

REGULAR MEETING MINUTES – BOARD OF EDUCATION
 REDFORD UNION SCHOOLS, DISTRICT NO. 1
 September 17, 2018

Regular Meeting
9/17/2018

A Regular meeting of the Redford Union Board of Education was held September 17, 2018, at the Board of Education Administrative Offices, 17715 Brady St., Redford, MI 48240, President Gubachy called the meeting to order at 7:36 PM.

Call to Order

Present: Doby (Late 7:38 PM), Gubachy, Isabell, Kurland, and Pridemore
 Absent: Caloia and Graham

Roll Call

The Pledge of Allegiance was recited.

Pledge of Allegiance

None

Call to the Audience
On Agenda Items

President Gubachy asked everyone to please place their cell phones on silent or vibrate. She also thanked everyone for a smooth start to the school year.

President's Remarks

Superintendent Shivers thanked everyone for a smooth start Opening Day. She said all building principals had a smooth start for the first two weeks. Superintendent Shivers thanked everyone that helped. She said she would save the rest of her comments for the Superintendent's Communication.

Superintendent's
Remarks

It was moved by Member Isabell, seconded by Member Kurland to adopt the agenda of September 17, 2018, Regular Board Meeting as amended.

Adoption of
Agenda as amended

The amendments were:

Consent Agenda, XIII, E. 5, (New Hire Non-Certified) removed Christy Stevens, Attendance Liaison at Beech. She decided not to accept the position.

Regular Board minutes 8/21/18 (page 231) under President's Remarks it referred to the former Board President Kurland. It was amended to "President Gubachy" asked everyone to please place their cell phones on silent or vibrate.

Yes: 4 No: 0 Motion: Carried as Amended

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Superintendent Shivers provided the Board with some background information on the upcoming Presentations. She stated that one of this years' goals was to add on to the existing Alternative Program Veritas in two ways.

Presentations
Alternative Education
(Dr. Sarena Shivers and
Marie Schluter)

One was to develop a Second Chance Program for the existing Middle School and High School students that have server behavioral challenges on a temporary basis. The program would give intensive intervention and support and focus on social and emotional learning.

The second program was an answer mostly to the closure of SEMVA, UMVA (Southeastern Michigan Virtual Academy and Unified Middle Virtual Academy) and Regents. The District decided to create their virtual program. Virtual Learning is a 6th - 12th-grade option for kids in Wayne County.

Superintendent Shivers said that Ms. Marie Schluter, former Coordinator of Stuckey ADT Program had transitioned to the Director of Veritas Alternative Education, Second Chance Program and Virtual Learning Program. They met a couple of times over the summer before she was put into the position to try to iron out some of the pieces.

Director Schluter reported on the Second Chance Program and showed a PowerPoint Presentation. The program has a total of 15 students; 9 Middle School and 6 High School. Director Schluter said that they met with each student and their parent(s) before they started school. They talked about the program, the goals of the program, and mindfulness. They are working on social and emotional learning in a variety of ways. The students went to the Township Library. Director Schluter would also be meeting this week with the Director of the Assistant Living Facility (Six Mile and Beech). The students would work with the adults at the facility by reading books together, playing games, painting and more. It would be a win on both ends. She said that it would provide the students with social-emotional learning beyond the classroom.

Second Chance
Program

Director Schluter said that they are working with the students on soft skills, communication, organization, teamwork, punctuality, social skills, and personal communications. All skills that they would need to get a job. The parents and students were told that these are lifelong skills not just skills for the classroom and that the parents' support at home would be needed. The parents were very supportive. The attendance has been stellar.

Superintendent Shivers stated that Shyam Thakker, Teacher of the Second Chance Program came from Vista Maria and he has years of experience working with students. He is a very engaging person and works immediately to build relationships with the students. Ms. Thakker is also a certified Science Teacher. She said the emphasis on the program is on the social-emotional learning and is designed on kids not to stay. The program should not have any more than 30 students at a time. Superintendent Shivers will share with the Board at future meetings on how the program is evolving and changing. She said the Board could take a trip down the hall to the Second Change Program during the next Board Meeting.

Director Schluter reported on the Virtual Learning Program and showed a PowerPoint presentation. She said that they received approval from the State and Terry Arriola has helped to get the program up and running. They have enrolled 40 students so far, and they

Virtual Learning

have met with 17 families. They are also reaching out to former students that had dropped out. Brian Sloma is the teacher of the program.

Superintendent Shivers clarified that Brian Sloma is not the permanent teacher. He is consulting on a very limited hourly basis, and he will be helping until the enrollment is high enough to hire a teacher for the program. There is also a need for a fulltime person in the Lab so the students would have lab requirements face to face and not all virtual.

Director Schluter said 213 letters were sent out to families and they are following up with phone calls. She said they are using Edgenuity Software Platform.

There were questions and answers.

Director Schluter reported on Veritas Alternative Education. She said that they would be at full capacity soon. There are 71 students registered in MISTAR, and the capacity is 75. There are seven seniors have begun credit recovery. Ms. Katy Jain, Veritas Coordinator, and students will be attending the Manufacturing Day on October 14, 2018. Veritas was registered with Michigan Careers Quest, and the field trip will be November 28, 2018, at the Suburban Showplace in Novi. This week student will be working on their EDP and Career Cruising.

Veritas Alternative
Education

None.

Board Secretary
Communications

None.

Assistant
Superintendent of
Business Services
Greg McIntyre

Assistant Superintendent Ron Ward said the that the District's Employee Handbook is in the process and it would be finished and given to the Board to review this week. He apologized for the delay. Most of the Employee Handbook was based upon the Board's Policy.

Assistant
Superintendent of
Human Resources/
Labor Relations
Ron Ward

Building / Facilities: On August 31, 2018, a group of people from the Facilities Team and some of the Board Members did Walkthroughs at MacGowan Elementary and Beech Elementary.

Administrative
Committee Reports

Personnel / Policy Committee: A meeting was held two weeks ago.

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Finance Committee: The Finance Committee will be meeting soon to review the Audit.

Curriculum / Achievement Committee: None

Regarding the Walkthroughs, Member Doby asked Assist McIntyre to consider a different traffic pattern for a couple of students at the High School.

Assistant McIntyre assigned it to Chuck Martin, Director of Facilities and Transportation.

Treasurer Kurland mentioned Gayla Barr, PESG Lunch monitor at Beech (also known as Ms. G.) Ms. G did a phenomenal job on the courtyard at Beech.

Member Doby asked if Andre Marable, Hilbert's Dean of Students (who is also the District's Photographer) could take pictures of the courtyard and post the pictures on the District's website.

It was moved by Member Kurland, seconded by Member Doby, to approve the consent agenda items as amended.

Consent Agenda
as Amended

The Consent Agenda consisted of the following:

Waive the reading and approve August 21, 2018, Regular Board Meeting minutes of the Redford Union Board of Education, as amended.

Regular Board Meeting
minutes of
August 21, 2018, as
amended

Recommend payment of \$1,436,184.81 for checks dated 8/4/18 to 9/4/2018.

Disposition of Checks
August 4, 2018,
through September 4,
2018

Approve electronic transfers for the month of August 2018 in the amount of \$1,509,145.77.

Electronic Transfers
August 2018

Approve **NEW HIRES**: requests listed below:

1. Laura Burt/Math/ELA Teacher/Hilbert/Effective 8/29/18
2. Ellen Dunaj/Teacher/Spanish/Beech/Effective 9/4/18
3. Shanda Easterling/Teacher/Art/Hilbert/Effective 8/29/18
4. Matthew Hubert/Spanish Teacher/Hilbert/Effective 9/5/18
5. Tonya Lemanski/Teacher/Resource Room/MacGowan/Effective 8/29/18
6. Nicholas Olson/Teacher/Music/Beech/Effective 9/4/18
7. Pam Opolsky/Science/Hilbert/Effective 8/29/18
8. Rebecca Pollard/Teacher/Beech/Effective 9/4/18
9. Valeria Simuel-Hazziez/Teacher/Beech/Effective 8/29/18
10. Erica Smith/Teacher/Veritas/Effective 8/29/18
11. Shyam Thakker/Teacher/Second Chance Program/Keeler/Effective 8/29/18
12. Meghan Trocinski/Speech & Language/MacGowan/Effective 8/29/18

Laura Burt
Ellen Dunaj
Shanda Easterling
Matthew Hubert
Tonya Lemanski
Nicholas Olson
Pam Opolsky
Rebecca Pollard
Valeria Simuel-Hazziez
Erica Smith
Shyam Thakker
Meghan Trocinski

Approve **NEW HIRES:NON-CERTIFIED**: requests listed below:

1. Nicole Aikens/Attendance Liaison/High School/Effective 9/10/18
2. Cheryl Hayes/Educational Assistant/Stuckey ADT/Effective 8/29/18

Nicole Aikens
Cheryl Hayes

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- | | |
|---|----------------------------|
| 3. Toya Pace/Attendance Liaison/ Hilbert/Effective 9/10/18 | Toya Pace |
| 4. Brandee Robinson/Educational Assistant/Hilbert/Effective 9/4/18 | Brandee Robinson |
| 5. Christy Stevens/Attendance Liaison/Beech/Effective 9/10/18 | Christy Stevens |
| 6. Paula Sutherland/Academic Teaching Assistant/MacGowan/Effective 9/4/18 | Paula Sutherland |

Approve **SEPARATIONS**: requests listed below:

- | | |
|--|-----------------------|
| 1. Charlotte Christensen/Academic Teaching Assistant/Beech/Resignation/Effective 8/23/18 | Charlotte Christensen |
| 2. Beverly Fairbanks/Educational Assistant/Stuckey ADT/Resignation/Effective 9/1/18 | Beverly Fairbanks |
| 3. Veronica Macek/Academic Teaching Assistant/MacGowan/Resignation/Effective 8/20/18 | Veronica Macek |
| 4. Joey Webb/Teacher/Resource Room/MacGowan/Resignation/Effective 8/28/18 | Joey Webb |
| 5. Shearon Williams/Teacher/Beech/Resignation/Effective 9/24/18 | Shearon Williams |
| 6. Robert Wolowski/Teacher/Beech/Resignation/Effective 8/24/18 | Robert Wolowski |

Approve **SES NEW HIRES**: requests listed below:

- | | |
|---|------------------|
| 1. Emily Brenner-Stump/Teacher/Effective 9/4/18 | Emily Brenner |
| 2. Pamela Cunha/Teacher/Effective 9/4/18 | Pamela Cunha |
| 3. Rosita Dimitrova/Teacher/Effective 9/4/18 | Rosita Dimitrova |
| 4. Kristin Forester/Teacher/Effective | Kristin Forester |
| 5. Michalyn Gret/Teacher/Effective | Michalyn Gret |
| 6. Tracy Hill/Teacher/Effective | Tracy Hill |
| 7. Megan Jarvi/Teacher/Effective | Megan Jarvi |
| 8. Monica Lawton/Teacher/Effective | Monica Lawton |
| 9. Aarran Meier/Teacher/Effective | Aarran Meier |
| 10. Caroline Shallal/Teacher/Effective | Caroline Shallal |
| 11. James Singelyn/Teacher/Effective | James Singelyn |

Yes: 5 No: 0 Motion: Carried

None.

Item Removed from
the Consent Agenda

Academic Coordinator Beatrice Benjamin reported on Onsite Review. She said one of the main purposes of the Onsite Review is to make you aware of things that you might not be aware of, to be better organized and better follow through with the program. Handouts were provided to the Board Members. Ms. Benjamin explained an Onsite Review. She stated that the State of Michigan would come to review the processes and procedures of the District's State and Federal Programs such as Title I, Title II, Title V, and 31a which is the State Title I. The word "Title" means it is a Federal Grant Program. The word "Section" means it is a State Program. She said there would be a meeting on September 28, 2018. There will be two Representatives from the Federal Programs and one Representative for the State Programs, and they will meet with Representatives from all the categories in the District's Budget. After the meeting, the District will have 1-2 weeks to submit certain documentation to them electronically. There will be another meeting on November 14th and 15th, and at that time the findings will be discussed. They will also interview people.

Academic Highlights:
Onsite Review
Academic Coordinator
Beatrice Benjamin

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None.

Action Items

Superintendent Shivers provided the Board with handouts. She reported on the following:

Superintendent's
Communication

The Fall Partnership Council Luncheon is Wednesday, October 10, 2018, 11:30 AM – 1:30 PM at the Redford Township Library, Second Floor. (Handout provided)

The Alumni Day at RU is Saturday, October 13, 2018, 9:30 AM – 4:00 PM and 4:00 PM – until (Informal gathering at a local establishment.) (Handout provided)

There was a recommendation for 2018-2019 future Study Sessions Schedule. The areas to be discussed are Enrollment, Achievement, Special Services Programs, Finances, and Grants. (Handout provided)

Superintendent Shivers suggested that at the October Regular Board Meeting that could select topics for the potential dates based on the desire of the Board. She asked that the Board review the sub-topics listed under the major topics.

Superintendent Shivers mentioned that there the District will have an IB visit the week of October 17, 2018. She said that they would want 1-2 Board members to be part of the process. The Board will be updated.

Today, September 17, 2018 Superintendent Shivers and the building principals met with South Redford's Superintendent and principals in South Redford. She said there is a desire to do a Township Campaign around attendance. They spend the day at the higher level talking about the antecedent, what each district is doing, points of interception and opportunities to come together. Both Superintendents will create a joint letter to let the community know that this is important in the Redford Community. The next meeting will be on September 24th in RU. Superintendent Shivers will share more with the Board at the October 8th Board Meeting.

Member Doby asked if the Township Supervisor and Chief of Police could cosign the letter to show it is a community effort and not just the schools.

Superintendent Shivers said yes that was discussed.

Superintendent Shivers mentioned the Mission 13 Project at Hilbert submission has to be in the first week of November 2018. They will need Judges in STEM fields around the end of October. She will have a letter with the exact date in the next 24 hours. The judges will be at Keeler all day, and they will be looking at about 60 submitted proposals from students to get it down to the top three. She asked if anyone knows of any professional that is in the STEM field and would enjoy a day of looking at middle school written science proposals, please let her know. She has gotten a good response from Eastern and Wayne State on sending grad students to help the student with the research writing of the proposals. She said they are also looking for professionals that do research writing to mentor the students. The students will be writing the whole month of October.

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President Gubachy said she has some students.

Superintendent Shivers announced that the Opioids Townhall Meeting is Tuesday, September 25, 2018. Flyers were posted in the Keeler building. Also, flyers have been sent home with students and staff members.

Superintendent Shivers said that she, her Cabinet members and Central Office Staff asked that the Board reserve September 24, 2018, for a Special Board Meeting around the topic of Enrollment. The Board was provided a handout. Superintendent Shivers said that the enrollment is down 210.83 and although the enrollment is starting to taper off it is too volatile with the adding and dropping of students to say if the 210.83 is a solid number.

Monday through Friday of last week the teachers validated their student's attendance for that day. Superintendent Shiver and her Administrative Assistant Jackie Warren went through each sheet and created a list of the students that missed two or more days. The Attendance Liaisons have spent time trying to track down those students that have not been in school. She said that they do not want to make a reduction in staff on students that could potentially show up. All of the buildings are to have their drops in the system by the end of the day September 18, 2018.

Superintendent Shivers met with the Attendance Liaison on Friday, and a lot of the answers that they have received as to why the students are not going to school are depression, bullying, anxiety, and babysitting other siblings.

Last year Beech had 60 School of Choice Students, and this year it was 7. The only change was the School of Choice window. Everyone has said that for the first time this has been the smoothest start. The reason being was that the District did not enroll almost hundreds of students right up to the start of the year.

Superintendent said that they would be as prudent as possible to ensure that the numbers are real.

Assist Superintendent Ron Ward mentions that he spoke with the District's Attorney George Butler today with a general idea of where the numbers look as of today and to make sure that the procedures, processes that administratively the District is on the right track. He also wanted Attorney Butler's opinion on the decision-making process; Board Approval, the Superintendent for the Administration role. Attorney Butler believes it is important because the Board is the governing body of the District and that they should be a general authorization from the Board to authorize the Superintendent to make staffing decisions as necessary regarding enrollment.

Assist Supt Ward said by statute, teacher effectiveness is the primary factor in making those decisions and that there are some complications within those decisions that need to be viewed carefully and administratively.

Attorney Butler recommended that the Administration review this week and make an assessment and be prepared to provide information to the Board on Monday. The Board can then make a general decision/resolution as far as the direction of the Superintendent would take, and the specifics would be carried out administratively.

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Superintendent asked the Board to understand that they do not have a lot of answers tonight. They are trying to do the right thing and share what they do know. However, they are not trying to take the class sizes back up to that threshold of where they were ineffective for teachers to teach but they also have to right size the district based on enrollment. She said it is her responsibility to do it as honestly, fairly and transparent as they possibly can to make sure that they are doing the right thing by the people that work for them, do the right things by the community that they are stewards over the financial commitment to the district. Finally, and most importantly the right thing for the students.

There were questions and answers.

A Special Board Meeting was scheduled for Monday, September 24, 2018, at 6:00 PM. Superintendent Shivers as the Board President Gubachy if she would reach out to the members that were not present.

None.

Call to the Audience
on Agenda Items

Member Isabell provided a letter addressed to the Board and her Constituents that explained the reasons why she is not always present at the Board Meetings. Member Isabell began reading her letter but due to her emotions President Gubachy as if she could read it for her which she did.

Board of Education
Communication/
Discussion

Upcoming Events:

The Redford Township Oktoberfest is September 21st and Saturday, September 22nd.

RU Alumni is Saturday, October 13th

Marching Band Boosters Raffle. Vice President Pridemore asked the Board members if they would be willing to build a basket for the event. The basket will be raffled off. The Board members agreed to build a basket with a chocolate theme.

Member Doby suggested a Volunteer Recognition Board on an intermittent basis and that they could start with Ms. G for her volunteer work on the Beech Courtyard. She said it would be nice for the Board to give recognition.

Member Doby wants the volunteer recognition to come from the Board.

The Recognition Board could be used to recognize both for staff members and parents.

Member Doby would like to have the Redford Township Library to come to the District to sign up students.

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The Township needs Election workers/monitors, and you don't have to leave in the Township.

A meeting was held on September 13, 2018, with President Gubachy, Vice President Pridemore, Member Doby, Superintendent Shivers, and Linda Kell (Wayne RESA) and they discussed the Superintendent's contract, goals, and the format. President Gubachy shared details of the meeting with the Board and audience members. She will write up the goals and send them to Vice President Pridemore and Member Doby for review.

Superintendent's
Performance-Based
Goals

The Superintendent's Performance-Based Goals will be discussed at the next Board Meeting.

Monday, September 24, 2018 – Special Meeting – 6:00 PM,
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240

Future Meetings Dates

Monday, October 8, 2018 – Regular Meeting – 7:30 PM
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240

Monday, November 19, 2018 – Regular Meeting – 7:30 PM (*Changed due to Veterans Day Observance 11/12/18.*) Board of Education Administrative Offices, 17715 Brady Street, Redford, MI 48240

It was moved by Member Pridemore, seconded by Member Isabell to adjourn the Meeting at 9:10 PM.

Adjournment

Yes: 5 No: 0. Motion: Carried.

Respectfully Submitted,

Terri Graham,
Secretary
Redford Union Schools Board of Education