



IV. B.

Grosse Pointe Board of Education

Minutes of the Regular Meeting of August 24, 2009

Library, Grosse Pointe South High School
707 Vernier, Grosse Pointe Woods, MI 48236

<p>MEETING MINUTES</p> <p>CALL TO ORDER</p>	<p>President Kosinski called the meeting to order at 8:00 p.m.</p> <p>The Pledge of Allegiance was led by Trustee Gafa.</p> <p>Board members present: Trustees Dindoffer, Gafa, Kratz, Minturn, Kosinski, Steininger and Walsh</p> <p>Also Present: Superintendent Klein, Assistant Superintendents Allan, Fenton and Harwood, Executive Director Warras</p>
<p>ADMINISTRATION OF OATH OF OFFICE</p>	<p>After a candidate forum of interested residents, the Board decided in a special meeting on August 3, 2009 to fill the vacancy left by the resignation of Trustee Mr. Ahmed Ismail with candidate Karl Kratz. This vacancy is a five month position.</p> <p>Dr. Klein administered the Oath of Office to Mr. Karl Kratz, noting that he had already signed the Acceptance of Office, Affidavit of Eligibility and the Constitutional Oath of Office.</p> <p>Board members officially congratulated Mr. Kratz and President Kosinski then declared a brief recess.</p> <p>Trustee Kosinski reconvened the meeting at 8:15 p.m.</p>
<p>SUPERINTENDENT'S REPORT</p>	<p>Trustee Kosinski informed the community that the Neighborhood Club has recently distributed their fall program of classes and activities. Most of the classes that were offered through the district Community Education program are now being offered through the Neighborhood Club. Mrs. Kosinski thanked John Bruce, Director of the Neighborhood Club, for stepping in to meet the needs of the community.</p> <p>A. Enrollment Update</p> <p>The residency office is still registering and enrolling those new students for the upcoming school year. For those not yet registered, an appointment to enroll can be made in the residency department at the Administration Building on St. Clair. September 8th is the first student day with elementary students reporting in the morning only; middle school students attending all day; only 9th grade North High School students attend all day; and 10-12 grade at South half-day in the a.m. and 9th graders attend in the afternoon.</p>

	<p>B. Swine Flu Planning</p> <p>The district has been part of a planning process driven by the Wayne County Health Department that included a presentation attended by several district staff members. The district has updated its pandemic flu plan and more information will soon be available for parents with children in the school district. The Center for Disease Control is recommending that schools stay open during periods of heavy student and employee flu outbreaks, continue disinfecting and encourage those with a fever to stay home for 24 hours after the fever has abated. Recommendation about whether to close schools will be done in concert with the local health department as needed. Additional information will be provided to parents in newsletters and on the website.</p> <p>C. Candidates for Board Election in November, 2009</p> <p>Candidates that have filed for the School Board Election in November for the 3-year term are Karl Kratz and Cynthia Pangborn. Those residents interested in one of the two 4-year terms are Anthony Ambrogio, Joan Dindoffer (incumbent), Thomas Jakubiec, George McMullen and Michelle Peabody.</p> <p>D. Open Swim</p> <p>The district will be offering the swim classes throughout the year as well as community swims in September, October and November at no cost to residents.</p> <p>E. Enrollment Update</p> <p>Mr. Fenton reviewed the enrollment noting that the forecast for the general student population was 8,141. As of last week, the district is 29 students over that projection. The blended enrollment used for state school aid payments would be at 22 over projection. With a couple of weeks left before school starts, the district is anticipating the enrollment to be approximately 50 students over projection. Mr. Fenton added that elementary forecast is under projection, middle school level is over by 30, and the county is 21 students over in the high schools.</p> <p>Dr. Klein noted that hearing about the accomplishments of students long after they have left the district is always welcome. She recently learned from North teacher, Artis Maciolek that former South graduate, Dr. Jamie Elsila, one of the students who helped found the radio/astronomy team, was quoted in a recent release from NASA</p>
PUBLIC COMMENTS ON ACTION ITEMS	No one came forward to comment.
ACTION ITEMS FOR AUGUST 24, 2009	<p>A. Human Resources Report for July, 2009</p> <p>The Human Resources Report contained the appointments of two employees to the instructional group; two to the plant/custodial group; a recall of an elementary</p>

Spanish teacher and a recall from layoff of an office employee as well as the retirement of Theresa Davidson after 16 years of service to the district.

It was Moved by: Trustee Walsh

Supported by: Trustee Gafa

THAT the Board approve the Human Resources Report for July, 2009 as presented.

Ayes: Trustees Dindoffer, Gafa, Kosinski, Kratz, Minturn, Steininger and Walsh

Nays: None

Motion carried by a 7 – 0 vote.

B. Meeting Minutes of the Work Session and the Regular Meeting of July 27, 2009

Meeting minutes of the Work Session Meeting and the Regular Meeting of July 27, 2009 were presented for approval.

It was Moved by: Trustee Walsh

Supported by: Trustee Minturn

THAT the Board approve the minutes of July 27, 2009 as presented.

Ayes: Trustees Dindoffer, Gafa, Kosinski, Kratz, Minturn, Steininger and Walsh

Nays: None

Motion carried by a 7 – 0 vote.

C. Revisions to Board Policies

The Board of Education has contracted with NEOLA to provide semi-annual policy updates and revisions based on changes in legislation and court decisions. Recently the Board Policy Committee met with a representative from NEOLA regarding recommendations for policy revision and has reviewed each policy brought forward.

From this review the Policy Committee is proposing changes for the following Board policies:

1. Policy 2623, Student Assessment

Public Act 349 of 2008 eliminates retakes of the Merit Exam except for the ACT portion of the assessment, requires all students not eligible for free lunch to pay for Merit Exam retakes, restricts any Merit Exam writing exams to only the ACT written test, requires all three Work Keys components to be administered, and requires the Department of Education to identify specific grade level content expectations to be taught before and after the middle of 11th grade, so teachers will know what content will be covered within the Merit

Exam.

2. Policy 3430.01 and 4430.01, Family and Medical Leaves of Absence

The Department of Labor (DOL) recently released revised regulations related to the Family Medical Leave Act (FMLA), thus defining “qualifying exigencies” and providing further guidance regarding the twenty-six (26) week military leave provision. This revision reflects the current state of the law and should be adopted to have accurate policies.

3. Policy 6144, Investments

Public Act 307-2008 amends state statute to clarify when certificates of deposit may be used as investment tools. This revision reflects the current state of the law and is recommended but not required.

4. Policy 7217, Weapons

Public Act 407-2008 adds judges and retired judges to the group of individuals who may carry concealed weapons in otherwise restricted areas, such as schools. This revised policy reflects the current state of the law and should be adopted to have accurate policies.

5. Policy 8330, Student Records

In December, 2008, the U. S. Department of Education released revised regulations to the Family Educational Rights and Privacy Act (FERPA) that include a number of changes to definitions and to use and release of records requirements. These revisions reflect the current state of the law and should be adopted to have accurate policies.

It was Moved by: Trustee Walsh

Supported by: Trustee Gafa

THAT the Board approve the revisions to Board Policies, 2623, 3430.01 and 4430.01, 6144, 7217 and 8330 as presented.

Ayes: Trustees Dindoffer, Gafa, Kosinski, Kratz, Minturn, Steininger and Walsh

Nays: None

Motion carried by a 7 – 0 vote.

D. Superintendent Goals and Evaluation Process

The Board had an opportunity to preview the information for the Superintendent Goals and Evaluation Process prior to tonight’s meeting.

This process, directed by Bylaw 0132.1, gives the Board authority to exercise its Executive responsibility “in part, by the appointment of the Superintendent.”

Policy 1100 (District Organization), establishes the Superintendent as the Chief Executive Officer of the district. Policy 1210 (Board-Superintendent Relationship) establishes that it is “the primary duty of the Board to establish

policies and that of the superintendent to administer such policies.” Policy 1240 (Evaluation of the Superintendent) mandates that the Board evaluate the performance of the Superintendent annually. The proposed evaluation process includes:

- **Period:** The evaluation period will commence upon passage of the final form of this resolution and will conclude upon completion of the evaluation which will take place before September 1, 2010.
- **Board Established Objectives:** in its passage of Policy 1230 (Responsibilities of the Superintendent) the Board assigned specific responsibilities to the Superintendent and they therefore serve as a logical basis of the evaluation.
- **Superintendent Developed Objectives:** The Superintendent was asked to present to the Board President additional self-developed evaluation criteria that lend themselves to objective evaluation, in accordance with Policy 1210. These align logically with the Superintendent’s core responsibilities, but have unique focus for this particular evaluation period.
- **Superintendent Self Evaluation:** Before the end of July, 2010 the Superintendent will deliver to the Board a self-analysis of her performance for the evaluation period using the criteria established in the final form of this resolution along with a commentary on the current status of the district, as prescribed in Policy 1240.
- **Board Evaluation:** By the end of July, 2010, each Board member will be asked to return a non-anonymous common evaluation form. Evaluations will be based on the adopted criteria and use a common scoring metric.
- **Final Report:** Results will be compiled and final Superintendent Evaluation Report which will be presented to the Superintendent and the Board by the Board President before the end of August, 2010.

Evaluation criteria with objectives established by the Board as well as objectives developed by the Superintendent for the 2009-10 school year were also presented.

It was Moved by: Trustee Walsh

Supported by: Trustee Kratz

THAT the Board approve the Superintendent’s Goals and Evaluation Process as presented.

Ayes: Trustees Dindoffer, Gafa, Kosinski, Kratz, Minturn, Steininger and Walsh

Nays: None

Motion carried by a 7 – 0 vote.

E. Approval of Resolution for November, 2009 Millage Election

The resolution and proposed ballot language prepared by Amanda Van Dusen of Miller Canfield was presented to the Board. A draft of this proposed resolution was distributed previously to the Board. This proposed resolution and ballot language was the result of the Board work session held on August 10, 2009.

The resolution calls for two millage proposals to be on the November 3, 2009

ballot. One proposal calls for the continuation of the current operating millage and includes the Hold Harmless millage and Non Homestead Millage. President Kosinski noted that this millage approval (\$22,910,000) accounts for approximately 23% of the school system's General Fund operating budget. The second proposal is for the continuation of the sinking fund millage of 1 mill. This would generate approximately \$3 million per year depending on the rise and fall of total taxable value in the district. A list describing proposed projects and planned expenditures was also distributed to the Board.

The sinking fund cannot be used for salaries or staffing, but is strictly used for repairs and improvements on buildings in the district. A list provided to the Board shows that most of the projects are for continued infrastructure improvements in the district such as parking lots, plumbing, etc.

The Board is being asked to approve the resolutions presented calling for two millage proposals (Operating and Sinking Fund) to be placed on the November 3, 2009 ballot for a term of five years each.

Trustee Walsh reviewed important information relating to the millage approval for public clarification. He encouraged the community learn about how much the millage will impact district finances and the continuation of the excellence in schools. Mr. Walsh stated that he would make himself available anytime and go anywhere to present this important information to make sure that the community is informed about the millage proposals.

It was Moved by: Trustee Steininger

Supported by: Trustee Kratz

THAT the Board approve the Resolution for the November, 2009 Millage Election as presented.

Ayes: Trustees Dindoffer, Gafa, Kosinski, Kratz, Minturn, Steininger and Walsh

Nays: None

Motion carried by a 7 – 0 vote.

Trustee Minturn commented that the Board began discussion of the 2010-11 budget, including the \$5 million shortfall at a work session prior to the regular meeting this evening.

F. Approval of Recommendation from Reinstatement Panel

The parent of a student who had been expelled in June, 2008 petitioned the district for reinstatement for that student for 2009-2010. Board Policy provides guidelines to review this request with a hearing by a Reinstatement Panel followed by a recommendation to the Board of Education. The Board then determines whether the petition should be granted per Board Policy 5610.01.

The Reinstatement Panel is composed of two Board members, one teacher, one

	<p>school administrator and one parent.</p> <p>Following a review of the information presented and subsequent research requested by the panel, it is the recommendation of the panel to approve the reinstatement petition if the conditions for re-entry determined by the panel are agreed to by the parent and the student.</p> <p>It was Moved by: Trustee Dindoffer Supported by: Trustee Minturn</p> <p>THAT the Board approve the recommendation from the Reinstatement Panel as presented.</p> <p>Ayes: Trustees Dindoffer, Gafa, Kosinski, Kratz, Minturn, Steininger and Walsh Nays: None Motion carried by a 7 – 0 vote.</p>
ACTION ITEMS FOR SEPTEMBER 28, 2009	<p>A. Approval of Human Resources Report for August, 2009</p> <p>The Human Resources Report contains the appointment of one instructional staff member in the Spanish program at South and one plant/custodial employee at North.</p> <p>All appointments are replacements or otherwise within the 2009-10 budget allocations unless noted.</p> <p>Trustee Minturn then discussed adding back personnel that were not allocated in the budget process. He would like to have a better understanding of the source of the revenue, the options available for fulfilling the requirements of the funding, and the reason and justification for adding 11.0 FTE.</p> <p>Trustee Walsh concurred with that request.</p> <p>Mr. Harwood explained the staff that were added from funding sources which include grant money, Federal Stimulus funds and county funding for special education. He explained each category for special education that was allocated funds for the extra staff. Title II funds, class size reduction funds, have also been allocated to the district allowing for one additional staff member. Title I funding has also been made available and is targeted to designated schools based on free and reduced lunch count. This staffing allocation is dictated by the grant and Title I regulations. The Flowthrough funds from the county are non-discretionary funds and can be earmarked only for special education programs that enhance programs that currently exist in the district.</p> <p>Mr. Harwood concluded that the 11 additional FTE's reflect the additional stimulus money as well as the Title II monies from the Federal government, Title I monies, and the additional county funds based on the district's increase of students with autism.</p>

	<p>Trustee Minturn has asked that a report be generated outlining the additional 11 FTE's with their funding sources as explained by Mr. Harwood before the Board votes on the report. Trustees Walsh and Steininger were in agreement with Mr. Minturn. Due to the opening of school in early September, the report will be distributed to the Board within a few days so that it may be voted on and approved before classes begin on September 8th.</p> <p>President Kosinski also requested that the report distributed to Board members explain the additional staff that was added with the funding source for each.</p> <p>B. Approval of Minutes of the Work Session of August 3, 2009, Closed Session Minutes of August 18, 2009 and Regular Meeting Minutes of August 24, 2009</p> <p>The minutes of a special meeting from August 3, 2009, a closed session on August 18, 2009, and a closed session, work session and regular meeting minutes of August 24, 2009 will be available prior to the regular meeting in September, 2009.</p> <p>C. Approval of Tax Levy for 2009-10 School Year</p> <p>The district has not yet received the specific resolution for the tax levy from the district's legal counsel so this item will be distributed to the Board as soon as that rate information becomes available. Mr. Fenton noted that due to the fact that taxes are decreasing, the district does not need to hold a Truth in Taxation Hearing prior to the Board voting on the tax levy in September.</p> <p>D. Approval of Revisions to Board Policy 8310, Public Records</p> <p>The Board of Education has contracted with NEOLA to provide semi-annual updates and revisions based on changes in legislation and court decisions. Recently the Board Policy Committee met with a representative from NEOLA regarding recommendations for policy revision and has reviewed each policy brought forward.</p> <p>From this review, the Policy Committee is proposing additional changes for Board Policy 8310, Public Records and would ask that the Board approve the proposed revision to this policy.</p>
INFORMATION AND DISCUSSION	<p>A. Financial Reports</p> <p>Mr. Fenton said that the customary financial reports for July will be posted on the district webpage including the check register and variable cost reports from the July, 2009 financial activity.</p> <p>B. Class Size/Staff Allocation Report</p> <p>Mr. Fenton said that the enrollment forecast for the general student population</p>

	<p>was 8,141. As of last week, the district was 29 students over that projection. The district is currently anticipating the enrollment count to be approximately 50 students over projection by the start of school on September 8th.</p> <p>C. Updated Financial Benchmark Report</p> <p>Since the state has not yet updated the information for districts, the most recent Financial Benchmarking Report with 2007-08 data was provided. Student enrollment, pupil to teacher ratio, average teacher salary and total instructional salaries per pupil were listed on the first page of the document. Local and state revenue data per pupil was also contained in the document as was total instructional expenditures per pupil, business and administrative expenditures per pupil, operations and maintenance, and total general fund per pupil. The report concluded with millage data from the sinking fund, debt retirement fund, state mandated information, Hold Harmless, total Homestead mills, and Homestead SEV per pupil.</p>
FUTURE MEETINGS	<p>There will be a Work Session on Monday, September 28, 2009 at 6:00 p.m. followed by a Regular Meeting of the Board at 8:00 p.m. in Wicking Library at South High School.</p>
PUBLIC COMMENTS ON NON-ACTION ITEMS	<p>Tom Jakubiec, Grosse Pointe Woods, shared his thoughts about changes to the elementary school schedule to include late starts and early release on Monday.</p> <p>Nancy Nihem, Grosse Pointe Shores, spoke about class size at Trombly.</p> <p>Laura Huebner, Grosse Pointe City, shared her thoughts on school financing.</p>
OTHER COMMENTS FROM BOARD AND SUPERINTENDENT	<p>Board members welcomed Karl Kratz to the Board and thanked all of the candidates running in the November election.</p> <p>Trustee Steininger thanked the Gridiron Club for funding the South football team through the new Entertainment Books that will raise over \$50,000 for athletics. He also said he was glad to see so many attendees at the meeting this evening.</p> <p>Trustee Kratz thanked fellow Board members for appointing him to the Board. He also thanked Mr. Walsh for his informative presentation this evening.</p> <p>Trustee Dindoffer noted that the district is in a difficult and challenging time regarding the budget. She also said that different things are learned in each budget cycle and noted the need for an enrollment variation reserve to cover “hot spots”. She thanked the administration for the ongoing diligence in making sure that resources are allocated as well as possible.</p> <p>Trustee Walsh thanked Mrs. Huebner for her comments on public funding in schools. He said there are many nuances to public school funding which make it challenging to understand.</p>

	<p>Trustee Gafa wished good luck to all of the candidates running in the November election. She noted that she saw the South High School Choir performance and that it was a great show.</p> <p>Trustee Minturn had no comment.</p> <p>Dr. Klein reported that the district summer school program included over 700 students in all levels.</p> <p>Trustee Kosinski thanked Mr. Walsh for the information he presented this evening on the district enrollment and budgeting process. She wished everyone a safe and pleasant Labor Day holiday reminding students that school starts on Tuesday, September 8th.</p>
ADJOURNMENT	<p>There being no further business, President Kosinski adjourned the meeting at 9:41 p.m.</p>

Board Secretary