

ROCHESTER COMMUNITY SCHOOLS

501 West University Drive, Rochester, Michigan

BOARD OF EDUCATION REGULAR MEETING

April 15, 2013

MINUTES

CALL TO ORDER

A Regular Meeting, Open to the Public, of the Board of Education for the Rochester Community Schools, Rochester, Michigan was held on Monday, April 15, 2013, in the Rochester Community Schools Administration Center, 501 West University Drive, Rochester, Michigan. President Beth Talbert called the meeting to order at 7:00 p.m. Board members led in the Pledge of Allegiance.

ROLL CALL

Members Present: Beth Talbert, Lisa Nowak, Pat Piskulich, Jennifer Berwick, Chuck Coutteau, Jane Pierobon, Michael Zabat

Members Absent: None

Others Present: Robert Shaner, Dan Romzek, Beth Davis, Debbi Hartman, John Stoner, Jeff Mozdierz, Dave Harwell, Irene Larson, Susan Demeniuk, Deputy Mark Hickson, Pat Calvin, Doug Hill, Christine Keener, and approximately 10 visitors.

Mrs. Beth Talbert, Board of Education President, requested Item D, Board Policy 1325 – Chief Human Resource Officer (Action Item, First Reading), to be removed from the New Business portion of the Agenda and brought back to a future Board meeting.

Dr. Robert Shaner, Superintendent, asked for a moment of silence for the victims of the tragedy that took place at the Boston Marathon today, April 15, 2013.

POINTS OF PRIDE – ACE, Small School – Big Change

ACE teacher Jeff Fosnaugh and three students from ACE student government took the Board through a day in the life of ACE students.

COMMUNICATIONS

A. Secretary of the Board of Education

Mr. Piskulich shared the following communications that the Board of Education received since the prior meeting: Erin Bates regarding thoughtful remarks about Mr. Maskill and Ms. Smith at Hugger Elementary; Sohaib regarding returning to the district; Heather Dzurko regarding the Hugger Principal for next school year; and La Toya Tung regarding cultural diversity concerns.

B. Citizens Requesting Placement on the Agenda – None

C. Student Representatives to the Board of Education

Student Representatives from Rochester and Adams High School shared information about activities taking place at their schools since the previous Board of Education meeting.

D. Members of the Board of Education – None

SPOTLIGHT ON SUCCESS – Starbot

Mrs. Debbi Hartman and Deputy Hickson shared the fundraiser that is taking place to raise money for the police liaison robot program.

CONSENT AGENDA

A motion was made to approve the following Consent Agenda items as presented:

- A. To approve the Current Bills Payable for February 23, 2013 through March 29, 2013 in the amount of \$11,115,099.74.**
- C. To approve the Board of Education Regular Meeting / Study Session Minutes of March 25, 2013.**
- D. To approve Brian S. Kirksey as a Director on the Rochester Community Schools Foundation Board.**
- E. To approve Bid for Track Renovation at Adams High School to Pavex Corporation and Star Trac Ent, LLC in the amount of \$284,755.00.
Source of funding: General Fund and Capital Projects Account**
- F. To approve Bid for Partial Roof Replacement at West Middle School to Lutz Roofing Company, Inc. in the amount of \$409,700.00.
Source of funding: General Fund and Capital Projects Account**
- G. To approve a Special Meeting, Closed to the Public, for the Board of Education on Monday, April 29, 2013 to immediately follow the Board of Education Regular Meeting on April 29, 2013 at the Rochester Community Schools Administration Center, 501 W. University Drive, Rochester, Michigan 48307 for the purpose of Negotiations.**
- H. To approve second reading of Policy 3130 – Assignment and transfer of Professional Staff Including Teachers.**
- I. To approve the second reading of Policy 3131 – Staff Reduction and Recall of Personnel Subject to the Teacher’s Tenure Act.**
- J. To approve the second reading of Policy 3143 – Discipline, Demotion or Discharge for Employees Subject to Teachers’ Tenure Act.**
- K. To approve the second reading of Policy 3220 – Teacher and Administrator Performance Evaluation.**

Mr. Coutteau, Board of Education Trustee, requested item B, To approve the Board of Education Regular Meeting Minutes of March 11, 2013, to be removed from the Consent Agenda. This item would become the first agenda item under New Business portion on the agenda.

Moved by: Ms. Nowak
Supported by: Mr. Piskulich
Vote: 7-0

REPORTS

A. Superintendent's Budget Update (Informational Item) Dr. Shaner

Mr. Romzek, Assistant Superintendent for Business, gave an update on the budget projections based on information from Lansing. There are three proposals currently in Lansing; the Governor's proposal, the House proposal and the Senate proposal. Depending on what is finally adopted in Lansing, the district's budget deficit projections range from \$950,000 to \$1.8 million. This is based on assumptions which may or may not become actual. We will know more after the state revenue estimating conference.

B. Oakland Accelerated College Experience (Informational Item) Mr. Harwell

Mr. Dave Harwell, Director of Secondary Education, introduced Mr. Jim Troost, Early College Coordinator, from Oakland Schools who shared information about the county wide Accelerated College Experience with Oakland Community College. This new program will target student populations which have academic ability but have other conditions which may prohibit college attendance or success. Early colleges provide the support these students need. Students will go an additional "high school" year while earning up to an Associate's Degree and/or 62 credits that would transfer to a college, and a high school diploma. There are eligibility, placement test, GPA, credit and risk factors that students must demonstrate to be eligible. It differs from a dual enrollment in that it offers support to students and the possibility of a degree.

C. Rochester College Early College Program (Informational Item) Mr. Harwell

Mr. Harwell introduced Dr. Katrina Vanderwoude, Vice Provost of Academic Affairs & Strategic Initiatives, from Rochester College who shared information about Early College at Rochester College, which provides an opportunity for students to obtain college credit and degree in high school.

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

Ms. Davis, Chief Human Resource Officer, presented the following recommendations:

NEW HIRE

Mrs. Christine Weemhoff, Accountant Coordinator, Business Department

LEAVE OF ABSENCE

Ms. April Wuest, Principal, Long Meadow Elementary

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

Moved by: Mr. Piskulich

Supported by: Ms. Nowak

Vote: 7-0

NEW BUSINESS

A. To approve the Board of Education Regular Meeting Minutes of March 11, 2013 (Action Item)

Mr. Coutteau was absent, with notice, from the Board of Education Regular Meeting of March 11, 2013.

A motion was made to approve the Board of Education Regular Meeting Minutes of March 11, 2013.

Moved by: Mrs. Berwick

Supported by: Mrs. Pierobon

Ayes: Mr. Zabat, Mrs. Pierobon, Ms. Nowak, Mr. Piskulich, Mrs. Berwick, Ms. Nowak, Mrs. Talbert
Nays: None
Abstentions: Mr. Coutteau
Vote: 6-0-1

B. Board Policy 3112 – Eliminating/Revising an Administrative Position (Action Item, First Reading)
Ms. Davis

A motion was made to approve the first reading of the proposed revisions of Board Policy 3112 – Eliminating/Revising an Administrative Position.

Moved by: Mr. Zabat
Supported by: Mr. Coutteau

A motion was made to table the item until the next regular meeting.

Moved by: Mr. Coutteau
Supported by: Mrs. Berwick
Vote: 7-0

C. Board Policy 3142 – Nonrenewal of a Probationary Teacher (Action Item, First Reading) Ms. Davis

A motion was made to approve the first reading of the proposed revisions of Board Policy 3142 – Nonrenewal of a Probationary Teacher.

Moved by: Mr. Piskulich
Supported by: Mrs. Pierobon

A motion was made to table the item until the next regular meeting.

Moved by: Mr. Zabat
Supported by: Mr. Coutteau
Vote: 7-0

D. Board Policy 3370 – Tenure (Action Item, First Reading) Ms. Davis

A motion was made to approve the first reading of the proposed revisions of Board Policy 3370 – Tenure.

Moved by: Mrs. Berwick
Supported by: Mr. Piskulich

A motion was made to table the item until the next regular meeting.

Moved by: Ms. Nowak
Supported by: Mrs. Pierobon
Vote: 7-0

E. Board Policy 3111 – Creating a Position (Action Item, First Reading) Ms. Davis

A motion was made to approve the first reading of the proposed deletion of Board Policy 3111 – Creating a Position.

Moved by: Mr. Coutteau
Supported by: Mrs. Pierobon

A motion was made to table the item until the next regular meeting.

Moved by: Mrs. Pierobon
Supported by: Mr. Coutteau
Vote: 7-0

F. Board Policy 3113 – Requisition of New Position (Action Item, First Reading) Ms. Davis

A motion was made to approve the first reading of the proposed revisions of Board Policy 3113 – Requisition of New Position.

Moved by: Mr. Piskulich
Supported by: Mr. Coutteau

A motion was made to table the item until the next regular meeting.

Moved by: Mr. Coutteau
Supported by: Mrs. Pierobon
Vote: 7-0

ADDITIONAL BUSINESS

A. Citizens Present at the Meeting – Joshua Raymond, parent, thanked the Board for the opportunities for students to participate in Early College.

B. Members of the Administration – None

C. Members of the Board of Education

Mrs. Berwick shared the comments from Chat with the Board including opportunities for citizens to serve on district committees. Mr. Zabat commented on the dual enrollment opportunities. Dual enrollment does not offer a degree, nor does it offer the supports that an Early College does. Mrs. Pierobon congratulated the ACE students and also mentioned communications she received regarding Mr. Maskill's Interim Principal role at Hugger. Mrs. Talbert mentioned the Hometown Hustle on May 11 and announced that the Board of Education will do a t-shirt sponsorship. She also announced that the EEA awards will be coming to the Board in May. Mrs. Talbert also directed the Board to Dr. Shaner's entry goals (included in the minutes). The Superintendent's Continuous Improvement Committee will be reviewing the Superintendent policies and the evaluation tool.

ANNOUNCEMENTS

Upcoming RCS Events

April 17, 2013	Evening Conferences (K-5)
April 29, 2013	7:00 P.M., Board of Education Regular Meeting & Study Session, Harrison Room
May 3, 2013	No School for Students (K-12); Professional Development
May 6, 2013	7:00 P.M., Board of Education Regular Mtg., Harrison Room
May 20, 2013	7:00 P.M., Board of Education Regular Meeting & Study Session, Harrison Room
May 27, 2013	Memorial Day Holiday – No School (K-12)

ADJOURNMENT

A motion was made to adjourn the meeting at 9:07 p.m.

Moved by: Ms. Nowak
Supported by: Mrs. Berwick
Vote: 7-0

Respectfully submitted:

Christine Keener
Recording Secretary

Approved by:


Secretary, Board of Education



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Robert Shaner, Ph.D.
Superintendent

DATE: April 10, 2013
TO: Board of Education
FROM: Robert Shaner, Ph.D., Superintendent
SUBJECT: Superintendent's Entry Goals

GOAL 1 - ENSURE EFFECTIVE DISTRICT GOVERNANCE THROUGH POSITIVE SUPERINTENEDENT-BOARDMEMBER RELATIONSHIPS

Objective: To establish the Board and Superintendent as a cohesive leadership team with a student-centered agenda and begin to build a positive working relationship with Board members as individuals.

Activities:

- Establish a regular meeting time with the Board president for reviewing Board agendas, discussing issues and concerns etc.
- Schedule an individual meeting with each Board member in order to foster productive dialogue and positive relationships.
- Establish regular communication systems with the Board such as weekly update.
- Discuss a framework, format, and agenda for a Board retreat in August (discuss using a facilitator).

GOAL 2 -ESTABLISH A SUPPORTIVE, POSITIVE DISTRICT CLIMATE & CULTURE

Objective: 1) Establish positive relationships with key district leadership and meet all central and school staff to validate each as individuals important to the district's success.

Activities:

- Walk through the central office by department/division and meet each individual.
- Establish regularly scheduled meetings with staff: Cabinet, senior staff, principals, etc.
- Schedule a visit to every school.

Objective: 2) Communicate with parents and encourage positive partnerships on behalf of students.

Activities:

- Continue Superintendent Coffee Schedule.
- Establish a format and regular forums for ongoing communication.
- Attend school activities and events.

Objective: 3) Establish a positive, professional, and collaborative relationship with union leadership to ensure all decisions are made in the best interest of students.

Activities:

- Meet with all union presidents to discuss common goals, ways of working, etc.
- Establish monthly meetings to facilitate ongoing communication that is proactive on behalf of students and staff.

Objective: 4) Connect with the political leadership in the city and state in order to establish clear lines of communication, advocacy and support for the districts' students.

Activities:

- Meet with local government leadership.
- Establish annual meetings with the Mayors & City Council Presidents.
- Call and schedule a meeting with the State Superintendent of Education.
- Participate in local and state superintendent's organizations.
- Request a meeting of the district's legislative delegation to the state. Meet and request a regularly scheduled meeting with the leadership and an acceptable format for ongoing communication re: district needs.
- Schedule a meeting with district United States Congressional Representatives and Senators.

GOAL 3 – FOSTER PUBLIC TRUST AND CONFIDENCE THROUGH OPEN, HONEST COMMUNICATION & POSITIVE RELATIONSHIPS

Objectives: 1) Increase personal knowledge and understanding of the Rochester Community School District, its culture, traditions, history, and expectations for the district. 2) Validate the community organizations and local units of government as viable and valuable partners in public education. 3) Establish positive working relationships with key leadership and members of the business, service, and support agencies in the community.

Activities:

- Identify community's largest taxpayers, key business leaders, foundation leaders, and college and university presidents in the greater Rochester area and their professional organizations and affiliations.
- Identify community's largest churches, key religious leaders, and their professional organizations and affiliations.
- Schedule meetings with critical individual leaders as necessary.
- Establish regular meetings with key community leaders and/or their organization/s (i.e. Chamber, Rotary etc.).

Objectives: 2) Increase opportunities to promote the district image within the community and develop advocacy. 3) Ensure ongoing, clear, consistent communication with all stakeholders, 4) Establish a positive working relationship with the members of the media.

Activities:

- Assess all existing forms of communication to various stakeholders
 - Board
 - Teachers
 - Administrative Staff
 - Parents
 - Policy Makers
 - Business Leaders
 - Community Leaders/Partners
 - Community Members
- Establish/review formats and review processes for all forms of communication with all staff.

- Write letters/articles to various critical stakeholders expressing hopes for future, etc.
- Host an informal get-to-know-you with local media representatives to the district: newspaper reporters assigned, TV reporters or anchors, radio, etc.
- Ensure media that they are welcome and that mutual communication and reporting that is open and honest will be encouraged and appreciated. Invite media to all key significant events.

GOAL 4 – ASSESS ORGANIZATIONAL EFFECTIVENESS & EFFICIENCY

Objective: 1) Observe and evaluate each major division within the organization to ensure a student-focused agenda.

Activities:

- Review all critical documents: organizational chart, employee handbooks, policy and procedures manuals, strategic plans, and student achievement data by school.
- Review all commissioned studies by outside agencies, assemble work teams, and begin to address deficiencies and make recommendations.
- Set up a schedule to meet with key central administration staff and principals.
- Conduct meetings and organizational analysis
 - What do we need to start, stop, continue doing?
 - How can we be supportive? What support is needed for each to be successful?
- Assess the current status of each major division’s goals, an analysis of their critical issues and work priorities for the upcoming year, and the proposed plan of action to address each.
- Meet with each central office administrator to assess district and departmental capacity for effectiveness and efficiency.

Objective: 2) Observe and evaluate organizational functions and positions in order to maximize service and support for schools.

Activities:

- Observe, assess and review the Administrative Center Team structure to ensure maximum efficiency and effectiveness.
- Develop organizational models, where appropriate, that enhance effectiveness and maximize support for schools.
- Review and assess finances of each area of district operations.
- Establish accountability measures, including but not limited to appropriate goal setting for key staff, and determine data to be collected, reviewed and analyzed.