



**REGULAR BOARD MEETING**

**City Council Chambers**

**14400 Dix Toledo, Southgate, MI 48195**

**BOARD OF  
EDUCATION**

PRESIDENT  
REBECCA REED

**DATE: July 7, 2015**

VICE PRESIDENT  
PAUL C. KNOTT

**TIME: 7:00 P.M.**

SECRETARY  
DR. DARLENE L. POMPONIO

**BOARD MEMBERS PRESENT:** Craig, Hayhurst, Knott, Kremer, Owen, Pomponio

**BOARD MEMBERS EXCUSED:** Reed

TREASURER  
W. KIRK HAYHURST

**ADMINISTRATION PRESENT:** McLachlan, Pastor

**ADMINISTRATION EXCUSED:** Hainrihar

TRUSTEES  
JASON CRAIG  
MARK KREMER  
PATRICK OWEN

The pledge of allegiance was recited.

Mr. Knott read the District Mission and Vision Statements.

**REVISIONS/APPROVAL OF AGENDA**

**ADMINISTRATION**

2015/16- 1 It was moved by Dr. Pomponio, supported by Mr. Hayhurst the board approve the July 7, 2015 Regular Board Meeting Agenda.

SUPERINTENDENT  
LESLIE HAINRIHAR

**YES:** Craig, Hayhurst, Knott, Kremer, Owen, Pomponio  
**NO:**

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

**CITIZENS COMMENTS ON DISCUSSION OR ACTION ITEMS**

None

CURRICULUM/FEDERAL  
PROGRAMS DIRECTOR  
JILL PASTOR

**PRESENTATIONS**

Focus School Update-Jill Pastor presented the board with the last 4<sup>th</sup> quarter Focus School Report for Allen Elementary. This is required by the Michigan Department of Education. This report is supposed to be reflective of June through August. Ms. Chilson submitted the summary report to Ms. Pastor it is due to the state September 30, 2015. At the last School Improvement meeting they reviewed the Title 1 Student/Teacher/Parent Compact. This is an agreement regarding working with students and the students working together. They reviewed their Parent Involvement Policy and discussed the 2015/16 strategies for utilizing Higher Order Question Stems and increasing student achievement. They are looking at implementing Instructional Rounds to close the achievement gap.

HUMAN RESOURCES  
DIRECTOR  
MARY HILDEBRANDT

Instructional Rounds are similar to daily rounds in a hospital. They are intended to help, both educational leaders and teachers develop a shared understanding of what high quality instruction looks like. The goal is for the observing teachers to compare their own instructional practices with those they observe.

Ms. Chilson has been in contact with Monroe Elementary in Wyandotte, that principal is willing to host the school improvement team in the fall. The plan is to buy an Instructional Round book and do a book study at Allen. They will be piloting and looking at how Instructional Rounds can help close that achievement gap.

The 2014/15 Implementation-during this past school year the team came up with a check list to verify implementation of the strategies. The teachers hang these in their classrooms and check off what they have implemented. The implementation is also checked through Data Walks. Ms. Pastor showed the board an example of the check list. This included Total Participation Techniques, with the focus on three; Think-Pair-Share, Hold Ups and Incorporating movements. Higher Order Questioning is also included in the check list.

Data Walk information from April and May indicated that students were 43% engaged and teachers/students were using Higher Order 16% of the time. The goal is to have the students engaged 50% of the time and compliant for the rest of the time.

Dr. Pomponio asked about the Student/Teacher/Parent Compact. Ms. Pastor stated there is a STEM, a starting point, it is taken to every School Improvement Team first and then taken to the Title 1 Parent Night for parent input. This compact is supposed to be unique to each building.

Mr. Owen asked about the Instructional Rounds at Monroe Elementary. Ms. Pastor said the principal at that building used rounds all last year. She also commented that Nichole Moore-Beacon Administrator, brought up the subject of Instructional Rounds to other administrators and they were very interested in it. Ms. Pastor said this would be a natural next step after Data Walks. With one building using rounds, this will have other administrators looking to see how this works and begin implementation.

Mr. Hayhurst asked which schools will be using this. Ms. Pastor said this will begin at Allen, due to the Focus status.

Mr. Owen asked about the frequency of rounds. Ms. Pastor said they would probably occur about every 8 weeks and only in rooms where teachers are comfortable being observed. This can be disruptive.

Mr. Owen asked about the disruptions. Ms. Pastor commented that students are becoming more comfortable with observations, they are occurring more frequently.

Mr. Knott asked about the data and the results for our focus school. Ms. Pastor said the information they based the focus school on was the MEAP. Now we have the new test, M-Step, and we do not have the results yet. There are some preliminary results but they do not mean much at this time because we don't know how many items were from Smarter Balance, or field tested, or which ones will be thrown out.

Mr. Knott asked about the percentages of engagement and higher order thinking. Ms. Pastor said that 50% is the percentage they are shooting for.

Mr. Hayhurst asked if there was framework comparing the MEAP to M-Step. Ms. Pastor said she does not have that information, but will share with the board when she has it.

Dr. Pomponio asked about Think-Pair-Share. Ms. Pastor said the thinking and pairing often helps students who struggle with worrying about getting the right answers, because they are more likely to share in small groups and build their confidence to share with a larger audience.

Mr. Knott thanked Ms. Pastor for her report.

### DISCUSSION

Finance-Ms. McLachlan reported that she just completed the update to the Deficit Elimination Plan and it will be presented to the board at the next meeting on July 21, 2015 for board approval. It is due to the MDE on July 31, 2015. As of July 1, the business office went into audit mode preparing all of the year end reports that are due. The auditors will be in next month.

Curriculum-Jill Pastor reported that currently standardized tests are given to 3<sup>rd</sup> through 8<sup>th</sup> grade and 11<sup>th</sup> grade. Next year the intent of the state law is to add 9<sup>th</sup> and 10<sup>th</sup> grades. They will be taking the PSAT. This will add 600 plus kids that will be testing next spring, between April 12 and May 27. This will be a challenge.

### CONSENT

2015/16-2 It was moved by Dr. Pomponio supported by Mr. Owen, the board approve the minutes from the June 23 and June 30, 2015 meetings.

YES: Craig, Knott, Kremer, Owen, Pomponio

NO:

ABSTAIN: Hayhurst

2015/16-3 It was moved by Dr. Pomponio supported by Mr. Owen, the board approve the disbursements for June 2015.

YES: Craig, Hayhurst, Knott, Kremer, Owen, Pomponio

NO:

2015/16-4 It was moved by Dr. Pomponio supported by Mr. Owen, the board approve the Operational Organization; Designation of Depository(s) for District Funds, Designation of Firms for Interest Bearing Instruments and Authorization to Transfer Deposits, Designation of Newspaper for Publication of Official Notices, Designation of Legal Counsel, Designation of Auditor, Designation of Superintendent to Post and Publish Notices.

YES: Craig, Hayhurst, Knott, Kremer, Owen, Pomponio

NO:

*Mr. Knott and Mr. Owen commented these designations have to be approved every year and no changes have been made from the previous year.*

### ACTION

2015/16-5 It was moved by Dr. Pomponio supported by Mr. Owen, the board approve effective July 1, 2015 pursuant to the adoption of the 403(b) Governmental Plan on August 2, 2005, the Board of Education hereby authorizes the following elective and non-elective contributions to the Plan (up to the annual limits, as adjusted for inflation by the Internal Revenue Service) for terminal/severance payments:

United Teachers of Southgate Association-Elective  
Southgate Principals & Supervisors Association-Elective  
Southgate Alternative Education Association-Non-Elective  
Southgate Special Education Paraprofessionals Association-Non-Elective

The Beacon Educational Specialists of Southgate Schools-Elective  
Teamsters Local 214 Southgate Administrative Assistants-Elective  
Teamsters Local 214 Southgate Paraprofessional Association-Elective  
Teamsters Local 214 Labor Support Staff-Elective  
Non Represented Administrators of Southgate Community School District-Elective  
Non Represented Admin. Assistants of Southgate Community School District-Elective  
Non-Represented Jr. ROTC Employees of Southgate Community School District-Elective  
Non Represented Maintenance Employees of Southgate Community School District-Elective  
Non Represented Security Employees of Southgate Community School District-Elective  
Non Represented Technology Employees of Southgate Community School District-Elective  
Non Represented Alternative/Adult/Community Education Teachers of Southgate  
Community School District-Elective  
Non-Represented Alternative/Adult/Community Education Advisors of Southgate  
Community School District-Elective  
Non-Represented Alternative/Adult/Education Clerical Staff of Southgate  
Community School District-Elective  
Non Represented Preschool/Latchkey Teachers of Southgate Community School District-  
Elective  
Non Represented Food Service Employees of Southgate Community School District-  
Elective

YES: Craig, Hayhurst, Knott, Kremer, Owen, Pomponio

NO:

*Ms. McLachlan stated this approval by the board is to re-instate the 403(b) contributions for people who resign or retire, there severance of terminal pay. these contributions were suspended back in February while administrative changes were made so we were in compliance with the laws. Each employee group was offered an option of either elective; which means they have the choice of taking cash or contributing to a 403(b)plan which has an \$18,000 limit or \$24,000 if you are over 50. The non-elective plan means that everyone in the group, when they take their severance or terminal pay, has to make the 403(b) contribution and the limit is higher-currently \$53,000. Everyone has made their elections and the board needs to approve these.*

*Mr. Hayhurst commented that we have memorandums of agreements with the groups. Ms. McLachlan stated for the represented yes, the non-represented employees decision was made by the superintendent.*

#### **EMPLOYEE REPRESENTATIVES**

None

#### **CITIZENS COMMENTS**

None

#### **INFORMATION AND ANNOUNCEMENTS**

None

**ADJOURNMENT**

Mr. Knott adjourned the meeting at 7:25 p.m. No work session was scheduled.

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Dr. Darlene Pomponio-Secretary  
Board of Education











