



**ROCHESTER COMMUNITY SCHOOLS**  
501 West University Drive, Rochester, Michigan

**BOARD OF EDUCATION WORK SESSION**  
November 27, 2017

**MINUTES**

**Call to Order**

A Work Session, open to the public, of the Board of Education for Rochester Community Schools, Rochester, Michigan was held on Monday, November 27, 2017 at Hampton Elementary School. President Sandy Fiaschetti called the meeting to order at 7:00 p.m. Board members led in the Pledge of Allegiance.

**Roll Call**

Members Present: Sandy Fiaschetti, Kristin Bull, Pat Piskulich, Mike Zabat, Kevin Beers, Michelle Bueltef and Barb Anness

Members Absent: None

Others Present: Robert Shaner, Debi Fragomeni, Dana Taylor, Beth Davis, Lori Grein, Carrie Lawler, Michael Behrmann, Anne Evans, Ryan Starr, Matt McDaniel, Cindy Lindner, Pete Muscio, Wendy Beitel, Doug Hill and approximately 3 visitors

**Communications**

**A. Secretary of the Board of Education**

Kevin Beers shared the following communications received by the Board of Education since the prior meeting: Jennifer Smith regarding the removal of the temporary bus for CCV subdivision that had been instituted due to construction; Jennifer Smith regarding her conversation with an Oakland County Sheriff on the safety of the walking route to Reuther Middle School; and Ann Ehlert thanking Board members and Delta Kelly special education staff for the exceptional care that her children receive.

**B. Citizens Requesting Placement on the Agenda - None**

**C. Members of the Board of Education – None**

Principal Ryan Starr welcomed the Board of Education to Hampton Elementary School. Mr. Starr gave the Board an update on student initiatives including the Seven Habits of Healthy Kids taking place at Hampton.

## **Work Session**

### **A. 2017- 2018 Amended Budget**

#### **General Fund**

Assistant Superintendent for Business Affairs, Dana Taylor introduced Business Director Matt McDaniel who outlined the 2017-2018 Amended Budget, including a review of the budget planning objectives, the budget calendar, revenues, and expenditures. Matt reviewed the fund balance and factors that will affect future budgets.

Board discussion included:

- Clarification of MPSERS rate changes
- The fund balance in the amended budget
- Clarification of expenditures for instruction staff support.

Matt and Dana responded to the Board.

Dr. Shaner discussed the financial health of the school district noting that it is a combination of the hard work of the entire district, the services we are delivering as well as the community support for the bond. He stressed the importance of being true to the strategic plan and focusing on sustainability. Dr. Shaner thanked Matt, Dana and their team.

#### **Food Service Fund**

Matt reviewed the current food service budget noting that the fund balance is too high and we plan to spend down the fund by remodeling kitchens, adding a new kitchen at ACE, replacing equipment and other adjustments to the food service budget. The food service program is strictly regulated and MDE no longer allows payment of custodial and utility costs with the food service fund. The excess budget must be spent down by June 30, 2018.

Board discussion included:

- If the board will be voting on the budget at the December 11<sup>th</sup> meeting
- If there will be anything that will change the budget significantly prior to the vote
- Review of state source documents
- Is there anything that might change our budget projections drastically

Dana and Matt responded to the Board.

### **B. Construction Update: Lessons Learned**

Dana Taylor reviewed the construction team and practices. Director of Technology and Strategic Initiatives, Cindy Lindner and Director of Capital Projects and Facilities, Pete Muscio reviewed the Lessons Learned from the year two bond projects including the six schools renovated, the Rochester and Adams pool equipment room renovations and swim timing equipment and the roof replacement and new sky light at Adams.

Pete, Cindy and team members examined the process by reviewing what was supposed to happen, what happened, process changes needed and who is responsible for implementing changes to the process. Meetings were held with the Project Team, Facilities and Administration to review and discuss the findings. Key findings included what went well and what processes need improvement prior to the start of year three

bond projects. Assistant Superintendent for Instruction Debi Fragomeni reported that administrators from the six year two schools will be meeting with staff members to obtain feedback to share at future project team meetings. Cindy discusses the distribution of document cameras throughout the district.

Pete reported on issues documented in design, materials specification, installation methods and the overall process. Categories identified included site work, architectural, mechanical, electrical and technology. Process changes were identified as well as who would be responsible for the changes. An on-line portal was set up to house all the design and construction documents that was accessible by all members of the project team.

Debi shared that the Lessons Learned will be shared with Team Rochester members at their December meeting. Cindy shared the timeline of upcoming technology projects.

Board discussion included:

- New technology roll outs in the year three buildings
- Vendors and subcontractor vetting processes
- Bidding processes and contractor deadlines
- The upcoming bond project buildings: Adams, ACE, Long Meadow, Hampton, McGregor, Brooklands and Hart
- Increases in commodity pricing of materials
- The installation of interactive flat panels at each of the year three schools

Cindy, Pete, Dana and Dr. Shaner responded to the Board.

### **Additional Business**

**A. Citizens Present at the Meeting - None**

**B. Members of the Administration**

Dr. Shaner thanked Dana, Cindy and Pete for their hard work and Hampton for their hospitality.

Assistant Superintendent for Curriculum and Instruction Debi Fragomeni reported on the following: Pilot partnership with OU and Saudi educators starts tomorrow.

**C. Members of the Board of Education**

Barb Anness shared that her son's French class will have one of the Saudi educators in the classroom.

Sandy Fiaschetti challenged the Superintendent Cabinet to their Annual Charity Drive. This year they will be collecting adult socks and full-size toothpastes for the Cass Community Social Services. The challenge will take place at the December 11, 2017 Board meeting.

### **Announcements**

**Upcoming RCS Events:**

**December 11 - Board of Education Regular Meeting, Admin Center, 7 p.m.**  
December 22 – January 3 Winter Recess

### **Adjournment**

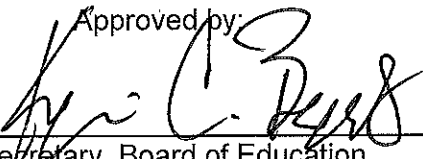
A motion was made to adjourn the meeting at 8:32 p.m.

Moved by: Kristin Bull  
Seconded by: Mike Zabat

Vote: 7-0

Respectfully submitted:

Maureen Nakonek  
Recording Secretary

Approved by:  
  
Secretary, Board of Education