

ROCHESTER COMMUNITY SCHOOLS

501 West University Drive, Rochester, Michigan

BOARD OF EDUCATION REGULAR / ORGANIZATIONAL MEETING

June 25, 2012

MINUTES

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

A Regular / Organizational Meeting of the Board of Education for the Rochester Community Schools, Rochester, Michigan was held on Monday, June 25, 2012, in the Rochester Community Schools Administration Center, 501 West University Drive, Rochester, Michigan. President Jennifer Berwick called the meeting to order at 7:00 p.m. Board members led in the Pledge of Allegiance.

ROLL CALL

Members Present: Jennifer Berwick, Chuck Coutteau, Jane Pierobon, Pat Piskulich and Gerald Moore (arrived at 7:07 p.m.)

Members Absent: Beth Talbert and Lisa Nowak with notice

Others Present: Fred Clarke, Dan Romzek, Beth Davis, Debbi Hartman, Lori Hartnell, Josie Petitta, Theresa DiMaria, Doug Hill, Christine Keener and approximately 4 visitors.

COMMUNICATIONS

A. Secretary of the Board of Education – None

B. Citizens Requesting Placement on the Agenda – None

C. Members of the Board of Education – None

ORGANIZATIONAL ITEMS

A motion was made to approve the 2012-2013 Organizational Items.

Moved by: Mrs. Pierobon

Supported by: Mr. Piskulich

Mr. Coutteau read the following Organizational Items:

1. Establishment of Depository Accounts and Check Signatories

That the following depository accounts and check signatories be established for the 2012-2013 fiscal year.

General Fund (11)

Depository, Demand Deposit and Investment Accounts

Comerica Bank

Signatory: Assistant Superintendent for Business Affairs

Payroll – Controlled Disbursement Account

Comerica Bank

Signatory: Assistant Superintendent for Business Affairs

Accounts Payable – Controlled Disbursement Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

School Depository, Demand Deposit and Investment Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Health Care Reimbursement Account – Controlled Disbursement Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Section 125 Account – Controlled Disbursement Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Debit Account – Checking Account Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Athletics Fund (21)
Depository, Demand Deposit and Investment Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Bookstore Fund (24)
Depository, Demand Deposit and Investment Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Food Service Fund (25)
Depository, Demand Deposit and Investment Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Debt Retirement Fund (31)
Depository, Demand Deposit and Investment Accounts
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Capital Projects Fund (41)
Depository, Demand Deposit and Investment Accounts
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Rochester Community Schools Foundation (52)
Depository, Demand Deposit and Investment Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Student Activity Fund (61)
Depository, Demand Deposit and Investment Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Support Organization Fund (62)

Depository, Demand Deposit and Investment Account
Comerica Bank
Signatory: Assistant Superintendent for Business Affairs

Investments:

Ambassador Capital Management
Bank of America
Bank of New York Mellon
Citizens Bank
Comerica Bank
Fifth Third Bank
Huntington Bank
J.P. Morgan – Chase
Michigan Liquid Asset Fund Plus
Michigan National Bank
Multi-Bank Securities, Inc.
National City Bank of Michigan & Illinois
The Bank of Rochester
U.S. Bank

2. Persons Authorized to Make Investments on Behalf of Rochester Community Schools:

Assistant Superintendent for Business Affairs
Director of Budget and Finance

3. Persons Authorized to Enter into Agreements with Financial Institutions for Commercial Card Agreements, Custodial Agreements, and Other Financial Transactions:

Superintendent of Schools
Assistant Superintendent for Business Affairs
Director of Budget and Finance

4. Establishment of Authorized Persons to Sign in the Name of Rochester Community Schools:

That the following persons be authorized to sign for the listed purposes in the name of the Rochester Community School District:

Master Employee Contracts

Board President
Superintendent of Schools

Individual Employee Contracts

Superintendent of Schools
Executive Director of Human Resources

Third Party Contracts for Substitutes, Coaches and Administrators

Superintendent
Executive Director of Human Resources

Third Party Contracts for Employee Benefit Programs and Services

Superintendent of Schools
Assistant Superintendent for Business Affairs
Executive Director of Human Resources

Titles, Deeds, and Easement Agreements

Board President
Superintendent of Schools
Assistant Superintendent for Business Affairs
Director of Facility/Operations/Transportation

Reports to the State Department of Education

Superintendent of Schools
Assistant Superintendent for Instruction
Assistant Superintendent for Business Affairs
Executive Director of Human Resources
Director of Budget and Finance

Construction Contracts

Superintendent of Schools
Assistant Superintendent for Business Affairs
Director of Facility/Operations/Transportation

Federal Aid Agreements and Reports

Superintendent of Schools
Assistant Superintendent for Business Affairs
Assistant Superintendent for Instruction
Director of Budget and Finance

Special Education Agreements

Superintendent of Schools
Assistant Superintendent for Business Affairs
Assistant Superintendent for Instruction
Director of Special Education
Director of Budget and Finance

Community Education Agreements

Superintendent of Schools
Assistant Superintendent for Business Affairs

Purchase Orders

Assistant Superintendent for Business Affairs
Purchasing Supervisor

Grant Authorization

Grantee and Superintendent of Schools
Assistant Superintendent for Business Affairs
Director of Budget and Finance

5. Newspapers for Official Publications

That the Oakland Press and the Rochester Post be designated as the newspapers for official publications for the Board of Education.

6. Designation of District Legal Counsel Representation

That the firm of Thrun Law Firm, P.C., be designated as the district's legal counsel for bond, capital projects, and other matters.

That the firm of Clark Hill, P.L.C., be designated as the district's legal counsel for business-related matters.

That the firm of LaPointe and Butler, P.C., be designated as the district's legal counsel for special education matters.

That the firm of Keller Thoma, P.C., be designated as the district's legal counsel for labor relations.

That the firm of Lusk & Albertson, P.L.C., be designated as the district's legal counsel for student and human resource matters.

7. Authorize Summer and Winter Tax Collection for Each Municipality

That the Assistant Superintendent for Business Affairs or Director of Budget and Finance be authorized to request summer and winter tax collection from each municipality.

8. Designation of Person Responsible for Implementing Public Notice Requirements of the Open Meetings Act

That the Executive Assistant to the Superintendent be designated as the person responsible for implementing the public notice requirements of the Open Meetings Act, Section 5 (1).

9. Designation of Property/Liability Insurance Carriers

That M.A.I.S.L. Joint Risk Management Trust provide property, general, and other liability insurance coverage, and that Cannon Cochran Management Services, Inc., provide worker's compensation coverage.

10. Designation of Persons to Serve as Director and Alternate Director to the M.A.I.S.L. Joint Risk Management Trust

That the Assistant Superintendent for Business Affairs be named Director and that the Executive Assistant to the Assistant Superintendent for Business Affairs be named Alternate Director to the M.A.I.S.L., Joint Risk Management Trust.

A vote was taken to approve the 2012-2013 Organization Items as presented.

Motion carried: 5-0

UNFINISHED BUSINESS

A. Board Policy 5566: Anti-Bullying (Action Item, Second Reading) Mr. Clarke

A motion was made to remove the item from the table.

Moved by: Mr. Coutteau

Supported by: Mr. Piskulich

Motion carried: 5-0

A motion was made to approve the second reading of the Proposed Revised Board Policy 5566: Anti-Bullying as presented.

Motion carried: 5-0

REPORTS

A. Human Resources Recommendations (Action Item) Ms. Davis

Ms. Davis, Executive Director of Human Resources, presented the following recommendations:

NEW TEACHER HIRES

Andrew Good, Fifth Grade Teacher, North Hill Elementary
Emily Hung, Chinese Teacher, Adams, Rochester and Stoney Creek High Schools
Julie Klein, Fifth Grade Teacher, McGregor Elementary
Kirstie Malone, Fifth Grade Teacher, Musson Elementary
Katie Woosley, Kindergarten Teacher, Delta Kelly Elementary

RETIREMENT

Claire Kruse, Media Specialist, Van Hoosen Middle School

RESIGNATIONS

Theresa Thompson, Fifth Grade Teacher, Long Meadow Elementary

A motion was made to approve the Human Resources Recommendations as presented.

Moved by: Mr. Coutteau

Supported by: Mrs. Pierobon

Motion carried: 5-0

NEW BUSINESS

A. Superintendent's Evaluation (Action Item) Mrs. Berwick

Mr. Coutteau read the following Board Resolution on Superintendent Evaluation:

WHEREAS, the Board did an evaluation of the Superintendent's performance in November 2011, which evaluation found that the Superintendent's performance was satisfactory, which would merit a rating of "effective";

WHEREAS, applicable law requires that a significant factor in the Superintendent's annual job performance evaluation is relevant data on student growth and achievement;

WHEREAS, because most of the District-wide student achievement data currently available is based upon the previous year's academic performance, for which the Superintendent cannot be held accountable, there is inadequate data on student growth and achievement at this time upon which to base a substantive evaluation with respect to the Superintendent;

THEREFORE, BE IT RESOLVED, that the Superintendent's performance shall be reported to be "effective" based upon the November evaluation until such time that additional data on student growth and achievement is received and the Superintendent's evaluation for his performance thereafter can be finalized.

A motion was made to approve the Superintendent's Evaluation as presented.

Moved by: Mr. Moore

Supported by: Mrs. Pierbon

Motion carried: 5-0

ADDITIONAL BUSINESS

A. Citizens Present at the Meeting – None

B. Members of the Administration – Mr. Clarke recognized Kristine Davis in Human Resources and Mary Beth Garcia in Purchasing for receiving professional certifications.

C. Members of the Board of Education – None

ANNOUNCEMENTS

Upcoming RCS Events

July 16, 2012	Board of Education Regular Meeting, Administration Center, 7 p.m.
August 13, 2012	Board of Education Regular Meeting, Administration Center, 7 p.m.
August 27, 2012	Board of Education Regular / Study Session Meeting, Administration Center, 7 p.m.

ADJOURNMENT

A motion was made to adjourn the meeting at 7:18 p.m.

Moved by: Mr. Coutteau
Supported by: Mr. Moore
Motion carried: 5-0

Respectfully submitted:

Christine Keener
Recording Secretary

Approved by:


Charles M. Coutteau
Secretary, Board of Education