



ROCHESTER
COMMUNITY SCHOOLS

PRIDE IN EXCELLENCE

ROCHESTER COMMUNITY SCHOOLS

501 West University Drive, Rochester, Michigan

BOARD OF EDUCATION WORK SESSION

March 22, 2021 at 7:00 PM – Virtual

MINUTES

Call to Order

A Work Session, open to the public, of the Board of Education for Rochester Community Schools, Rochester, Michigan, was held virtually on Monday, March 22, 2021, in the Harrison Room as well as Zoom Webinar and YouTube Live. Vice President Kevin Beers called the meeting to order at 7:12 p.m. Gia Whitaker, University Hills Elementary 3rd grade student, led in the Pledge of Allegiance.

Roll Call

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

Members Absent: Kristin Bull and Scott Muska, with notice

Others Present: Debi Fragomeni, Elizabeth Davis, Dana Taylor, Lori Grein, Cindy Lindner, Matt McDaniel, and approximately 115 visitors.

Vice President Kevin Beers read Board Bylaw 0153.

Communications

A. Secretary of the Board of Education

Michelle Bueltel shared the 29 email communications received: District parent Matt Grice contacted the Board regarding indoor air quality; District parents Megan Foster and Tami Cremen contacted the Board regarding concerns related to in-person instruction; District parents Ann Marie Boothe, Joelle Kekhoua, Kerstin Arthurs, Iris Veder, Bridey Moffitt, Laura Cox, Taara Donley, Jessica Opfer, and Lisa Atwater contacted the Board regarding live streaming instruction for students in quarantine.; District parents Adriana Manriquez, Ingrida Knueppel, Meredith McCutcheon, Kristina Wright, Matthew Mollan, Amanda Quinlan, Dawn Sills, Christa Dudzinski, and Amy Chermshire contacted the Board regarding support for students in quarantine and/or quarantine protocols; Stefanie Maiuri contacted the Board regarding relocating to the District and learning the process of serving on the Board; District parent Margaret Symons contacted the Board regarding mask protocols; District parents Valerie Lampkins and Melanie Sinka contacted the Board regarding concerns related to full in-person learning and their desire to return to hybrid learning; District parent Suzanne Croissant contacted the Board regarding mask protocols, live streaming and the quarantine process; Community member Laura Cox contacted the Board regarding negotiations; District parent Jessica Opfer contacted the Board regarding communications; and District parent Julie Stalker contacted the Board regarding identifying Dyslexia and instruction.

Additional emails that were received, though not through the RCS website: Andrew Weaver sent five emails on various topics including, censorship, board priorities, clarification on prior meeting information, a FOIA request, and a link to a blog post; Michele Chittick contacted the board regarding the budget and control questions; Meredith McCutcheon reached out regarding quarantine learning plans; and Jessica Opfer sent two emails regarding the reporting of Covid cases.

B. Citizens Requesting Placement on the Agenda

Andrew Weaver addressed the Board regarding a recall petition.

Joshua Jostock addressed the Board regarding offering a teacher support group this summer.

C. Members of the Board of Education

None

Work Session

A. Internal Controls

Dana Taylor introduced Christie Bueche, who welcomed the Business Office and Purchasing staff. Topics of discussion included:

- Overview of what Internal Control is and what it accomplishes
- Five Areas of Internal Controls
- Management Oversight by the Board of Education
- New Employee Payroll Controls
- Payroll Liabilities Controls
- Grant Funded Programs Controls, Environment and Monitoring & Compliance
- Accounts Receivable Controls
- Cash Handling at School Buildings
- Procurement Mechanisms & Controls
- Budget Cards
- Accounts Payable Transaction Cycle Overview, Controls, Invoice Uploads, Payment Processing
- General Ledger Controls, Safeguards, Bank Reconciliation, and Updates
- Business Office Job Rotation

Board discussion included appreciation for the checks and balances the District has in place; clarification on the payroll onboarding process; and Business Plus.

B. Facilities Update

Dana Taylor and Cindy Lindner presented a facilities update from the 2016 Bond and Capital Projects Fund. Topics of discussion included:

- Bond Projects Timeline
- Bond Projects completed annually from 2015 – current, as well as upcoming and pending projects
 - Year 1 (2015 -2016)
 - Purchase of 28 school buses equipped with four SEON cameras and GPS solutions;
 - demolition of old Brooklands building; secure building entrances (Stoney Creek, Reuther,

Hart, Van Hoosen, Long Meadow, McGregor, Meadow Brook, and North Hill); remodeled offices (Baldwin, Brooklands, Delta Kelly, and Hampton); vestibule additions (Brewster, Hugger, Musson, University Hills, and Adams); office relocation (Hamlin and West); and technology infrastructure (network and wireless upgrades, switch operating system upgrades, firewall addition, storage area network expansion, virtual environment expansion, content filtering replacement, and backup and recovery environment replacement).

- Year 2 (2016 -2017)

Hugger and Musson playground relocations, building additions and renovations; Hamlin playground improvements; Rochester High addition and renovation; Stoney Creek and Hart track improvements and drainage; West addition and renovation; Rochester High athletic complex addition and renovation; Hamlin and Baldwin additions and renovations; network video cameras; and building HVAC automation integration.

Technology projects included: new construction/renovations technology implementation for Hugger, Musson and Rochester High; new construction/renovations technology planning at for Baldwin, Hamlin, West, ACE and Adams; technology committee formation; classroom technology pilot; mobile labs to support instruction and testing; devices for teachers, administrators and support staff; video security system; phone system; clock system; PA/audio system; copier/printer model; and sustainability model.

- Year 3 (2017 -2018)

Building renovations at Schultz campus (which also included an addition), Caring Steps, Adams, Hart, Brooklands, Hampton (including an addition), Long Meadow, and McGregor; communications cabling; replacement of 26 kilns; and sidewalk improvements at Stoney Creek.

Technology projects included: audio systems; copiers; mobile laptop/Chromebook labs; media center laptop labs; PA systems & clocks; projectors; SMART moil IFPs; SMART classroom IFPs; secure entrances; SWIVL pilot; document cameras; and construction support.

- Year 4 (2018 -2019)

Building renovations at the Facilities Operations Center (including an addition), North Hill, the Transportation facility, Brewster, Delta Kelly, Stoney Creek (roof), Meadow Brook, and University Hills; athletic field improvements; purchase of 24 school buses; and door access readers.

- Year 5 (2019 -2020)

Building renovations at Reuther, Van Hoosen and Stoney Creek; exterior door alarms; landscaping improvements; and athletic field improvements.

Technology projects included: audio systems; copiers; mobile laptop/Chromebook labs; PA systems & clocks; SMART Classroom IFPs; secure entrances; 1:1 Chromebooks for students (bond and CARES Act); radio solution; and construction support.

- Year 6 (2020 -2021)

Transportation Center exterior stairs; and baseball and softball field safety netting.

Technology projects included: network switches; wireless access points; firewall; and cabling.

- Cost Summary as of March 2021

- Upcoming Projects

- Teacher and administrator device refresh; school specialized lab refresh (computer programming, engineering, CAD, etc.); broadcasting equipment; and video server replacement.

- Administration Building

- Facilities assessment, program and staff needs assessments, building assessment report, facility inspection findings summary, options summary and conclusions.

Board discussion included clarification on renovations, remaining funds available from the bond, devices distributed during remote learning, appreciation for how technology bond funds were staggered to allow for upgrades, Administration Building department location considerations, ratio of Administrative staff to square footage needed, whether or not there is any unutilized space in the Administration Building, value of current property, and determine next steps.

Additional Business

A. Citizens Present at the Meeting

Brent Raymond addressed the Board regarding transparent dialogue and decisions made by the Board and administration.

B. Members of the Administration

Debi Fragomeni shared the second COVID antigen testing pilot was held at Rochester High today with over 200 participants, a third antigen testing opportunity will be available following spring break, 90% of RCS staff have been vaccinated, SEL professional development, graduation will be held on Saturday, June 12, and all-night parties will be held at each respective high school (other senior activities will be shared by buildings later in the week).

C. Members of the Board of Education

Barb Anness inquired about the continued COVID antigen testing, funding for the mandated testing for athletes, and weekly COVID reporting.

Announcements

March 27 – April 4 – Spring Recess (classes resume April 5)

April 5 – Board of Education Regular Meeting, 7 p.m.

April 19 – Board of Education Work Session, 7 p.m.

Adjournment

A motion was made to adjourn the meeting at 9:36 p.m.

Moved by: Mike Zabat

Seconded by: Michelle Bueltel

Vote: 5-0

Respectfully submitted:

Christina Whitmore
Recording Secretary

Approved by:

Michelle Bueltel
Secretary, Board of Education