



ROCHESTER COMMUNITY SCHOOLS

501 West University Drive, Rochester, Michigan

BOARD OF EDUCATION WORK SESSION

September 23, 2019 at 7:00 PM ~ Hart Middle School

MINUTES

Call to Order

A Work Session, open to the public, of the Board of Education for Rochester Community Schools, was held on Monday, September 23, 2019, at Hart Middle School. President Kristin Bull called the meeting to order at 7:01 p.m.

Roll Call

Members Present: Kristin Bull, Kevin Beers, Barb Anness, Mike Zabat, Michelle Bueltel and Andrea Walker-Leidy

Members Absent: Scott Muska, with notice

Others Present: Dr. Shaner, Debi Fragomeni, Elizabeth Davis, Dana Taylor, Lori Grein, Carrie Lawler, Cory Heitsch, Concetta Lewis, Matt McDaniel, Karen Gelardi, Doug Hill and approximately ten visitors.

Communications

A. Secretary of the Board of Education

One mailed communication from Shishir & Jessica Gupta, Rick & Grace Dummer and Dave & Denise Carlson regarding accounting procedures for Robotics.

B. Citizens Requesting Placement on the Agenda

None at this time.

C. Members of the Board of Education

Kristin Bull received two emailed communications; one from Erica Rossell regarding Opening Day and the second from Karl Schmidt regarding the IA.

Michelle Bueltel spoke with Joshua Raymond during Chat with the Board regarding the IA.

Barb received two email communications from Seth Berg.

All Board members received communication from Trinaa' Copeland.

Work Session

A. DecisionInsite

Dr. Shaner welcomed the Board and opened with discussion about the stage budget and how important school funding is. DecisionInsite recently added new modules and tools and we will highlight this in an upcoming work session.

Dana Taylor shared that back in June, DecisionInsite was purchased by Hoonuit. As a result, there are enhancements to the software that will allow us to do things that we aren't currently able to do. For example, "click-and-drag" attendance boundaries and the system will automatically update the number of students in each attendance boundary. This can also be done with touch-screen technology. Dana also shared the Preliminary Projected Enrollment through 2024, which are conservative numbers. (The data shown may change after figures are adjusted from Count Day.) Another feature DecisionInsite is able to capture is to (very granularly) project by building and incorporate things like what are the residential developments and how long construction time is, what is the pricing of those homes, etc. The information DecisionInsite was able to illustrate, using projected conservative numbers, was that the most change and growth at the elementary level would happen at Brooklands and Hampton, while most of the "northern" schools (those north of Tienken) will remain fairly steady. For secondary schools, Reuther has the most projected growth.

It's important to remember that we use conservative numbers for budgeting purposes and moderate numbers for facility planning purposes.

Additional discussion included preliminary projected areas of greatest change (as a percent), enrollment by area (north/south) and by grade (elementary, middle and high school).

Board discussion included clarification on projected growth per year, potential boundary changes would even out enrollment and projected increase in enrollment at ACE.

B. Staffing & Enrollment

Cory Heitsch, Karen Gelardi, Concetta Lewis and Carrie Lawler gave a thorough overview regarding class size considerations and the enrollment/staffing needs at the elementary, secondary and special education levels.

Class size considerations include:

- Room sizes in schools (only University Hills and Brewster remain);
- Coherence and equity (by the conclusion of bond construction this year, all classrooms in the elementary schools will have equitable class sizes);
- Distributions of students by grade level at each school;
- Teacher contract language;
- Research regarding class size
- Student interest (at the secondary level)
- Preserving high-quality student programs are a priority (art, music, physical education, ILS, Learning Consultants, etc.)
- District budget reflects a balanced and equitable spending plan that is sustainable, promotes growth, and ensures high-quality student programming with a very stable state school funding mechanism.

Karen Gelardi gave a high-level overview on John Hattie's research as it relates to class size and student achievement.

Cory went on to discuss the process administrators take throughout the calendar year regarding enrollment and staffing:

- Kindergarten registration gives baseline to use in conjunction with projections;
- March – collaborative discussions with principals begin regarding building needs/advocacy (potential adds/drops and potential grade level re-configurations);
- April – weekly enrollment updates, collaborative discussions continue
- End of May/early June – meetings with principals to firm up projected staffing
- June – office staff process all drops before leaving for summer
- July – monitor enrollment weekly, identify staffing/grade level changes, collaborate with Cabinet
- August – monitoring enrollment is daily/hourly, call families to confirm enrollment

When it appears a section may be needed:

- Enrollment is re-confirmed with the building (calling families);
- There is collaboration between Cabinet and the building;
- Review internal options for possible solutions
- Communicate with the building and impacted departments within district

Karen Gelardi highlighted that the District provides support for our English learners at seven of our elementary schools, three middle schools and two high schools. The teachers that support these learners are certified teachers with ESL endorsements. Even the Paraeducators in these classes have had additional training. Other districts have 2-3 certified teachers throughout the entire district so students may only see a certified teacher once/week for 30 minutes. At Rochester Community Schools, our ESL students work with a certified teacher 4-5 times/week (levels 1-3), 2-3 times/week (higher levels). Additional programs include family support prior to starting RCS and support for special programs such as Galelio.

Concetta Lewis gave an overview for Special Education staffing. The basis of staffing for Special Education classes are the requirements of the Individuals with Disabilities Education Act (IDEA) and the Michigan Administrative Rules for Special Education (MARSE). Once staffing levels are compliant with the law, staff may be added based on the intensity of the needs of the students who are eligible for support. The Special Education team reviews staffing multiple times throughout the year to ensure adjustments for students who are newly certified as eligible, students who move into the district with an Individualized Education Plan (IEP) from another district, and for students who no longer require Special Education services.

Carrie Lawler discussed the enrollment at the secondary level. The District offers 178 general education courses plus 21 EL and SE courses. Additional options include dual enrollment, online learning (up to two classes each semester) and nine programs at Oakland Technical Centers (OTEC). Rochester Community Schools currently has 32 students who are dual enrolled (taking 43 courses), 86 students who are taking online classes and 193 students who attend an OTEC program.

Additionally, Carrie reviewed staffing at the secondary level:

Part One: Prior to Scheduling

- September – begin discussions regarding changes to course offerings
- December – course selection book for counselors and Administrators (also available online to all)
- Curriculum meets with counselors to review courses/changes

Part Two: Student Scheduling

- Counselors meet with students to review requirements and options
- Students complete course requests

- Students input course requests online (guided assistance for younger students)

Part Three: After Students Choose

- Schedulers pull raw numbers of requests from Synergy and review requests to ensure numbers meets requirements
- Scheduler and/or principal meet with Carrie to review and agree on numbers of sections
- Schedulers proceed with matching teachers to sections

Part Four: Staffing

- Schedulers send list of teacher needs and teachers displaced
- May 1st (target date): meet with all secondary schools schedulers and/or principals to plan for staffing

Board discussion included the collaboration between departments/Cabinet/Administrators, the difference of Special Education students that need support and interventions for a limited time vs. forever, dual enrollment, classes taken at more than one high school, when student's alternative choices are used vs. allowing a section, the complexity of scheduling, trends, and Synergy.

Additional Business

A. Citizens Present at the Meeting

None.

B. Members of the Administration

Dr. Shaner thanked everyone for being in attendance as well as all of the presenters as well as Allison Roberts and Hart Middle School for their hospitality. He also mentioned the work that has been put into Social Emotional Learning.

Debi Fragomeni spoke of how proud she is of the team and how the focus is student-driven and what is best for kids. She also reiterated that the staffing process is done with fidelity. Debi shared how Concetta has changed the thinking on how staffing needs to be assessed within Special Education. Debi congratulated Carrie and Dr. Shaner on the presentation at MASA.

C. Members of the Board of Education

Mike shared his appreciation of the information provided and how informative it was.

Michelle reminded everyone of the RAYA Annual Meeting on October 1 at Ascension.

Barb will be attending the Behind the Scenes at the Capitol event in Lansing on Wednesday.

Kevin shared how great the start of the school year has been. He also spoke of the world record set of 2,016 blankets made at Fleece and Thank You. Amazing!

Kristin gave Kevin kudos on the Fleece and Thank You event.

Announcements

Upcoming RCS Events:

October 7 – 7:00 p.m., Board of Education Regular Meeting, Admin Center

October 21 – 7:00 p.m., Board of Education Work Session, Hamlin Elementary

October 21 – 7:00 p.m., Board of Education Work Session, Hamlin Elementary

Adjournment

A motion was made to adjourn the meeting at 8:31 p.m.

Moved by: Mike Zabat

Seconded by: Michelle Bueltel

Vote: 6-0

Respectfully submitted:

Christina Whitmore
Recording Secretary

Approved by:

Karl C. Seibert 10-7-19
Acting Secretary, Board of Education