

**BOARD OF
EDUCATION**

**REGULAR BOARD MEETING
City Council Chambers
14400 Dix Toledo, Southgate, MI 48195**

PRESIDENT
DR. DARLENE L. POMPONIO

DATE: January 10, 2017

VICE PRESIDENT
JASON CRAIG

TIME: 7:00 P.M.

SWEARING IN OF NEW BOARD MEMBERS

SECRETARY
ANDREW A. GREEN

Jan Ferencz, Southgate's City Clerk administered the Oath of Office to:
Timothy O. Estheimer

TREASURER
JASON R. KUPSER

Andrew A. Green

Jason R. Kupser

Melissa L. McDaniel

TRUSTEES
TIMOTHY O. ESTHEIMER
MELISSA L. MCDANIEL
REBECCA REED

The new board members took their seats, meeting was called to order by Vice President Dr. Darlene L. Pomponio

BOARD MEMBERS PRESENT: Craig, Estheimer, Green, Kupser, McDaniel
Pomponio, Reed

BOARD MEMBERS EXCUSED:

ADMINISTRATION

ADMINISTRATION PRESENT: Chretien, McLachlan, Pastor, Morin

SUPERINTENDENT
LESLIE CHRETIEN

ADMINISTRATION EXCUSED:

Dr. Pomponio read the District Mission and Vision Statements.
The Pledge of Allegiance was recited.

BUSINESS AND FINANCE
DIRECTOR
THERESA MCLACHLAN, C.P.A.

ELECTION OF OFFICERS

President: Mr. Estheimer nominated Dr. Pomponio.
Ms. McDaniel nominated Mr. Craig-who declined.

CURRICULUM/FEDERAL
PROGRAMS DIRECTOR
JILL PASTOR

Roll Call Vote for Dr. Pomponio to become board President.

YES: Craig, Estheimer, Green, Kupser, Pomponio

NO: McDaniel, Reed

Dr. Pomponio was elected board President

DIRECTOR OF
HUMAN RESOURCES
GERARD L. MORIN

Vice President: Mr. Estheimer nominated Mr. Craig.
Ms. Reed nominated Mr. Green-who declined

Roll Call Vote for Mr. Craig to become board Vice President.

YES: Craig, Estheimer, Green, Kupser, McDaniel, Pomponio, Reed

NO:

Mr. Craig was elected board Vice President

Treasurer: Ms. Reed nominated Ms. McDaniel
Mr. Craig nominated Mr. Kupser

Roll Call Vote for Ms. McDaniel to become board Treasurer.

YES: McDaniel, Reed
NO: Craig, Estheimer, Green, Kupser, Pomponio

Roll Call Vote for Mr. Kupser to become board Treasurer.

YES: Craig, Estheimer, Green, Kupser, Pomponio
NO: McDaniel, Reed
Mr. Kupser was elected board Treasurer

Secretary: Mr. Kupser nominated Mr. Green

Roll Call Vote for Mr. Green to become board Secretary.

YES: Craig, Estheimer, Green, Kupser, McDaniel, Pomponio, Reed
NO:
Mr. Green was elected board Secretary

BOARD APPOINTMENTS:

Legislative Relations Network Chairperson: None at this time

Liaison for MASB Information: Andrew Green

Wayne County Association of School Boards: Dr. Pomponio

Southgate Recreation Department Liaison: Jason Kupser

Southgate City Council Liaison: Melissa McDaniel

REVISIONS/APPROVAL OF AGENDA

2016/17-78 It was moved by Mr. Green, supported by Mr. Estheimer the board approve the January 10, 2017 Regular Board Meeting Agenda.

YES: Craig, Estheimer, Green, Kupser, McDaniel, Pomponio, Reed
NO:

CITIZEN'S COMMENTS DISCUSSION OR ACTION ITEMS

City Councilwoman, Karen George, congratulated the new board members and welcomed them to contact her at any time.

PRESENTATIONS

Construction Update: Rob Kakoczki, Plante Moran CRESA gave board members the current dashboard and reviewed recently completed projects. Bid Pak 4, High School bleachers should be completed in 4 to 6 weeks. 2017 Roof Bids for the remaining buildings are due on January 12, 2017. Those will come to the board for approval in February. Bid Paks 6 & 7, the bulk of construction; site work, athletic field work and parking lots, interior work. Design work is wrapping up on these paks and they go out for bid January 24, due back February 14. The board should have these paks the beginning of March for approval.

Mr. Kupser had questions about the budget and current commitments. Mr. Kakoczki will provide more information and present at a work session.

Dr. Pomponio had questions about Phase II Technology. Ms. Chretien commented that we were waiting for our E-Rate approval to find out what funds would be available. A Tech Inventory is taking place so we know what needs to be replaced. She said we will have Mr. Toschi at a future board meeting for more detailed information.

Mr. Green asked about the plan once we have the E-Rate funding. Ms. McLachlan said that plan will be on the website, but said we should be getting approximately \$240,000.

5D+ Teacher Evaluation Tool Overview: Ms. Pastor, Mr. Morin and Ms. Chretien gave the board a very comprehensive Power Point presentation detailing this new evaluation tool. Administrators have received 6 full days of training which finished up in November. Software being used is Pivot. This year 75% of a teacher's evaluation is based on 5D rubric and 25% is based on student growth results. The mission of The Center for Educational Leadership (CEL), the developer of 5D, is to build equity. The teachers in every building have the same fidelity, fairness and respect; we are looking at the same things in every classroom.

The 5D+ Teacher Evaluation Rubric is based on the 5 Dimensions of Teaching and Learning (5D). The five dimensions; Purpose, Student Engagement, Curriculum & Pedagogy, Assessment for Student Learning and Classroom Environment & Culture. The + is derived from Professional Collaboration & Communication. Ms. Pastor reviewed the 5 Dimensions, the indicators and codes. The language in this tool is different from state language, when reporting we need to transfer that.

Staff self-assessment was due 9-29-16. Goal setting had to do with student achievement and areas of focus, this pre-inquiry meeting was due by 10-14-16. Four, 15 minute, unannounced observations occur during the year and must be completed by specific dates. A teacher may invite an administrator in 1 time during the year. A post inquiry conference is due the end of May. Self-assessment is completed on Pivot. 3 to 5 areas of focus are chosen, but in the end they are rated on all 30 indicators.

Before an observation the administrator reviews the teacher's lesson plans which include; standards, learning targets, focus/agenda, and evidence of learning/check for understanding. The principal may also review the teacher's areas of focus. Ms. Pastor showed the board a video and described to the board how an administrator scripts what is going on during an observation. When the observation is done the principal has to code the script. The teacher's areas of focus are reviewed with the administrator. The principal completes "notices and wonderings" in those areas of focus and the staff member has 2 school days to respond to the "noticing and wonderings", in Pivot. After the response the administrator has 5 school days to provide feedback.

Ms. Chretien commented that Ms. Pastor and Mr. Morin and she all have had the training and provide the support needed within the district. Common language and strategies have been discussed at meetings and shared on google docs during this implementation period.

Mr. Green inquired about who is doing the evaluations and the timeline for completing the steps of this evaluation. Ms. Chretien stated she has access to all the data and will spot check when deadlines are approaching to see that staff have completed the necessary plans and feedback.

A recommended form, we are using, assists with indicators of what a teacher "can do" is on the "verge of" or "far from". This template helps address the growth and allows an administrator to coach a teacher closer to their potential.

Ms. Chretien stated teachers can use Pivot to upload any files, samples of work, video or photos of work to provide evidence of strategies that may not have been observed during an administrators observations.

Mr. Morin added that when a teacher chooses their area of focus it doesn't put any more weight on those indicators, they are rated on all 30 indicators. It is to the teacher's advantage to pick an area they have a weakness in, because that is an area where they are going to get the most support and feedback. This is very much a growth model and supports teachers in that way.

Ms. Chretien stated this is an extremely rigorous rubric. It was chosen because it matches a lot of the work we already were doing. It is encouraging to her because she sees the communication back and forth. She is seeing some of the most honest conversations between teachers and administrators regarding their teaching strategies. She also likes that at the mid-year review, if a teacher has picked an area of focus that they were basic or proficient and we see that they have made a lot of growth we don't keep it on the plan. An administrator can recommend a teacher change or add a new area of focus. She is very pleased with the growth she is seeing. This is a lot of work but a very powerful tool.

Dr. Pomponio inquired about teachers that teach multiple subjects. Ms. Pastor stated this is based on good instructional practices not what subject is being taught.

Ms. Chretien added that Ms. Pastor is doing book studies and teachers are spending a sizeable amount of their own time after school getting support from Jill. The staff is working very hard as a result of this evaluation system.

Dr. Pomponio asked about the reporting of a teacher that is struggling with an in-effective rating. Ms. Pastor said the REP report attaches the rating but not the name of the teacher. Ms. Chretien stated if you are minimally effective or ineffective, you are required to be on an IDP. That is all of this evaluation plus a whole lot more. The administrator has to add in where they will support the teacher, they have to have timelines, comment on whether or not progress has been made in their area of focus. At the mid-year conference you are required to set some new goals based on the progress you have made or not made. Ms. Pastor said that teachers on an IDP have to be met with individually after an observation.

Mr. Kupser asked if this is a state standard evaluation tool and how frequently does it change. Ms. Chretien stated the MDE formulated a commission that was charged with selecting the choices that we had, this is a part of the law. There were individual tools for teacher, administrator and superintendent evaluations. We are required to post the assurances and research online. Ms. Chretien said it can change when a new law passes or when the state tells us. Ms. Pastor added we were using a morphed version of one of the 4 selections. We were going to need a new tool this fall, so costs and what fits in with our focus were looked at when making the choice.

Ms. Chretien said there was money set aside by the legislature for monitoring the implementation of this law. We have one person assigned to Wayne County to be sure we are posting and implementing with fidelity.

Mr. Morin said information can be found on the HR website about 5D+

ATTENTION TO STUDENT GOVERNMENT REPRESENTATIVES

Anderson High School Student Representative-Alba Ibraj reported that AHS students are preparing for their cumulative exams. Freshman are being offered Cocoa & Cram Study Sessions by the Link Crew. They can sign up for a time and subject matter to help them prepare for the test.

COMMITTEE REPORTS

Anti-Bullying-Dr. Pomponio-Meetings will resume after the board retreat.

Finance-Jason Craig-No meeting until the new committee members are assigned.

Policy-Dr. Pomponio-Meetings will resume after the board retreat.

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

DISCUSSION

Finance- Ms. McLachlan reported to the board she is focusing on the 2016/17 Amended Budget, it is a very comprehensive amendment due to the changes that have occurred since the board adopted the budget back in June. She is working with Wayne RESA on the Amended Budget for the ACT 18 Programs. Due next week to RESA, our 17/18 budgets for review, a panel will meet February 2. Every 3 years the districts Food Service Program is scheduled for a required review by the MDE. This will take place on March 30 and 31st. Documentation must be sent to the state and the director of Food Service must have a 2 hour conference call with the MDE.

Ms. McLachlan updated the board on the Chormann Property; the City Council unanimously approved the plans that Calvary Baptist Church submitted. We will have a closing date within 30 days.

Curriculum-Ms. Pastor announced the District Improvement Team meets January 18th from 5:00 - 6:30 p.m. at Gerisch. Dr. Pomponio and Ms. Reed are on that committee, she has room for one more board member. Mr. Green volunteered to join.

Superintendent-Ms. Chretien shared a Legislative Update with the board. Senator Phil Pavlov, the chairman of the Education Committee, issued a statement that he would introduce a bill to repeal Section 12-ADC, also known as Michigan's Failing Schools Law. He states that it is deeply flawed, failed miserably and is in chaos. She urged everyone to contact his office to thank him for his efforts and lend their support to that.

Ms. Chretien reviewed the Board Policy updating process we have been going through. Phase I was the updating of policies. We now receive new updates as laws change. She will locate the section in the policy manual that needs the update, present it to the policy committee for review and they will make a recommendation to the board for approval. We have these policies online, accessible to everyone.

Phase II was the Administrative Regulations, they are now complete. Phase III deals with the district forms, everything from field trip requests to medication policy will be updated and housed in one location.

The committee to review our Crisis Response Plan has been working for about a year and a half. The district plan is in the final stages of editing. It will be online as well. The building plans are also being updated. Our emergency procedures and go-bags are being updated these are in each room in every building.

A vulnerability assessment is in the process of completion. Mr. Garland assisted Ms. Chretien in compiling the information on visibility, lighting, fire alarms etc. Evacuation sites have been verified and updated. There will be Emergency Response Training in the future.

Dr. Pomponio asked about the emergency books. Ms. Chretien has received a supply that will be updated and sent back into the district buildings where they are needed.

Dr. Pomponio asked about the sensors in the buildings causing false alarms.

Ms. Chretien said Wyandotte Alarm is our new company. They have repaired our alarm boxes, wiring and sensors. There have been some false alarms when motion is detected. The company automatically contacts the police, then she is notified. Numerous alarms in one night caused her to address this with staff, all material, posters or paper that may move when the heat kicks on, have been taken down or secured so as not to set off the alarms.

CITIZENS COMMENTS

None

CONSENT

2016/17-79 It was moved by Mr. Green, supported by Mr. Craig, the board approve the December 20, 2016 Regular Board meeting minutes.

YES: Craig, Estheimer, Green, Kupser, McDaniel, Pomponio, Reed

NO:

2016/17-80 It was moved by Mr. Green, supported by Mr. Craig, the board approve the December 20, 2016 Closed Session Attorney/Client Communication.

YES: Craig, Estheimer, Green, Kupser, McDaniel, Pomponio, Reed

NO:

2016/17-81 It was moved by Mr. Green, supported by Mr. Craig, the board approve the HR Update.

YES: Craig, Estheimer, Green, Kupser, McDaniel, Pomponio, Reed

NO:

2016/17-82 It was moved by Mr. Green, supported by Mr. Craig, the board approve the disbursements for December 2016.

YES: Craig, Estheimer, Green, Kupser, McDaniel, Pomponio, Reed

NO:

ACTION

None

EMPLOYEE REPRESENTATIVES

None

INFORMATION AND ANNOUNCEMENTS

Dr. Pomponio wished well, the Middle School, J.V. and Varsity Winter Guard with their field day Saturday at Flushing High School.

ADJOURNMENT

The meeting was adjourned 8:30 p.m.

Respectfully submitted by: Theresa Grzechowski

Andrew A. Green-Secretary
Board of Education

