



**REGULAR BOARD MEETING**

**City Council Chambers**

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

**Closed Session 5:30 p.m. Student Hearing.**

**BOARD OF  
EDUCATION**

PRESIDENT

REBECCA REED

**DATE: March 1, 2016**

VICE PRESIDENT

PAUL C. KNOTT

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

SECRETARY

DR. DARLENE L. POMPONIO

**BOARD MEMBERS PRESENT:** Freitas, Hayhurst, Knott, Kremer, Pomponio  
Reed

**BOARD MEMBERS EXCUSED:** Craig

TREASURER

W. KIRK HAYHURST

**ADMINISTRATION PRESENT:** Hainrihar, McLachlan, Pastor

**ADMINISTRATION EXCUSED:**

TRUSTEES

JASON CRAIG  
NEIL J. FREITAS  
MARK KREMER

The pledge of allegiance was recited.  
The District Mission and Vision Statements were read.

**REVISIONS/APPROVAL OF AGENDA**

2015/16-98 It was moved by Dr. Pomponio, supported by Mr. Knott  
the board approve the March 1, 2016 regular board  
meeting agenda.

**ADMINISTRATION**

SUPERINTENDENT

LESLIE HAINRIHAR

YES: Freitas, Hayhurst, Knott, Kremer, Pomponio, Reed

NO:

**CITIZENS COMMENTS ON DISCUSSION OR ACTION ITEMS**

None

**PRESENTATIONS**

Ms. McLachlan reviewed the 2015/16 amended budgets for the General  
Fund, the Special Education Fund, the Food Service Fund and the Latchkey Fund.  
She went over the changes in the revenue and expenditures for General Fund.  
Increase in fund balance of \$1,426,527.00 for the 15/16 school year. Total revenue  
\$40,476,824.00, total expenditures \$39,047,297.00.

The Special Education Fund revenues were reviewed. This budget was approved by  
WCRESA in November 2015. The increase in revenues equals the increase in  
expenditures of \$25,722.00

The Food Service Fund had an overall increase in participation based on  
year to date revenue and student days served. The loss of students was lower  
than projected and we had additional Federal Commodities allocation of \$13,000.  
Our bank fees saw a reduction of \$5000. The changes in Food Service Fund Equity;  
Original projected balance 6/30/16 was \$132,721.00, the amended projection is  
\$203,054.00 The projected fund balance for 6/30/16 is 16.58% of operations. No  
more than 3 months of operating expenses is recommended to be held, we are at  
1.57 months of operating expenses.

A new special revenue fund will be established for the Latchkey program for proper  
accounting and reporting.

BUSINESS AND FINANCE

DIRECTOR

THERESA MCLACHLAN, C.P.A.

CURRICULUM/FEDERAL

PROGRAMS DIRECTOR

JILL PASTOR

HUMAN RESOURCES

DIRECTOR

MARY HILDEBRANDT

Special Revenue Funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specific purposes other than debt service or capital projects. This is consistent with Board Policy 2262. Total revenue and expenditures equal \$300,000.00.

Dr. Pomponio questioned the new software being used by the Food Service Dept. Ms. McLachlan and Ms. Hainrihar stated things are going much better. Training has taken place and the program is being utilized for far more efficient inventory tracking, menus and student lunch online payments.

Ms. Reed questioned what Latchkey exactly refers to in the budget. Ms. McLachlan stated this is the before and after school programs. The preschool and childcare programs at Asher will remain in the General Fund due to the fact it is not self-sustaining. Federal aid for families will help offset the cost of the program. Parents will receive assistance in filling out the forms and the required documentation needed to apply for this aid.

### **ATTENTION TO STUDENT GOVERNMENT REPRESENTATIVES**

AHS student representative Josh Staten gave the board an update on news at the high school. FAFSA deadline was today, he encouraged students to check with their college to be sure their aid is all set. AP testing fees are due on March 24 and students should give that to their counselors. ROTC is being recognized in the community for the water drive they held at the school. Prom tickets are \$65 and on sale from March 1 thru March 18, money should be turned in to Ms. Warren. There will be a fan bus for the Competitive Cheer Fans to the state finals on March 4. Practice for Varsity Rowing is taking place at Gerisch Mon and Thurs from 4 till 6p.m. Pre-tryout Baseball meeting is Friday March 4. Anyone interested in baseball needs to attend. NHS practice induction ceremony will be held on March 3.

### **COMMITTEE REPORTS**

Anti-Bullying- Dr. Pomponio reported they are reviewing a group for AHS and DMS for students interested in starting an anti-bullying group. Next meeting March 17.

Communication/ Parent Engagement-None

Curriculum- Reviewed the learning processes that will be observed in the classrooms. March 17 will be the next meeting and the next generation science standards will be reviewed.

Policy-Review district policy for social media in conjunction with HB 47.91. Next meeting March 17

Finance-None

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

### **DISCUSSION**

Finance- Ms. McLachlan gave her report during the presentation.

Curriculum-Ms. Pastor gave the 6<sup>th</sup> Focus School Quarterly Report that Allen Elementary is required to do. The MDE is allowing focus schools to take a survey-The Survey of an Active Curriculum. Teachers will take this survey to find out the degree of alignment between what they teach and the assessment standards. This will take place on Saturday March 19. Teachers will receive a \$125 visa gift card, breakfast and lunch; this is all funded by the grant.

Allen School Improvement Team visited Monroe Elementary in Wyandotte for instructional rounds. Ms. Hainrihar accompanied them. Their goal is to conduct their own rounds with their core team and the rest of the staff will participate in the 16/17 school year.

Our data teams have been analyzing the progress of the bottom 30% of performing students on our district assessments in ELA and Math. Approximately 10 students in the bottom 30% are making little or no progress, while 90% are making progress. In our local assessment data we are seeing that gap narrowing.

We just completed our 2016 District Resource Allocation Self-Assessment Diagnostic. We improved in 6 of 7 areas. Areas of improvement include The Teaching section, specifically: all teachers receive accurate and rigorous evaluations, professional development is job embedded and driven by student performance data, and professional development matches an identified need. In the area of Leadership, principals are evaluated on clear, rigorous standards of performance and provides training in leadership. In the area of Central Services, the district now differentiates school support and resources based on performance, practice, and leadership capacity. These areas are helping to ensure that we have district systems in place to help support schools in the academic achievement for all students.

Mr. Knott asked about the choice of Monroe Elementary for instructional rounds. Ms. Pastor said this is the second full year Monroe has been conducting instructional rounds. The principal at Monroe invited Allen in to their building to view this process.

Ms. Hainrihar commented the team focuses on two guiding questions. These are the basis for observation and small groups meet after the rounds to review what was seen, what was heard and how that information relates to the guiding questions chosen to meet the school improvement initiatives.

Superintendent-Ms. Hainrihar did not report tonight in the interest of declining weather conditions, she will hold off until March 15.

### **CONSENT**

2015/16-99 It was moved by Dr. Pomponio supported by Mr. Knott, the board approve the February 23, 2016 regular board meeting minutes.

YES: Freitas, Hayhurst, Knott, Kremer, Pomponio, Reed  
NO:

2015/16-100 It was moved by Dr. Pomponio supported by Mr. Knott, the board approve the HR Updates as presented.

YES: Freitas, Hayhurst, Knott, Kremer, Pomponio, Reed  
NO:

### **ACTION**

2015/16-101 It was moved by Dr. Pomponio supported by Mr. Knott the board approve opening a special revenue fund for the Latchkey Program.

YES: Freitas, Hayhurst, Knott, Kremer, Pomponio, Reed  
NO:

2015/16-102 It was moved by Dr. Pomponio supported by Mr. Knott, the board approve the 2015-16 Amended Budgets for the General Fund, the Special Education Fund, the Food Service Fund and the Latchkey Fund as presented.

YES: Freitas, Hayhurst, Knott, Kremer, Pomponio, Reed  
NO:

*Mr. Knott commented about the changes that have been made in the budget to reflect the proper reporting procedures, assuring citizens these changes are made with the board being fully aware and understanding of the need to place budget line items in the correct place.*

*Mr. Hayhurst commented that while this action will pass, this is not a rubber stamp. The finance committee has reviewed this, most of the board has already seen this at least twice. Tonight's presentation was for the general public to see. The board has thoroughly vetted this process, and knows what the business manager has done for us. This is just a final step in a process that has been going on for months.*

*Ms. McLachlan thanked the board for being able to meet so often on this budget. The budget will be online to view, copies available at the board office. She will send the required copies to both the Department of Education and the Department of Treasury, in Lansing.*

*Mr. Knott added that the board and administration are committed to transparency. The way we do business in Southgate will continue to be looked at hard in the future.*

2015/16-103 It was moved by Dr. Pomponio supported by Mr. Knott, the board approve the out-of-state field trip requests from Shelters and Fordline Elementary Schools.

YES: Freitas, Hayhurst, Knott, Kremer, Pomponio, Reed  
NO:

*Ms. Reed questioned why charter buses instead of Trinity would be used.  
Ms. Hainrihar stated Trinity may not always be used due to the needs of the trip.*

#### **EMPLOYEE REPRESENTATIVES**

None

#### **CITIZENS COMMENTS**

None

#### **INFORMATION AND ANNOUNCEMENTS**

Dr. Pomponio announced the Winter Guard Mom to Mom sale was successful. They have a competition at Novi High School this Saturday; and a band concert at DMS on that day as well.

Mr. Knott encouraged parents to join the superintendents Facebook page, it is filled with information about our current and former students' success.

Mr. Kremer urged everyone to be safe and warm.

Ms. Reed announced the board would be moving into a work session and not returning to the viewing audience at 7:45 p.m.

**Work Session Minutes:**

1. Anderson administrators and staff presented a proposal to allow a student waiver on taking final exams should certain attendance, behavior, and achievement criteria be met. The presentation was followed by a Q&A session. President Reed will share the information with Trustee Craig who was absent. The proposal will be on the work agenda for the 3/15/16 meeting. The Board will take a consensus vote on support of the proposal.
2. The remainder of the work agenda was postponed until the 3/15/16 meeting, due to the deteriorating weather conditions.

**ADJOURNMENT**

Meeting was adjourned at 9:45 p.m.

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Dr. Darlene Pomponio-Secretary  
Board of Education









