

REGULAR MEETING MINUTES – BOARD OF EDUCATION  
 REDFORD UNION SCHOOLS, DISTRICT NO. 1  
 December 11, 2017

Regular Meeting  
 12/11/2017

A Regular meeting of the Redford Union Board of Education was held December 11, 2017, at the Board of Education Administrative Offices, 17715 Brady Street, Redford Township, Michigan, 48240. President Kurland called the meeting to order at 7:32 PM.

Call to Order

Present: Caloia, Doby (Late 7:52 PM), Graham, Gubachy, Kurland, and Pridemore  
 Absent: Isabell

Roll Call

The Pledge of Allegiance was recited.

Pledge of Allegiance

President Kurland stated that the Agenda would be amended, but first, she made a call to the audience on both Agenda Items and Non-Agenda Items. There was no public participation regarding Agenda Items.

Call to the Audience  
 On Agenda and Non-  
 Agenda Items

There was public participation regarding Non-Agenda Items. President Kurland called Jeff Osowski, Blue and Gold Club Representative to address the Board regarding Jimmy Rollin (deceased) former Redford Union graduate and supporter of the Blue and Gold Club.

Jeff Osowski introduced Jimmy's family members: Alan Sonnanstine (Jim's cousin), Judy Coleman and Blaine Coleman from Cleveland (Judy is Jim's cousin and sister to Alan). Eleanor Rollins (Jim's mother) wanted to attend, but unfortunately, she was unable to due to health. He said she was there in spirit. Alan said that Jim's life was Redford Union and sports. He set up a trust fund, and 75% was for scholarship funds for Redford Union athletes and 25% to the Blue and Gold Club.

Alan announced the establishment of the James D. Rollin, Blue and Gold Scholarship Fund. The trust of the scholarship fund was that there would be \$6000 of scholarships paid out each year; \$3000 to a female and \$3000 to a male. To be eligible, you had to be an athlete and have played four years in varsity/sports. Alan presented a check for \$60,000 as the beginning of the scholarship fund. He said hopefully there would be more in addition to that at a minimum of \$120,000 which will keep the scholarship fund going for at least 20 years. There will be another \$60,000 check in March 2018. The funds are from Eleanor and Jim (mainly Jim) monies that he saved and earned over the years in order to give back to the community.

Pictures were taken of the family and the Board members together.

Alan also presented a check for \$20,000 to Jeff Osowski for the Blue and Gold Booster to use for whatever they need such as uniforms, more scholarship funds. The family thanked the Board.

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The Board thanked the Rollin family.

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

President's Remarks

President Kurland noted that the 2017-18 Board Meeting Schedule would be amended as follows: The Organizational Meeting scheduled for January 8, 2018, will be removed. The note on the schedule that states "These Dates will not be reviewed/approved until the January 2018 Organizational Meeting" will be removed from the calendar due to the scheduled dates from January 2018 – June 2018 were approved at the July 10, 2017, Organizational Meeting. Also, if tonight's Action Item # 4, Board Bylaws and Policies pass the Board would no longer have an Organizational Meeting in January. The Organizational Meeting will be in July going forward.

The December 11, 2017, Agenda was amended as follows: Item XVI, "Call to the Audience for the Non-Agenda Items" was moved up to Item IV with the "Call to the Audience for Agenda Items." Also, Presentations, Item VIII was moved down to after the Consent Agenda (waited on Superintendent Shivers to arrive due to the weather). All items from the Consent Agenda up was moved up one number, and they would have the presentations just before the Academic Highlights.

None.

Superintendent's  
Remarks

It was moved by Member Pridemore, seconded by Member Caloia to adopt the agenda of December 11, 2017, Regular Board Meeting as amended.

Adoption of  
Agenda as Amended

Yes: 5 No: 0 Motion: Carried

None.

Board Secretary  
Communications

Assistant  
Superintendent of  
Office of Business  
Services  
Greg McIntyre

Assistant Superintendent of Business Services Greg McIntyre gave a summary of the Food Service Meal Count documentation that was provided to the Board in their Board packets. He said this was the first year for the Community Eligibility Provision (CEP) Program where

Food Service Meal  
Count

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all kids eat free. The spike in meal counts has gone up this year. They are expecting the breakfast to increase by 11%, lunch by 12% and students buying ala-carte food should go down. The numbers in the report only included reimbursable meals, not ala-carte meals. Assistant Supt McIntyre said more students are eating which is the objective and everyone eats free. He will periodically provide meal count updates to the Board.

He said he would find out why Beech numbers are not trending as the other schools.

There were questions and answers.

As requested by the Board, Assistant Supt McIntyre gave an update on the Camera System and Servers. Information that Assist Supt McIntyre received from All Covered was included in the Board packets. He said they are also looking at the servers which is part of the cameras solutions.

Camera System Update

There were questions and answers.

Assistant Supt McIntyre said that they would be bringing in a consultant, but that would be discussed at a later date. The consultant will help design an entire plan around the cameras, servers, technology, and wiring.

Interim Director of Instructional Technology Kim Crenshaw gave an update on All Covered, customer satisfaction and work orders. The All Covered reports were provided to the Board in their packets. She said Roland Baumann, All Covered Tech would be attending the meeting but he probably late due to the weather. The report showed a gap in November 2017 between tickets submitted and tickets resolved. She said the difference in the gap is due to cameras which are a daily problem and every day they have new work orders. The phone lines are also part of the gap. There have been some issues with labs, and they are also waiting for some parts.

Interim Director of  
Instructional  
Technology  
Kim Crenshaw

There were questions and answers.

They have been trying to keep small stashes of equipment/items (not spending a ton of money and spending responsibly).

Assistant Supt McIntyre said that they are not making purchases that would exceed the Board's threshold. He said that the Enhancement Millage funds are being reallocated because the State closed EAA and those students went back to Detroit Public Schools. So now Redford Union will get even less money. He said they had to re-strategize to try and figure out how they would get everything done; a solution for the cameras, phones, maintain and have a solution for the computers.

The District current have four All Covered staff members on site throughout the week. Roland is here every day of the week. Others are here part of the week. If the District need other people, All Covered will send them to help out. All Covered is very flexible with the District's needs. The District is having old equipment recycled.

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None.

Assistant  
Superintendent of  
Office of Human  
Resources/Labor  
Relations

Building / Facilities: None.

Administrative  
Committee Reports

Personnel / Policy Committee: Assistant Superintendent of Human Resources and Labor Relations Ron Ward gave an update on the Policy Meeting. In attendance at the Policy meeting were most of the building administrators, Board member Doby, Dr. Shivers, and Greg McIntyre. They reviewed (sections) Students Curriculum and Community Relations. The meeting was about 1 ½ hours. He will bring the changes to the baseline policy manual that was recommended for the Board to review.

Finance Committee: None.

Curriculum / Achievement Committee: None

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

Consent Agenda  
as amended

The Consent Agenda consisted of the following:

Waive the reading and approve November 13, 2017, Regular Meeting minutes of the Redford Union Board of Education, as presented.

Regular Meeting  
minutes of  
November 13, 2017, as  
presented

Waive the reading and approve November 20, 2017, Special Meeting minutes of the Redford Union Board of Education, as presented.

Special Meeting  
minutes of  
November 20, 2017,  
as presented

Waive the reading and approve November 27, 2017, Special (4:30 PM) Meeting minutes of the Redford Union Board of Education, as presented.

Special (4:30 PM)  
Meeting minutes of  
November 27, 2017,  
as presented

Waive the reading and approve November 27, 2017, Special (6:00 PM) Meeting minutes of the Redford Union Board of Education, as amended.

Special (6:00 PM)  
Meeting minutes of  
November 27, 2017,  
as amended

Recommend payment of \$1,143,500.30 for checks dated 11/4/2017 to 12/1/2017.

Disposition of Checks  
December 1, 2017

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Approve electronic transfers for the month of November 2017 in the amount of \$3,812,264.71.

Electronic Transfers  
November 2017

Approve NEW HIRE: CERTIFIED: request as listed below:

1. Deleisha Haliburton-Collins/Beech/Social Worker/Effective 12/4/17

Deleisha Haliburton-  
Collins

2. Kimberly Rose/Hilbert/Special Education Teacher/Effective 12/20/17

Kimberly Rose

Approve NEW HIRE: NON-CERTIFIED: requests as listed below:

1. Agnes Harris/Beech/Academic Teaching Assistant/Effective 12/4/17

Agnes Harris

2. Morgan Snyder/RUHS/Academic Teaching Assistant/Effective 11/20/17

Morgan Snyder

Approve SEPARATION: request as listed below:

1. Matthew Theisen/Teacher/Stuckey EDT/Resignation/Effective 12/5/17

Matthew Theisen

Yes: 6 No: 0 Motion: Carried

Superintendent Dr. Sarena Shivers thanked the Board members for indulging her tardiness this evening. She had the chance to hear her son play the drums.

Presentations

Supt Shivers asked that RUHS Principal Judy Nachman, AdviseMI Advisor Asha Shaw (Assigned to assist RUHS) and Early College Coach LeDetra Lindsey join her at the table for the AdviseMI College and Culture K-12 Presentation to the Board.

AdviseMI College and  
Culture K-12  
Superintendent Dr.  
Sarena Shivers

Superintendent Shivers spoke about what they are doing to create a college that serves District-wide. She said what started out as a focus at the high school level has turned into a K-12 initiative. They are looking at how to bring the district's strategic plan to life, and one of the goals of the Strategic plan was related to college-going, career awareness and preparing students for the 21st century through a vigorous and high-quality curriculum.

She said creating a college-going culture in the district is not about saying that every young person would or should go on to college. The district has a responsibility to ensure that if a student wants to go to college that they are prepared to go, they have the know-how on how to go, they have access to go and that the barriers that create inequalities are removed.

A PowerPoint presentation was shown. Supt Shivers gave an overview of the slides. This evening the focus was on how they were going about preparing RU students to be 21st Century college career ready by focusing on college and careers. Two key areas that capture the goal: 1) Creating College and Career awareness, preparedness and access for Kindergarten through 12th grade.

Superintendent Shivers, Ms. Shaw and Ms. Lindsey, met a couple of months ago about creating some college and career experiences for K-12 and the district which she referred to as College Culture Days. Pictures were sent to the Board members. She mentioned that they had College Gameday in October 2017, college murals (doors/hallways) in November 2017 and each winner received a \$5 Subway gift card. In January 2018 they hope to have local fraternities and sororities come and do two things for us: 1) Have a Saturday Show Me the Money Workshop which is a workshop to show parents and students how to get

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money (student loans, grants, and scholarships) to go to post-secondary. 2) Perform a pep rally for our Middle and High students and read books to our Pre-K through 5th-grade classrooms but dressed in their college apparel. In February 2018 they will do weekly college trivia. In March 2018, something around March Madness. In April 2018, college visits. She showed picture slides of the College Gameday and College murals.

The Board received handouts from the RUHS College Culture Staff Survey and RU College Culture Survey (students). The Leadership Team have started looking at the responses from both groups and have started identifying some goal areas that need to be addressed based on gaps or ideas that people may have had or issues that have been raised by looking at the data. Supt Shivers will email the Board members the complete set of the students' data due to the amount of information.

Principal Nachman said that last school year during homeroom time which is once a week (Monday mornings) for 25 minutes they started a Career Aspiration and Soft-skills Program for all students grades 9 through 12. For the first semester, they were introduced to a career pathway that would be available through the Early College Program. They talked about the salaries for each program, what was involved in working in those careers. Every 3 to 4 weeks they have tried to have someone different from each profession to come in to talk to the students. They had a nurse, a phlebotomist and an electrician to come and speak to the students. The second semester they focused on soft skills.

Ms. Lindsey said that she meets with the students frequently but as a group, she has monthly Workshops. The students are currently working on a Career Research Project which is due on Thursday, December 14th. It was suggested that the students present their projects at the January 8, 2018, Board Meeting.

Principal Nachman continued to speak about the Second Semester Soft-skills program. The students learned about self-advocacy, how to write a resume, how to act properly in the hallway, how to send an email, how to make a phone call, and how to address an adult.

She said for the 2017-18 school year; each freshman is required to take College Seminar Course which is a mix of career aspirations and a mix of soft skills instructions. It is a 20-week course for one semester, 60 minutes per day. On Fridays, a Wayne County Community College instructor will teach the students. At the end of the course, every freshman (if he/she do what they are supposed to do for the instructor) will earn one college credit their freshman year for being part of this college seminar course. Every Friday the students will take a progress report home to be signed and returned on Monday.

Last year Supt Shiver received an email from Michigan College Access Network that stated districts in the state of Michigan could apply to have a full-time College advisor for three years, and the commitment for the District was nominal the first year a little bit more the second year and a little bit more the third year. For each year the District has a full-time College advisor whose sole responsibility is to focus on awareness, preparedness and access to college for young people. She said Principal Nachman, herself and Assistant Supt Ward traveled to Lansing a couple of times to conduct interviews and they were very fortunate to have Ms. Shaw join the District.

Ms. Shaw said the first college theme was Michigan College Month (October) it is a Statewide initiative that many high schools participate and where you provide college access in the building for students to apply for FAFSA and college applications. She has 382 students' interactions, she goes to multiple classrooms all day, five different English classes. They have done College Intro or Intro to College Presentation, Community College Applications, and College Access. They had 19 schools that came to visit a total of 689 students between the juniors and seniors how has at least gone in to learn about a college. She said a big part of what she does is she has one on one meetings with students (75 individual meetings). They had a Big Paying for College Financial Aid Night, and about 30 families attended. Currently, they have about 200 applications submitted and about 50 FAFSA submissions. She said her focus is primarily on seniors especially for the fall semester because that is when they have to take exams. The second semester her focus is on juniors and seniors. She is always available for students. They can drop by her office, or they can make an appointment to meet with her.

Ms. Shaw said her biggest upcoming project is the Redford Union College Ambassadors which is a peer-to-peer program using our students to create that college-going culture. She will help/mentor the seniors, and the seniors will talk with the Sophomores, Juniors, and Freshman and build that peer-to-peer relationship. The students will help plan and run the big events such as Michigan College Month, Decision Day, College Cash Campaign (Statewide initiatives).

Supt Shivers asked for RUHS Principal Nachman, Academic Coordinator Beatrice Benjamin, Director of Student Services Carol La Pointe, Assistant Supt of Human Resources Ron Ward and MacGowan Principal Kathy Robbins to tell the Board about their trip to the NABSE Conference on November 15-19, 2017 and to share their experience that they brought back.

NABSE Post-  
Conference Update  
Superintendent Dr.  
Sarena Shivers

Ms. Benjamin said she and Ms. Nachman attended a Session from a School District in Cedar Rapids, Iowa and they shared "it is not about what you are learning it is how your learning" in high school to prepare you for college. She said It is wonderful to hear that our high school is progressing through all of that and it also ties into what we started with MYP IB at Hilbert Middle School. Part of their mission in their school district is "Every Learner Future Ready." She said being future ready is important for our students and taking the Pathways. She said the conference was very powerful. She also took a lot from other sessions as well.

Ms. Nachman has been in contact with the Principal of Cedar Rapids. She said what they are doing in Cedar Rapids falls in line with what RU is doing with their grading policy. The Session was on Competency-Based Grading. It is important to learn Algebra, but it is not important that you learn these skills by a certain month. What is important is that at some point you can show that you have mastered the skills that you can complete all the competencies that the State has laid out for you. Ms. Nachman said that their goal this year at the RU is to take all of their teacher's grade books and set them up so that they are competency based.

Ms. Nachman thanked Supt Shivers for giving her and Ms. Lindsey the opportunity to present.

Ms. Lindsey said they received a lot of feedback on their Early College Presentation. She said it was a wonderful experience and she cannot wait to go back and show them the progress and stats. She also said that the questions that the attendees asked gave them more insight into how they want to go forward with their program at RU.

Ms. La Pointe attended a Session on Positive Intervention Supports from Round Lake School District in Illinois. She provided handouts to the Board, and she would also like to share the information with the District's PBIS Team.

Ms. Robbins said that she appreciated the opportunity and it was an uplifting experience. The whole message was about the high expectation for kids, rigor and lots of relationships. She felt proud to be there. She attended a Session on Coaching. She said one thing she brought back was that we cannot keep presenting your teachers with new information you have to provide them with lots of support. Her favorite session was RU. She said that they did an outstanding job and it felt good to have our District presenting at a National Conference.

Mr. Ward thanked Supt Shivers for the opportunity to attend the conference. They had a recruiting booth at the Event Center, and everyone shared time at the booth. He made a networking connection with two University representatives that attended the Early College presentation. He said it was a wonderful experience.

Supt Shiver thanked everyone for presenting.

Supt Shiver passed out a handout of the 2017-18 Monthly Board Meeting Data Review Schedule for January 2018 through June 2018.

Academic Highlights:

#### Action Items

It was moved by Member Gubachy and seconded by Member Graham that the Board of Education, at the recommendation of Assistant Superintendent of Business Services Greg McIntyre, approve the Resolution Regarding Firearms in Public Schools.

Resolution Regarding  
Firearms in Public  
Schools  
Carried

#### ROLL CALL

S. Caloia: Yes; C. Doby: Yes; T. Graham: Yes; L. Gubachy: Yes; P. Isabell: ABS;

J. Kurland: Yes; E. Pridemore: No      Yes: 5    No: 1    Motion: Carried

It was moved by Member Pridemore and seconded by Member Gubachy that the Board of Education, at the recommendation of Assistant Superintendent of Business Services Greg McIntyre, approve the AST Trust Company (Canada) Formerly Sun Life Financial Inc. Certified Resolution.

AST Trust Company  
(Canada) Formerly Sun  
Life Financial Inc.  
Certified Resolution  
Carried

Assist Supt McIntyre said that the District owns some shares in this company and about two years ago the company sent the District two dividend checks that were never



received. One check was \$200 the other check was about \$300. This resolution is needed for the District to receive the money.

#### ROLL CALL

S. Caloia: Yes; C. Doby: Yes; T. Graham: Yes; L. Gubachy: Yes; P. Isabell: ABS;  
J. Kurland: Yes; E. Pridemore: Yes      Yes: 6 No: 0 Motion: Carried

It was moved by Member Doby and seconded by Member Gubachy that the Board of Education, at the recommendation of Assistant Superintendent of Business Services Greg McIntyre, approve the Request for Proposal-Technology Consultant Services.

Request for Proposal-  
Technology Consultant  
Services  
Carried

President Kurland noted errors on page 6 of the Request for Proposal that needed to be corrected before the document is sent out.

Yes: 6 No: 0 Motion: Carried

It was moved by Member Gubachy and seconded by Member Doby to adopt the amendments to the Introduction and Sections 1000 and 8000 of the Board of Education Bylaws and Policies that were approved for first reading on November 27, 2017, with the following updates:

Board Bylaws and  
Policies  
Amendments Carried  
w/ Updates

Page 6 of 34 - 1002 - Meetings of the Board of Education - Rules of Order

**Change from:** The Board may suspend the Rules for a particular meeting by a two-thirds ( $\frac{2}{3}$ ) vote of those members present.

**To:** The Board may suspend the Rules for a particular meeting by a two-thirds ( $\frac{2}{3}$ ) vote of serving members.

Page 6 of 34 - 1002 - Meetings of the Board of Education – Suspension or Waiver of Bylaw  
Re-insert the paragraph on Suspension or Waiver of Bylaws with the following changes:

**Change from:** Bylaws may be suspended by general consent or a two-thirds ( $\frac{2}{3}$ ) vote of the Board members present at a properly constituted meeting. The suspension will apply to a particular instance and matter only and will not otherwise be applicable to subsequent actions or events.

**To:** Bylaws may be suspended by general consent or a two-thirds ( $\frac{2}{3}$ ) vote of the serving Board members. The suspension will apply to a particular instance and matter only and will not otherwise be applicable to subsequent actions or events.

The Board went into a discussion regarding Page 6 of 34 - 1002 - Meetings of the Board of Education - Suspensions or Waiver of Bylaws.

Assist Supt Mr. Ward, and Member Doby asked Mr. Sutton of Lusk Albertson about the section, and per Mr. Sutton, the archives will be a necessity and flexibility the Board may need to suspend the Bylaws. So instead of deleting it, he suggested in that section as well that it would require a two-thirds vote from those members serving not just those

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present. It will give the Board flexibility in case of an emergency. Mr. Sutton recommended that the Board not delete this provision but change it to a two-thirds ( $\frac{2}{3}$ ) of those members serving not just present.

#### ROLL CALL

S. Caloia: Yes; C. Doby: Yes; T. Graham: Yes; L. Gubachy: Yes; P. Isabell: ABS;  
J. Kurland: Yes; E. Pridemore: Yes      Yes: 6 No: 0 Motion: Carried w/Updates

President Kurland said for the record now that the Board is following the Official Schedule there will not be a January 8, 2018, Organizational Meeting.

None.

Items removed from  
Consent Agenda

None.

Call to the Audience  
on Agenda Items

Treasury Pridemore said that the High School Band Concert is December 14th and the High School Choir Concert is December 20th.

Board of Education  
Communication/  
Discussion

President Kurland thanked the Redford Union Cheerleaders for coming out and helping at the Olde Fashion Holiday. There were about 15-20 cheerleaders that volunteered their time.

President Kurland thanked Assist Supt McIntyre for the Good Fellows volunteer turnout. She said it was wonderful to see people from Redford Union helping out in the community.

Monday, January 8, 2017 – Regular Meeting – 7:30 PM  
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240

Future Meetings Dates

Monday, January 22, 2017 – Special Meeting – 6:00 PM  
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240

It was moved by Member Pridemore, seconded by Member Doby to adjourn the Meeting at 9:15 PM.

Adjournment

Yes: 5 No: 0. Motion: Carried.

Respectfully Submitted,

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