

BOARD MEETING
PACKET
DECEMBER 16, 2019



Our Vision:
Champion Learning –
Develop, Educate, and Inspire!

**BOARD NOTES
SPECIAL MEETING
DECEMBER 16, 2019 7:00pm**

A. ROLL CALL

B. MEETING MINUTES

- * An appropriate motion might be, "I move that the Board of Education approve the attached meeting minutes from 12-2-2019 as presented / amended and the closed session minutes from 12-2-2019 as presented / amended."

C. APPROVAL OF AGENDA

1. Approval of Agenda. Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

- * An appropriate motion might be, "I move that the Board of Education approve the agenda as presented / amended."

- D. PUBLIC PARTICIPATION:** *Persons who wish to address the Board may complete a Public Comment Card to be presented to the Board president at the beginning of the meeting. Each speaker is allotted a maximum of 5 minutes unless otherwise notified. Each speaker will be asked to announce his/her name and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting. For further details see policy 0167.3, Public Participation at Board Meetings.*

E. CONSENT ITEMS

1. Personnel – New Hire. Your packet contains a resume and recommendation for hire from Wylie Principal Katie See for an open third grade teaching position.

- * An appropriate motion might be, "I move that the Board of Education offer Kaitlyn Tietsma a probationary teaching contract for the remainder of the 2019-20 school year."

F. DISCUSSION ITEMS

1. Athletics Restructuring Proposal.

Timeline of the development of the Athletics Restructuring proposal to date:

- July 22, 2019 the Board of Education acted to pause any change to athletic participation fees and schedule at least two public forums to discuss athletics department structure and review financial scenarios.
- September 10th the first public forum was held.
- November 5th, the Athletics Ad Hoc Committee reviewed a proposal to restructure the Athletics department.
- November 20th, the Athletics Ad Hoc Committee met to review a revision of that proposal which incorporated feedback from the previous meeting.
- November 25th the Finance Committee was updated on this proposal.
- December 2nd the Athletics Restructuring proposal included in tonight's packet was presented to the Board of Education.
- December 9th the second public forum was held.
- The Restructuring proposal in your packet is presented for discussion this evening.

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G. PUBLIC PARTICIPATION

H. CLOSED SESSION (requires 2/3 roll call vote)

1. Consider Release of Material Exempt from Disclosure MCL 15.268(h) (requires 2/3 roll call vote)

I. POTENTIAL ACTION ITEM

1. Pending Closed Session

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The meeting was called to order at approximately 7:01pm by Board President Michael Wendorf.

A. ROLL CALL

Members Present: Mara Greatorex, Daryl Kipke, Dick Lundy, Barbara Read, Julie Schumaker, Michael Wendorf, Student Representative Annalisa Shehab

Members Absent: Ron Darr, Student Representative Chad Robards

Administrative & Supervisory Staff: Sharon Raschke, Barb Santo, Mollie Sharrar, Chris Timmis, Hope Vestergaard

DEA: Jessica Baese

DESPA: D'Ann Dunn

Guests: Noreen Ferris Wolcott

Press: Lonnie Huhman (The Sun Times News), Melanie McIntyre (We Love Dexter)

B. MEETING MINUTES

Daryl Kipke made a motion to approve the regular meeting minutes and closed meeting minutes from November 11, 2019 as presented. Dick Lundy seconded the motion. **Motion Carried (unanimous).**

The Special Meeting minutes from November 11, 2019 were included in the packet but not listed on the agenda. Julie Schumaker made a motion to amend the agenda to include the Special Meeting minutes from November 11, 2019 and approve them as presented. Dick Lundy seconded the motion. **Motion Carried (unanimous).**

C. APPROVAL OF AGENDA

1. Dick Lundy made a motion to approve the agenda as presented. Mara Greatorex supported the motion. **Motion Carried (unanimous).**

D. SCHOOL PRESENTATIONS

1. Dr. Ken Moore thanked the Board of Education for the marching band observation tower at the twin turf fields, as well as overall outstanding facilities.
2. Athletic Director Mike Bavineau, Superintendent Chris Timmis, and CFO Sharon Raschke shared with the Board a proposal to restructure Athletics including moving self-funded sports to school-supported, making changes to participation fees, updating coaching structure, and ensuring equitable opportunities for all athletes. This presentation will be shared and discussed at the December 9th Athletics forum at Mill Creek cafeteria at 6:30pm.

E. SUPERINTENDENT UPDATE

1. Superintendent Chris Timmis shared with the Board the District's progress toward developing a profile of a learner. The District is developing a visual "helm" to identify and articulate goals and expectations by grade level.
2. The Superintendent shared with the Board a mental health awareness campaign that the WISD has launched as part of the county mental health millage.

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3. Thanks to bond construction money, the wrestling room at Creekside has been remodeled and is back in use. This, and using the Bates gym for cheer, has freed up considerable athletics space.
 4. The District currently has eight robotics teams at the various schools and the DHS Dreadbots have moved into their dedicated space at Wylie.
- F. STUDENT REPRESENTATIVES UPDATE**
1. Annalisa Shehab updated the Board on the various charitable efforts taking place across the district.
- G. PUBLIC PARTICIPATION – none**
- H. CONSENT ITEMS**
1. Julie Schumaker made a motion that the Board approve the consent items in bulk. Daryl Kipke seconded the motion. **Motion Carried (unanimous).**
 - The Board of Education accepted Frieda Steiner’s resignation.
 - The Board received the October 2019 budget report.
- I. ACTION ITEMS**
1. Polices – Second Reading. Julie Schumaker made a motion that the attached policies [2410, 2414, 2418, 1615/3215/4215/5512/7434, 1420/3220, 2265, 2450, 2628, 3210, 5230, 5330.02, 6800, 7440.03, 8400, and 8462] be approved for second reading and final approval. Daryl Kipke seconded the motion. **Motion Carried (unanimous).**
 2. 2019-20 November Budget Amendment. Dick Lundy made a motion that the Board of Education adopt the 2019-20 Budget Amendment Resolutions for the General Fund, Community Services Fund, Food Services Fund, and Student/School Activity Fund be adopted. Mara Greatorex seconded the motion. **Motion Carried (unanimous).**
 3. Emergency Operations Plan. Dick Lundy made a motion that the Board approve the updated Emergency Operations Plan¹. Barbara Read seconded the motion. **Motion Carried (unanimous).**
- J. DISCUSSION ITEMS**
1. Parliamentary Procedure. Trustee Barbara Read read remarks she’d gathered about parliamentary procedure, then showed a video advertisement for a parliamentary procedure program called Jurassic Parliament. Board members had the opportunity to share their personal opinions regarding the usefulness of a parliamentary procedure reference document and/or targeted training for the entire Board. The Superintendent will look into getting a leader for a parliamentary procedure workshop for early 2020.
 2. Check Register Update from Finance Committee. The committee shared a letter from the auditor Kim Lindsay (Principal, Rehmann Robson) stating current financial reporting exceeds MDE requirements. The committee’s

¹ The EOP is a confidential document and therefore not available for public inspection.

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consensus is to continue present practices in making substantive financial information available to stakeholders.

K. BOND UPDATE

1. The District is working on a second round of ordering flexible classroom seating throughout the district.

L. PUBLIC PARTICIPATION – none

M. BOARD COMMENTS

1. Community Chat Update. Barbara Read, Mara Greatorex, and Julie Schumaker attended the Community Chat. No community members showed up.
2. Athletics Ad Hoc Committee Update. This was covered during the Athletics Restructuring presentation.

N. INFORMATION ITEMS

1. Nice Job Notes – October
2. Athletics Ad Hoc Minutes 11/20/2019
3. Finance Minutes 11/25/2019

At approximately 8:45pm, Dick Lundy made a motion to move into executive session for the purpose of considering material exempt from disclosure following a brief recess. Daryl Kipke seconded the motion. **Roll Call Vote. Motion Carried (unanimous).**

O. CLOSED SESSION

1. Superintendent Evaluation (closed session requested) *MCL 15.268(a)*
2. Consider Material Exempt from Disclosure *MCL 15.268(h)*

At approximately 10:45pm, the Board returned to open session.

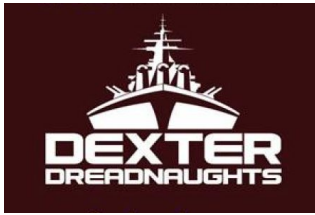
P. ACTION

1. Superintendent Evaluation. Julie Schumaker made a motion that the Board of Education adopt the completed evaluation reflecting the Board's overall assessment of the Superintendent as highly effective. Daryl Kipke seconded the motion. **Motion Carried (unanimous).**

At approximately 10:51pm, Julie Schumaker made a motion to adjourn the meeting. Dick Lundy seconded the motion. **Motion Carried (unanimous).**

MINUTES/hlv

Mara Greatorex
Secretary
Board of Education



Wylie Elementary School
3060 Kensington, Dexter, Michigan 48130
Katie See, Principal
734-424-4140
seek@dexterschools.org

To: Dexter Board of Education
From: Katie See
Subject: Classroom Teacher Recommendation
Date: November 27, 2019

As a result of our most recent interview process, we would like to recommend Kaitlyn Tietsema for the third grade teaching position at Wylie. Kaitlyn has been teaching fifth grade in the Clinton Community School District. Before that she was a student teacher at Wylie in Jim Barnes and Roxanne Kohler's fourth grade classrooms. Kaitlyn is a graduate of Eastern Michigan University where she received her Bachelor of Science degree in education.

Our interview committee was comprised of: Scott Bartz, Jill Covington, Sarah Russell, Megan Hendricks, Natalie Hanlon, Meredith Nickerson, Karen Eby, Deb Eber, myself and Wylie third grade students. We highly recommend Kaitlyn and feel confident that she will make a difference in the lives of Dexter students for years to come.

Thank you,

Katie See
Principal

KAITLYN TIETSEMA

ELEMENTARY EDUCATION

CONTACT



redacted



redacted



k.tietsema.weebly.com



redacted

CERTIFICATION

STATE OF MICHIGAN
Teacher License

CERTIFICATIONS, Mathematics
and Reading

EDUCATION

BACHELOR OF SCIENCE IN
EDUCATION
Eastern Michigan University
Ypsilanti, MI | December 2018

PROFILE

I believe that being a teacher is one of the most genuinely rewarding things a person can do. Reflecting on my own childhood, the people who always made the biggest impact on me were my teachers. I think that teachers have the greatest influence on the world around them because they are the ones educating the future generations. I am eager to finally be a part of this great career. I have been working towards this goal of teaching my entire adult life, and feel that I am ready to put all of the things I have learned to the test. I truly believe that teaching is a very rewarding career, and I am ready to become a part of it.

PROFESSIONAL EXPERIENCE

STUDENT TEACHER | WYLIE ELEMENTARY SCHOOL
SEPT 2018 - DEC 2018 | Dexter, MI

- Full-time student teacher with experience teaching Everyday Math, NGSS Science, Social Studies, and Lucy Calkins English Language Arts to 4th Grade students.
- Established positive relationships with students and staff.
- Developed and taught a new integrated unit involving student-directed learning.
- Planned and taught lessons of all types, accommodating IEP's, 504's and multiple different learning styles.
- Reflected on lessons, and student struggles, and re-taught concepts that were confusing.
- Implemented Social Emotional Learning including helping students to set realistic and achievable goals.
- Established a Peer Mediation program

ASSISTANT PRESCHOOL TEACHER | ANN ARBOR YMCA
JUNE 2017 - AUG 2018 | Ann Arbor, MI

- Designed and taught child based, hands-on lessons to 15-20 preschoolers.
- Designed lessons to help students develop fine motor skills, muscle control, balance, and coordination.
- Helped preschools to develop positive communication skills with fellow classmates, especially when problem solving.
- Collaborated with other preschool teachers and assistants to create a positive and fun learning/working environment.
- Planned educational field trips for students.

KAITLYN TIETSEMA

ELEMENTARY EDUCATION

AWARDS

DEAN'S LIST

Winter 2015
Fall 2016
Winter 2017
Winter 2018
Fall 2018

PROFESSIONAL AFFILIATIONS

Michigan Reading Association
2016 - Present

Michigan Education Association
2018 - Present

EXPERTISE

- Whole Class / Small Group Instruction
- Creative Lesson Planning
- Classroom Management
- Guided Reading
- Technology Integration
- Discussion Circles
- Student-Based Learning
- Social Emotional Learning
- Parent-Teacher Communication

TECHNICAL SKILLS

- Microsoft Office
- Google Classroom
- E-mail Management
- Powerschool
- Khan Academy
- Socrative

EXPERIENCE CONTINUED

NANNY | PERSONAL FAMILY NANNY

JUNE 2016 - MAY 2017 | Ann Arbor, MI

- Developed hands-on, educational lessons for two children under the age of 4.
- Planned enriching field trips and activities for two children under the age of 4.

PROFESSIONAL REFERENCES



Katherine See
Principal
Wylie Elementary
734.424.4140 ext. 4001
seek@dexterschools.org



James Barnes
4th Grade Teacher
Wylie Elementary
734.424.4140 ext. 4509
barnesj@dexterschools.org



Roxanne Kohler
4rd Grade Teacher
Wylie Elementary
734.424.4140 ext. 4415
kohlerr@dexterschools.org



Julie Kuether
Student Teaching Supervisor
Eastern Michigan University
redacted

Athletic Restructuring Recommendation
BOE Meeting December 16, 2019

Recommendation:

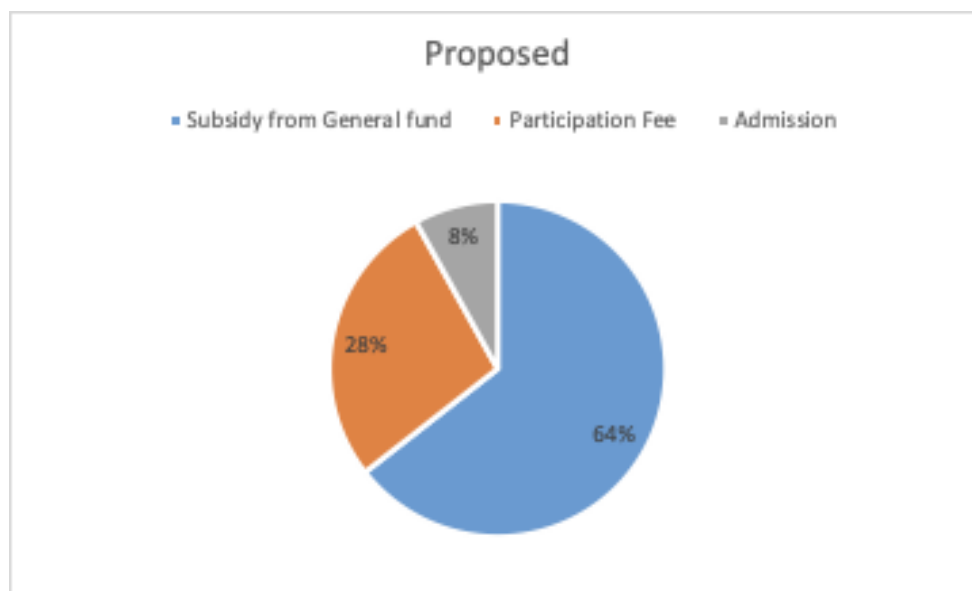
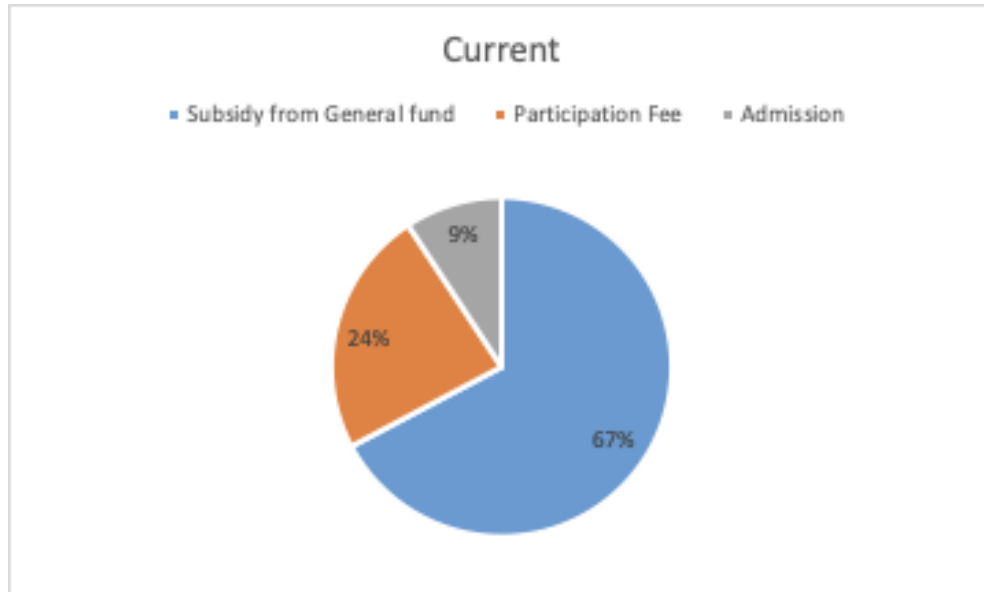
- **Move Self-funded Teams to School-Supported:**
 - Current self-funded teams (Field Hockey, Boys Water Polo, Girls Water Polo, Boys Lacrosse, Girls Lacrosse, Competitive Cheerleading) will become school-supported teams. Ice Hockey, Dance, and Equestrian will remain self-funded.
- **Pay to Participate Fees will change to Participation Fees of:**
 - DHS \$250 per sport
 - MS \$150 per sport
 - Families may request reimbursement for pay to participate fees exceeding a family maximum of \$1000
 - **\$250 per sport equates to a cost for parents of approximately \$1 per hour for practices and games**
 - Participation fees began around 1992 and were last changed in 2011-2012.
- **Scholarships/Waivers of Participation fee:**
 - Requests for scholarships/waivers of participation fee will be made confidentially directly to the Athletic Director. Scholarships/waivers are granted on the basis of financial need or other considerations. Information supplied on an application for scholarships/waivers may be verified at any time. An appeal procedure is available for families where applications are denied.
 - Scholarship Full Waiver (DHS) \$250
 - Scholarship Half Waiver (DHS) \$125
 - Scholarship Full Waiver (MC) \$150
 - Scholarship Half Waiver (MC) \$75
 - **The Athletic Department will help coordinate fundraising activities to fund scholarships.**
 - ABCD booster group will be asked to fund scholarship/waivers for up to 10 HS athletes (\$2500) and 10 MS athletes (\$1500) per school year.
 - Additional Scholarship/Waivers will be funded by additional donations or the Athletic budget.

- **Uniforms/Equipment:**
 - For any self-funded team moving to school-supported, the current team uniforms and equipment will become DCS uniforms and equipment.
- **Budgets/Funds:**
 - For any self-funded team coming in, all team funds will be turned over to the District and will become a fund balance available for that specific team's activities (student activity fund).
 - All funds collected by the team or on behalf of the team must be turned to the Athletic Department for deposit recordkeeping by team. All funds expended by the team must follow standard DCS policies and procedures. **The funds will be designated and accounted specifically for the team that raised the money.** Neither coaches nor parents may hold team funds separately or in a separate bank account. This is essential for district compliance with Title IX and to ensure the money is used for the intended purposes to benefit the student athletes. This is also to protect our parents as the separate accounts transfer to a different parent after children graduate.
- **What if a team doesn't want to move to school-supported?**
 - If a team chooses not to move from self-funded to school-supported (with the exception of Ice Hockey, Dance, and Equestrian), no DHS varsity letters will be awarded. Teams will need to rent fields/pools and will be scheduled as a rental. DHS uniforms or logo will not be permitted.
- **Coaching pay:**
 - A new coaching pay schedule is recommended. The schedule outlines a percentage for each, where 1% = \$500. In exceptional circumstances, an experience stipend may be recommended by the Athletic Director up to 3% for the Head Varsity Coach in any HS sport or up to 1% for the Head Coach in any MS sport.
 - Any current coach whose 2019-2020 coach pay is higher than the level on the new coaching pay schedule will be grandfathered at his/her 2019-2020 pay for that position.
 - The coaching pay schedule provides some teams discretion to hire an additional assistant coach. Splits of the stipend amount are acceptable. The stipend is team funded. The team cost of each 1% is \$750 (stipend plus payroll taxes); 4% = \$3000. Only positions on the coaching pay schedule may be paid. Any other adults supporting teams are volunteers.
- **Team purchases:**
 - All team purchases must be approved by the coach and the Athletic Director, in advance.

- Team funds are used for supplies and other discretionary purchases.

Financials:

- We currently have a \$516,000 athletic subsidy from the general fund budgeted for 2019-2020.
- Last year's (18-19) actual subsidy was \$624,000. The excess cost was primarily due to the need to contract out busing created by a shortage of staff bus drivers.
- The new restructured department is estimated to require a \$687,000 subsidy at a \$250 per DHS sport (assuming we can keep budgeted transportation costs at budget).
- The increase is an approximate net of \$180,000 in general fund athletic subsidy (assuming we can keep budgeted transportation costs at budget).
- Bringing in the self-funded sports creates \$67,000 of the needed increase in general fund athletic subsidy. This includes a contribution of \$41,000 from the proposed pay to participate fee of \$250 DHS for 164 athletes.
- Current coaching salaries are \$240,000 (plus payroll taxes), approximately \$179,000 at the High School level and \$61,000 at the Middle School level. Recommended coaching salaries would be \$372,000 (plus payroll taxes), approximately \$300,000 at the High School level and \$72,000 at the Middle School level. Varsity Head Coaches and Middle School Head Coaches with 8+ years of head coaching experience may earn an additional stipend, that will add approximately \$8,000 in year one, \$16,000 in year two, up to a total of \$48,000 if all coaches were highly experienced. *Note: At no time in the last 25 years has the district had all coaches at the top of the previous salary schedule. Currently, 8 Varsity Head Coaches and 8 MS Head Coaches would be eligible to earn an additional stipend.*
- We can accomplish all of this with the recommended structure.



What the \$250 Participation Covers?

- The number of practices and contests varies by sport (generally 14-25 contests plus playoffs).
- Typical seasons are at least 12 weeks in length
- 12 weeks times 5 days per week = 60 days for practices or games = \$4.17 per day for games or practices
- Breakdown of a typical sport:
 - **Example: Volleyball**

- During season: Practices 2 hours every day for a total of 49 practices or 98 hours
- Contests: 5 Saturday tournaments plus SEC Jamboree and 11 weekday games for a total of 113 hours
- In season minimum total = 211 hours
- **\$250/211 hours = \$1.18 per hour**
- Off-Season: Workouts throughout off-season are at least 2 x per week in spring/summer plus camps