



REGULAR BOARD MEETING

City Council Chambers

14400 Dix Toledo, Southgate, MI 48195

**BOARD OF
EDUCATION**

PRESIDENT

JASON CRAIG

DATE: February 27, 2018 -7:00 p.m.

VICE PRESIDENT

TIMOTHY O. ESTHEIMER

BOARD MEMBERS PRESENT: Craig, Estheimer, Freitas, Green, Kupser, Pomponio, Mossop

SECRETARY

DR. DARLENE L. POMPONIO

BOARD MEMBERS EXCUSED:

BOARD MEMBERS UNEXCUSED:

TREASURER

JASON R. KUPSER

ADMINISTRATION PRESENT: Pastor, Baker-Herring, McLachlan, Morin

ADMINISTRATION EXCUSED:

TRUSTEES

NEIL J. FREITAS
ANDREW A. GREEN
REBECCA MOSSOP

The Pledge of Allegiance was recited.

Mr. Craig read the District Mission and Vision Statements.

REVISIONS/APPROVAL OF AGENDA:

2017/18-112 It was moved by Dr. Pomponio supported by Mr. Kupser, the board approve the February 27, 2018 Regular Board Meeting Agenda.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio

NO:

ADMINISTRATION

SUPERINTENDENT

JILL M. PASTOR

CITIZENS COMMENTS ON DISCUSSION OR ACTION ITEMS

None

PRESENTATIONS

None

BUSINESS AND FINANCE

DIRECTOR

THERESA MCLACHLAN, C.P.A.

STUDENT GOVERNMENT REPRESENTATIVES

Cyber Club- Luke Bunge-Tech in the Southgate Community Schools Technology Department is the Club Advisor for Cyber Club, a new club at AHS. Students came together to participate in the Merit Cyber Challenge; a weeklong challenge based on various questions to be answered each day. After the challenge the students initiated the club process, received approval and then training began for Cyber Patriot. This is a year-long national competition. The group applied for and were awarded a state grant. This grant was used to purchase materials and computers which furthered their training. A school-wide website building competition was held. The students placed second, out of 20 teams, in the state for their division in Cyber Patriot.

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

DR. MICHELLE BAKER-HERRING

DIRECTOR OF

HUMAN RESOURCES

GERARD L. MORIN

Timothy Gayney, club member, discussed one of the area of focus; system administration, which includes computer building, operating systems and networking.

Jacob Hess, club member, thanked the board for the opportunity to speak about the club. Cyber Club joined an international program called Hack Club which provides resources that allows them to communicate together and learn coding. "Raspberry Pis" were purchased with the grant. These allow the students to design different things from face recognition to homemade arcade style programs.

Hack Club provides access for free website storage called Cloud 9, all files can be shared as a group in one central file. A school wide website building competition was held, Terry Eversole won and received a "Raspberry Pi". These are small computers which are similar to a mother board which USB's, Ethernet, HDMI cords can be plugged into. Projects can be placed on this computer; facial recognition, retro-pi gaming's and various other projects.

Kaitlin Bowen, club member, spoke on the cyber security aspect of the club. The three types of hacking are; white, black and gray hat. The white hats are referred to as ethical hackers which is what the club strives to be. The Cyber Patriot competition comprises of securing virtual machines, working with both the Linux and Windows operating systems to secure them. Packet tracers were also created by the students to see where things are travelling on the network. Students are working with Kali Linux which is an operating system specifically for hackers, they practice on this to see what happens without cyber-security.

Luke Bunge explained that Cyber Patriot is a year-long competition. The club got a really late start by starting in October. Most of the teams in the nation started in March or June. Each month there is a round that is participated in. It is a six hour competition which includes; three virtual machines needing to be secured, a 30 question quiz and a packet tracer which is at the network engineer level of difficulty. This was done three times, round one, round two and the state round. From starting in October until now they beat 18 other teams in the state. The students learned a lot in a short amount of time.

He concluded with looking toward the future of the club; continue to teach and learn how to hack ethically which can expose vulnerabilities in a system in order to fix, reach out to new students and spread the word, give students the resources and skill to teach themselves.

COMMITTEE REPORTS

Policy-Dr. Pomponio-meeting dates have to be set up.

Finance-Mr. Kupser-the meeting for tomorrow will be rescheduled.

All committees hold open meetings at Southgate's board offices or other location that will be posted. Dates of meetings, committee members, agendas and minutes are posted on the web page.

DISCUSSION

Finance- Theresa McLachlan reviewed the ORS 3% refund. Current, active employees' refunds were processed and transmitted today and everyone will receive their funds by direct deposit. There were differences in the file received from ORS, it was sent to RESA for enhancement. That was reviewed with our payroll records. She explained the discrepancies that were found and stated all employees will be made whole with the amount that was deducted from their pay. Payments to inactive, retired or deceased employees will be made March 16. Letters were sent to employees or surviving family members with a form needing to be completed asking for the most current information. This form needs to be returned to Central Office. It needs to be notarized, we provide that service at no charge to those employees needing it. Checks will be issued based on the forms that are returned. This has been a lot of work from the state level down to the district and she appreciates everyone's cooperation and patience. Next of kin will be contacted for those deceased employees and we will follow the State of Michigan law as far as their beneficiary. Deceased individuals are not run through payroll, they are run through accounts payable. Name, address and social security number of the beneficiary will be required. For employees who do not turn in a form or it comes back undeliverable, we will hold it for one year. We will follow the states process, the sheets property, any unclaimed property will be turned over to the State of Michigan a year from now. Ms. McLachlan will announce that one year from now.

Employee Severance Plan general information meeting was held this afternoon. EPC began with the individual counseling sessions today and they will run through Friday. Employees have 45 days to make a decision. Day one is today, day 45 will be April 13. After April 13th they have seven days to revoke their election.

Seven transportation RFP's were sent out, two were received. Plante Moran facilitated the opening. They will thoroughly go through the bids and do follow up questions. Interview meetings will be held Monday, March 26, 2018. Plante Moran followed up with the companies that did not submit bids.

Curriculum-Dr. Baker- Middle School ELA curriculum recommendation has concluded. She asked the board how they would like this to come to them for action, it will go to work session first. The Middle School Science Department continues to work toward gaining access to the demo units for sampling material from Amplify Science, Stemscopes and Elevate Learning.

MiPhy surveys for the Middle and High School have been completed and the data is currently being compiled. Panorama Social and Emotional Learning surveys were completed by the Middle and High School this month. All levels across the district have now reported out in the five topics; grit, self-management, growth mindset, social awareness, and self-efficacy. The data is being utilized by the Instruction Leadership and Data Team to plan for our next steps as a district.

Monday, March 12 at 6:00 p.m., Southgate Community Schools is hosting a parent and staff workshop on Growth Mindset presented by Connie Hamilton at Wayne County Community College-Downriver Campus in the Ray Mix Room. The flyer with the registration was shared on the Superintendent Facebook page, spots are limited, early registration is required.

Transitional Kindergarten Program will have a name change. In an effort to provide clarity to parents and consistency with other districts downriver, it will be called Young Fives Program. There was confusion because Transitional Kindergarten mentioned Kindergarten in the title and some thought that student would be going on to first grade the next year. Changing the name will address this confusion. The information will be shared with parents at the common Kindergarten Round-up at Davidson Middle School Auditorium, March 21 at 6:00 p.m.

Ms. Pastor, Ms. Stewart-AHS counselor and Dr. Baker-Herring attended the Getting Started Workshop for Early Middle College Programs last Friday. The intention is to share the proposal for and Early Middle College Program at AHS at an upcoming board meeting. The documents required to be sent to the MDE for the application are still being finalized. This will come to the board as a work session item.

Superintendent- Ms. Pastor thanked the Southgate Police Department for their presence at, in, or near our schools. Officers regularly visit schools during entry and/or dismissal. She asked parents not to assume that something "bad" is happening just because a police vehicle is seen in one of our parking lots.

School Districts are struggling with a variety of attempts to disrupt learning. Some students might want to create turmoil. We are monitoring student behavior and will continue to investigate all situations that may be deemed a threat to the safety of our students. School threats are a felony.

She encouraged parents to discuss the seriousness of this issue, and the possible ramifications of posting anything on social media that may be deemed threatening.

Ms. Pastor attended AHS production, "You're a Good Man Charlie Brown" and encouraged everyone to attend. The installation of the new curtains, sound and lighting system have further enhanced the performance for the audience.

School of Choice Kindergarten registration begins Thursday, March 1, 2018 through Thursday, March 15, 2018.

Ms. Pastor personally thanked Curriculum Secretary, Karen Anderson, for her friendship, dedication, reliability, integrity, perseverance, loyalty, honesty and respectfulness as she retires this June after 25 years of service to the district. Ms. Anderson was hired as a paraprofessional in 1993 after subbing for 4 years. In 2002 she became an administrative assistant. On April 22, 2013, Ms. Anderson began working for Ms. Pastor, who was the Curriculum Director at that time. Ms. Pastor commented that Ms. Anderson will be missed.

The JROTC has a competition Saturday, March 3rd and John Glenn High School. Winter sports update from Mr. Pinkowski; Ryan Cacicedo, Alec Balogh, Logan Palshan and Issac Stench members of the Varsity Wrestling Team, qualified for the MHSAA Individual State Finals being held at Ford Field. Varsity Competitive Cheer placed 2nd in the MHSAA Districts and third in MHSAA Regionals to advance to the MHSAA State Finals in Grand Rapids. The Bowling Team had a productive season and narrowly missed the cut to advance to the State Finals. Varsity Girls Basketball MHSAA District game against Wyandotte is tomorrow at 7:00 p.m. Varsity Hockey plays Gabriel Richard in the MHSAA pre-regional tomorrow. Boys Varsity Basketball begins MHSAA District play on Wednesday March 7, opponent to be determined. There is great pride for all Anderson High School Athletes, programs and activities.

CITIZENS COMMENTS

None

CONSENT

2017/18-113 It was moved by Mr. Estheimer supported by Mr. Kupser, the board approve the February 13, 2018 Closed Session and Regular Board Meeting minutes and HR Update as presented.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio

NO:

ACTION

1. **Approval of New Course-Medical Detectives-DMS for 2018/19:** Ms. Pastor recommends adding this course for the students at DMS. This was presented in work session at the last board meeting. Discussion took place about new curriculum, next generation science standards and this course being a Project Lead the Way course with curriculum attached.

2017/18-114 It was moved by Mr. Green supported by Dr. Pomponio, the board approve Medical Detectives as a new course for Davidson Middle School for the 2018/19 school year.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio

NO:

2. **Approval of New Course-Music as Literature at AHS:** Ms. Pastor recommends adding this course as an opportunity for the student at AHS. This information was presented in work session at the last board meeting. The curriculum outline can be presented to the board in January or February of 2019 by the teacher, for the board to review before it becomes a class offering in the 2019/20 school year. Discussion took place about curriculum development, presentation to the board in Dec. 2018 and the proper way to make the motion.

2017/18-115 It was moved by Ms. Mossop supported by Mr. Green, the board approve moving forward on course development to enter into course options, Music as Literature, as a new course for Anderson High School for the 2019/20 school year pending a December introduction to material and curriculum prior to January when publishing of the New course guide happens.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio
NO:

3. **Superintendent Goals:** Ms. Pastor recommended the board approve the goals she presented during the work session at the last board meeting.

2017/18-116 It was moved by Mr. Green supported by Dr. Pomponio, the board approve the Superintendent Goals as presented, for February 2018 through June 2019.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio
NO:

4. **Pay increase for the Director of Maintenance:** Ms. Pastor-During the 2014-15 school year the Director of Maintenance was an hourly employee and made \$70,349.50. Ms. McLachlan shared information regarding the decision to move this position from an hourly to a salaried position based on recommendations from our attorneys and requirements from the Michigan Dept. of Labor. Ms. Pastor added, DM Burr has had difficulty maintaining a full staff for grounds/snow removal, especially in year 2 of our contract. As a result, the director has had to work overtime to maintain our grounds. In January of 2018 we received a new contract from DM Burr that will save us an estimated 162,000 over the remainder of our contract through June 2019. This saving is after we contract services for lawn maintenance and some snow removal. Asher applied for a 107 Grant which will include approximately \$10,000 for maintenance, this will provide additional savings if it is approved.

The Michigan School Business Official & Hiring Solutions LLC 2017 Salary Survey Report includes average salaries for a "Facilities Director". The average is listed based on: Number of Employees, Budget, Number of Students, Region and Institution Type. These averages range from \$66,819 to \$87,027. Discussion took place about the timeline regarding the defects in DM Burr's contract and amendments to it, the qualifications/experience of the current Maintenance Director, the process for bringing salary increases to the board for approval, and policy as it relates to increases. Board members spoke of best practices and bringing increases to the board first from this point forward and scrutinizing spending after coming out of deficit.

Ms. McLachlan commented that this increase was not a consideration until the district knew they had the contract changes.

2017/18-117 It was moved by Mr. Green supported by Mr. Kupser, the board approve the pay increase of \$10,000 for the Director of Maintenance.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio
NO:

5. **Approval of Anti-Bullying Committee:** Dr. Pomponio-the committee was established for four years or longer when we were seeking accreditation with the QAR (Quality Assurance Review) team, the North Central Association Commission on Accreditation and School Improvement back in 2010. The group worked on areas of improvement in the district while seeking accreditation. The committee was comprised of teachers, staff, social workers, special education para-pros, principals, Ms. Mossop and Dr. Pomponio. Dr. Pomponio created the incident report currently in use. She is asking the committee be re-established with board approval. The state mandated districts to create policies, notification and annual reporting requirements and at that time it was requested of the superintendent to send monthly incident reports to the board from all buildings. The observing of MiPhy surveys, national research and reported increases in suicides, youth depression and increase in bullying and cyberbullying reports. There is more research to date corroborating reports of increased youth depression, suicides, and alarming suicide rates. There is an increase in one parent households, technology innovations which includes the internet-cyberbullying. With student safety being paramount, this committee is not only necessary but long overdue for accountability and continued awareness with all the reports and data showing we have youth in trouble that we need to support our students. Our students come first and she believes that this Anti-Bullying Committee should be a continued, standing committee.

Discussion took place regarding; the importance of this committee and is good practice in the current climate, groups that are currently in place in the district and the work they are doing. Ms. Pastor mentioned the Community Support Team is in place and they are looking at what types of barriers to learning there are. Perception surveys are going out asking these questions and help us gather data. Board members commented on the work the committee has done in the past and the potential for merging the Anti-Bullying Committee with the administration's group so efforts aren't duplicated.

2017/18-118 It was moved by Mr. Green supported by Mr. Estheimer, the board approve establishing The Anti-Bullying Committee as a standing committee for the Board of Education through December 2018.

YES: Estheimer, Freitas, Green, Kupser, Mossop, Pomponio

NO: Craig

6. **Approval of members for the Anti-Bullying Committee:** Mr. Craig asked for board input from board members interested in being on this committee. Dr. Pomponio, Ms. Mossop and Mr. Green expressed interest in serving on the committee.

2017/18-119 It was moved by Mr. Kupser supported by Mr. Green, the board approve members of the Anti-Bullying Committee-Ms. Mossop, Dr. Pomponio and Mr. Green.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio.

NO:

7. **Approval of Out-of-State Professional Development:** Ms. Pastor-In the past we have not approved the attendance of out-of-state professional development. The MDE's theory is that all professional development may be received within the state borders whenever possible. DCTC teachers must attend professional development once every 4 years. These teachers have permission from DCTC to attend this conference in Baltimore and have agreed to fund 100% of the cost. There is no cost to the district. Within the consortium there are 3 others attending; they are required to submit a summary both to DCTC and the district regarding the information obtained during this conference. There is no board policy against out-of-state travel.

The board does approve any out-of-state field trips. She brought this to the boards' attention in order to be transparent with the community. Discussion regarding the number of days and the costs of subs for the teacher who attend the conference. Ms. Pastor commented it has been since the 90's that there has been out-of-state travel for professional development. It had been so long, she brought it to the board for approval.

Ms. McLachlan gave the board information regarding a recent out-of-state trip that came up for the Food Service Director who was provided with the opportunity by the School Nutrition Association to be a part of the Legislative Action Conference in Washington D.C. at no cost to the district. He inquired about it and she gave her approval and he realized the other day he wasn't aware he had to submit a conference request form because in this case there is no cost to the district. She just received the conference request form today and the conference is March 3 through 7th. She is asking for this to be added for approval. Some costs are covered by the School Nutrition Association and the rest by the Food Service Director as he feels this is a very important opportunity. There is a significant change to funding being proposed by the federal government. She reminded all administrators of the requirement for conference request forms. Discussion took place regarding the best practice for coming to the board for approval or if it needs to come to action instead of just in a superintendent report. The board asked to have the Director report back about the trip.

2017/18-120 It was moved by Dr. Pomponio supported by Mr. Green, the board approve the out-of-state professional development as discussed.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio

NO:

EMPLOYEE REPRESENTATIVES

None

INFORMATION AND ANNOUNCEMENTS

Mr. Estheimer complimented Luke Bunge and the Cyber Club for their presentation. He visited Shelters, met staff, parents and some members of the PTO. He observed their drop-off procedures as it relates to things in the news and checked out the safety standards of the school and discussed those items with Ms. Gundick. He was grateful for her time and he has no worries about that specific school. The Math Party at Shelters is tomorrow at 6:00 p.m. March 6th is the Color Run kickoff assembly. March 9th is a half day for records day. March is Reading Month. There is a calendar of fun and Titan Spirit activities. The theme is Reading like a Pirate. Bingo for Books will be March 14th at 6:30 p.m. The cost is \$3 per player, you must be pre-registered to attend, there is limited seating. This is also the last month to earn Reading Counts points. Student who reach their goals can attend the Reading Counts party on March 28th. Fordline is having their Bingo for Books event, Thursday March 1 at 6:30 p.m., spots are still available. There is a fundraiser on March 7th -Friends and Family Day at Buffalo Wild Wings, flyers were sent home that need to be presented or mention Fordline to get the credit. 20% of all purchases is being donated by Buffalo Wild Wings. There is a Red Carpet Gala on Sunday March 4th, 7:00 p.m. at the Southgate MJR to benefit the Southgate Community Players. This annual event will include food sampling stations from many area restaurants, raffles, goodie bags and a silent auction. Attendees will watch the Oscars on the big screen. Tickets are \$35 or \$40 at the door, advance ticket purchase is encouraged. This event is for those 21 years and up. For more information go to SCPonstage.com. The next council meeting is Wednesday March 7.

Dr. Pomponio announced DMS will have an ice cream social for their honor roll students on Friday March 23, 2018. Donations of toppings from parents are greatly appreciated and should be dropped off Wednesday March 21st. There are half days, March 8th, 9th and 20th for DMS. For the new course, Music as Literature Dr. Pomponio did research on courses and course work with music as a foundation and literary courses related to music. PBS has an American Roots Music program where they provide a teacher's guide for tapping into the roots of American Music. There is a lot of great information and links, it was mentioned that the course type is in line with the national curriculum standards as established by the Midcontinent Research for Education & Learning and also with the National Arts Education Association. Dr. Pomponio commented on Karen Anderson's retirement saying she is a wonderful person, extremely friendly, funny and she wished her good luck in her retirement.

Mr. Green met with Mr. Samborski-Administrator at Asher Adult and Alternative Education. There are great things going on at Asher including the writing of a grant by Mr. Samborski for the next three years that will bring approximately one million dollars to the Adult Ed Program. With that money there will be a new LED sign outside of Asher. Mr. Samborski has worked very hard staying in line as far as admitting students into our Alternative Ed Program. Students that want to be there are being admitted, to meet objective goals to help our report card, instead of letting just anyone in, as was done in the past. Grogan will have their Winter Carnival on March 10. Mr. Green participated in the W.A.T.C.H. Dog Program for a few days and was witness to the wonderful things going on in our district. He wished the athletes in their districts and playoffs good luck. He wished the JROTC and the AHS Theater play good luck. He and his daughter attend the events put on by the Southgate Community Players and they are wonderful. He offered condolences to the family of a former Asher student who passed away. He commented that all board members are working hard for everyone, they may not always agree but everyone is doing their best for the community. Mr. Green communicates with all of his board members and administrators on a regular basis, his questions are always answered. He appreciates the hard work that everyone does. He wanted the viewing audience to know, the teachers and our community stake holders, the board is doing the best they can for them and we are all in this together. He also will send his continued prayers for those members with health problems.

Ms. Mossop announced JROTC Drill meet at John Glenn on Saturday. Cadets are to be at the high school at 6:00 a.m., busses leave at 6:30 a.m. Parents should have received the JROTC dinner at Crystal Gardens Invitation for March 23rd. Those need to be filled out including the board with ticket payment and turned back in. On March 6th there is an event for those interested which may be specific to our women's history courses, it's a free event at Wayne State University; Women in the Workplace. Gloria Steinem will be presenting and it is open to anyone who wants to attend including seniors who are interested in attending Wayne State. The time is 10:30 to 12:30 p.m. March 7th. Those wishing to attend are encouraged to go online to RSVP so they can make sure the auditorium is not overcrowded because of the guest speaker. It's going to move on and talk about women's role in the workplace, our shared perspective, the me-too and times up movement and future feminism followed by a wonderful panel discussion. The AHS Talent Show is coming up, auditions were held last week. She hoped to get the information on the Superintendent's Facebook page. She hoped everyone had a wonderful mid-winter break.

Mr. Kupser congratulated Karen Kowalik on her retirement effective tomorrow and Karen Anderson on her upcoming retirement. He knows Ms. Anderson personally and how much she loves the students and the people she works with. He knows she is very much looking forward to retirement he wished her well, so her and her husband can enjoy their travels together. He congratulated her on her retirement.

WORK ITEMS

1. Board of Education Committees: Dr. Pomponio commented that through discussion she initially brought back the discussion of the committee's that we had before to talk about it but she does not have more to add to this at this time.
2. Lusk Albertson Policy Services: Jill Pastor met with Kevin Sutton, attorney for Lusk Albertson, regarding the streamlining of our current policy's while still meeting the needs of the board, staff, administrators and students. We currently have NEOLA. Lusk Albertson has fewer pages and less congestion. The cost to switch to LA (Lusk Albertson) would be \$5000. This includes the time needed to compare our current policies to LA suggested policies. It allows us time to customize and make any local changes, this usually takes about 4 months of meetings that are approximately two and a half hours or less and about a month apart. A matrix is created that tells us; what are required policies, where it's mentioned, where it was in the old board policies and where it is in the new policy. If the board desires to pursue this change we would need to choose a target date and work backwards.

Current cost of NEOLA is a flat \$650 a year plus \$1225 for each update. In 16/17 we did two updates, we spent a total of \$3100. We sent updates to NEOLA in August of 2017 and they just arrived last week. Some area districts that have worked with Lusk Albertson include; Lincoln Park, Wyandotte, Riverview, Romulus and Woodhaven. To give an approximate size difference, Lincoln Park's policies are 87 pages long.

Discussion took place about; updates to mandated, law-driven policy changes, costs associated with those changes. The positive aspects of having had NEOLA but the need to streamline now and be cost efficient.

Ms. Pastor is seeking a timeline for implementation. This will move to action at the next board meeting.

ADJOURNMENT

2017/18-121 It was moved by Mr. Estheimer supported by Mr. Kupser, the board adjourn the meeting at 9:00 p.m.

YES: Craig, Estheimer, Freitas, Green, Kupser, Mossop, Pomponio

NO:

Respectfully submitted by: Theresa Grzechowski

Dr. Darlene Pomponio-Secretary
Board of Education

