

ROCHESTER COMMUNITY SCHOOLS

501 West University Drive, Rochester, Michigan

BOARD OF EDUCATION REGULAR MEETING

November 5, 2012

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, November 5, 2012, in the Rochester Community Schools Administration Center, 501 West University Drive, Rochester, Michigan. President Jennifer Berwick called the meeting to order at 7:02 p.m. Board members led in the Pledge of Allegiance.

ROLL CALL

Members Present: Jennifer Berwick, Beth Talbert, Chuck Coutteau, Lisa Nowak, Gerald Moore, Jane Pierobon

Members Absent: Pat Piskulich with notice

Others Present: Tresa Zumsteg, Geri Moore, Dan Romzek, Beth Davis, Debbi Hartman, Lori Hartnell, Josie Petitta, John Stoner, Anne Evans, Doug Hill, Christine Keener and approximately 35 visitors.

ACADEMIC SPOTLIGHT – Van Hoosen Middle School, Pushing Student Thinking

Van Hoosen Middle School, Pushing Student Thinking was presented via a video which highlighted how this is put into practice in classrooms at Van Hoosen Middle School.

COMMUNICATIONS

A. Secretary of the Board of Education

Mr. Coutteau shared the following communications that the Board of Education received since the prior meeting: Lorraine McGoldrick regarding having additional members on the Board of Education Policy Committee and candidate endorsements, and Paula Porter regarding substitute teachers.

B. Citizens Requesting Placement on the Agenda – None

C. Student Representatives to the Board of Education

Will Sheehy, student representative from Stoney Creek High School, shared activities taking place since the previous meeting.

Katie Wareck, student representative from Adams High School, shared activities taking place since the previous meeting.

Monica Williamson, student representative from Rochester High School, shared activities taking place since the previous meeting.

D. Members of the Board of Education – None

SPOTLIGHT ON SUCCESS – Meadow Brook Elementary, 5th Grade Student Pianist

Meadow Brook Elementary, 5th Grade Student Pianist Jacob Dai played a classical and a pop music selection.

CONSENT AGENDA

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

- A. Current Bills Payable for September 22, 2012 thru October 19, 2012 in the amount of \$6,327,551.66.**
- B. The Board of Education Regular Meeting Minutes of October 8, 2012.**
- C. Mr. Coutteau attending the Oakland County School Boards Association meeting on November 14, 2012 in the amount of \$20.00. Source of funding: General Fund**
- D. The bid to Xterra Drainage in the dollar amount of \$48,900.00, for installation of a subsurface pump at Stoney Creek High School Stadium. Source of funding: Capital Projects Fund**
- E. The resolution for the Rochester Avon Recreation Authority (RARA) commission member appointment of Daniel Romzek, Assistant Superintendent for Business Affairs.**

Moved by: Mrs. Talbert
Supported by: Mr. Coutteau
Vote: 6-0

REPORTS

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

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

NEW TEACHER HIRES

Tiffany Rawa, Resource Room Teacher, Brewster Elementary School
Laura Snyder, ECSE Teacher, Baldwin Elementary School
Theresa Targal, Speech/Language Teacher, Baldwin Elementary School

RESIGNATIONS

Patrick Jones, Facilities Coordinator
Brian Kross, E.I. Classroom Teacher, West Middle School

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

Moved by: Ms. Nowak
Supported by: Mrs. Pierobon
Vote: 6-0

B. Superintendent's Update (Informational Item) Dr. Zumsteg

Dr. Zumsteg shared information about receiving a \$12,000 grant to purchase iPads for the district's students in the post high school STEP program from the MiCTA. Dr. Zumsteg thanked all the staff who were involved in professional development on Monday, November 5, 2012. She also shared the work done at the first Superintendent Policy Review committee meeting.

NEW BUSINESS

A. Board of Education Regular Meeting / Study Session Minutes of October 22, 2012 (Action Item)

Ms. Nowak was absent with notice from the Board of Education Regular Meeting / Study Session on October 22, 2012.

A motion was made to approve the Board of Education Regular Meeting / Study Session Minutes of October 22, 2012.

Moved by: Mrs. Talbert

Supported by: Ms. Pierobon

Ayes: Mrs. Pierobon, Mr. Moore, Mr. Coutteau, Mrs. Talbert, Mrs. Berwick

Nays: None

Abstentions: Ms. Nowak

Vote: 5-0-1

B. Board of Education Closed Meeting Minutes of October 22, 2012 (Action Item)

Ms. Nowak was absent with notice from the Board of Education Closed Meeting on October 22, 2012.

A motion was made to approve the Board of Education Closed Meeting Minutes of October 22, 2012.

Moved by: Mr. Coutteau

Supported by: Mrs. Talbert

Ayes: Mrs. Pierobon, Mr. Moore, Mr. Coutteau, Mrs. Talbert, Mrs. Berwick

Nays: None

Abstentions: Ms. Nowak

Vote: 5-0-1

C. American Education Week Proclamation (Action Item) Mrs. Berwick

Mr. Coutteau read the following proclamation:

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees, be they substitute educators, paraeducators, custodians, teachers, bus drivers, media specialists, secretaries or administrators, work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise.

NOW, THEREFORE, The Rochester Community Schools Board of Education does hereby proclaim November 11 -17th as the 91st annual observance of American Education Week.

A motion was made to approve a proclamation designating November 11-17th, 2012 as the 91st annual observance of American Education Week in Rochester Community Schools.

Moved by: Ms. Nowak
Supported by: Mrs. Pierobon
Vote: 6-0

Mr. Hill, REA President, addressed the Board in support of the proclamation and the value of public education in creating an engaged public and a strong democracy.

D. 2011-2012 District Audit Report (Action Item) Mr. Romzek

Mr. Romzek introduced Mr. Jim Koepke, Director from Doeren Mayhew, and Ms. Lori Hartnell, RCS Director of Budget and Finance, who led the Board through the discussion of the 2011-2012 District Audit.

A motion was made to accept the 2011-2012 District Audit Report as presented.

Moved by: Ms. Nowak
Supported by: Mr. Coutteau
Vote: 6-0

**E. Oakland Schools Finance and Human Resources Software System Consortium (Action Item)
Mr. Romzek**

Mr. Romzek shared that the district had been involved in a cooperative bidding process with Oakland Schools for a new county-wide comprehensive finance and human resources software solution. The district's current CIMS software is not robust enough to meet today's needs, as it is past its useful life. The vendor that supports CIMS has no plans to update or improve their outdated product. The county-wide bidding process involved 22 of the 28 Oakland County School Districts. RCS was well represented on this bidding steering committee including: Lori Hartnell, Director of Budget and Finance, serving as co-chair of the steering committee; Cindy Lindner, Media & Technology's Administrative Systems Manager, headed up the General Technical; and Susan DesJardins, Human Resources Manager, heading up the HR sub-committees. The steering committee recommended the Munis product from Tyler Technologies for the new county-wide software solution.

Rochester is one of three districts that are slated to be part of the first implementation phase. We hope to go live with the finance module (accounts payable, accounts receivable, cash management, purchasing, general ledger, etc.) on July 1, 2013, and go live with the human resources and payroll modules January 1, 2014. The coordination and project management of this process will be directed by a district steering committee consisting of Lori Hartnell, Sue DesJardins, Cindy Lindner, and Dan Romzek, with assistance from the Tyler implementation team. This team approach, along with the implementation team from Tyler, will allow for careful and thoughtful process review and design, and rollout of the program at Rochester Community Schools.

A motion was made to approve the participation in the software system consortium and authorize the Superintendent to execute the Contract for Participation and Consortium Agreement as presented.

Moved by: Ms. Nowak
Supported by: Mr. Coutteau
Vote: 6-0

F. Rochester Administrators Association (Action Item) Ms. Davis

Ms. Davis highlighted the Tentative Agreement reached on October 19, 2012 with the bargaining teams for the Rochester Community Schools (“the employer”) and the Rochester Administrators Association (RAA).

The members of the respective bargaining teams are as follows:

For the Employer:

Elizabeth Davis, Executive Director of Human Resources
Daniel Romzek, Assistant Superintendent for Business Affairs

For the RAA Bargaining Group:

Victoria Righter, Musson Elementary Principal
Don Maskill, Hugger Elementary Interim Principal
Larry Goralski, Stoney Creek High School Principal

Contract Duration: The new Agreement will cover a three (3) year period of July 1, 2011 through June 30, 2014. The former Agreement covered the period of July 1, 2008 through June 30, 2011.

Article 14 – Insurance Protection

- Hospitalization Insurance: All RAA members who have district-provided health insurance benefits began paying 20% of the cost of those benefits on January 1, 2012, as required by Public Act 152 of 2011. Beginning January 1, 2013, all administrators who wish to continue district provided benefits will move to the current “Choices Alternative #2 plan,” which is a self-funded Blue Cross Blue Shield PPO plan with a \$250 single/\$500 family deductible plan with 80% co-insurance and a \$1,000 single/\$2,000 family co-insurance maximum. Also beginning January 1, 2013, the Healthcare Reimbursement Account (HRA) will increase from the current \$350 single/\$550 two person/\$750 family amount to \$500 single/\$750 two person/\$1,000 family. Administrators will continue to pay 20% of the cost of their hospitalization benefits.

The Proposal 2 constitutional amendment initiative on the November 6, 2012 general election ballot could effectively repeal PA 152 and potentially eliminate the district’s ability to collect the 20% employee contribution for health insurance. However, the Agreement states that regardless of what happens with PA 152 through legislation, court action, or action of the voters, administrators will continue to pay the 20% contribution toward the cost of health insurance for the duration of the Agreement.

- Vision Coverage: Beginning January 1, 2013, the district will provide administrators with vision coverage under a self-funded Blue Cross Blue Shield vision plan. The plan sets forth co-pays and benefit limits for vision coverage.
- Option to Health: If an administrator does not have medical benefits through the Board, we have agreed that the amount paid in lieu of benefits will increase from \$160 per month to \$300 per month provided that 10 administrators opt out of health benefits and \$500 per month if 14 administrators opt out of the Board provided health insurance. Currently 7 administrators opt out of Board provided health insurance. The number for purposes of this provision will be determined by the number of administrators who opt out during the annual open enrollment period for benefits beginning the next calendar year.

Article 15 – Compensation

- Longevity Payments: Currently, longevity payments for administrators in this group are based on years of service with Rochester Community Schools. Additionally, prior experience in applicable positions outside of service to Rochester Community Schools counts on a one-for-one basis with experience as a Rochester Community Schools employee. For example, if someone has five (5) years of service with Rochester Community Schools and five (5) years of prior experience in a similar position with another district or organization, they would be considered to have ten (10) years of service for longevity purposes. For all administrators members hired after October 1, 2012, longevity payments will be based only upon service to Rochester Community Schools.

In addition, the longevity amount will increase by \$150 for each level in 2013/2014 and will be paid to administrators in an annual lump sum payment instead of being spread across the contract year as is currently done.

- Early Retirement Incentive Program (ERIP): The current ERIP for administrators will be grandfathered only to those with longevity dates of September 1, 1987 or prior and will no longer be available to administrators with later longevity dates. Administrators grandfathered for the ERIP will have the option of choosing the ERIP or the new Retirement Payment program described in the next section. The ERIP currently provides monthly benefits equal to twenty dollars (\$20.00) times the number of years of service in education, capped at thirty (30) years for up to 120 months or age sixty-five (65), whichever comes first, with a potential maximum liability to the district of \$72,000 over a ten (10) year period.

Administrators with longevity dates after September 1, 1987 will no longer be eligible for the ERIP but may be eligible for a new Retirement Payment program described in the next section.

- Retirement Payment: This program replaces the ERIP program and provides a payment to retiring administrators with at least ten (10) years of service to RCS and at least five (5) years serving as an administrator. The maximum payout under this new Retirement Payment program is \$30,000 for an administrator with twenty-five (25) or more years of service to RCS.
- Advanced Educational Degrees: The amounts paid for advanced educational degrees will increase by \$150 for each level in 2013/2014.
- Terminal Leave Payment: The Administrative Retirement Payment will be discontinued and replaced with a new Terminal Leave Payment. The Administrative Retirement Payment provided a payment upon retirement equal to \$225 for each year of service to RCS and was capped at \$4,500. The new Terminal Leave Payment provides a payment upon resignation equal to \$315 for each year of service to RCS and is capped at \$7,500.
- Salary Schedule: The 2011/2012 salary schedule remains unchanged from the 2009/2010 level in the 2008 to 2011 Agreement. The 2008 to 2011 Agreement provided a salary re-opener provision for the 2010/2011 year that was not exercised by the RAA. Since the 2008 to 2011 Agreement expired June 30, 2011, there was no salary increase or steps paid in the 2011/2012 year, as required by Public Act 54 of 2011.

For the 2012/2013 year, eligible administrators will move up a full step on the salary schedule upon ratification of the Master Agreement by the Board of Education and the salary schedule will increase by 1.0% over 2011/2012 amounts.

For the 2013/2014 year, eligible administrators will move up one-half of a step on the salary schedule, and the salary schedule will increase by 1.5% over 2012/2013 amounts.

Fiscal Impact

The net additional costs of the agreement are \$63,075 for the 2012/2013 year and \$108,168 for 2013/2014. These costs include the cost savings associated with the new higher deductible and higher co-pay hospitalization plan that goes into effect January 1, 2013. In addition, the 2013/2014 costs include the cumulative effect of the 1% salary increase from 2012/2013. The 80%/20% cost sharing of hospitalization coverage generates an annual savings \$378,979 for each year of the agreement, which was built into the 2012/2013 budget. As a result, the net overall cost savings for this agreement are estimated at \$315,904 for 2012/2013 and \$270,811 for 2012/13.

A motion was made to approve the Tentative Agreement between the Rochester Community Schools Board of Education and the Rochester Administrators Association from July 1, 2011 through June 30, 2014 as presented.

Moved by: Mr. Coutteau
Supported by: Mrs. Talbert
Vote: 6-0

G. Rochester Support Personnel Association, MEA/NEA (Action Item) Ms. Davis

Ms. Davis highlighted the Tentative Agreement reached on October 26, 2012 with the bargaining teams for the Rochester Community Schools (“the employer”) and the Rochester Support Personnel Association (RSPA) Rochester Support Personnel Association, Michigan Education Association/National Education Association (REA, MEA/NEA).

For the Employer:

Elizabeth Davis, Executive Director of Human Resources
Daniel Romzek, Assistant Superintendent for Business Affairs
Susan DesJardins, Manager, Human Resources

For the Association:

Chief Negotiator, Eduarda Crain, Executive Director Avondale/Rochester MEA/NEA
Jan Tiganelli, RSPA President
Ernestine Tillage
Margy Wondoloski
Wendy Andridge
Sharon Ahearn
Cheryl Zaranek

Contract Duration: One year, July 1, 2012 through June 30, 2013. The former labor contract covered the period July 1, 2009 through June 30, 2012.

Article 7 – Vacancies and Transfers

Language was added to this Article to clarify the secretarial testing process for new and existing employees. Additionally, it was agreed to establish a joint committee to evaluate test data in order to develop training and professional development that will benefit members.

Article 12 – Hours of Work

In the current contract, in the summer, full-time members work thirty seven and one half hours (37.5), but are paid for forty (40) hours. In the new agreement, effective July 1, 2013 the new summer work hours for full time members will be thirty six hours per week and they will be paid for thirty six hours per week. The summer work schedule has and will continue to be determined by the Superintendent.

Under the current contract there are two (2) twelve month secretaries at the high schools and one (1) twelve month secretary at each middle school. In the new agreement, effective July 1, 2013 there will be one (1) twelve month secretary at SCHS, RHS and AHS, and one (1) eleven month secretary at ACE and each of the four middle schools. This is a reduction of one month of work for eight (8) members. A Memorandum of Agreement will be in the contract that sets forth the transition process for these eight members from twelve months to eleven month employees in July 2013.

Article 13 – Sick Leave

The number of sick days was reduced to one (1) sick day for each month worked. This is a reduction of two (2) sick days per year from the current agreement.

Article 15 – Insurance Protection

Currently, full-time members are eligible for the district's "Choices" health plans with a \$5/\$35 prescription drug co-payment. Members who choose the Base Plan or the Alternative #2 plan receive a \$300 single/\$500 two-person/\$700 family Health Reimbursement Account (HRA). As a result of PA 152 secretaries began paying 20% of the cost of that health insurance effective July 1, 2012. Under the new agreement, effective January 1, 2013, eligible members will be eligible for a Blue Cross Blue Shield PPO plan with a \$500 single/\$1000 family deductible, with a 10% co-insurance and a \$1000/\$2000 cap. The prescription drug plan will be a \$5/\$35/\$50 plan. The health reimbursement account will increase to \$500 single/\$750 two-person/\$1000 family. Employees will continue to pay 20% of the cost of their insurance during the term of the agreement. In addition to the savings associated with the 20% cost share, there is a cost savings to the district for the higher deductible, higher prescription drug co-payment plan. A vision insurance plan was added which will be effective January 1, 2013.

Article 18 – Grievance Procedure

A mediation step was added to the grievance procedure prior to Arbitration. The parties feel that arbitration may be avoided with the assistance of a state mediator who would come in to mediate grievances between the parties that are not resolved at earlier steps in the process.

Schedule A

Members will not receive a step increase on the 2011-2012 salary schedule for 2012-2013. They will receive a wage increase of one percent (1%) from the 2011-2012 salary schedule effective upon ratification of this agreement. Additionally, members will receive a one time, off-schedule payment, equal to a pro-rated 1% increase from the 2011-2012 salary schedule.

Schedule B

The Pay Grade/Classification listing was revised to reflect the elimination of the media assistant classification and the secretarial positions in the transportation, food service and maintenance/grounds that were eliminated as a result of the recent contracting for services in these areas.

Financial Impact

The cost of this agreement in the 2012/2013 budget year is approximately \$6000 over the amount budgeted. However, there is a savings associated with the 80/20 health care cost sharing of \$198,000 that has already been budgeted. This is a net overall savings of approximately \$191,000 for 2012/2013. In addition, it is estimated that there will be approximately \$46,000 in savings from the reduction in the summer work hours and the reduction of eight positions from twelve months to eleven months beginning in 2013/2014. These savings will not be reflected until 2013/2014.

A motion was made to approve the Tentative Master Agreement between the Rochester Community Schools Board of Education and the Rochester Support Personnel Association, MEA/NEA from July 1, 2012 through June 30, 2013 as presented.

Moved by: Mrs. Talbert
Supported by: Mrs. Pierobon
Vote: 6-0

ADDITIONAL BUSINESS

A. Citizens Present at the Meeting

Jeremy Nielson addressed the Board asking if the provision regarding Proposal 2 that exists in the REA contract is also in the other two contracts approved at this board meeting. Ms. Davis responded that the provisions are included in the contracts.

B. Members of the Administration – None

C. Members of the Board of Education

Mrs. Talbert shared her visits to schools since the previous meeting. Mrs. Berwick invited Board members to attend the RAHCC Youth Dialogue Day taking place on November 13, 2012 and reminded the Board that this weekend is the MASB conference and training.

ANNOUNCEMENTS

Upcoming RCS Events

November 6, 2012	Election Day, No School K-12, Teacher Records
November 7, 2012	Superintendent's Community Coffee, Admin. Ctr., Parker Room, 7-8:30 p.m.
November 7, 2012	Evening Parent Conferences Gr. K-5
November 13, 2012	Evening Parent Conferences Gr. K-5
November 15, 2012	Evening Parent Conferences Gr. K-5
November 19, 2012	Board of Education Regular Meeting/Study Session, Admin. Ctr., 7 p.m.
November 21-23, 2012	No School K-12 Thanksgiving Recess
December 10, 2012	Board of Education Regular Meeting, Admin. Ctr., 7 p.m.

ADJOURNMENT

A motion was made to adjourn the meeting at 8:47 p.m.

Moved by: Mr. Coutteau

Supported by: Mrs. Pierobon

Vote: 6-0

Respectfully submitted:

Christine Keener
Recording Secretary

Approved by:


Charles M. Coutteau
Secretary, Board of Education