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**Grosse Pointe Board of Education
Minutes of the Regular Meeting of September 15, 2014
Brownell Middle School MultiPurpose Room
260 Chalfonte, Grosse Pointe Farms, MI 48236**

MEETING MINUTES

I. CALL TO ORDER

President Dindoffer called the regular meeting to order at 7:00 p.m.

Board members present: Trustees Dindoffer, Gafa, Jakubiec, Pangborn, Roeske, Summerfield and Valente

The Pledge of Allegiance was led by Trustee Valente.

Also Present: Superintendent Harwood; Deputy Superintendent Dean

II. APPROVAL OF BOARD AGENDA FOR SEPTEMBER 15, 2014

It was Moved by: Trustee Valente

Supported by: Trustee Summerfield

THAT the Board Agenda for Monday, September 15, 2014 be approved as presented.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Pangborn, Roeske, Summerfield and Valente

Nays: None

Motion carried by a 7 – 0 vote.

III. PUBLIC COMMENTS ON AGENDA ACTION ITEMS

There were no comments at this time.

IV. AGENDA ACTION ITEMS FOR SEPTEMBER 15, 2014

A. Approval of Human Resources Report for September 15, 2014

It was Moved by: Trustee Roeske

Supported by: Trustee Jakubiec

THAT the Board approve the Human Resources Report for September 15, 2014 as presented.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Pangborn, Roeske, Summerfield and Valente

Nays: None

Motion carried by a 7 – 0 vote.

B. Approval of Closed Session and Regular Meeting Minutes of August 25, 2014 and Special Meeting Minutes of August 28, 2014

It was Moved by: Trustee Pangborn

Supported by: Trustee Roeske

THAT the Board approve the minutes of the Closed Session and Regular Meeting Minutes of August 25, 2014 and Special Meeting Minutes of August 28, 2014 as presented.

Ayes: Trustees Dindoffer, Gafa, Jakubiec, Pangborn, Roeske, Summerfield and Valente

Nays: None

Motion carried by a 7 – 0 vote.

V. INFORMATION AND DISCUSSION

A. Presentation of District Annual Education Report for 2013-2014

Superintendent Harwood presented information on the District's Annual Education Report for 2013-2014. Per Board Policy 2700 and Public Act 25, the District must prepare and publicly disseminate the combined P.A. 25 Annual Report and NCLB Report no later than the beginning of each school year to all parents of all students. At each of the GPPSS School Buildings in the beginning of the school year, the administrators are presenting to parents their Annual Education Report (AER) that summarizes the performance and the data indicators from the previous 2013-2014 school year. There is also a District Annual Education Report that needs to be presented to the public per this Board Policy 2700 and per Public Act 25. A presentation of the District Annual Education Report is available on the School District Website at <http://gpschools.schoolwires.net/site/Default.aspx?PageID=388>.

Superintendent Harwood added that all Grosse Pointe Public Schools made Adequate Yearly Progress (AYP).

B. Board Policy (first reading)

- 1. Policy 3362, Anti-Harassment, Professional Staff**
- 2. Policy 4362, Anti-Harassment, Classified Staff**
- 3. Policy 5517, Anti-Harassment, Students**

The Board of Education Policy Committee conducted a meeting on September 11, 2014 to review updated policies. At the GPPSS Board of Education meeting on September 15, 2015, the GPPSS Board conducted a first reading of the three policies and Trustee Roeske addressed those three policies listed above. He noted that Policies 3362 and 4362 are basically identical and are intended to protect staff and their rights and are mandated recommendations based on the Office of Civil Rights statutes. He said that Policy 5517 is different as it pertains to students and is in the process of additional review with legal counsel and will address bullying of students. Actual student bullying is a separate policy, Policy 5517.01.

Dr. Dean shared how the policies are shared with teaching and support staff. He said the most important and pertinent policies are highlighted to staff and links are sent for a more convenient way to view and review their content.

Trustee Roeske acknowledged the hard work of the Policy Committee over the past couple of months.

C. Update on Teacher Evaluation Tools and Process

A Grosse Pointe Public School Teacher Evaluation Overview was provided outlining: various legal mandates regarding teacher evaluations; a teacher evaluation rubric; an evaluation process review; and changes implemented for teacher evaluations for 2014-15. Dr. Dean highlighted information on the new Teacher Evaluation Tools and Process. He said that based on law changes, the district administration formed a 'work group' to ensure compliance with the law, develop and update necessary processes and forms, and create professional development for teachers and administrators regarding teacher evaluation.

Dr. Dean continued with the four phases for on-cycle teachers includes goal setting and assessment selection, announced observation, unannounced observation and final conference and summative evaluation. Factoring in student growth usage in teacher evaluations includes a minimum of 2 student growth assessments which focus on higher order thinking skills or information analysis and will account for 25% of the overall evaluation. Dr. Dean responded to Board questions relating to the process and the ability to fulfill the objectives by saying that he feels the district is adhering to changes in the law and heading in the right direction.

D. District Technology Update

The following information on the status of major technology projects was highlighted by Dr. Harwood and Mr. Woloszyn:

- 1) Microsoft Windows 7 operating system implemented for 5,000 desktop and laptop computers
- 2) 3,000 Hewlett-Packard desktop computers and 215 Dell laptop computers acquired by lease and installed for the start of the school
- 3) The District is working on the installation of Wi-Fi equipment in all buildings with 100 of the 225 wireless access points needed to complete the project installed. This project should be completed by December, 2014.
- 4) 87 Toshiba copiers installed - New print management software called PaperCut also installed that allows access to copiers with an employee ID badge.
- 5) Wiring projects in process:
 - a. Parcels room 130 and computer lab 136 complete
 - b. Computer lab room 300 at Maire in process
 - c. Bids have been received for lab wiring projects at Brownell, Poupard and Trombly
 - d. Bid specifications for major re-wire projects at Monteith and South High School in process
- 6) Server and infrastructure upgrades completed:
 - a. MiStar (Zangle) server
 - b. CISCO voice mail server
 - c. Community Campus server
 - d. Virtual server software upgrade and new storage array
 - e. Emergency replacement of Maire building server
 - f. Core network switch replacements at Ferry, Mason, Poupard and Parcels.
- 7) Upgrade of district website by hosting vendor include:
 - a. New responsive format for viewing on mobile devices
 - b. Smart phone application
 - c. Video hosting application

Funding for the projects listed will be coming from the sinking fund.

E. Monthly Superintendent Goals Update

Superintendent Harwood shared that the Superintendent Goals were presented and approved at the August 25, 2014 regular meeting of the Board. As an addendum to the goals, a Planning Activity Sheet by Month was established that outlined the Activity and the Required Reports/Venue for Reporting to the Board. On a monthly basis, the Superintendent will provide to the GPPSS Board of Education an update on the status of the activities and reporting. A report was provided to Board members with a summary of the status of those activities and reporting for the months of August and September.

F. Superintendent Evaluation Instrument for 2014-2015

In November, 2012, Board Policy 1240 was revised and adopted stating that: The Board and the Superintendent, jointly, shall, at the outset of each evaluation period, agree upon the method and instrument by which the evaluation shall be conducted. Unless an alternative instrument for evaluation is agreed upon or if no new agreement is reached, the method used during the previous evaluation shall continue to be used. Each member of the Board must be afforded the opportunity to participate in the process which may include:

1. The Superintendent's own self-analysis of the current status of the District;
2. Evaluation interviews between the Board and Superintendent during which no other business is discussed;

3. A rubric by which the superintendent's fulfillment of job responsibilities and contribution toward the district's achievement of its goals may be evaluated.

During the 2013-2014 school year, an Interim and Summative Evaluation of the Superintendent took place using the School Advanced Administrative Evaluation System (produced by MASA, Reeves and McNeill, 2012). Board members reviewed the use of a rubric instrument and the previous implementation of the MASA School Advanced Administrative Evaluation System. An interim evaluation of the Superintendent is scheduled to occur in the first weeks of December, 2014.

G. Student Enrollment Update

Student enrollment by grade level was provided to the Board this evening. The projected enrollment numbers were 8,322. As of September 11, 2014 the district had 8,250, 72 students short of projection. As of today, the district has 8,260 students which is an increase of 10 more students. Kindergarten and first grade are lower than anticipated. The district will investigate the reasons for the decline.

H. November 4th Millage Election

Superintendent Harwood said that a PowerPoint is available on the district website and will highlight important facts about the millage. He shared that both millage proposals are renewals and reflect current tax levels. Ballot language requires the word "increase" on the ballot language even though both the Homestead and Hold Harmless millages are renewals. All funds will stay in the district and reflect 25% of the budget's current revenue stream. He encouraged everyone to vote on November 4th.

VI. PUBLIC COMMENTS ON NON-ACTION ITEMS

Cynthia Sohn, Grosse Pointe, shared her thoughts on the upcoming millage and getting more information out to the community. (3:11:24)

Laura Mikesell, Grosse Pointe Education Association President, shared positive public comments about Grosse Pointe North High School staff and their outstanding "quick thinking" and professionalism during a recent evacuation. (3:13:56)

Ahmed Ismail, Grosse Pointe Woods, spoke about the policies discussed this evening relating to harassment of staff and students. He also said that staff morale should be a part of the Superintendent's evaluation. Mr. Ismail also addressed information about the millages that he feels has not yet been provided throughout the community. (3:15:29)

VII. FUTURE MEETINGS

Regular Meeting of the Board, Monday, September 22, 2014, 7:00 p.m., Brownell Multipurpose Room

VIII. OTHER COMMENTS FROM BOARD MEMBERS AND SUPERINTENDENT

Trustee Valente encouraged everyone to support the millages emphasizing their importance to the operation of the school district and impact on the community. She also addressed the upcoming election for school board members.

Trustee Jakubiec wished everyone at Brownell the best of luck with their "Tin Can" fundraiser. He said that the upcoming millage renewals are about making sure that the district can continue to do what they are doing now. He asked everyone to learn about the facts of the millages and remember to vote.

Trustee Pangborn said she is happy to speak to any group about the upcoming millage proposals and their importance to the community.

Trustee Summerfield thanked Mrs. Sohn for her comments this evening and appreciates those who are out in the community supporting the millage.

Trustee Gafa addressed the EAA letter that went to Grosse Pointe Public School students two days before school started in an effort to persuade students to attend their schools. On another note, she too was grateful to those who were out in the community promoting the millage proposals. She thanked the Policy Committee for their hard work over the past few months. Mrs. Gafa reminded the community about the North/south tailgate event on September 26, encouraging everyone who can to attend the festivities.

Trustee Roeske also addressed the EAA letter that was received by Grosse Pointe Public School families. He thanked the Superintendent and GPEA members for the invitation to attend the opening Back to School breakfast for all staff at North High School. Mr. Roeske also addressed the upcoming millage proposals and the importance of every resident being educated on the facts and voting in November.

Superintendent Harwood said that the district will continue to get information out to the community on the millages. He shared that there are two bulk mailings that went out today to every home in the district with information on those millages. He echoed Mrs. Mikesell's comments about the North High School staff and their level of professionalism and how they graciously dealt with a number of incidents that recently occurred. Dr. Harwood also shared information about a Grosse Pointe magazine article that highlighted the use of the F.A.S.T. Reading Program in Grosse Pointe Public Schools and how it has changed the lives of many students that have had the opportunity to be part of that program. He thanked the Grosse Pointe Foundation for Public Education for their continued support of the F.A.S.T. program in the Grosse Pointe Public Schools.

President Dindoffer said that she enjoyed being part of the Welcome Back for staff on August 27 at North High School sharing that she thought it was "electric" and very well attended by enthusiastic staff. She added that it was extremely well done by all who planned the event. Mrs. Dindoffer also weighed in on the importance of the upcoming millages and how it will impact everyone from students to staff as well as community members. She noted that the community has always been very supportive of the school district and she is confident that as everyone gets the word out about the importance of this millage, the community will respond.

IX. ADJOURNMENT

President Dindoffer adjourned the regular meeting at 10:30 p.m.

Judy Gafa, Board Secretary