

**ANNUAL WORKSHOP/RETREAT**

**Foggia Pizzeria**

**14795 Dix Toledo, Southgate, MI 48195**

**BOARD OF  
EDUCATION**

PRESIDENT

PAUL C. KNOTT

**DATE: July 25, 2016**

VICE PRESIDENT

DR. DARLENE L. POMPONIO

**TIME: 6:00 P.M.**

SECRETARY

MARK KREMER

**BOARD MEMBERS PRESENT:** Craig, Freitas, Green, Knott, Kremer  
Pomponio, Reed

**BOARD MEMBERS EXCUSED:**

TREASURER

JASON CRAIG

**ADMINISTRATION PRESENT:** Hainrihar Chretien, McLachlan

**ADMINISTRATION EXCUSED:** Pastor

TRUSTEES

NEIL J. FREITAS

SELDEN GREEN

REBECCA REED

**WORKSHOP**

1. Board Pay Increase-Lifting wage concession, consistent with district-wide concession lifting was discussed. Board members were receiving a \$2500 stipend each year. That amount was reduced to \$2250 with the deficit and necessary concession. With the increased expectations for board members to participate in committees, attend district functions, and the extra work that is expected for accountability purposes, a possible pay rate increase will be reviewed. Ms. McLachlan stated before any raises or increased stipends are approved, the district count would be looked at to see where we are financially.

The district policy currently lists the rate of pay. Changing that language would require a board resolution. The policy committee will review language and bring it to the board for action.

2. Board Professional Development-The board is committed to educating its members who wish to take MASB classes. Currently there is a budgeted amount of money for classes, this amount will be reviewed for possible increase. Ms. Hainrihar Chretien stated that Thrun Law Firm provides legal update classes. She will check with them to see how many board members may be able to attend. Metro Bureau also has reasonably priced classes on an ongoing basis.

Board members will be required to fill out PD forms as all other staff members are required to do. Expenses need to be reviewed and documented for auditing purposes.

3. Transportation-Southgate Community Schools currently only transports special education students. The question came up as to whether parents of general education students could pay a fee and have their children placed on these busses. This is not legal, we would have to transport all general education students or none. The district attorneys advise the district against encouraging any "ride share" programs due to liability. Route schedules and costs were reviewed. We have 12 Special Education bus routes, 2 Vocational Education bus routes and a sports bus that does the drop-off but not the pick-up. A "walking bus" program and possible grant money to pay for additional crossing guards was discussed.

**ADMINISTRATION**

SUPERINTENDENT

LESLIE HAINRIHAR CHRETIEN

BUSINESS AND FINANCE

DIRECTOR

THERESA McLACHLAN, C.P.A.

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

JILL PASTOR

DIRECTOR OF

HUMAN RESOURCES

GERARD L. MORIN

4. Board Review of Teacher and Administrator Evaluations- The board has asked for an overview of staff evaluations for those rated minimally effective. Ms. Hainrihar Chretien will compile this information as well as the rubric and the new format. She will begin to include data in her superintendent update.
5. Committees for all functioning departments-Financial Input Team; with new language in the recently updated Strategic Plan (that will be presented to the board for approval at the next board meeting) a Financial Input team will be implemented, needing 2 board members. School Improvement Team; this is an advisory board that will meet 2 to 4 times a year at Gerisch, 2 board members are needed. Community Support Team; One of the new Strategic Directions from the Strategic Plan will have a group that meets to gather data on the barriers to education and learning opportunities that our students and parents face. This group will meet monthly, 2 board members are needed. County Enhancement Millage; Board participation is needed for planned activities to support the county millage campaign.
6. Tri-County Millage campaign-The county has given the superintendent a list of activities for the district to do, a letter to send to parents and a list of Q&A's. Southgate will receive more from this millage than we will pay. We do have to list the ways the money from the millage would be utilized in our district. A number one priority is class size reduction. A regular maintenance program would also be focused on so we can maintain the improvements we have made with the bond proceeds. Discussion took place about windows and air conditioning costs.
7. Board Communication-Board members were asked to respond to emails from the board president or other email sender to acknowledge receipt of emails.
8. Adopted Schools-The board reviewed which schools they "adopt". It is requested that under the information portion of each meeting, members share updates and announcements from their adopted schools.
9. District Vision and Mission Statements-Request to review the current statements by asking for teacher input through a survey. Some teachers have asked for an updated version of the statements. Ms. Hainrihar Chretien stated that the process for developing a mission statement can take up to one year. It is not recommended to do this with elections coming up in November. Board members were asked to supply Ms. Hainrihar Chretien with questions they would like on a survey and she will put one out once or twice a year to staff. She can present this at the Professional Development in August so teachers will know what the survey is about, why it would be helpful and what may be done with the results. Discussion took place about the relevancy of the current statements and if new ones are created they should be kept simple.
10. Superintendent Evaluation Tool for 2016/17-Staying with the tool we currently are using through MASB is less costly and we are more familiar with it. Discussion took place regarding training and spending money for board member training with an election in November and possibly new board members elected. The board will have this moved to action August 2 so we can have training during the year.

11. Review Superintendent Evaluation recommendations-Communication between the board and the superintendent is improving. Ms. Hainrihar Chretien will continue to send the board a Friday Update. Discussion took place regarding a forum for board questions to the superintendent. A suggestion was made for using Google Classroom with training from the Tech Department.
12. Format and process for agenda items-Discussion took place about the need for a 6:30 work session prior to a regular meeting, as well as the work session that follows a regular meeting. The consensus of the board was to remove those two work sessions and move everything to Action with discussion on items at that point in the agenda. If necessary items can be tabled for further discussion.
13. Board Calendar-The first and third Tuesdays of every month will be set for regular board meetings. Some dates conflicted with district breaks and will not be on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month. The updated calendar for 2016/17 Board Meetings will be on the website.
14. Discussion took place regarding the salaries of the Curriculum Director and the Superintendent. Currently the next step increase will put the Curriculum Director's salary above the Superintendents. This is philosophically inappropriate to have a subordinate's salary above their supervisor's salary. The Finance Committee will meet with Theresa McLachlan to review salary issues, non-represented salaries and the lifting of the board concessions. These items will be presented to the board for action at a future meeting.

#### ADJOURNMENT

The meeting was adjourned at 8:20 p.m.

*Respectfully submitted by: Theresa Grzechowski*

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Mark Kremer-Secretary  
Board of Education



















