

REGULAR MEETING MINUTES – BOARD OF EDUCATION
 REDFORD UNION SCHOOLS, DISTRICT NO. 1
 September 9, 2019

Regular Meeting
9/9/19

A Regular meeting of the Redford Union Board of Education was held on September 9, 2019, at the Board of Education Administrative Offices, 17715 Brady St., Redford, MI 48240, President Gubachy called the meeting to order at 6:30 PM.

Call to Order

Present: Gray, Gubachy, Kick, Osowski, Pridemore, and Robinson
 Absent: Caloia

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 thanked everyone for attending the meeting.

President's Remarks

President Gubachy apologized to the Board for not calling each of them, as indicated in her text message.

Superintendent Shivers thanked the staff, students, and parents for a smooth start to the 2019-2020 school year. She said this had been the smoothest start since she has been in the District. She said they appreciate all that the Principals and Administrators are doing.

Superintendent's
Remark

Superintendent Shivers mentioned the upcoming event:
 Parent meeting at the High School on September 10, 2019, 6:00 PM (Auditorium) regarding Yondr. The meeting is for the Middle School parents, High School parents, and Stuckey parents, grades 7-12. To allow parents to ask questions and obtain information on the Yondr cases, which rolled out today, September 9, 2019.

Betsy McCrae asked Superintendent Shivers to share the following:
 Marching Band is having a Fundraiser at George Murphy's on September 13, 2019, from 5:00 – 8:00 PM.

Library Fundraiser for Beech Elementary School on November 14, 2019.

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Superintendent Shivers asked the High School Assistant Principal Mike Taylor to come up and present on the Inaugural Hall of Fame Ceremony to the Board.

Mike Taylor said that an Athletic Hall of Fame idea had been discussed since Jim Givens in the 1980s, but due to logistic issues/fundings, it didn't happen. They thought it was important to honor the student-athletes that had accomplished a lot of things in the past and coaches, and next year they will add a column for volunteers. The Inaugural Hall of Fame Induction Ceremony will be the Redford Union High School. There will be a Gathering at 4:30 PM, Dinner at 5:30 PM and Ceremony to follow. The cost is \$20 per person. Reservations are requested. Please visit the Redford Union Athletics Hall of Fame Facebook page or contact Mike Taylor '99 at (313) 242-4212. Currently, 150 people have reserved.

He mentioned that a Hall of Honor has been created at the High School and is still work in progress. He invited everyone to go by and see it.

Mike Taylor also mentioned that they have been fundraising for the past five years for this project, and they have about \$14,000 with the golf outing, donors from the Alumni and Alumni's who have businesses. They still have donations coming in. They are trying to bridge the gap with the Alumni, which has been missing in the District. They have a Facebook page. People are excited about the event. He invited everyone that was at the Board meeting.

The Board thanked Mike for his presentation.

Trustee Osowski thanked Mike Taylor for all of the work he has done.

Mike Taylor thanked Kim Crenshaw, Director of Instructional Technology, for being a tremendous help.

It was moved by Member Pridemore, seconded by Member Osowski, to adopt the agenda of September 9, 2019, Regular Board Meeting.

Adoption of
Agenda as Carried

Yes: 6 No: 0 Motion: Carried

None.

Secretary of the Board
Communications

Facilities Assessment - Plante Moran Cresa (PMC):

Nicole Blocker, a Senior Consultant of Plante Moran Cresa, was invited back to present to the Board, the public, and community an overview of their company. A PowerPoint was shown. The Board was provided with a Plante Moran Cresa proposal in their Board packet. If approved, the proposal would allow Plante Moran Cresa to perform facility assessments on the buildings.

Presentation(s)
Facilities Assessment -
Plante Moran Cresa
Nicole Blocker,
Presenter

Ms. Blocker stated that PMC would help the District avoid risk, mitigate risk, and help with strategic planning. For a Bond project, PMC would assess the District buildings and come up with the cost for those needs. PMC would also walk through the schools with the principals, talk to facilities and maintenance. They would pull the information together in a report and help the District decide which projects they want to do and can do. PMC provides assistance from the beginning to the end from site selection, strategic planning to furniture purchases to moving in. They would complete the Department of Treasury application for the District to present to the Department of Treasury to get a Bond approved. They would help with marketing to the public to hopefully get a yes vote. They would write the RFP for the Construction Managers Architects. Ms. Blocker stated that PMC is currently working with 35 of the top 50 school districts in Michigan.

Superintendent Shivers gave PMC authorization to contact the District's Financial Consultant Baker Tilly. The District's Service Millage Rate was estimated at 8.75. Per Ms. Blocker, PMC thinks May 2021 Election would be a good year to go out for a Bond for \$40 million with no new taxes to the taxpayers. The time to start would be late 2019.

There were questions and answers.

President Gubachy shared with the Board that they looked into other firms that provided the same services as PMC, but none were local.

The Board thanked Ms. Blocker for her presentation.

Superintendent Shivers asked the Board to look at the Election Consideration timeline in their packet. Assistant Superintendent Ward researched for firms and found that there were firms in Michigan that provide bits and pieces of the same services as PMC, but none offered all of the services. According to PMC's timeline, the District could go out for an RFP. The amount on the proposal was \$21,000.

Superintendent Shivers clarified that the Strategic Planning Ms. Blocker referred to is Facilities Planning, not Strategic Planning.

If the Board approves PMC to do an assessment, the District could stop after that point and end their relationship with PMC, or the District could decide to go further. Superintendent Shivers said that there are a lot of different options.

Superintendent Shivers stated that the District is prepared to either move forward with the proposal if it is approved. They are also prepared to go out for an RFP if that is what the Board prefers.

There were questions and answers.

Trustee Gray is interested in an RFP.

Trustee Robinson is interested in the proposal.

Vice-President Pridemore is not interested in the District doing business with Plante Moran Cresa. She would prefer RFP.

Trustee Osowski is interested in the proposal.

Secretary Kick is interested in the proposal.

Superintendent Shivers' next step would be to bring the group of people that met previously back together to do additional research. They could task other people. If nothing else comes out, she will feel comfortable with moving forward with the PMC proposal. But if something does come up, she will notify the Board that the District will move forward with the RFP.

Superintendent will send an email to the following people and invite them to meet one day next week. The Team Members are Superintendent Shivers, Vice-President Evelyn Pridemore, Board Trustee Jeff Osowski, Board Secretary Harry Kick, Assistant Superintendent Greg McIntyre, RU Principal Judy Nachman, RU Assistant Principal Mike Taylor, MacGowan Principal Kathy Robbins, and Director of Technology Kim Crenshaw.

Facilities and Maintenance Update:

Assistant Superintendent of Business Services Greg McIntyre provided the Board a report of the High School and MacGowan buildings Walkthroughs, which was on September 3, 2019. The following were present on the Walkthroughs: Vice-President Pridemore, Secretary Kick, Superintendent Shivers, Assistant Superintendent McIntyre, and Chuck Martin, the Director of Facilities/Transportation. Assistant Superintendent McIntyre asked the Board to review and report and to let him know if anything was missing. The Report outlined the findings/projects from the walkthroughs and the status of those findings to date.

Assistant
Superintendent of
Business Services
Communication
Greg McIntyre

Facilities and
Maintenance Update

There were questions and answers.

President Gubachy asked if the AC unit drainage issue in room 219 had been fixed?

Assistant Superintendent McIntyre's response was No. It will be checked.

Superintendent Shivers stated that the WO listed in the Report means that a work order had been submitted.

Secretary Kick asked if there is a timeline. He suggested adding a timeline for priorities and a projected completion date to the report to follow through with the work orders

and to show that projects are progressing. He also stated that he would like to finish the walkthroughs in the other buildings.

Superintendent Shivers said that a report could be generated to show the timeline, the person assigned to the project, and the status.

Vice-President Pridemore said her concern was how long the report would have been if it listed all the buildings. She stated that some projects were simple fixes that should have been handled before the start of school. Vice-President Pridemore was not impressed with the overall summer cleanliness. She said that the only way to know how big the problem is would be to document.

Assistant Superintendent McIntyre stated that any project concerning safety takes priority. He said that the District had issues with Giant Janitorial with getting them up to speed. The District has also made some financial remedies to try and light a fire under them. However, with this unit, the turnover is extremely high, and the training is not up to par. Chuck Martin, Director of Facilities, has been on Giant. The District has monthly meetings with the supervisor here and the owner(s) of the company. They are brought in to see when something has not been done instead of sending emails back and forth. He said that they all know there are challenges. If he had to grade the buildings, he would give a C or C-. Assistant Superintendent McIntyre said that the goal was to have the classrooms up to par two-weeks before the teachers returned, but that did not happen. The building Administrators grade Giant Janitorial services and submit a Report Card every month to Chuck Martin. Giant Janitorial was given a 1-year extension.

Secretary Kick spoke on the reporting system again. The District's responsibility is to assign the priorities, and Giant responsibilities are to get the work done. Management needs to get involved if things were impeding the projects from being completed. He did state that MacGowan looked outstanding. There were very few concerns at MacGowan.

Enrollment/Staffing Update:

Assistant Superintendent of Human Resources Ron Ward was not present at the meeting. Superintendent Shivers gave the Board an update on the enrollment and staffing. A handout was provided to the Board.

Superintendent Shivers said that the enrollment is up 100 students since August 21, 2019 (Board/Admin Retreat), and some students have been dropped since then. She said that the numbers are getting tighter every day. The report represents students in the system, not students/butts in seats. She said the remainder of the week the Attendance Liaisons will be working with the building principals to call the no-show students. The attendance protocol is starting to move to level 2. It is a critical time to re-engage the families. She expects the numbers will be clean by the end of the week, the first part of next week. They would know verbally what the parents have said in terms of their intentions to return. The District will then be able to make some class size decisions and staffing

Assistant
Superintendent of
Human Resources/
Labor Relations
Communication
Ron Ward

Staffing Update

decisions with second grade first then kindergarten. They will closely watch 3rd grade and Hilbert and the High School.

Trustee Robinson said that she was approached by some 2nd-grade teachers that lost their aides for half of the day, and they only have a teacher aide for half of the day. She asked if Superintendent Shivers could confirm that. The teachers also had a concern about class size due to the loss of the aides.

Superintendent Shivers was not able to answer the question without talking to Human Resources (HR). The District does not have General Ed aides; they are special education. Superintendent Shivers said she would check with HR.

Building / Facilities: None.
Personnel / Policy Committee: None.
Finance Committee: None.
Curriculum / Achievement Committee: None.

Administrative
Committee Reports

It was moved by Member Kick, seconded by Member Osowski, to removed Item XIII. (C) from the consent agenda.

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

Consent Agenda
as amended

Vice-President Pridemore had a concern about the loss of 2 Attendance Liaisons because they had developed relationships with the families, and now it's like the District is starting from scratch again.

Superintendent Shivers said the good news is that the two replacements also work very closely with the District students. She said Asha Shaw was at the High School last year, and Phil Taylor is working very closely with the students and parents at Beech. The District has two very good Liaisons that have stepped into place. She said Phil Taylor just came on board on September 9, 2019, so his name was not listed on the agenda.

Waive the reading and approve August 12, 2019, Regular Meeting Minutes of the Redford Union Board of Education, as presented.

Regular Board Meeting
minutes of August 12,
2019 as presented

Waive the reading and approve August 21, 2019, Special Meeting (Board/Admin Retreat) Minutes of the Redford Union Board of Education, as presented.

Special Board Meeting minutes of August 21, 2019 as presented

Approve electronic transfers for the month of August 2019 in the amount of \$1,882,773.43.

Electronic Transfers
August 2019

Human Resources Recommendations:

Approve NEW HIRE: CERTIFIED requests as listed below:

1. Ayana Ball/Teacher/Math/RUHS/Effective 9/3/19
2. Michael Fenbert/Teacher/Social Studies/RUHS/Effective 9/3/19
3. Rachele Janz/Teacher/Special Education/RUHS/Effective 9/3/19
4. Kathleen Nicolin/Teacher/Art/Hilbert/Effective 9/3/19
5. Melissa Weatherford/Teacher/Special Education/RUHS/Effective 9/3/19

Human Resources
Recommendations
Ayana Ball
Michael Fenbert
Rachele Janz
Kathleen Nicolin
Melissa Weatherford

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

1. Dina Chapman/Behavior Intervention Coordinator/Beech/Effective 9/3/19
2. Dustin McMillan/Educational Assistant/Hilbert/Effective 9/4/19
3. Asha Shaw/Attendance Liaison/RUHS/Effective 8/26/19
4. Carmen Wisniewski/Behavior Intervention Coordinator/MacGowan/Effective 9/3/19

Dina Chapman
Dustin McMillan
Asha Shaw
Carmen Wisniewski

Approve SEPARATIONS requests as listed below:

1. Nicole Aikens/Attendance Liaison/Resignation/Effective 8/9/19
2. Stefanie Lynch/Educational Assistant/Hilbert/Resignation/Effective 9/3/19
3. Cathryn O'Brien/Teacher/Hilbert/Resignation/Effective 8/27/19
4. Catherine Shecter/Teacher/Hilbert/Resignation/Effective 9/3/19
5. Benita Taite/Attendance Liaison/Resignation/Effective 8/27/19
6. Steven Trapp/Teacher/RUHS/Resignation/Effective 8/27/19
7. Hannah Usitalo/Teacher/Stuckey/Resignation/Effective 9/3/19
8. Sandy White/Educational Assistant/Hilbert/Retirement/Effective 7/31/19

Nicole Aikens
Stefanie Lynch
Cathryn O'Brien
Catherine Shecter
Benita Taite
Steven Trapp
Hannah Usitalo
Sandy White

Approve LEAVES requests as listed below:

1. Chris Abston/DHH Service Technician/Beck/Effective 8/19/19
2. Danielle Monroe/Educational Assistant/Stuckey/Effective 9/3/19

Chris Abston
Danielle Monroe

Approved SES NEW HIRES requests as listed below:

1. Lisa Mangan/Teacher/Effective 9/4/19
2. Bruce Watkins/Teacher/Effective 8/13/19

Lisa Mangan
Bruce Watkins

Yes: 6 No: 0 Motion: Carried

M-Step Scores,

Academic Coordinator Beatrice Benjamin presented to the Board an overview of the District Students' State Assessments results from the spring. A PowerPoint presentation was on M-Step, PSAT, and SAT results.

Academic Highlights

As an update to the new Board members, it was mentioned that in 2017 and prior, the students took the M-Step by paper/pencil. In 2018 the all tests were given electronically, and the District was prepared for a significant dip.

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In 2018-19 the District had an increase in proficiency in almost every grade. There was also a significant growth with the NWEA (Northwest Evaluation Association) test results.

There were questions and answers.

The Board thanked Ms. Benjamin for her presentation.

Action Items

Superintendent Goals for 2019-2020 School Year:

It was by Member Osowski, seconded by Member Gray, to approve the Superintendent's Goals for the 2019-2020 school year as presented.

Superintendent Goals
for 2019-2020 School
Year

Trustee Robinson mention for the record that the date needed to be changed on the Performance Goals 2019-2020.

Roll Call:

S. Caloia: ABS, R. Gray: Y, L. Gubachy: Y, H. Kick: Y, J. Osowski: Y,
E. Pridemore: Y, J. Robinson: Y

Yes: 6 No: 0 Motion: Carried

Closed Session:

It was moved by Member Pridemore, seconded by Member Osowski, that the Board of Education go into closed session as authorized by Section 8(h) of the Michigan Opening Meeting Act to consider written material subject to attorney-client privilege.

Closed Session

Before going into Closed Session, Superintendent Shivers asked if there was anything that the Board wished to share with the audience since some may not return when the Board returns to Open Session.

Vice-President Pridemore reiterated the Marching Band Fundraiser, September 13, 2019, at George Murphy's. She invited everyone to come out.

President Gubachy mentioned that the employees at the Spartan Store recognized her from the District mailer. They wanted President Gubachy to tell everyone that they are part of the community and will help the District with any school events, families in need, etc.

Also, it was mentioned that Trustee Robinson did not receive the mailer at her home.

Superintendent Shivers excused the audience from the meeting.

Roll Call:

S. Caloia: ABS, R. Gray: Y, L. Gubachy: Y, H. Kick: Y, J. Osowski: Y,
E. Pridemore: Y, J. Robinson: Y

Yes: 6 No: 0 Motion: Carried Time: 7:45 PM

Return to Open Session:

It was moved by Member Robinson, seconded by Member Osowski, to Return to Open Session.

Return to Open Session

Yes: 6 No: 0 Motion: Carried Time: 8:45 PM

Items Removed from Consent Agenda:

It was moved by Member Robinson, seconded by Member Pridemore, to approve Recommended payment of \$1,150,287.79 for checks dated 8/5/2019 to 8/30/2019 the Return to Open Session.

Items Removed from
the Consent Agenda
Item XIII. (C)

There was Board discussion.

Secretary Kick had questions about several items listed on the Check Register Report, such as computers, lights, chrome books, envelopes, charging carts. Secretary Kick wanted to know how many computers, Chromebooks had been purchased and their purpose. He asked about the charging carts and other items.

President Gubachy asked Secretary Kick to send an email and copy everyone, and he would get answers.

Yes: 6 No: 0 Motion: Carried

Superintendent's
Communication

High Impact School Governance Toolkit

High Impact School
Governance Toolkit

Superintendent Shivers will invite former Superintendents Leonard Rezmierski (Northville), Susan Zurvalec (Farmington), and a third Superintendent that works with ISD and about six different school Boards in Wayne County to provide Board Training. She has heard good feedback from the Superintendents that have had the training. They will attend the October 14, 2019 Board Meeting. MASB was reviewed as a training option.

Superintendent Shivers stated that she was interested in Governance Training.

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She asked that the Board members bring their calendars to the next meeting to schedule training.

Board Study Session Dates:

Superintendent Shivers would like to propose that the Board have a study session each month with different topics based on her goals and the strategic plan. The Study session could be at 5:30 PM before the Regular Board Meeting. She wants to skip November but schedule the meetings from December through April 2020. A meeting could be canceled if not needed.

Board Study Session
Dates

Vice-President Pridemore is available every Monday night.

Book Study – Equity:

Superintendent Shivers would like to continue with the Book Study - Equity

Book Study - Equity

President Gubachy stated that with the High Impact School Governance Toolkit or with MASB coming in, they want to make sure that all new Board members attend the sessions. She asked that they bring their calendars.

Superintendent Shivers stated that there needs to be a commitment outside of the commitment to do a little more in-depth work. Start thinking 5:30 PM – 6:30 PM, and she will feel in the gaps of what the study will be. High Impact would be next then MASB. Maybe Saturday workshops.

None.

Call to the Audience
On Non-Agenda Items

Custom T-shirts/Polos for Board Members:

Trustee Robinson proposed that the Board have custom shirts/polos to wear to events in the effort to be cohesive. She offered to facilitate the process; get quotes, pricing, and design. She will email Board members to get their sizes.

Board of Education
Communication/
Discussion

Trustee Osowski suggested that Trustee Robinson reach out to Athletic Supervisor Miles Tomasitas (High School) to have the Online Store make the shirts.

The Board agreed to Trustee Robinson's proposal regarding custom shirts/polos for the Board members.

Secretary Kick asked about the PTO Meetings.

Beech PTO Meeting is on Tuesday at 6:00 PM.

Hilbert's PTO Meeting is on Wednesday at 6:30 PM, but they are also having an event next Tuesday. The Open house is on September 17, 2019.

MacGowan does not have a PTO.

The Blue and Gold Meeting is on Wednesday at the High School at 6:00 PM.

Trustee Osowski thanked everyone that has helped at the last two football games.

Vice-President Pridemore will be attending Home Coming and will help at the concession stand.

- A. Monday, October 14, 2019 – Regular Meeting – 5:30 PM
Board of Education Administrative Offices, 17715 Brady Street, Redford, MI 48240
- B. Monday, November 18, 2019 – Regular Meeting – 6:30 PM
Board of Education Administrative Offices, 17715 Brady Street, Redford, MI 48240
(Meeting date changed due to Veterans Day Observance on 11/11/19)
- C. Monday, December 9, 2019 – Regular Meeting – 6:30 PM
Board of Education Administrative Offices, 17715 Brady Street, Redford, MI 48240

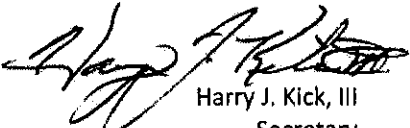
Future Meetings
Dates

It was moved by Member Pridemore, seconded by Member Robinson, to adjourn the meeting at 9:05 PM.

Adjournment

Yes: 6 No: 0 Motion: Carried

Respectfully Submitted,



Harry J. Kick, III
Secretary

Redford Union Schools
Board of Education