



ROCHESTER COMMUNITY SCHOOLS

PRIDE IN EXCELLENCE

ROCHESTER COMMUNITY SCHOOLS

501 West University Drive, Rochester, Michigan

BOARD OF EDUCATION REGULAR MEETING

March 9, 2020 at 7:00 PM ~ Harrison Room

MINUTES

Call to Order

A Regular and Organizational Meeting, open to the public, of the Board of Education for Rochester Community Schools, Rochester, Michigan was held on Monday, March 9, 2020, in the Harrison Room. President Kristin Bull called the meeting to order at 7:03 p.m. Board members led in the Pledge of Allegiance.

Roll Call

Members Present: Kristin Bull, Michelle Bueltel, Mike Zabat, and Barb Anness,

Members Absent: Kevin Beers, Andrea Walker-Leidy and Scott Muska, with notice

Others Present: Dr. Robert Shaner, Debi Fragomeni, Elizabeth Davis, Dana Taylor, Lori Grein, Carrie Lawler, Cory Heitsch, Concetta Lewis, Matt McDaniel, Doug Hill, Cindy Lindner, Karen Gelardi, Ryan Kunzelman, Neil DeLuca, Pasquale Cusumano, Brian Shelson and approximately 40 visitors.

Spotlight on Success

A. Virtual Enterprise

Carrie Lawler provided background of the Virtual Enterprise program which was introduced in the 2018-19 school year. This program allows juniors and seniors from Rochester Adams High School, Rochester High School and Stoney Creek High School to participate in a simulated business environment which incorporates all five business functions: finance and accounting; sales and marketing; operations; human resources; and administration.

Students and teachers from each high school shared their experiences from the Virtual Enterprise program.

Communications

A. Secretary of the Board of Education

Michelle Bueltel shared five communications were received by the Board of Education since the prior meeting: Shannon Santella regarding the attendance incentive; Skye Thietten regarding the BeSmart

campaign; Jaime Foyle regarding initiatives to reduce the spread of the flu; Olivia Krenek regarding attendance incentive; and Marlena Daniel regarding restorative justice practices.

B. Student Representatives to the Board

Student representatives from ACE, Adams High School, Rochester High School, and Stoney Creek High School shared information about activities that took place in the school since the last board meeting.

C. Citizens Requesting Placement on the Agenda

None

D. PTA Council Update

PTA Council Secretary Lisa Roscoe updated the Board on recent and upcoming PTA district events. Some of the events included: Reflections ceremony; Founders Day; 3/4 teams from West Middle School Destination Imagination will be going to states; special thank you to Robin Carter for speaking to PTA presidents regarding "How to Speak with Kids about Race"; Operation Medicine Cabinet; Authors in April; Wellness Weekend; legislative forum being held in May; and the Recyclebank Green Schools grant.

E. Members of the Board of Education

Barb received two emails from Seth Berg and Craig Rizzi regarding March is Reading Month.

Michelle reported for Kevin Beers who received an email from Lisa Kowalski. Michelle received two communications: Mandy MacNeil regarding the attendance incentive and Lindsey Daines regarding contacts at Stoney Creek High School.

Consent Agenda

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

A. Current Bills Payable for February 1, 2020 through February 29, 2020 in the amount of \$3,817,719.41

B. Board of Education Retreat Meeting Minutes, February 8, 2020

C. Board of Education Regular Meeting Minutes, February 10, 2020

D. Board of Education Work Session Minutes, February 24, 2020

E. PAC Representative

Moved by: Mike Zabat

Supported by: Michelle Bueltel

Vote: 4-0

Reports

Dana Taylor reported on the February 24 2020, Superintendent Business, Operations and Support Advisory Committee meeting. Agenda items included January financial information, the March Budget Amendment details and various facility issues.

Elizabeth Davis reported on the February 20, 2020, Superintendent Policy and Curriculum Committee meeting. Agenda items included a Special Education Discipline presentation from Concetta Lewis and policy recommendation updates.

Legislative Update

Dr. Shaner introduced Senator Mallory McMorrow to provide a legislative update.

New Business

A. Human Resources Report

Chief Human Resources Officer Elizabeth Davis presented the following recommendations:

REA RESIGNATION

Paul Carlin, Counselor at Stoney Creek High School, submitted his letter of resignation effective March 13, 2020. Mr. Carlin has been with the district since August 2004.

REA RETIREMENT

Sheryle DeHondt, Teacher at Reuther Middle School, submitted her letter of retirement effective March 31, 2020. Ms. DeHondt has been with the district since August 1991.

REA NEW HIRES

Laurie Dare, Social Worker, Hamlin Elementary School

Kimberly Kutschman, Physical Education Teacher, Hamlin Elementary

ADMINISTRATOR RETIREMENT

Mary Beth LaChance, Salaried Personnel Specialist, submitted her letter of retirement effective May 31, 2020. Ms. LaChance has been with the district since December 2008.

ADMINISTRATIVE APPOINTMENT

Appointment of Supervisor to Student Enrollment

We are recommending the appointment of Melanie Scheitler to the position of Supervisor of Student Enrollment. Melanie has spent the previous twenty years in the customer service industry with Bed, Bath and Beyond, most recently as Store Manager. Ms. Scheitler holds a Bachelor of Business Administration from University of Michigan-Flint with a major in Marketing and focus on Communications. We believe that her customer service and leadership experience will be an asset to the Enrollment Department and Rochester Community Schools.

Motion to approve the Human Resources Report, as presented.

Moved by: Michelle Bueltel

Supported by: Mike Zabat

Vote: 4-0

B. Approval of Revision to Policies 3000, 5000 and 9000 (First Reading)

Beth Davis presented the Recommended Revision to Policies 3000, 5000 and 9000, first reading.

Motion to approve the approval of revisions to policies 3000, 5000 and 9000, as presented.

Moved by: Barb Anness

Supported by: Mike Zabat

Vote: 4-0

C. General Fund Bid Award

Dana Taylor presented the Recommendation for Approval of Network Equipment. This project replaces the core switches and enhances the stability of the network. The recommendation was to award the contract in the amount of \$110,285.20 plus a performance bond of \$1,257.25 for a total of \$111,542.45. The source of funding is the general fund with an estimated, eligible e-rate reimbursement of 40%.

Board discussion included clarification of whether this is a replacement or location change of switches. Dana Taylor addressed the Board to answer their question, who answered this will be an additional switch, which will be located in the Administration Building.

Motion to approve the General Fund Bid Award, as presented.

Moved by: Barb Anness

Supported by: Michelle Bueltel

Vote: 4-0

D. Budget Amendment

Dana Taylor presented the Budget Amendment for the 2019-2020 General Fund, Bookstore Fund, Student Activity Fund, and Early Learning Center Fund budget.

The General Fund budget projects an increase in revenue of \$1,127,607 based on changes to projections in school aged care program revenue, state aid funding, and grant carryover from prior years. The General Fund budget projects an increase in expenditures of \$1,219,193 based on changes to staffing, employee benefits, grants, and building repairs. With these changes, the fund balance is projected to be \$37,361,877.

The Bookstore Fund budget projects an increase in revenue of \$10,714 based on changes to projections in revenue driven by the ability to make sales from credit cards. The Bookstore Fund budget projects an increase in expenditures of \$10,428 based on changes to additional supplies for resale. With these changes, the fund balance is projected to be \$81,608.

The Student Activity budget projects an increase in revenue of \$730,208 and increase in expenditures of \$625,873 to adjust for the actual activity of student groups. With these changes, the fund balance is projected to be \$1,226,546.

The Early Learning Center Fund budget projects a decrease in revenue of \$532,500 based on changes to projections in enrollment. The Early Learning Center Fund budget projects an increase in expenditures of \$11,459 based on changes to salaries and benefits. With these changes, the fund balance is projected to be \$0.

Motion to approve the Budget Amendment, as presented.

Moved by: Mike Zabat

Supported by: Barb Anness

Vote: 4-0

E. Resolution Designating Superintendent as District's Proposed Representative as At-Large Member of International Academy Consortium

Kristin Bull read the Resolution Designating Superintendent as District's Proposed Representative as At-Large Member of International Academy Consortium

Board discussion included clarification on when the voting will take place and who will partake in the voting. Dr. Shaner addressed the Board to answer the question.

Motion to approve the Resolution Designating Superintendent as District's Proposed Representative as At-Large Member of International Academy Consortium, as presented.

Moved by: Michelle Bueltel

Supported by: Mike Zabat

Vote: 4-0

Additional Business

A. Citizens Present at the Meeting

Dr. VanLaan from Oakland University introduced the future leaders from the College of Education at Oakland University.

B. Members of the Administration

Dr. Shaner encouraged the community to watch the video that was sent this afternoon regarding COVID-19 as well as the corresponding documents.

Dr. Shaner shared that our students have set a goal of raising \$100,000 for the Yellow Ribbon Fund during Charity Week.

Dr. Shaner recognized that this month is National Social Worker's Month and that Rochester Community Schools holds our recognition in May.

Concetta Lewis thanked the district's Parent Advisory Committee representative, Michele Manhire, for her continued support. Debi Fragomeni also recognized Kim Herman for her support and involvement.

Debi Fragomeni shared an update on Transitional Kindergarten (TK), which included the announcement of having eight sections of TK next year.

Debi also recognized the RCS cheer teams who have led as Division 1 champions over the past four years.

Debi announced that students enrolled in the College of Education at Oakland University along with student teachers will be joining staff and students in our buildings who will share thoughts and tips as they embark on their journey.

Lastly, Debi shared that March 10 will be a professional development day of training on safety and security as well as social emotional learning.

C. Members of the Board of Education

Barb Anness had the opportunity to read to a kindergarten class and a third grade class at Meadow Brook Elementary.

Kristin Bull thanked Dr. Shaner and the entire RCS team who are diligently gathering information and making preparations regarding COVID-19.

Announcements

March 10 - No School (K-12 & post-high)

March 18 - Sparkle Awards, Stoney Creek High School, 7:00 p.m.

March 23 - Board of Education Work Session, Hugger Elementary School, 7:00 p.m.

April 2 - End of 3rd Quarter

April 6 - 10 - Spring Break

Adjournment

A motion was made to adjourn the meeting at 8:22 p.m.

Moved by: Michelle Buelstel

Seconded by: Mike Zabat

Vote: 4-0

Respectfully submitted:

Christina Whitmore
Recording Secretary

Approved by:

Mark Burt
Secretary, Board of Education