the severity of the situation doesn't rise to the level of real concern. She does feel it is important to review the issue of felonies in the district.

Mr. Craig agreed with his colleagues, this is their task to review these and to weigh the severity of what the issue was against what the person might be doing now. The board is following policy on this, it does need the board's approval on it. He will be supporting this issue.

YES: Craig, Estheimer, Freitas, Green, Pomponio, Sage

NO: Lamos

2. **Approval of Direct Hire, Mr. Jacob Galarza-Jimenez:** Ms. Pastor explained; on June 30, 2020 the contract with D.M. Burr will officially end. We will be going out for an RFP for our custodial and maintenance staff. Jacob is currently employed by D. M. Burr. He made such a difference in the 16 months since he was hired. We would be at a large disadvantage if we were to lose someone with is experience and expertise. There is a 2019 MSBO/Hiring Solutions LLC Salary Survey for a Facilities Manager attached to board packets. Board members received a draft of Mr. Galarza-Jimenez's contract. The district currently pays D.M. Burr \$76,752 per year for his position. Before Mr. Galarza-Jimenez was hired, the previous director contracted services for both lawn and snow removal. In 2017/18 we paid a total of \$57,888.01 and \$55831.00 in the 2018/19 school year. Mr. Galarza-Jimenez eliminated the need for a maintenance trailer for an annual cost savings of \$3,420.00. Ms. Pastor cannot put a price tag on some of the things that he does to try and save money for the district.

Mr. Lamos asked if there would be a business plan with goals that could be measured against. Ms. Pastor commented that he will use a rubric designed for maintenance.

2019/20-41 It was moved by Dr. Pomponio supported by Mr. Lamos, the board approve the hire of Mr. Jacob Galarza-Jimenez effective on Monday, December 9, 2019.

Dr. Pomponio supports having our own employees without privatization. This particular individual is very hands-on, proactive, detail-oriented, very motivated to address

concerns in the district in a timely manner. He is very open to having board members do walk-throughs in the buildings, which she likes.

Mr. Green agrees Mr. Galarza-Jimenez does a great job and being contracted out at this point, there would be no reason that he would have had to go out and done things like grass and snow removal. He could have just let it continue to be out-sourced. He took it upon himself not to. With plans in place as Mr. Lamos mentioned, this is a no-brainer to hire him as one of our employees.

Mr. Craig agreed with his colleagues he is a fan of Mr. Galarza-Jimenez and supports this. Direct hire of employees is the best way to go, instead of someone else making money on this.

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage

NO:

- 3. Approval of Executive & Support Group Raises & Affiliation:** Ms. Pastor explained; in the past, we have called the staff who are employed for Southgate Schools, and are not in one of our eight unions - "non-representatives". These individuals include a variety of employees from childcare workers to staff working in the business office. Most of these individuals did not receive a raise last year or any signing stipend. Therefore, she would like to give these employees that have been here more than 12 months a 4% raise for the 2019/20 school year. In the future, she would like to align them with the Teamsters State County and Municipal Workers Local 214 Southgate Paraprofessional for any future salary increases. This represents about 30 employees and the cost of the district is less than \$40,000.00.

Discussion took place about the reason for creating this group and the benefit to the district as well as non-representative employees.

2019/20-42 It was moved by Dr. Pomponio supported by Mr. Sage, the board approve the Executive & Support Group to receive a 4% raise for the 2019/20 school year and be aligned with Teamsters State County and Municipal Workers Local 214 Southgate Paraprofessionals for future salary increases.

Mr. Lamos asked if there was a way that we can approve an increase without tying these employees to a group.

Ms. Pastor stated this is approving them a raise for this year and by affiliating them with a group, it means they align with that group and in the future wouldn't have to be brought to the board separately when deciding what is fair and equitable.

Dr. Pomponio commented that the board has tried to put attention on the non-represented so we aren't making them feel like we are putting them under the bus, that we appreciate them too and tried to give them stipends during our financial instability. This helps to recognize them without always trying to pull them in and try to recognize them.

Mr. Craig feels this cleans up something that has been hanging out there since he started with the board. It didn't recognize that we had this group of non-represented people that he always questioned and wondered how we deal with them, if not on a one-on-one basis we were not really recognizing these employees. Leaving them to wonder if they would be getting something in two years. This makes it predictable which he feels is a good thing for the district and employees financially.

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage

NO:

- 4. Resolution authorizing superintendent to execute Owner Representation Agreement:** Ms. Pastor explained that this resolution would authorize her to enter into a contract with Plante & Moran CRESA as Southgate School's representative. This would allow them to work with us to develop the bond information campaign. This would allow us to keep Mr. Rob Kakoczki as our main contact as well.

2019/20-43 It was moved by Mr. Green supported by Dr. Pomponio, the board approve the following resolution:

WHEREAS, on October 22, 2019, the Board approved a ballot issue for March 10, 2020 for its electors to consider the issuance of bonds for the purpose of remodeling, equipping, re-equipping, furnishing, re-furnishing school buildings, playgrounds, athletic fields and other facilities; acquiring and installing technology equipment and technology infrastructure in school buildings and other facilities; and preparing, developing and improving sites at school buildings, playgrounds, athletic fields and other facilities (the "2020 Bond Projects"); and

WHEREAS, the School district has determined it necessary to engage an owner's representative to perform services in connection with the 2020 Bond Projects; and

WHEREAS, the School District previously engaged Plant & Moran CRESA, LLC ("PMC") in 2015 as owner's representative for project funded by a capital improvement bond; and

WHEREAS, PMC has agreed to extend and amend the prior agreement to provide bond campaign informational services and owner representation services in connection with the School District's 2020 Bond Projects.

NOW THEREFORE, BE IT RESOLVED:

1. The Board hereby authorized the Superintendent, subject to the review and approval of its School District Counsel, to negotiate and execute an agreement to extend and amend the prior agreement with PMC for bond campaign informational services and owner representation services to be performed in connection with the School District's 2020 Bond Projects.
2. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage

NO:

5. Approval of Copiers: Ms. Pastor explained to the board, the current lease for 14 Cannon IR8295 copiers expires December 29, 2019. Three quotes were obtained for a 5-year municipal lease on 14 new copiers.

Two vendors have quoted pricing on 14 Sharp MX-M905 copiers. The Sharp copiers have won numerous awards, including the 2018-2021 Reliability Award and the 2019 Line of the Year.

Total duration of the lease is 60 months. Total cost per month proposed by UTEC is \$5,585.00. Annually \$67,020.00 and the lease duration \$335,100.00. Total cost per month proposed by Marco is \$5,756.43. Annually \$69,077.16 and the lease duration \$345,385.80. Please note that Marco will pay the District \$10,300.00 (\$750 per copier) as a trade-in value, which UTEC will not provide. Therefore, Marco's bottom line is \$335,085.80 and therefore Marco is the recommended vendor. Marco has provided the district 6 years of excellent service. Further copier/printer documentation was provided in board members packets.

Discussion took place about the trade-in pricing and the duration of the copier lease.

2019/20-44 It was move by Dr. Pomponio supported by Mr. Green, the board award the copier/ printer lease to Marco for 14 Sharp MX-M905 copiers for a duration of 60 months.

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage

NO:

6. Adopt Resolution Calling for Election:

2019/20-45 It was moved by Mr. Green supported by Dr. Pomponio the board approve the following resolution:

WHEREAS:

1. In the opinion of this Board it is necessary and expedient to ask voter whether to approve a bond project consisting of erecting, furnishing and equipping additions to Anderson High School; remodeling, furnishing and refurnishing, and equipping and re-equipping school buildings; acquiring and installing instructional technology in school buildings; erecting, equipping, preparing, developing, and improving athletic fields and facilities, and sites.
2. This Board estimates the necessary cost of the project to be Sixty Million Two Hundred Seventeen Thousand Two Hundred Dollars (\$60,217,200.00).
3. It will be necessary for the District to borrow the sum of Fifty-Nine Million Four Hundred Seventy-Five Thousand Dollars (\$59,475,000.00) and issue bonds of the District, therefor, the remaining funds to be derived from the investment of the bond proceeds.
4. This Board intends to submit a proposition at a special election to be held on Tuesday, March 10, 2020.
5. On or before 4:00 p.m. on Tuesday, December 17, 2019, the Board shall certify any ballot proposition to be submitted to the voters at such election to the election coordinator or coordinators designated to conduct elections within the District (the "Election Coordinator").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. A special election of the school electors of the District be called and held on Tuesday, March 10, 2020.
2. The proposition to be voted on at the special election shall be stated on the ballots in substantially the form set forth in Exhibit A.
3. The Election Coordinator is requested to:
 - a. Utilize The News Herald, a newspaper published or of general circulation within the District, for publication of notices in accordance with the election law requirements.
 - b. Utilize ballot proposition summary information, as prepared by legal counsel, in the forms of the notices of last day of registration and election in substantially the form as set for in Exhibit B attached hereto.
 - c. Provide a proof copy of the ballot to the District and its legal counsel in sufficient time to allow the ballot to be proofread prior to printing.
4. This Board estimates the period of usefulness of the improvements for which bonds of the District in the amount of Fifty-Nine Million Four Hundred Seventy-Five Thousand Dollars (\$59,475,000.00) are to be issued to be not less than twenty-five (25) years.
5. The Secretary of this Board is hereby authorized and directed to file a copy of this resolution with the Election Coordinator and with any Election Clerk or clerks designated to conduct elections within the District by 4:00 p.m., on Tuesday, December 17, 2019.
6. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage

NO:

7. **Approval of the Purchase & Installation of Boiler for Allen Elementary:** Ms. Pastor explained; as per board policy #5003 all items that exceed \$3,500.00 must be brought to the Board for approval. The purchase of the boiler would be from PECO (Process Engineering & Equipment Company) for \$23,800.00. This is direct from the factory price. We did get the required quotes for the installation of this boiler. The quotes were attached to board packets. Our recommendation is for Continuum Services to install this boiler for \$10,898.00, for a grand total of \$34,698.00. This would be paid for with the remaining funds from the work that was done in the district.

Discussion took place about the age and condition of the current boiler and the warranty on the boiler.

2019/20-46 It was moved by Dr. Pomponio supported by Mr. Green the board approve the purchase and installation of a boiler for Allen Elementary not to exceed \$34,698.00.

YES: Craig, Estheimer, Freitas, Green, Lamos, Pomponio, Sage

NO:

Mr. Green left the meeting at 7:30 p.m.

- 8. Approval of the purchase of a forklift:** Ms. Pastor explained; as per board policy #5300 all items that exceed \$3,500.00 must be brought to the Board for approval. This is for the purchase of a forklift, also called a counterbalanced truck or hi-lo. This is to replace a piece of equipment that is not operable. The quotes were attached to the board packets. It is our recommendation to purchase this equipment for \$31,490.02 from Crown Lift Trucks. This would be paid for with the remaining funds from the work that was done in the district. Discussion took place about leasing versus purchasing, how long we had our last one, the frequency with which it is used and the required licensing for operating this piece of equipment.

2019/20-47 It was moved by Dr. Pomponio supported by Mr. Lamos, the board approve the purchase of the Sit-Down Counterbalanced Truck from Crown Lift Trucks for a total not to exceed \$31,490.02.

YES: Craig, Estheimer, Freitas, Lamos, Pomponio, Sage
NO:

- 9. Approval of the purchase of electric scissor lift:** Ms. Pastor explained; as per board policy #5003 all items that exceed \$3,500.00 must be brought to the Board for approval. This is for the purchase of an electric scissor lift. This is to replace a piece of equipment that is damaged and does not currently have the ability to reach some of our current light fixtures. Currently, when these particular lights need to be replace, we have to contract services with an outside vendor. Quotes were attached to the board packets. It is our recommendation to purchase this equipment for \$11,918.56 from Crown Lift Trucks. This would be paid for with the remaining funds from the work that was done in the district.

2019/20-48 It was moved by Mr. Lamos supported by Mr. Estheimer, the board approve the purchase of an electric scissor lift total not to exceed \$11,918.56.

YES: Craig, Estheimer, Freitas, Lamos, Pomponio, Sage
NO:

- 10. Finance Committee Member:** Ms. Pastor explained that as a result of some changes to the board of education we need to make an adjustment to our previously board approved committee members. If the board approves this action item the committee members would be: Rick Lamos, Timothy Estheimer and Neil Freitas.

2019/20-49 It was moved by Dr. Pomponio supported by Mr. Sage, the board approve the following member for the Finance Committee: Rick Lamos.

YES: Craig, Estheimer, Freitas, Lamos, Pomponio, Sage
NO:

- 11. Policy Committee Member:** Ms. Pastor explained that as a result of some changes to the board of education we need to make an adjustment to our previously board approved committee members. If the board approves this action item the committee members would be: Dr. Darlene Pomponio, Andy Green and Shawn Sage.

2019/20-50 It was moved by Mr. Estheimer supported by Dr. Pomponio, the board approve the following member for the Policy Committee: Shawn Sage.

YES: Craig, Estheimer, Freitas, Lamos, Pomponio, Sage.
NO:

- 12. Approval of the purchase of Horizon Software:** Ms. Pastor explained; as per board policy #5003 all items that exceed \$3,500.00 must be brought to the Board for approval. This is for the purchase of a software subscription for "Horizon-Front of the House Subscription" and for the implementation and training for the food service department. The current system that the food service department uses is proprietary. In other words, we must use their equipment or it does not operate correctly. This switch would occur sometime in January. The equipment is in bad shape and constantly needs attention from our Technology Department. The proposed new software is web-based and may be used on various devices. We would also receive a rebate of \$2,252.74 to represent the 5 months that we would be using the new software. Discussion took place regarding the old system and its disrepair.

2019/20-51 It was moved by Mr. Lamos supported by Dr. Pomponio, the board approve the purchase of the Horizon Software and training for a total not to exceed \$11,729.00.

YES: Craig, Estheimer, Freitas, Lamos, Pomponio, Sage.

NO:

EMPLOYEE REPRESENTATIVES

None

INFORMATION AND ANNOUNCEMENTS

Dr. Pomponio announced that she attend the MASB fall conference and delegate assembly in Traverse City. Many cities/districts were represented. Mandatory board training was one of the topics of discussion. She wished staff, administration, students and parents a Happy Thanksgiving.

Mr. Estheimer wished everyone a Happy Thanksgiving. He mentioned that Dr. Pomponio, Mr. Craig, Ms. Pastor along with himself, attended the AHS Academic Excellence Assembly. Almost 400 students, sophomores to seniors, were at the pancake breakfast and it was great to be surrounded by brilliant kids and congratulated all of them.

Ms. Pastor announced the City of Southgate now has a vaping ordinance that went into effect at the end of October. Mr. Keith Garland is the only non-police officer allowed to issue tickets. Administration will still be notifying parents. Mr. Garland has an actual ticket book provided by the Southgate Police Department. There is a \$50 fine and then the police will come and pick up the tickets. There is already noticeably large reduction in vaping. The hope is this ordinance eliminates it all together at the high school.

She also wanted to draw the board's attention to the reports from all of the directors. Mr. Galarza-Jimenez also included an inventory with his report. If board members had questions or needed clarification, she asked them to let her know.

ADJOURNMENT

2019/20-52 It was moved by Mr. Estheimer supported by Mr. Sage, the board adjourn the meeting at 7:45 p.m.

YES: Craig, Estheimer, Freitas, Lamos, Pomponio, Sage

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

