

REGULAR MEETING MINUTES – BOARD OF EDUCATION
 REDFORD UNION SCHOOLS, DISTRICT NO. 1
 April 9, 2018

Regular Meeting
 4/9/2018

A Regular meeting of the Redford Union Board of Education was held April 9, 2018, 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 (Late 7:44 PM), Graham, Gubachy, Kurland, and Pridemore
 Absent: Caloia and 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

President Kurland greeted everyone a Happy Passover and Happy Easter.

Superintendent's
 Remarks

Assistant Superintendent Greg McIntyre said that the district had taken on an effort to get more involved in Redford Township Community and they have already been involved in several events throughout the year. He said that the next event would be Rescue the Rouge, (First Phase), on Saturday, April 21, 2018, from 9:00 AM – 12:00 PM at the Lower Valley park area (Kinloch and Grove). They will plant shrubs, flowers, and wildflowers in the effort to get the Rouge better prepared. The second phase will be in May, and that would be to clean up the Rouge. He said eventually they want to start canoeing so the park would require a lot of cleanup. As a reminder, he sent out an email on April 9th and asked for a response from anyone interested in helping so he could get a headcount.

It was moved by Member Pridemore, seconded by Member Graham to adopt the agenda of April 9, 2018, Regular Board Meeting as presented.

Adoption of
 Agenda as presented

Yes: 4 No: 0 Motion: Carried

Regular Board Meeting: 4/9/18

Mr. Andy Christopherson, Principal of Hilbert Middle School, gave a presentation on the Hilbert National History Day Competition State Finalists. He said locally; the competition was supported by Wayne RESA (Social Studies Consultant David Hales). He said each year 20-30 8th-graders enter the competition. The students have a choice to deliver their projects in the form of a paper, documentary, website, live drama, or an exhibit. During the March 3rd school competition, the students presented their projects to a panel of Wayne RESA judges. The winners progressed to a regional competition. The following Hilbert teacher and students advanced to the State qualifier which is scheduled for April 28th:

Presentations
Hilbert History Day
State Finalists
Students: Dylan
Albright, Luke
Householder, Abby
Sitarski, Justus Moore,
Vivica Addrow, Aliya
Vaghy and Mia Fields

Dan Behen, Teacher and students; Dylan Albright, Luke Householder, Abby Sitarski, Justus Moore, Vivica Addrow, Aliya Vaghy and Mia Fields.

Principal Christopherson said that the competition embodies what the district is trying to do with student centeredness and engagement. He said if the students win at the State competition they will progress to the National level in Washington DC. He said last year Hilbert had one student (Dan Vinson) that made it to the National Competition as a finalist and he is now a 9th-grader at Redford Union High School.

A PowerPoint was shown.

Superintendent Shiver said she would like to have Hilbert teacher Dan Behen and the students attend the May 14th Board meeting to share their April 28th experiences whether they progressed or not.

The Board thanked Principal Christopherson.

Janice Pohl, Hearing Impaired Teacher Consultant at B-Beck, presented on behalf of Carol La Pointe, Director of Student Services. Ms. Pohl said that the Michigan Council for Exceptional Children is a national organization and every year they are usually in Grand Rapids the first week of May. Ms. Pohl introduced Rachel Bowden, Hilbert Middle School student who won the Poster Contest. Her Classroom teacher is Ms. Kristine Karpinski, and her Art teacher is Mrs. Pam Wheeler.

Michigan Council for
Exceptional Children
Redford Union
Award Winners:
Hilbert Creations,
Entrepreneurial
Classroom Award, Mir.
Joseph DeMarsh
teacher, Estes Smith,
and Scott Dewar,
students, Mrs. Smith,
parent.
Poster Contest
Recognition – Rachel
Bowden, Hilbert
Middle School student,
Ms. Kristine Karpinski,
classroom teacher,
Mrs. Wheeler, Art
teacher.

Mr. Joseph DeMarsh, ASD Teacher at Hilbert also presented on the Michigan Council for Exceptional Children. He said that there were two poster winners from Wayne County. Mr. DeMarsh thanked the Board for allowing him to participate in the Michigan Council for Exceptional Children. He attends monthly meetings, and he supports the college students that are going to be teachers. He is a College Board Advisor. He is also the representative to the assembly which means he represents all of Michigan Special Educators at the national level.

Mr. DeMarsh said Hilbert Creations won the Entrepreneurial Classroom Award. The winners were Estes Smith and Scott Dewar; parent Mrs. Smith also attended the event. Mr. DeMarsh is their teacher. They created retractable ID badge holders. He gave an ID badge holder to each Board member and the Executive Administration.

Mr. DeMarsh showed a YouTube video, and he passed around the posters and the award. He also gave the Superintendent/Board a poster to keep.

Mr. DeMarsh introduced parent Mrs. Latasha Smith to share her perspective as a parent and being part of the conference/event.

Ms. Smith said it was amazing the way everything was set up. The students did it mostly by themselves with support. It was nice to see the students interact and to know that they can possibly make some money as entrepreneurs. She and her son enjoyed meeting Holly Robinson Peete. She said you have to be realistic; the students may not attend college, so you have to set them up for success in the world. Ms. Smith said she would love to see this continue. April is Autism Awareness Month, and it would be nice if the District could do something to celebrate it once a week in April.

The Board thanked Ms. Smith.

Ms. Kristine Karpinski, Hearing Impaired Teacher, and Rachel's teacher spoke. She said that Rachel had been a part of the district since she was age 2 ½. She will not be attending RUHS because she will be returning to Franklin High School in Livonia, MI. She said Rachel is very bright and that she has been mainstreamed for almost every subject. She said Ms. Pam Wheeler had been Rachel's Art teacher during most of Rachel's time in RU.

Ms. Pam Wheeler, Art Teacher, spoke about Rachel. She said Rachel is very creative and that she has learned to express herself with her art. Rachel is also good at copying masterworks. Ms. Wheeler said when Mr. DeMarsh mentioned the Council for Exceptional Children contest, she knew whom she would nominate, and that was Rachel. Ms. Wheeler said she gave Rachel the directions and the guidelines and a piece of paper and Rachael created the poster all on her own. Ms. Wheeler said that she was exceptionally proud of Rachel, she has been a wonderful student and she will miss Rachel.

The Board thanked Ms. Karpinski and Ms. Wheeler.

Superintendent Shivers presented on the Strategic Plan. A handout was provided, and a PowerPoint was shown. Year 1 Renewal - Goal areas for Year 2 are: Academics, Communication/Engagement, Operations/Technology, Personnel/Leadership and Culture/Environment.

Strategic Plan
Presentation

The district is officially a candidacy school for the MYP Program starting at Hilbert and going to the High School which is a huge accomplishment.

Superintendent Shivers mentioned the district's Professional Development (PD) days that were lost due to inclement weather in December and a bomb threat in March. She said Terry Arriola, Business Office Staff Assistant who works with Pupil Accounting went to the State to find out if the Superintendent can get a fraction of a PD Day. She said as soon as the District had the second issue she immediately got on the phone with Chris Wigent, Michigan Association of School Administrators to lobby on behalf of Redford Union and all districts that were experiencing the same issue. If any threats or issues occur during

testing, the districts would not be penalized for SAT testing or MDE. The state agreed that the districts would not be penalized and that they would work and that the State would work with the districts if they have to shut down for any reason.

Superintendent Shivers said that she was working on May 11th as a full PD day.

The third week of April, Jason Maples and Randall Taylor, Restorative Practices trainers will train the building teams. The year will end with Beech, Hilbert and Stuckey EDT being trained. Superintendent Shivers is working on getting MacGowan, High School and Stuckey ADT trained.

Assist Superintendent of Business Services Greg McIntyre reported on Security Cameras Solutions. The district put out a Request for Proposal (RFP) for a Tech Consultant. Barton Malow was selected. The district is in the process of creating a contract with Barton Malow. The project will start around mid-summer. The cost will be between \$500,000 - \$600,000 and will be paid out of the enhancement millage.

Assist Superintendent McIntyre reported on All Covered. From August 2017 through January 2018 a total of 1,005 tickets have been submitted, and 991 has been resolved. Positive feedback from the staff surveys has been received.

He also reported on Durham Bus Tracker. As of a 1 ½ months ago, a total of 67 people have prescribed to using the app.

Kim Crenshaw, Director of Instructional Technology, said there were about 20 something work-orders open, and those are all waiting on parts. She said they had deployed 472 Chromebooks this year. There are 230 iPads out in the district. ESparks have been implemented at MacGowan and Beech. They are also working on purging broken equipment.

Assist Superintendent McIntyre also reported on the pavement projects. There is a plan to address the parking lots and porches with the enhancement millage funds.

He also reported on the District's finances.

Superintendent Shivers spoke on the importance of accurate data entry upon Registration. A meeting was held to discuss the registration process and a way to improve the process. The meeting attendees included Superintendent Shivers, Assist Supt McIntyre, Assist Supt Ward, RUHS Principal Judy Nachman, Assist Principal Mike Humitz, RUHS Dean of Students Mike Taylor, Academic Coordinator Beatrice Benjamin, Registrant Linda Michael and Pupil Accountant Terry Arriola. After the meeting Director Crenshaw and Assist Principal Humitz did their research and found out that Plymouth-Canton School district's registration was digitalized through Wayne RESA. So, they contacted Wayne RESA to have RU's registration process digitalized as well. The new process will start with School of Choice enrollment through the summer and will be fully digitalized by Fall 2018.

Assist Superintendent of Human Resources Ron Ward reported on the Personnel Educator Evaluation Process. They have a committee that has been working the last two years on the evaluation process. Teachers and building administrators have looked at the two major

components of educator evaluation (the observation piece). For teachers, it is based on Charlotte Danielson model and student growth (testing). The Charlotte Danielson model is one of the models approved by the State of Michigan for the Observation part. Charlotte Danielson is a former teacher who developed a systemic model for evaluation. There are four basic domains, and each is a component that makes up the domains. The four domains are instruction, classroom management, professionalism, and planning. Each is tied into the district's rating requirements of highly effective, effective and minimally effective or ineffective. This is 75 % of the evaluation process, and the other 25% is based on student growth and data (objective testing and student growth). They have worked this year and is still in the process of working with the guidance of Linda Kell, Wayne RESA. The next meeting is April 23rd to lead them through the student growth and data process. This will be 40% of the evaluation next year and after.

Assist Supt Ward said that the team has worked with Frontline on getting the information uploaded for next year so the communications can be instantaneously between teachers and administrators. Teachers can upload portfolio information that they may want to share as well.

Assist Superintendent Ward said that Jennifer Romer, a senior student at Baker College has been working with him as an intern in Human Resources since January 2018. She has a focus in Human Resources. She has been working on an employee handbook for the 2018-2019 school year. She has taken the new policies that are being developed, and she has looked at collective bargaining agreements. He said Jennifer has taken on the initiative to draft the handbook and he will be meeting with her on April 12th to go review version 8. The employee handbook will address all employees and will be specific to addressing each position in the district.

Assist Superintendent Ward will also be attending some upcoming recruitments/staffing events. He will be sending out an email to the building's administrators to invite one or two to attend a couple of the events with him.

Superintendent Shivers spoke on Communication/Community. She said they would continue to do the surveys as it relates to the district's Strategic Plan to get concrete data from Redford Community.

None.

Board Secretary
Communications

None.

Assistant
Superintendent of
Office of Business
Services
Greg McIntyre

Assist Superintendent Ward reported that Susan Shelton, Principal of Beech Elementary is retiring from the district at the end of the school year.

Assistant
Superintendent of
Office of Human
Resources/Labor
Relations

He also suggested that a Human Resource committee meeting is scheduled in May to go over the process. He mentioned that the Band Director position had been posted. At the meeting, he will be able to provide the committee with more information about the staffing needs due to other retirements. The Human Resource meeting was scheduled for May 14th at 6:00 PM (right before the Regular Board Meeting at 7:30 PM).

Building / Facilities: None.

Administrative
Committee Reports

Personnel / Policy Committee: None.

Finance Committee: None.

Curriculum / Achievement Committee: None

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

Consent Agenda
as amended

The Consent Agenda consisted of the following:

Waive the reading and approve March 12, 2018, Special Meeting minutes of the Redford Union Board of Education, as presented.

Special Meeting
minutes of
March 12, 2018, as
presented

Waive the reading and approve March 12, 2018, Regular Meeting minutes of the Redford Union Board of Education, as presented.

Regular Meeting
minutes of
March 12, 2018, as
presented

Waive the reading and approve March 26, 2018, Special Meeting minutes of the Redford Union Board of Education, as presented.

Special Meeting
minutes of
March 26, 2018, as
presented

Recommend payment of \$1,214,559.87 for checks dated 3/7/2018 to 3/29/2018.

Disposition of Checks
March 29, 2018

Approve electronic transfers for the month of March 2018 in the amount of \$3,964,644.09.

Electronic Transfers
March 2018

Approve New Hire: Certified: requests as listed below:

1. Krystal Lewis/School Social Worker/Beech Elementary/Effective 3/8/2018

Krystal Amanda

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

1. Amanda Marable/Secretary/Hilbert Middle School/Effective 3/6/2018

Marable Lewis

Regular Board Meeting: 4/9/18

Approve LEAVE REQUESTS: as listed below:

- | | |
|---|-----------------|
| 1. Pam Thompson/Secretary/Beech Elementary/Effective 2/3/2018 | Pam Thompson |
| 2. Suzette Johnson/Teacher/MacGowan Elementary/Effective 2/5/2018 | Suzette Johnson |
| 3. Barbara Agar/Teacher/MacGowan Elementary/Effective 2/14/2018 | Barbara Agar |
| 4. Debra Zivian/Hi Teacher Consultant/Beck Center/Effective 3/28/2018 | Debra Zivian |
| 5. Jill Burch/Teacher/Hilbert Middle School/Effective 4/9/2018 | Jill Burch |

Approve SEPARATIONS: requests as listed below:

- | | |
|--|------------------|
| 1. Dr. Sandra Adams/School Psychologist/Retirement/Effective 6/30/2018 | Dr. Sandra Adams |
| 2. Sarah Hanson/Secretary/Hilbert/Resignation/Effective 3/9/2018 | Sarah Hanson |
| 3. Susan Shelton/Principal/Beech Elementary/Retirement/Effective 6/30/2018 | Susan Shelton |

The Board congratulated Ms. Shelton on her retirement.

Yes: 5 No: 0 Motion: Carried as amended

Superintendent said she would send the updated data to the Board members once it has been corrected or she will report on March and April updated data at the May 14th Regular Board meeting. Due to the recent school issues; bomb threat, the potential gas leak, and the closing of schools the March Attendance Data was incorrect, and therefore it was not reported at the April 9th Board meeting.

Academic Highlights:
Student Monthly Data
Update

Action Items

It was moved by Member Gubachy and seconded by Member Pridemore that the Board of Education at the recommendation of Chuck Martin, Director of Facilities and Transportation, approve the Smart Lighting Bid in the amount of \$114,900.00.

District Wide
Emergency Ballast
Replacement – Wakely
Project #171743

There were questions and answers.

Yes: 5 No: 0. Motion: Carried.

It was moved by Member Gubachy and seconded by Member Graham that the Board of Education at the recommendation of Greg R. McIntyre, Assistant Superintendent of Business Services, approved the architect and design contract to Wakely Associates Incorporated. Contract not to exceed \$50,000.

Redford Union High
School Kitchen and
Serving Line
Renovations

Yes: 5 No: 0. Motion: Carried

It was moved by Member Gubachy and seconded by Member Doby that the Board of Education adopt the updates and amendments to the Board of Education Bylaws and Policies that were approved for second reading on March 26, 2018, as amended.

Board Bylaws and
Policies

Assist Superintendent Ward provided the board with the Summary of the Changes. He had reviewed the documentation, and all the changes that the Board requested were made.

ROLL CALL

S. Caloia: ABS; C. Doby: Yes; T. Graham: Yes; L. Gubachy: Yes; P. Isabell: ABS;
J. Kurland: Yes; E. Pridemore: Yes Yes: 5 No: 0 Motion: Carried as Amended

Assist Superintendent Ward will have the final Board Bylaws and Policies online as soon as possible.

President Kurland asked that the document be emailed to all Board members to review before it is put online.

None.

Items Removed from
Consent Agenda

None.

Call to the Audience
on Agenda Items

Board Treasure Pridemore provided dates for some upcoming events: Music Department (Marching Band) Canister Drive is April 14, 2018, between 9:00 AM – 3:00 PM.
The Madrigal Chorale State Competition is April 20th and 21st.
The Madrigal Cabaret may still be on the schedule.

Board of Education
Communication/
Discussion

Member Doby gave an update on the writer's project that she mentioned at the last board meeting. She said called an organization named "Inside-Out" which is a location in Detroit and she spoke to them about an idea of doing a Redford Union District Poet Laureate or a Redford Township Poet Laureate with the Library. She said that they were excited about the idea of Redford Union working with them. She received a lot of information about their upcoming Youth Poetry Festival, Writer's and Residence Program which are grades 2-12. Member Doby said she sent the information to Superintendent Shivers. She will follow up with the Organization to let them know that due to the districts' faculty changes that the district is not in a position to pursue it this year, but there is interest for maybe next year.

Member Doby mentioned that she shared information with Assist Superintendent McIntyre about an organization in Detroit called EcoWorks that have received money to help public institutions reduce their energy and water cost which are free services.

Assist Superintendent McIntyre stated that Chuck Martin, Director of Facilities had already started that process.

She also spoke on Scholarships for the Michigan State University Summer Jazz Camps. The camps are for middle school students through High School. It is negotiated between the school, Michigan State University, and the families. It is 100% tuition remission. Some require an audition, and it is not fully subscribed.

President Kurland spoke on the future special meeting dates. She said that the April 23rd Special meeting would be canceled.

She also mentioned the candidate forum. The Redford Township Clerk's Office was not providing correct information to potential candidates. She said that the deadline is in June for the potential candidate to have their information submitted and to be certified.

President Kurland suggested that there be some communication with the parent club presidents (through Superintendent Shivers and the Principals) to make sure that the parents get the information. If she does not hear back from the Township Clerk's Office by Wednesday, April 11th, then they will go to the Clerk's Office to have a formal meeting with Mr. Christie, Clerk.

Redford Union Board of Education will have a Candidate Forum "Becoming A Candidate for RU School Board" on May 14, 2018, at 6:45 PM (right before the Regular Scheduled Board Meeting at 7:30 PM). Information about the RU Candidate Forum will be sent to the Redford Connection and the Redford Sentinel also it will be posted to Facebook.

Monday, May 14, 2018 – Regular Meeting – 7:30 PM
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240
Monday, June 11, 2018 – Regular Meeting – 7:30 PM
Board of Education Administrative Office, 17715 Brady Street, Redford, MI 48240

Future Meetings Dates

It was moved by Member Pridemore, seconded by Member Graham to adjourn the Meeting at 9:19 PM.

Adjournment

Yes: 5 No: 0. Motion: Carried.

Respectfully Submitted,

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