



**Grosse Pointe Board of Education**  
**Minutes of the Work Session of January 11, 2010**  
**Board Room, Administration Building**  
**389 St. Clair, Grosse Pointe, MI 48230**

**VI. B.**

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| <p><b>MEETING MINUTES</b></p> <p><b>CALL TO ORDER</b></p>               | <p>President Walsh called the meeting to order at 7:19 p.m.</p> <p><b>Board members present:</b> Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh</p> <p><b>Also Present:</b> Superintendent Klein; Assistant Superintendents Allan, Harwood and Fenton; Executive Director Warras</p>  |
| <p><b>DISCUSSION OF BUDGET DEVELOPMENT PARAMETERS FOR 2010-2011</b></p> | <p>President Walsh stated that Board members will develop a resolution of budget parameters to provide a more defined set of guidelines for the budget process for approval on January 25, 2010.</p> <p>Trustee Walsh said that tonight's work session topic, the 2010-11 budget, unfortunately, will create an adverse outcome for some employees, ultimately impacting students and the community. He discussed budget shortfalls for this year and next as well as the loss of foundation revenue per pupil from the state and the increase in the retirement rate for employees. The continued that the primary objective is to vote on the language for the Budget Parameters Resolution with direction to the administration on how to proceed with the budgeting process. Mr. Walsh noted that this exchange, and hopefully Board consensus, will be 'deliberate, democratic and direct' and will result in action on January 25<sup>th</sup> at the regular meeting of the Board.</p> <p>A list of 29 budget line items was presented to the Board for discussion and inclusion in the budget parameters document for a vote. Trustee Walsh asked if Board members wanted any items removed and all Board members agreed on the 29 items for discussion and possible reduction of services.</p> <p><b>#29 - Fund Equity Position</b><br/> Trustee Steininger began the discussion with Item #29 – Fund Equity.</p> <p><b>It was moved by:</b> Trustee Steininger<br/> <b>Supported by:</b> Trustee Dindoffer</p> <p>THAT no fund equity be used for the 2010-11 school year budget. Trustee Dindoffer supported the recommendation of Mr. Steininger that "fund equity not be encumbered in any shape or form for the 2010-11 school year".</p> <p>Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh<br/> Nays: None<br/> <b>Motion carried by a 7 – 0 vote.</b></p> <p><b>#1 – General Education Classroom Assistants</b><br/> Dr. Klein noted that additional materials were distributed to Board members this evening from Mr. Harwood listing classroom assistants and their assignments.</p> <p>Trustee Jakubiec asked if the initiative "Race to the Top" would change how the Board looks at the classroom assistant category and how this legislation might change or enable</p> |

the district. Further discussion of this item continued.

**It was moved:** THAT item #1 remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh  
Nays: None

**Motion carried by a 7 – 0 vote.**

### **#2 – Special Education Classroom Assistants**

After detailed discussion and explanation from Rose Mendola, Co-Director of the Student Services Department, the Board agreed to receive more information on this item as all but 4.0 FTE were variably funded. Trustee Minturn suggested a sources and uses of funds report.

### **#3 – Special Education Teachers**

Rose Mendola also explained the roles of many of the special education teachers and the Board agreed to continue looking at this item.

### **#4 – Speech Therapists**

Of the 18.9 FTE for speech and language impaired teachers, only 10 are not funded from an external source.

**It was moved:** THAT items #2, #3 and #4 continue to remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh  
Nays: None

**Motion carried by a 7 – 0 vote.**

### **#5 – Psychologists**

District psychologists are 10.8 FTE and based on the needs of the building.

Trustee Jakubiec asked about the last time the job descriptions for these positions were updated.

Trustee Steininger asked about the level of safety involved when considering reductions in this area.

**It was moved:** THAT item #5 remain on the list of interest for possible future reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn and Walsh

Nays: Trustee Steininger

**Motion carried by a 6 – 1 vote.**

### **#6 – Social Workers**

District social workers are 9.5 FTE and based on the needs of the building. The Board asked for more information on the role the social workers perform as well as updated job descriptions.

### **#7 – Hall Monitors/Parking Lot Attendants/Non-Musical Paraprofessionals**

Mr. Diver, South High School Principal, addressed the Board on the differences between parking lot attendants at North and South. He noted that North uses a private firm (Ricco Security) for their parking lot security.

Trustee Minturn asked if the function of the student activities directors at North and South could be shared. Mr. Diver replied that it would not be an efficient merge of two jobs into one shared job in two schools as that person's time is spent engaging with

students and parents throughout the day.

**It was moved:** THAT item #7 continue to remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh

Nays: None

**Motion carried by a 7 – 0 vote.**

#### **#8 – Special Education Co-Directors**

#### **#9 – Assistant Superintendent and Executive Director of Curriculum**

Trustee Walsh asked Dr. Klein about the proposal to organize the staff referred to in items #8 and #9. Dr. Klein shared a history of how the positions for special education and the Curriculum Department were developed and evaluated.

Trustee Dindoffer asked Dr. Klein to look for opportunities to affect savings.

Trustee Steininger said that the Board should reserve feedback until receiving Dr. Klein's plan for recommendations in both departments.

Trustee Jakubiec said that he noted some overlap of job responsibilities.

The Board requested a recommended plan before continuing discussion of this item.

#### **#10 – Secretaries**

Trustee Minturn said that from the information presented there appears to be a number of areas of overlap in the school.

Trustees Steininger and Dindoffer were in agreement about creating a secretarial pool.

Trustee Pangborn also noted areas of overlap.

Trustee Jakubiec wanted to know what Information Technology initiatives were being explored to streamline the current tasks that the secretaries and other administrators do so that there could be some efficiencies gained and possible reductions without impacting service provided. He asked for a current initiatives list and requested that new initiatives be looked into.

**It was moved:** THAT item #10 continue to remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh

Nays: None

**Motion carried by a 7 – 0 vote.**

#### **#11 – All Hourly Staff**

Trustee Walsh noted that there was a misunderstanding about what was requested with this item. He would like information on all hourly paid employees for reference and review by the Board.

**It was moved:** THAT item #11 continue to remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh

Nays: None

**Motion carried by a 7 – 0 vote.**

**#12 – Building Administration (Principals and Assistant Principals)**

Trustee Dindoffer noted that this item needs to be looked at and justified with consideration given to reducing assistant principals and athletic directors in the high schools.

Trustee Jakubiec recommended the high school principals submit a report of how they would operate if there was a ‘combining’ of 3 administrators into 2 or even 3 into 2.5 FTE.

**It was moved:** THAT item #12 continue to remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn and Steininger

Nays: Trustee Walsh

**Motion carried by a 6 – 1 vote.**

**#13 – General Education – Class Size Guidelines**

President Walsh asked the Board if they were interested in providing direction that would increase class size.

Dr. Allan commented that some class sizes are subject specific.

Trustee Steininger recommended a couple of auditorium style classes and lecture style classes to allow for an increase in that subject’s class size when and if a class can comfortably ‘lend itself’ to that.

Trustee Pangborn said that the status quo is not right.

Trustee Dindoffer noted that the Board will ultimately have to increase class size (as little as possible, hopefully).

Trustee Jakubiec asked if other high schools are using web base class rooms and, if so, can Board members receive a report of that information.

Trustee Walsh recommended leaving class size as is and not increasing or decreasing.

Trustee Dindoffer said there should be justification of any class under 20 students.

Trustee Jakubiec commented that without changes in the costs, he believes class sizes will have to be increased at some levels.

Trustee Pangborn said that class size in early elementary, K through 3 or 4, should remain small, and class sizes above that could increase.

Trustee Jakubiec agreed with Trustee Pangborn that class sizes in grades K-3 or K-4 should be maintained at the current targets, not increased, to protect those lower grades.

**#16 – Split Class Option**

Trustee Dindoffer asked the administration not to be afraid to look at splits and looping.

**It was moved:** THAT item #16 continue to remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh  
Nays: None

**Motion carried by a 7 – 0 vote.**

**#17 – Special Program Designation**

Mrs. Dindoffer noted that for some of these programs the funding is from a central account

**It was moved:** THAT item #17 continue to remain on the list of interest for future evaluation and possible reductions.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Minturn, Pangborn, Steininger and Walsh  
Nays: None

**Motion carried by a 7 – 0 vote.**

**#18 – Substitute Teacher Costs**

Many classes used tutorial to cover sub costs. Mr. Harwood will provide more information on this area.

**#19 – Teaching Supplies**

Trustee Jakubiec asked how supplies are procured and asked for efficiencies to be found.

**#20 – Capital Expenses – Technology**

There has been a \$195,000 reduction in this item.

**#21 – Repairs and Maintenance**

Trustee Jakubiec suggested using local vendors. Mr. Fenton replied that many of the vendors used are local. Trustee Minturn suggested asking all vendors to reduce their costs by 10%.

**#22 – Athletics EPED**

Trustee Steininger made a motion (to be included in the Budget Parameter Resolution) that the athletic budget be a derivative percentage of the total budget proportionately set in the coming year. Likewise, sports would be reduced at the same percentage. This will keep the fees at the level they are now or, at the very least, in perspective.

**#23 – Non-Athletics EPED**

The same formula should be commensurate with the overall reduction in the budget.

Trustee Gafa noted that she did not hear a formal motion on #22, Athletics EPED and #23, Non-Athletics EPED. Both items were combined in the following vote.

Ayes: Trustees Dindoffer, Jakubiec, Minturn and Steininger  
Nays: Trustees Gafa, Pangborn and Walsh

**Motion carried by a 4 –3 vote.**

**#24 – Athletics Capital Expense Budget**

There is no request for capital expenses for 2010-11.

**#25 – Sharing Back Office Services**

Mr. Walsh would like to see the Grosse Pointe School District as a leader in this area.

**#26 – Fixed percentage allocation to all Extra-Curricular and Co-Curricular Programs**

This was included in the vote taken for item #22.

**#27 and #28 – Health Care Report Analysis and Requests**

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|                        | <p>#27 involves health care contributions by employee bargaining units and other employees and will be explored further by the administration in negotiations.</p> <p>#28 involves plan design changes with health care providers and sub-insurance options for plan design modifications to yield cost reductions. Trustee Minturn will explore savings in this area with Mr. Fenton and Mr. Harwood on stop loss.</p> <p><b>#29 - Fund Equity Position</b></p> <p>This item was already discussed earlier in the meeting.</p> |
| <b>PUBLIC COMMENTS</b> | No one came forward at this time.   |
| <b>ADJOURNMENT</b>     | President Walsh adjourned the meeting at 11:26 p.m.   |

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**Board Secretary**