

SPECIAL MEETING MINUTES – BOARD OF EDUCATION
 REDFORD UNION SCHOOLS, DISTRICT NO. 1
 September 24, 2018

Special Meeting
9/24/2018

A Special meeting of the Redford Union Board of Education was held September 24, 2018, at the Board of Education Administrative Offices, 17715 Brady St., Redford, MI 48240, President Gubachy called the meeting to order at 6:08 PM.

Call to Order

Present: Doby, Gubachy, Kurland, and Pridemore
 Absent: Caloia, Graham, and Isabell

Roll Call

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

President's Remarks

None.

Superintendent's
Remarks

It was moved by Member Kurland, seconded by Member Pridemore to adopt the agenda of September 24, 2018, Special Board Meeting as presented.

Adoption of
Agenda as Presented

Yes: 4 No: 0 Motion: Carried

Superintendent Shivers welcomed members and community, handouts provided to the Board. She stated she was going to share with the Board where the District is with enrollment and staffing and the consideration in recommending a reduction of staff. The rationale of the reduction of staff and a review of the District's current enrollment numbers and the budget implications. She will also give some background information.

Enrollment/Staffing (Dr.
Sarena Shivers,
Superintendent, Greg
McIntyre, Assist Supt of
Business Services and
Ron Ward, Assist Supt of
HR and Labor Relations)

For the last two weeks, they have been engaged in a process to look very closely at the staff numbers and student attendance. They performed enrollment validations to capture actual attendance data as close as possible. She said that they intentionally changed the enrollment for out of district students window and allotment at the secondary level. They did not intend and where the additional impact was at the secondary level.

A new school within our borders of Redford Union has opened, and that may have caused an unintended impact on attendance at the elementary level. The School of choice window was the only change from last year to this year.

Superintendent Shivers explained the timeline for the reduction of staff and other recommendations. Superintendent Shivers stated that while she was attending the Superintendent's Conference, she reached out to some of the partner Districts in Wayne County to find out who had vacancies. She was able to identify a district or two that currently need staffing. She connected Assist Superintendent Ward with those Human Resources Directors. She said their intent is never to have someone displaced. They will use every opportunity to help the employee find another employment if that is their desire.

They compiled attendance data from each building for two days, September 19 and 20, morning and afternoon before reporting this information today, September 24th.

On September 25th Assist Superintendent Ward will give pulmonary notice to those that may be affected by the reduction of staff. On September 26 and 27, Superintendent Shivers, Assist Superintendent Ward, and Assist Superintendent McIntyre would be available to meet with the staff that may be displaced. On the On September 27th Assist Superintendent Ward will give final notification to those that may be displaced due to the reduction. Starting on September 27th, parents and guardians will be notified via phone, email, and letter if a student will have a change in a teacher, schedule, etc. Also, on September 27th, the partnering school districts will be notified of the laid off staff that has certifications. On the September 28th, they will continue with parent notifications until each home has been contacted. October 1st the District will begin the transition of new schedules and classes.

Treasurer Kurland asked how long the transition of classrooms and schedules would take.

Superintendent said it would depend on the number of teachers and Assist Superintendent McIntyre will share that information.

Assist Superintendent Greg McIntyre discussed the enrollment numbers from last year to this year. A handout was provided. Audited numbers of Beech, MacGowan and the high school as of October of last year 2,512. This year the student count is down to 2,237 that is a reduction of 275. Schools of choice students are included in the count and last year school of School of Choice Students totaled 285 this year the total is 76.

Superintendent Shivers commented that nothing was changed at the elementary school level, so the rationale of the drop is unclear. The student/teacher ratio must be considered based on two things, one that we

have the largest declination and we don't want class sizes to get to a number out of control for each level.

Assist Superintendent McIntyre recapped that the numbers went down compared to last year. Another handout was provided to Board. They continued discussion of Schools of Choice comparison from last year and this year. Only the Schools of Choice window was changed. Superintendent Shivers discuss the school of choice window comparison and change, based on the unintended impact of the lower student count.

Assist Superintendent McIntyre continued, third slide (Budget), a possible revenue loss of 1.3 million if nothing is done. If five staff members were laid-off would save approximately \$500,000. With the lay-off, the loss would be \$891,000.

Superintendent Shivers continued to discuss the justification for layoffs and analysis of the schools that were impacted. A handout was provided to the Board.

There were questions and answers.

There were questions regarding deficit spending. Superintendent Shivers states that the District is nowhere near a deficit. The 17-18 school year will show a loss, but there was no deficit spending. 18-19 we are looking at deficit spending.

Next agenda item: (Other considerations) Superintendent Shivers states that Beech received a school improvement grant and funds may be used to lower class sizes by employing teachers. This would need to be investigated; the State has been notified.

Assist Superintendent Ward (handout provided), said he spoke with Attorney George Butler to make sure that the right process was being followed, and that effectiveness, certification, and endorsements are reviewed. The Board could authorize the Superintendent to make staffing decisions in pertaining to changes in student enrollment.

Assist Superintendent Ward said that once a final decision is made employees would get a little over a week notice. He will meet with Ms. Clinkscale, Principal of Beech and Jennifer Hart SIG Grant Coordinator at Beech tomorrow regarding the proposal for the State.

Mr. Losey, Teacher at RUHS and Union Representative, commented on how displacing staff is a hard pill to swallow. Question, if nothing was done how much of a hit would there be to the fund balance? The answer was if worst case scenario 10%. Mr. Losey commented that extending the layoffs until the second semester would be better instead of doing it in a matter of 1-2 weeks.

Call to the Audience on
Non-Agenda Items

Mrs. and Mr. Lurry (Hilbert 5th grade twins) are concerned with changing teachers and class sizes. Ms. Lurry, a 5th-grade parent at Hilbert, would like to keep classes the same. The fewer students in the classroom allow special attention to those in crisis.

Cindy Evasic, 5th Grade team at Beech and her coworker commented about the difference in the building as far as staffing and retaining students and class size. She said Beech is a phenomenal place to be this year. She said the classes were more manageable compared to the past. They stated that they would do anything to keep their teachers at Beech.

Treasurer Kurland commented on the differences in the buildings and asked that the District do more to work with MacGowan and Beech.

Board of Education
Communication/
Discussion
Enrollment/Staffing

Member Doby would like to have more information before they make a decision, such as knowing about the SIG Grant that might cover teachers. She said that it is difficult to make a decision without all the information.

Member Doby said that she would not be comfortable with a fund balance lower than 13% with a reduction of 5 staff members.

Assist Superintendent McIntyre would have to do additional calculations to determine what the difference would be to lower the fund balance 1% at a time.

Superintendent Shivers indicated that there are pros/cons to making a decision sooner rather than later. Superintendent Shivers ask the Board to decide a threshold for the fund balance. A comment was made to keep Beech the same because it is a priority school.

Member Doby is concerned about making a decision on an unknown number of persons to be laid-off. Superintendent Shivers states the number of persons is no more than 5. The Board doesn't like the unknown.

A question, what is a good funding balance? Assist Superintendent Ward stated that the auditors recommend between 10 and 12%, the State recommends 5% or above. He recommends going with the auditors.

Vice President Pridemore indicated that she had a problem with voting that night because three members are absent. She would have to vote her conscience, which would be a No vote on layoffs. She would prefer that all seven members vote.

President Gubachy suggested that they could reconvene and have the vote at a later date. Do we make a decision tonight?

Member Doby said the motion would have to be amended because it's too broad. She asked If we go with another date would everyone show up? Board member states that a more thorough financial analysis based on percentages would help them to make a decision.

A Special Board Meeting was scheduled for Wednesday, September 26th at 7:30 PM.

Superintendent Shivers indicated that the analysis could be completed by Wednesday.

Member Doby stated that she would be willing to file a motion for two teachers to be laid off so that the notice to the teachers can go out sooner than later.

The Board agreed not to have a motion.

Action Items

An audience members stated that McGowan numbers are down. She said that they are getting calls every day for the pre-school program. Is it possible to bring it back?

Call to the Audience on Non-Agenda Items

Wednesday, September 26, 2018 – Special Meeting – 7:30 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

Hilbert's Principal Andy Christopherson shared information on Hilbert's program where students will work on experiments, and one of the experiments will be sent to the United States Space Station. The cost will be \$25,000, and funds have been coming in. They have been approved for a \$1,500 grant from the Redford Elks. They want to have a matching fund program which would help the Go Fund Me Cloud. He thanked Member Doby for working within her organization.

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Member Doby said that it is a matching grant.

It was moved by Member Doby, seconded by Member Kurland to adjourn the Meeting at 8:04 PM.

Adjournment

Yes: 4 No: 0. Motion: Carried.

Respectfully Submitted,

Terri Graham,
Secretary
Redford Union
Schools Board of Education