

RESCHEDULED REGULAR MEETING MINUTES – BOARD OF EDUCATION
 REDFORD UNION SCHOOLS, DISTRICT NO. 1
 March 27, 2017

Rescheduled Regular
Meeting 3/27/2017

A Rescheduled Regular meeting of the Redford Union Board of Education was held March 27, 2017 at the Board of Education Administrative Offices, 17715 Brady Street, Redford Township, Michigan, 48240. President Kurland called the meeting to order at 7:31 PM.

Call to Order

This meeting was a rescheduled regular meeting of the Board of Education that was scheduled for Monday, March 13, 2017 and was not held due to inclement weather and power outages that caused Redford Union Schools to be closed on that date.

Present: Caloia, Doby (7:34 PM), Graham, Gubachy, Kurland
 Absent: Isabell, Pridemore

Roll Call

The Pledge of Allegiance was recited.

Pledge of Allegiance

None.

Call to the Audience
on Agenda Items

President Kurland asked everyone to please place their cell phones on silent or vibrate.

President's Remarks

Supt. Shivers gave recognition to the girls' basketball team and the boys' wrestling team for going to district championships. We are very proud of our high school athletes that continue to surpass and make great achievements in the district.

Superintendent
Remarks

Supt. Shivers gave thanks to Jackie Warren (Admin Assist to Supt) for the RU Banners in the board room, conference room and the signage in the hall ways and entry.

Supt. Shivers also gave recognition to Chuck Martin (Director of Facilities and Transportation) and Greg McIntyre (Assist Supt of Business Services) for their diligence and support during our weather/wind and power outages. They worked around the clock.

She also thanked both Ron Ward (Assist Supt of HR) and Greg McIntyre for responding to the many group texts and conference calls at all hours of the day and night while they were trying to make decisions about school and facilities and so forth. The team including the school administrators were instrumental but Chuck Martin went above and beyond in terms of his physical presents in the district. He made sure we were able to get back on line and the schools were in the best conditions possible for our students to return.

She said thank you to all that gave support during those challenging days.

Rescheduled Regular Board Meeting: 3/27/17

MOVED by Gubachy, seconded by Graham, to adopt the agenda of the March 27, 2017 Rescheduled Regular Board Meeting as amended. Yes: 5 No: 0 Motion: Carries

Adoption of
Amended Agenda

There was an Addendum to the Agenda:

Addendum: Action Item XIV, 5, Tierney Brothers (Equipment/Services Quote)

Accounting Manager Jennie Li greeted the board, staff and the audience. She presented the 2016-2017 Amended Budget on behalf of the Business Office. The General Fund Budget Summary 2015-16 Actual Fund Balance (from the Audit Financial Statement) as of June 30, 2016 was \$5.2 million Fund Balance. The 2016-17 Original (approved) Budget as of June 30, they think it will be \$5.1 million. The 2016-17 Budget Amended as of June 30, this year the revenue and expenditures will also reflect a fund balance projected to be \$6.7 million. In terms of the percentages of the expenditures (from the Audit Financial Statement) the 2015-16 Actual was 18%. The percentage for 2016-17 Original (approved) Budget might be 15%. The percentage for the 2016-17 Budget Amended as of June 30, 2017 is projected to be 19%. The State Fund Balance requirement is 10-12% and last year RU made 18%. This year they think it will be 19% which is above the requirement.

Presentation
Budget Presentation
presented by
Accounting Manager
Jennie Li

Ms. Li reported on the following Major Budget Changes: 1) Includes Enhancement Millage Revenue \$1.2 million. 2) Includes Enhancement Millage Expenses \$1.2 million. She said we want to spend on three areas: reduce class size, improve technology and facilities.

Ms. Li said there were no major changes with the Food Service Fund. The only change is the Fund Balance, July 1, they used the actual data from the Financial Statement and projected this year June 30, they will have approximately \$700,000 Fund Balance.

Ms. Li reported on the Debt Retirement Fund. They changed the Fund Balance from projected to actual fund balance from last year. The new projected fund balance at June 30th will be \$1.6 million Debt Retirement Fund.

Ms. Li reported on Special Education Center Program Fund. The only change was the Fund balance. They used actual data from the Audit Financial Statement.

Ms. Li thanked the Board, Staff and the audience for giving her the opportunity to present the presentation. The also thanked Dr. Shivers and Mr. McIntyre for supporting her.

Vice President Gubachy asked about the Food Service Fund. She said we now have \$718,889 in our Food Service Fund and there is a proposal for \$66,006.00 on the Agenda. She asked what else does the Business Office plan on spending the funds on before we get audited and dinged on yet again.

Assist Supt McIntyre said that the district will not get dinged because every year the district gets an accrued spending plan from MDE that allows them to extend the money out. So coming up soon they will purchase a new food service van. The old 2009/2010 van has approximately 60,000-70,000 miles on it. They will spend but not for the sake of spending. They will spend responsibly. They will not rush to spend. The Business Office will be coming before the board more to try to reach that level. Next year he will be anticipating making even more money and

coming to the board for the next several years with additional spending out of the Food Service Fund.

Vice President Gubachy asked if there are any big plans they should look forward to other than the van.

Assist Supt McIntyre said they will be replacing equipment as it goes down. He mentioned last year when the board approved the purchase of generators which came into play this year when the power was down. The generators saved the food.

Assist Supt. McIntyre thanked the board for allowing them to spend the money up. He said they will evaluate where they are. He said the one thing they cannot do with the money is to drawdown paid lunches. Assist Supt McIntyre said they have been managing that fund pretty well. He said they will be increasing staff next year. He will be proposing that to the board as well.

Trustee Doby asked if the funds can only be used for Food Service provisions.

Assist Supt McIntyre said that is correct and the money is capped at \$25,000.

The Board thanked Ms. Li for her presentation.

None.

Board Secretary
Communications

Assist Supt. of Business Services McIntyre gave acknowledgement to Supt. Shivers for her leadership. He also gave an acknowledgement to Chuck Martin, Director of Facilities and Transportation for going above and beyond.

Asst. Supt. of Business
Services

Assist Supt. of HR Ron Ward reported on the Personnel/Policy Committee. He said the committee met on March 6th and March 27th prior to this evenings BOE meeting. They will meet once a month starting in May. The first meeting they focused on sharing the Administrative Technology Plan. Going forward a 3-tryer plan. A new position which will be an Educational Technology Director that has the combined experience expertise of education and technology. Tonight they discussed the Early College initiative at the high school. They are looking for a Coordinator Coach that will be helping develop/manage/direct that exciting new program. That position is going to require a School Counselor Certification that fits within the Redford Union Educational Association Bargaining Union (Teachers Bargaining Union).

Administrative
Committee Reports

Assist Supt. Ward said he met with Mr. Losey (Union President) today to give him a heads-up because the demands of the position are not like the traditional counselor position. The position will be 80 hours with 2-days a week on a college campus and may involve some Saturdays.

Assist Supt. Ward said they will be asking for a Special Board Meeting on April 24th for the Technology Plan. The position for the Technology Director has a completely different set of qualifications as far as level of degrees/major of degrees and that would place the current Coordinator position which has been vacant for the past 1-2 years. Regarding technology, the middle piece will be provided by a third-party contractor. For the coordinator position they will

have to follow the millage requirements that are in the school codes for administrators. That will give Ms. Holley (current person in that position) a 30-day notice that a non-renewal will be considered by the board. Ms. Holley will have the opportunity to address the board if she chooses to attend the meeting. At that point and time if the board decides to follow through that will give a 60-day notice before the current contract expires on June 30, 2017.

Supt Shivers said they have to have the April 24th board meeting regardless if Ms. Holley desires to have the board meeting or not. The meeting will be adjourned if Ms. Holley is not present or if she chooses not to have a board meeting. Also there are 2 positions that are being eliminated: 1) The Academic Coordinator position that Mr. Christopherson (current Hilbert Principal) used to have. That position is currently vacant. 2) Ms. Holley's current position will be eliminated.

Trustee Doby said there is another level which she is sure they have thought about but that is teaching our children about their interface with technology and the integration of their private lives/families.

Supt Shivers said before the year is out they will give the board an update on the Technology Taskforce. Those things and matters are being addressed by the Technology Taskforce. They are not waiting until this position is in place with plans for hardware, software and instruction as it relates to technology. Supt Shivers said they had just had a conversation that afternoon about the same issue.

Assist Supt Ward mentioned the Dept. of Education website regarding the technology standards across the districts; 1) grades 6-8 digital citizenship. Which was the area Trustee Doby was talking about.

Supt Shivers said she took a team to MACUL Conference (included in Academic Highlights) and they were talking about the demo classrooms and having teachers provide feedback. They also talked about what the students already have at their disposal and how they are using it inappropriately and not learning with digital citizenship.

Trustee Doby said it is on her mind because there is going to be a change in the federal regulation regarding the sale of personal data by our internet service provider.

President Kurland said there are two amendments to the Consent Agenda as follows:

Consent Agenda
Amended

The Regular Meeting Minutes 2/13/2017, page 89, third paragraph which states the following: Trustee Caloia asked if there is anything the board can do to assist in supporting families to apply for Early College.

Amended to: Trustee Doby asked if there is anything the board can do to assist in supporting families to apply for Early College.

On the Agenda, XII Consent Agenda, D, which states the following: Approve New Hire: Certified-Enhancement Millage/Class Size Reduction Requests listed below.

Amended to: Approve New Hire: Certified requests listed below.

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| <ul style="list-style-type: none"> • Waive the reading and approve the February 13, 2017 Regular Meeting minutes of the Redford Union Board of Education, as amended. • Approve the payment of \$1,190,787.75 for checks dated 2/6/2017 to 3/6/2017. • Approve the electronic transfers for the month of February 2017 in the amount of \$2,390,418.94. • Approve the NEW HIRE: Certified requests listed below: <ol style="list-style-type: none"> 1. Christopher Chichil/Teacher/Special Education/RUHS/Effective 2/27/17 2. Daryl Shackelford/Teacher/Special Education/Beech/Effective 2/27/2017 • Approve the SEPARATIONS: requests listed below: <ol style="list-style-type: none"> 1. Allison Weyand/Educational Assistant/MacGowan/Resignation/Effective 2/20/2017 2. Curtis Brimer/Educational Assistant/Hilbert/Resignation/Effective 3/1/2017 • Approve the LEAVE: request listed below: <ol style="list-style-type: none"> 1. Connie Reynolds/Teacher/Beck/Effective 3/8/2017 | <p>Regular minutes of
February 13, 2017
Meeting as Amended
Disposition of Checks
March 6, 2017
Electronic Transfers
February 2017</p> <p>Christopher Chichila
Daryl Shackelford</p> <p>Allison Weyand
Curtis Brimer</p> <p>Connie Reynolds</p> |
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Motion to approve the Consent Agenda items as amended:

MOVED by Caloia, seconded by Doby, to approve the consent agenda items as amended.

Yes: 5 No: 0 Motion: Carries

Supt. Shivers also provide two additional updates that were not listed on the Agenda or the Addendum. She said the group that is going to China has been working and will be presenting to the board at the June 2017 board meeting. The work that they have been doing on teaching and learning for the trip to China but also for the 2017-18 school year.

Academic Highlights
Updates
Early College and
International
Baccalaureate

Principal Judy Nachman (RUHS), Principal Andy Christopherson (Hilbert), Academic Coordinator Beatrice Benjamin and Supt. Shivers went to a Symposium on the International Baccalaureate which was designed for school district that are in the beginning stages, some that are just thinking about, some that knows nothing about it and some that have started in the first year of the process. They have come to a decision point in terms of their first level of movement in an international baccalaureate and it is the MYP Program (Middle Year Programme - grades 6-10). It will involve both Middle School and the High School. She said if the board remembers attending the International Baccalaureate presentation last year and as they talked about the three levels: PYP (Primary Years Programme - grades K-5), MYP (Middle Year Programme - grades 6-10) and the DP (Diploma Programme - grades 11 & 12). The team felt that the middle school grade level was a good place to start. Beech has a lot of things going on with their priority school so it is not a good time to take such a large scale initiative to Beech. Supt. Shivers said they want to get the Early College off the ground first and get moving forward before they add or even make a decision about adding the DP Program. They will start with the MYP program (grades 6-10) and their goal is by the end of this school year is to get the application in and then that will open them up for professional development during the 2017-18 school year. Supt. Shivers will continue to keep the board abreast. She said probably at June retreat she will be able to layout a more sophisticated plan.

She said they will be focused on reading, writing and math. The International Baccalaureate will give the context that we need our students to be higher level thinkers and be able to prepare for the 21st Century.

Rescheduled Regular Board Meeting: 3/27/17

Supt. Shivers said when she attends the professional developments that there are very few people that looks like her and very few districts that looks like RU. Because districts with students that are low achieving are not given an opportunity. She has the administrative team and the teacher leader team reading about learner-centeredness. She also sent an article to the board. She said what is inherent in that article is that is a cultural expectation of a perception that some kids don't deserve to because they can't or won't. She said she doesn't believe that we would reach the stars by not shooting for them. She said even if we don't meet the goals that we set for ourselves but we continue to push our staff, students, parents and ourselves we will have a better shot at reaching excellence.

Supt Shivers is very proud that her leadership team is embracing the challenges that she is putting in front of them because it is the only way they will have a chance to do the things that they are trying to do in the district.

Trustee Doby thanked Supt. Shivers for the article she sent to them. She said it was very insightful and she appreciated the comments the Supt. made.

Vice President Gubachy said she is disappointed that the district is not going through the DP Programs at this point.

Supt Shivers said there were several things that they had to think about. 1) the number of kids that will be in Early College and the number of kids that are in AP (Advance Placement). There has to be a process to phase the kids out of AP and to look at how they grow in Early College. Supt. Shivers said it is not that they are not going to have a DP Program they have to look at how to scale it/if they are going to scale it. Supt. Shivers said the 1st year is application year, the 2nd or 3rd year is your visit and it is not until the 4th or 5th year you can offer the diploma. It is still a 3-5-year process depending on the school. The more challenging the learning environment is the longer it can take.

Trustee Graham asked if the district is going to do MYP, what happens when the students are done with 10th grade.

Supt. Shivers said that students could stay in a tradition track, they could go to AP, DP or they could go to Early College. She said MYP and PYP are different from DP. It's not a pipeline. All kids regardless if they go to on to college or not will be exposed to PYP and MYP. When they get to the 11th or 12th grade it is not an automatic that because they were in PYP and MYP that they will go to DP. DP is a choice as is Early College and AP if offered.

President Kurland wanted to clarify that the district is starting with MYP but they will still be looking at PYP and DP in the future.

Supt. Shivers confirmed.

Supt. Shivers, Ron Ward and Judy Nachman will be going to Lansing on March 29th to interview for an Advise Michigan College Advisor Coach which is a strong responsibility of that person to making sense out of all the different options for young people as early as they possibly can. So the students are selecting the program that is best designed for them and that they would have the most interest in fulfilling whatever they choose to do post high school.

She said that they will be at Michigan State on Wednesday morning and the afternoon and Thursday they will be at the Administrative Evaluation Training.

Trustee Doby wanted clarification on the college coach position. She asked if the team would select from a pool that they did not select. The pool was screen and provided by some other entity.

Supt. Shivers said yes, it is called Michigan College Access Network. All the schools that have received this core advisor will be traveling to Lansing to interview and select candidates. Once the candidate is selected then Ms. Nachman and the candidate will go through training together over the summer. The Advisory Coach will be responsible for all kids at the high school. The Grant is very specific. There are very specific deliverables that the Advise Michigan person has. She said she would send the information to the board if they are interested. She asked for them to send her an email if they are interested in having the information.

Supt. Shivers said there were 46 applicants and the applicants will be notified this week. She said that they spent time this past Friday with the team at the high school going through each application, current grades, current behavioral, and attendance just to have a concept of all the students that applied to the Early College. She said there will be a mandatory parent night on April 18th, 6-9 PM at the high school. Dinner will be served. She invited the board members. Dave Dugger, (former Early College Director at Eastern) current State Consultant on Early Colleges will be addressing parents. Mr. Duggar will bring current parents and students of Early College (Washtenaw) as a panel so our parents can ask students and other parents questions about their experiences in Early College.

Supt. Shivers said on Saturday, May 13th the students selected will be going through the Accuplacer (College Placement Test) at Schoolcraft Campus (Livonia). The student will be broken up into 2-groups (AM & AP). They will also be taking on a high school Study Skills Inventory as well. The Inventory will be piloted for all students at the high school but they will start with this group so they can see what type of results they receive from them. It will be in line with the soft skills that they will do for all high school students next year.

Supt. Shivers said that they have all the grant and information approved for the Leslie Love (State Representative) software and hardware, tablets for the Early College students. The students will not receive the hardware until the fall. They will receive the hardware during the boot camp week (August 20 ish) which is also mandatory. During that time the students will be linked with the mentor program at the high school starting for all students. They are also working on the schedules and support for the Early College students. She said the first couple of years will be ruff in terms of the preparation for our students.

Trustee Doby asked what is the definition of mandatory.

Supt. Shivers said it was written into the application that the students/parents had to sign off and initial that they understood that they had to attend the mandatory meetings. If they don't attend the testing them they will be out. It would be very difficult for them because they wouldn't have the data to do the program. The date of the test that would be scheduled is not the only day the test could be taken. The Assessment Center is open pretty much around the clock. RU will not provide the test. If a student missed the scheduled test due to a reasonableness such as sickness or death in family, it will be their responsibility to make sure

that test is taken. They will be reasonable about the situation. She said there were 1-2 applications that was not accepted because they were not complete, they didn't follow directions.

There are 3 mandatory events: parent night, testing and the summer boot camp. The students/parents have signed off on all 3 on the original application that they understand.

Action Items

MOVED by Gubachy, seconded by Graham, that the Board of Education, at the recommendation of Assistant Superintendent McIntyre, approve the resolution for the 2016-2017 budget as presented.

2016-2017 Amended
Budget

Trustee Doby had discussion. She said at the last meeting they talked about the pay of the (EAs) Educational Assistants. She said that as they look to the future and when there is space in the budget there should be attention to raising the EA's pay.

Supt. Shivers said that matter will be discussion in the negotiations closed session.

Roll Call Vote: S. Caloia: Yes; C. Doby: Yes; T. Graham: Yes; L. Gubachy: Yes;
P. Isabell: ABS; J. Kurland: Yes; E. Pridemore ABS

Yes: 5 No: 0 Motion: Carries

MOVED by Graham, seconded by Caloia that the Board of Education, at the recommendation of Assistant Superintendent of Business Services Greg McIntyre, approve the Food Service Equipment Bid from Stafford Smith, Inc. to specification in the amount of \$66,006.

Food Service
Equipment Bid

Vice President Gubachy had discussion. She asked if the \$66,006 does that not include the removal/disposal/set in place? She also asked what is a Milk Cooker.

Assist Supt McIntyre said the removal/disposal/set in place is baked in the cost. The milk cooker was a typo. The correct name is milk cooler.

Trustee Doby had discussion. She asked about the \$1,000 item (removal/disposal/set in place under) listed in the cost from Great Lakes Hotel that is baked into the cost from Stafford Smith, Inc.

Stafford Smith., Inc. will handle the removal/disposal/set in place at no additional cost to the district.

Yes: 5 No: 0 Motion: Carries

MOVED by Gubachy, seconded by Caloia that the Board of Education, at the recommendation of Assistant Superintendent of Business Services Greg McIntyre, approve the UTEC Copier Rental Agreement at a monthly base rent of \$8,946 from April 1, 2017 to March 31, 2020.

UTEC Copier Lease

Vice President Gubachy had discussion. She asked what is our current rate.

Assist Supt. McIntyre said the current rate is \$8,911.53 and we will be getting newer equipment.

Yes: 5 No: 0 Motion: Carries

MOVED by Graham, seconded by Caloia that the Board of Education hereby authorizes Redford Union Schools, the Superintendent or her designees, the authority to enroll an unlimited number of students per school year, including in our seat time waiver programs, with such students being only those students who are eligible for grades K through 9, and a limited number of students: 10 for Grade 10 and 10 for Grade 11, 5 for Grade 12, preference given to siblings of K-9 registrants. School of Choice option also available for seat time waiver programs grade 6-12. Pursuant to both Section 105 and Section 105c of the State Aid Act and in accordance with all other relevant statutory provisions.

Enrollment of Non-Resident Students

Trustee Doby had discussion. She said she was a little confused about the School of Choice option also available for seat time waiver programs grade 6-12.

Supt. Shivers said that the seat time waiver program is SEMVA (Southeast Michigan Virtual Academy) & UMVA (Unified Middle Virtual Academy).

Yes: 5 No: 0 Motion: Carries

Agenda Addendum

MOVED by Gubachy, seconded by Caloia that the Board of Education, at the recommendation of Assistant Superintendent of Business Services Greg McIntyre, approve Beech Elementary SIG Grant equipment/services quotes through Tierney Brothers.

Tierney Brothers
(Equipment/ Services
Quote)

Quote #: 92726, Amount: \$105,328.48

Quote #: 92727, Amount: \$ 4,969.56

Quote #: 92728, Amount: \$ 29,082.28

Total Quotes: \$139,380.32

Supt. Shivers said for the record the reason why the board members had just received this action item, she wanted to redirect them back to the Beech SIG Grant. This recommendation related back to the Beech Priority School grant that had already been approved. She said it will be a few large scaled purchases that will come from this grant over the next several years. This is the beginning of that process.

President Kurland said we need to make sure that the equipment/services are long life. She asked if they were.

Jennifer Hart (Beech SIG Coordinator) said that these purchases are for 30 Clevertouch (interactive touchscreen boards). They are giant tablets mounted on the walls in 24 classrooms and 6 will be on carts. The Clevertouch boards have a 25-30 life span. Tierney Brothers brought one in so the teachers were able to work with it for a two-week period and they also provided demonstrations in some of the classrooms.

Trustee Caloia had discussion. She said for the record and she has said it before, she doesn't like getting last minute information. She wants to be able to read the information, sleep on it and ask questions about it.

Yes: 5 No: 0 Motion: Carries

None

Items removed from
Consent Agenda

Supt. Shivers mentioned the Senior Up-Coming Activities sheet that the board was given. She mentioned the invitation to attend the Redford Township Annual Police and Fire Awards Dinner on Thursday, April 20, 2017. Supt. Shivers and Ron Ward will be attending. She also mentioned the Wayne County 2017 MASB Awards Dinner scheduled on April 27, 2017.

Superintendent's
Communication

None.

Call to the Audience
on Agenda Items

President Kurland said she went to the girls' basketball district championship and it was probably the most exciting game she had ever went to. The game went into overtime and RU girls won by 3 points. Also one of RU's high school student is doing a Color Run for Autism as part of her community service project for high school on April 29th from 12PM – 2:30PM at Hilbert. The event is posted on President Kurland's Facebook page if anyone is interested in getting all of the information. The student wants to do some donations. She has a brother that is autistic and she wants to give back and do something.

Board of Education
Communication/
Discussion

MOVED by Doby, seconded by Caloia, to go into Closed session for the purpose of negotiations. Caloia: Yes; Doby: Yes; Graham: Yes; Gubachy: Yes; Isabell: ABS; Kurland: Yes; Pridemore: ABS Yes: 5 No: 0 Motion: Carries Time: 8:38 PM

Closed Session

MOVED by Doby, seconded by Gubachy, to return to Open session. Caloia: Left 9:04 PM; Doby: Yes; Graham: Yes; Gubachy: Yes; Isabell: ABS; Kurland: Yes; Pridemore: ABS. Yes: 4 No: 0 Motion: Carries Time: 9:09 PM

Open Session

Rescheduled Regular Board Meeting: 3/27/17

Monday, April 10, 2017 - Regular Meeting at 7:30 p.m.
Board of Education Administrative Offices, 17715 Brady Street, Redford MI 48240

Future Meetings
Dates

Monday, April 24, 2017 – Special Meeting at 6:00 p.m.
Board of Education Administrative Offices, 17715 Brady Street, Redford MI 48240

MOVED by Graham, seconded by Gubachy to adjourn the meeting at 9:10 PM.
Total: Yes: 4 No: 0. Motion: Carries.

Adjournment

Respectfully Submitted,

Patricia J. Isabell,
Secretary
Redford Union Schools Board of Education