

REGULAR MEETING MINUTES – BOARD OF EDUCATION
 REDFORD UNION SCHOOLS, DISTRICT NO. 1
 August 21, 2017

Regular Meeting
8/21/2017

A Regular meeting of the Redford Union Board of Education was held August 21, 2017, at the Board of Education Administrative Offices, 17715 Brady Street, Redford Township, Michigan, 48240. President Kurland called the meeting to order at 7:30 PM.

Call to Order

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

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

Superintendent Shivers welcomed everyone back to the beginning of the 2017-18 school year. She thanked all of her administrators for all their hard work to get their staff ready. She thanked the district's facilities team for working to get the buildings ready and the lawns manicured. She also gave a special thank you to Jackie Warren, Admin. Assistant to the Superintendent and Chuck Martin, Director of Facilities/Transportation and anyone else for working on the outside beautification project. Superintendent Shivers said the district is also working on decluttering.

Superintendent's
Remarks

Superintendent gave a reminder to the Board that the Board/Administration Retreat is on Monday, August 28, 2017, at WCCCD, Belleville. The board members were provided a hard copy of the invitation.

She mentioned the new process with providing the board members with binders for their agenda packets to help with the distribution of board material and notes. She asked that the binders remain in the board office, but the contents can be taken with the board members if they like. The Agenda would be on the Mondopad (All-in-one touchscreen collaboration system) at each board meeting. The purpose of the changes is to clean up and streamline the board meeting process.

The board members commented on how nice the new ramp/dock looks in the back of the Keeler Bldg. They gave thanks to Chuck Martin (not present at the Board Meeting).

Superintendent Shivers said they are waiting on the railings to be delivered. The railings would be removable for special deliveries.

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President Kurland said that there is an amendment to Action Item XV, #2, Code of Conduct Revision. It was amended to a “discussion” instead of a motion/vote.

It was moved by Member Gubachy, seconded by Member Doby to adopt the agenda of August 21, 2017, Regular Board Meeting as amended.

Adoption of
Agenda as Amended

Yes: 5 No: 0 Motion: Carried

None.

Presentations

None.

Board Secretary
Communications

Office of Business
Services
Communications
Jennie Li, Finance
Director

Detroit Public Schools Community District (DPSCD) has taken August 31st as an extension to Redford Union (RU) Freedom of Information Act request. The information should be provided to RU in a few days. A court date has been set for September 6, 2017, at 36 District Court. Attorney George Butler will be in court to represent RU.

Winston Property
Update

Redford Union received an auto donation on behalf of Jim Rollins (deceased), 1996 Buick 3800 Series II with 117,000 miles and in fair condition. The district has not received the title as of yet.

Auto Donation – Jim
Rollins (deceased)

Superintendent Shivers said her understanding from Assistant Supt McIntyre is that once the title is received, the car will be inspected and determined if it could be donated, how it could be donated or maybe used by the District’s auto department. The district is looking at several options. Superintendent Shivers said they are very gracious to the family for donating the vehicle to the District.

Assistant Supt. of
Human Resources
Communication

Assistant Supt Ward mentioned that last month the board had a Policy Development Presentation from Attorney Kevin T. Sutton of Lusk Albertson PLC. The district is also looking at NEOLA which is probably the largest provider in Michigan for policies. Assistant Supt Ward said he had invited Paul Palka of NEOLA to provide the board with a presentation, but he was unable to attend this board meeting due to a commitment in another district. He

NEOLA – Board
Policy/Guidelines
Information

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also invited Mr. Palka to the September 11th board meeting, but he is involved in a planning meeting with another district. Assistant Supt Ward said Mr. Palka has about four districts that he is working with developing policies so his schedule is busy. However, Mr. Palka is available on the afternoon of September 12th or 14th to meet with Superintendent Shivers, Assistant Supt Ward and any board member as long as it does not violate the Meetings Act.

Assistant Supt Ward asked if the board would like for him to schedule a meeting with Mr. Palka for either September 12th, 14th or wait until the October board meeting.

Treasurer Pridemore said that if they are too busy to present to the board that maybe they should not be considered. She said that NEOLA may not be able to provide the time that the board would need.

Superintendent Shivers suggest being candid with NEOLA about the boards concerns of their availability.

Assistant Supt Ward said he has been candid with both firms and that each firm knows that the district is looking at the each of them.

President Kurland asked if it would be possible to have two separate meetings with Mr. Palka (NEOLA). One meeting in the afternoon and the other meeting in the evening so that the board members could attend depending on their schedules.

President Kurland asked if Mr. Palka could provide something in writing or a PowerPoint presentation. Assistant Supt Ward said he would ask.

Member Caloia asked about Mr. Palka's availability to meet on September 25th at the Special Board Meeting.

The board agreed that September 25th Special Board Meeting would be the preferred date to meet.

Assistant Supt. Ward said he would ask Mr. Palka about his availability to present to the board on September 25th, Special Board Meeting at 6:00 PM.

Assistant Supt Ward mentioned that there would be a New Employee Welcome get together on Tuesday, August 29th, Keeler (Gym). All new employees (approximately 35 people) will be meeting together. There will be a continental breakfast at 7:30 AM and the program starts at 8:00 AM to 12:00 PM. At 10:00 AM they will tour the district by bus, HS at 10:30 to get IDs and make sure technology is up and running. Lunch will be provided back at Keeler at noon. The board members are welcome to come or to stop by and say hello.

Assistant Supt. Ward thanked everyone that has participated in the interviewing and selection process; administrators, teachers, etc. He said they are very pleased with the candidates that have been selected. Assistant Supt. Ward gave big Kudos to Debbie Dahlman, HR Coordinator for all the work she has been doing this summer.

<p>Superintendent Shivers said all of the Committees had been addressed except for Finance and Curriculum and she will table those this month. She will address Curriculum and Achievement in her presentations this evening.</p>	<p>Administrative Committee Reports</p>
<p>It was moved by Member Pridemore, seconded by Member Doby, to approve the consent agenda items as presented. The Consent Agenda consisted of the following:</p>	<p>Consent Agenda</p>
<p>Waive the reading and approve July 10, 2017, Organizational Meeting minutes of the Redford Union Board of Education, as presented.</p>	<p>Organizational Meeting minutes of July 10, 2017, Meeting as presented.</p>
<p>Waive the reading and approve July 10, 2017, Regular Meeting minutes of the Redford Union Board of Education, as presented.</p>	<p>Regular minutes of July 10, 2017, Meeting as presented.</p>
<p>Recommend payment of \$1,090,875.98 for checks dated 7/5/2017 to 7/31/2017.</p>	<p>Disposition of Checks July 31, 2017</p>
<p>Approve electronic transfers for the month of July 2017 in the amount of \$1,371,867.83.</p>	<p>Electronic Transfers July 2017</p>
<p>Approve NEW HIRE: ADMINISTRATION: request as listed below:</p>	<p>New Hire: Administration</p>
<p>1. Dr. Lynn Bradley/Assistant Principal/Beech</p>	<p>New Hire:</p>
<p>Approve NEW HIRE: NONAFFILIATED request as listed below:</p>	<p>Non-Affiliated</p>
<p>1. Michelle Sieber/Best Practices Coach/Beech</p>	<p>New Hires: Certified</p>
<p>Approve NEW HIRES: CERTIFIED requests as listed below:</p>	
<p>Secondary:</p>	
<p>1. John Kauffman/Science Teacher/Hilbert/Effective 8/30/17</p>	
<p>2. Lindsay LaBurn/ELA Teacher/RUHS/Effective 8/30/17</p>	
<p>3. Lindsay Glowacki/Resource Room Teacher/RUHS/Effective 8/30/17</p>	
<p>4. Crystal Hunt Davis/Social Worker/RUHS/Effective 8/30/17</p>	
<p>5. Cynthia Thakady/ELA Teacher/RUHS/Effective 8/30/17</p>	
<p>6. Stacy Brooks/Family & Consumer Science Teacher/RUHS/Effective 8/30/17</p>	
<p>7. Ledetra Lindsey/Early College & Careers Coach/RUHS/Effective 8/21/17</p>	
<p>Special Education Program:</p>	
<p>1. James Aren/EI Teacher/Stuckey ADT/Effective 8/30/17</p>	
<p>2. Hannah Usitalo/Blended Learning Teacher/Stuckey ADT/Effective 8/30/17</p>	
<p>3. Emily Burks/EI Teacher/Stuckey EDT/Effective 8/30/17</p>	
<p>4. Glen Miller/Homebound Teacher/Beck Center/Effective 8/30/17</p>	
<p>Elementary:</p>	
<p>1. Cassandra Reed/Teacher/Young 5's/MacGowan/Effective 8/30/17</p>	
<p>2. Margaret Faulkner/Teacher/Kindergarten/MacGowan/Effective 8/30/17</p>	
<p>3. AnneMarie Lyons/Teacher/1st Grade/MacGowan/Effective 8/30/17</p>	
<p>4. Teresa Thompson/Teacher/2nd Grade/Beech/Effective 8/30/17</p>	
<p>5. Janelle Schaeffer/Teacher/4th Grade/Beech/Effective 8/30/17</p>	
<p>6. Caryn Loughlin/Teacher/5th Grade/Beech/Effective 8/30/17</p>	

7. Frank Hall II/Teacher/5th Grade/Beech/Effective 8/30/17
8. William Christenson/Teacher/5th Grade/Beech/Effective 8/30/17
9. Elizabeth Brisch/Resource Room Teacher/Beech/Effective 8/30/17
10. Stephanie Kovalski/ASD Teacher/Beech/Effective 8/30/17
11. Matthew Kwiecien/Music Teacher/Beech/Effective 8/30/17

Approve LEAVE REQUEST: as listed below:

Leave Requests

1. Alyssa Anderson/Teacher/MacGowan/Effective 8/30/17
2. Robin Klus/Secretary/RUHS/Effective 8/21/17

Approve SEPARATIONS: requests as listed below:

Separations

1. Shanel Bishop/Social Worker/RUHS/Resignation/Effective 7/10/17
2. Steven Gaitens/ASD Teacher/Beech/Resignation/Effective 7/12/17
3. Damion Jackson/Dean of Students/Beech/Resignation/Effective 8/10/17
4. Erica Webb/Early College & Career/Resignation/Effective 8/3/17 (New Hire on 7/10/17 agenda)
5. Christina Emmick/Teacher/Beech/Resignation/Effective 8/15/17
6. Latrina Harris/Educational Assistant/RUHS/Resignation/Effective 8/15/17

Approve SHARED-TIME TEACHER RESIGNATIONS (SES GROUP): requests as listed below:

Shared-Time Teacher Resignations (SES Group)

1. Andrew Crowley/Teacher/Non-Renewal/Effective 6/30/17
2. Mary Weinert/Teacher/Resignation/Effective 8/3/17
3. Susan Weatherford/Teacher/Resignation/Effective 8/8/17
4. Jessica Stembidge/Teacher/Non-Renewal/Effective 8/11/17
5. Anna Ries/Teacher/Non-Renewal/Effective 8/11/17
6. Carolyn Ball/Teacher/Non-Renewal/Effective 8/11/17
7. Jennifer Stacheslski/Teacher/Resignation/Effective 7/24/17

Yes: 5 No: 0 Motion: Carried

Academic Highlights:

Superintendent Shiver mentioned that the Early College & Careers (ECC) Orientation Bootcamp started today August 21, 2017, from 9:30 am to 2:00 pm. There were 39 out of the 42 students that attended. The day started at 9:30 AM with team building and ice-breaker activities. Five college students represented Schoolcraft and Eastern that were their buddies for the day. Judy Nachman, RUHS Principal, Mike Humitz, RUHS Assistant Principal and Mike Taylor, RUHS Dean of Student cooked/grilled hot dogs in the courtyard for lunch. Each student received two ECC T-Shirts and a lanyard. Wednesday, August 22nd was Tech Day. Shivers invited the board members. She said all students received a Surface Pro and backpack. The students were provided training on the Surface Pro by All Covered.

Early College

Superintendent Shivers said in the afternoon, thanks to Kim Crenshaw, Interim Director of Instructional Technology who has done a tremendous job working on a college web-based software called Naviance. Naviance is a college support software that deals with scholarships, creating resumes, portfolios, etc. The students were provided training by some of RU staff members.

The ECC students also went to WCCCD (Outer Drive) on Wednesday from 9:00 AM -2:00 PM. On Thursday they will be at Schoolcraft College and on Friday (AM) the students worked with

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Link Crew (High School Mentoring Program), and they received their schedules in the afternoon.

Superintendent Shivers and members of her Instructional Leadership Team (ILT) went to China during the month of July 2017. Half of the ILT members were in Beijing, and the others were in Szechwan. The ILT Members included: Dr. Sarena Shivers (Superintendent), Andy Christopherson (Hilbert Principal), Ian Boynton (Beech Teacher), Pam Wheeler (Hilbert Teacher), Jennifer White (Hilbert Teacher) and Frances Yousif (Beech Teacher). Also, Dr. Nicole Law, National Consultant that has worked with ILT since the Spring of 2017 accompanied them on the trip. Superintendent Shiver said that the board would get to meet Dr. Law at a later date.

Instructional
Leadership Team -
China

Each member shared their experiences and showed their PowerPoint presentation.

Superintendent Shivers introduced a former colleague from Washtenaw, Rick Schaffner, Director of China Services International. She said Mr. Schaffner is the reason why/how this all came to be.

Mr. Schaffner presented to the board. He also presented certificates to the ILT members.

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

Action Items

It was moved by Member Gubachy, seconded by Member Doby, that the Board of Education, have the first reading of the Local Wellness Policy - #3002 as presented.

Local Wellness Policy
- # 3002, 1st Reading
Carried

Yes: 5 No: 0 Motion: Carried

Vice President Gubachy stated her concern that the first reading draft looked like a policy and administrative guidelines.

Beatrice Benjamin, the Academic Coordinator, indicated that the first reading of the policy was a template. She said that they made some revisions and followed the guidelines of what was required by the State.

Although this first reading of the Local Wellness Policy - # 3002 was approved, it will still be included in the overall Board Policy and Guidelines review once a firm has been selected.

The Student Code of Conduct Revision was amended to a discussion only instead of a motion/vote.

Student Code of
Conduct Revision
Amended

Superintendent Shivers said the purpose of bringing the recommended changes to the board was so the Code of Conduct would be in line with the new legal requirements as it relates to

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Restorative Practices. She said there are other areas of the Code of Conduct that needs to be reviewed, but they needed to be in compliance with what is currently online and what is being communicated to parents as it relates to the new legislation.

Superintendent Shivers asked that the board members read through the draft and to make notes and provide questions for her and Assistant Supt Ward. The goal is to address any concerns, questions and answers at September 11, 2017, Regular Board Meeting. She would like to send the New Code of Conduct home to parent in Mid-September. There will be cover pages attached, and parents will be asked to sign the document as confirmation that they have received it. She said that the hi-lighted areas in the document are the first round of changes and there are additional changes that she has pointed out that will need to be reviewed.

The entire document will not be sent home. The updated Code of Conduct will be posted on the website.

Superintendent Shivers and Assistant Supt. Ward has discussed having a better way of tracking who has/has not returned the signed documents such as Code of Conduct, Attendance Policy, Technology Policy. Also making sure that FERPA (Family Educational Rights and Privacy Act) documents are the same across the district and sent home to every parent.

Member Doby asked if the district checks what the literacy rate is for the documents that are sent to families.

Superintendent Shivers said she agreed with checking the literacy rate and that was a good suggestion. She said they have also discussed making a Spanish version of the documents.

It was moved by Member Gubachy, seconded by Member Pridemore, that the Board of Education, at the recommendation of Assistant Supt. Greg McIntyre, approve Yeo & Yeo to conduct the District's external audit for the year ending June 30, 2017.

Yeo & Yeo CPAs &
Business Consultants
Carried

Treasurer Pridemore asked the name of the former Auditors and why the change.

The Director of Finance Jennie Li stated that the former Auditor was Abraham and Gaffney and the reason for the change was due to the partner of Abraham and Gaffney merged with Yeo & Yeo.

Member Doby stated her concerns of using the same auditors for more than five years in a row. She thinks this will be a good practice for the district.

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Yes: 5 No: 0 Motion: Carried

None.

Items removed from
Consent Agenda

None.

Call to the Audience
on Non-Agenda
Items

Last month Treasurer Pridemore mentioned that the district’s drum majors Zoe Zimmerman and Mark Pridemore went to drum major camp. She said that there were about 150 drum majors at the camp and about 5-6 special awards were given out. Both Zoe and Mark are award winning drum majors at drum major camp.

Board of Education
Communication/
Discussion

The Board and Superintendent gave congratulations to the drum majors.

President Kurland gave a reminder that Friday, August 25th is RU’s the first home JV football game vs. Cranbrook at 6:00 PM.

President Kurland thanked Jimmy Rollins and his family. She said it was not just the car that was donated. There were other things in his estate that he donated to the district.

Member Doby asked if the information about the donation could be given to the district’s communication person so there could be some communication to honor the family publicly.

Superintendent Shivers said that they are working on something and she would have more to share at the September 11th board meeting.

Monday, August 28, 2017 – Board of Education and Administration Retreat - 8:30 AM
Wayne County Community College District (WCCCD), Ted Scott (Western) Campus
Room #B-121, 9555 Haggerty Road, Belleville, MI 48111

Future Meetings
Dates

Monday, September 11, 2017 – Regular Meeting – 7:30 PM
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240

Monday, September 25, 2017 – Special Meeting – 6:00 PM
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240

It was moved by Member Doby, seconded by Member Caloia to adjourn the Meeting at 9:12 PM.

Adjournment

Yes: 5 No: 0. Motion: Carried.

Respectfully Submitted,

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