

REGULAR BOARD OF EDUCATION MEETING
NEW HAVEN COMMUNITY SCHOOLS
October 24, 2022

Board Members Present: Mrs. France Mrs. Simon Mrs. Patton Mr. Packer Mrs. Sosnovske
 Mr. Pod Mr. Goralczyk

Board Members Absent: Mrs. France Mrs. Simon Mrs. Patton Mr. Packer Mrs. Sosnovske
 Mr. Pod Mr. Goralczyk
(With Notice)

Administration Present: Puzdrakiewicz Timmerman McCabe Barr Moran Shepard
Medina
 Business Office –Sorgeloos

Guests: 3

Call to Order: President Mrs. France called the meeting to order at 6:04 p.m. in the board room at the
 Administration Building virtually through zoom.

Pledge of Allegiance: The Board said the Pledge of Allegiance.

Roll Call: Present: Mrs. France Mrs. Simon Mrs. Patton Mr. Packer Mrs. Sosnovske Mr.
Pod Mr. Goralczyk

Absent: (With Notice) Mrs. France Mrs. Simon Mrs. Patton Mr. Packer Mrs. Sosnovske
Mr. Pod Mr. Goralczyk

Acceptance of Agenda: Motion by Mr. Goralczyk, Second by Mr. Packer to accept the Agenda
Motion Carried: Unanimous

Presentations: Learning Loss 98C – Superintendent presented to the Board of Education the Learning Loss Plan. Our district is working with the MISD to work on high dosage tutoring for grades First, Second and Third. The district will continue to offer support for Kindergarten students. For our fourth (4th), Fifth (5), Middle School and High School students, the district will offer support through after school tutoring, focusing on closing gaps, as well as helping with their current work. Students will be identified by NWEA testing and also teacher Identified students.

Public Participation: None

Approval of Consent Agenda: Motion by Mr. Goralczyk, Second by Mr. Packer, that the Board approves the following consent agenda items.

1. **Approval of the Regular Meeting Minutes of October 10, 2022**
2. **Approval of the Building and Site Committee Meeting Minute of October 10, 2022**
3. **Approval of the Public Relations Committee Meeting Minutes of October 10, 2022**
4. **Approval of the Policy and Legal Committee Meeting Minutes of October 10, 2022**
5. **Approval of the Negotiations Committee Meeting Minutes of October 13, 2022**
6. **Approval P-Card Statement of September, 2022**
7. **Approval of the Expenditures for September, 2022 for \$471,548.63**

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8. 2nd Reading of the following policies (first reading October 10, 2022)

- a. **Review of Legal Alerts**
- b. **BYLAWS – 0144.1 – Compensation**
- c. **BYLAWS – PO175.1 – Conference**
- d. **PO 6550 Travel Payment and Reimbursement**
- e. **PO (Correction to Number) – Travel Expense Reimbursement**
- f. **PO6108 – Authorization to use electronic fund transfers**
- g. **PO6460 – Vendor Relations**
- h. **PO6700- Fair Labor Standard Acts**
- i. **PO7440.03 – Small unmanned aircraft systems**
- j. **PO8805 – Flags and Displays**

Mrs. Simon stated for the record that the Minutes from the Public Relations Committee Meeting represented that the cost of advertising at the theater was \$49.00 per month. Superintendent found out after receiving the contract that this was an incorrect figure and the cost is actually \$49.00 per week/per theater (two theaters). The contract was sent to the committee who agreed that it was still a reasonable cost and to proceed with the advertising. The contract from Cen Media Group has been added to the board drive.

Motion Carried: Unanimous

Communications: None.

Reports of the Superintendent for Action:

1) Report 64, Personnel Report- O. Medina. Motion by Mr. Goralczyk, Second by Mr. Packer to approve the resignation of Orlando Medina as Athletic Director and Student Outreach Coordinator.

Motion Carried: Unanimous

2) Report 65 Personnel Report, Christina Rulestead. Motion by Mr. Goralczyk, Second by Mr. Packer to approve the contract and hiring of Christina Rulestead for Kindergarten teacher at NHE.

Motion Carried: Unanimous

3) Report 66, Personnel Report- Individual Contract. Motion by Mr. Goralczyk, Second by Mrs. Patton To change Superintendent's Secretary Title to Executive Assistant and Human Resources Coordinator and move to a step 6 on the current contract retroactively to September 1, 2022.

Motion Carried: Unanimous

4) Report 67, EduStaff Substitute Rates. Motion by Mr. Goralczyk, Second by Mrs. Sosnovske To approve the increase for substitute rates through EduStaff from \$95.00/day to \$125.00/day for Standard Substitute; and raise the Building Substitute rate from \$125.00/day to \$150.00 per day (including Long-term Substitutes).

Motion Carried: Unanimous

5) Report 68, Learning Loss 98C. Motion by Mrs. France, Second by Mr. Goralczyk to approve the 98 C Learning Loss Plan for the 2022-2023 school year.

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Motion Carried: Unanimous

Report of the Superintendent for Information:

- 6) **Report 69, Comparative Statement:** This report is provided as an opportunity for the Board of Education to review the financial position of the district. The report provides the current budget and provides a comparison to the monthly actuals to the prior year monthly actuals. The Board would like to see cash flow added to this report in the future. A question was asked what is the fund balance right now? Mrs. Sorgeloos answered that one figure is 7% and the other is 13%. She is not sure what the difference is, but the state says we have 16% and that is what the trigger language follows.
- 7) **Report 70, Preliminary Audit:** The State of Michigan requires that all public school districts have an annual audit conducted of its records by an independent certified public accounting firm. Additionally, the district is the recipient of federal assistance and in accordance with OMB A-133, must have a financial and compliance audit performed on an annual basis. For the fiscal year ended June 2022, the district engaged Lewis & Knopf to conduct both the financial audit and the federal assistance audit. The audit fieldwork took place in August/September of this year with assistance from the accounting staff in the business office. A draft copy has been provided to you in the board drive. Kevin Kelley from Lewis & Knopf will present the 2021-22 audit results to the Board of Education at the December 12th Regular Board of Education meeting for action at that time.
- 8) **Report 71, Contract Trigger Language** - Based on the completed audit, the general fund ending percent is within the range for all steps (teachers and central office staff) to be granted. This will begin the pay of 11/4/2022. **This is retroactive to the beginning of this school year.**
- 9) **Report 72, Proposed Board Room Equipment:**
- Microphones \$ 4,000 USB
 - Recorder \$ 500
 - Microphone Mixer \$ 700
 - Cabinet stand and equipment \$ 1,000
 - Camera \$ 3,000
 - Video encoder for streaming \$ 2,000
 - Cost Estimate for Audio Only \$ 6,200 Total Estimate with Video \$11,200
 - ***The Board would like two cameras. One shot wide angle and one camera that would focus on the presenter. Mr. Goralczyk asked that a quote is also provided that would allow us to use the YouTube channel (storage***
 - ***Opinion from Attorney on Public Comments: If a school board is providing a live broadcast of its meetings, it still must provide public comment. I have advised, however, that members of the community don't have a right to provide virtual public comment if a school board is livestreaming its meetings. Thus, in that case, a citizen would have to physically attend the livestreamed meeting to address the board during public comment. Further, a school board's legal obligation to provide public comment at its meeting does not require the school board to read comments emailed or submitted to the school board or district administration.***

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A question was asked what the original amount was allocated for the board equipment from bond. Superintendent will get this figure and send to the Board.

Unfinished Business:

- 1) Policy Committee Meeting Date - November 3, 2022
 - a) Parent request to review policy on medical policies
 - b) Review Policy 9130 – Policy to review and challenge.
 - c) Review bylaws and do resolution to change technical information. (If time allows)
- 2) Change the phone voice mail from B. VanSweden (main line number)
- 3) Curriculum Committee Meeting Dates – The committee would like to include social studies and STEM 6-12 or K-12. Superintendent asked that this meeting should just include 6-12 grade teachers, as the elementary is working on the new program that they received this year. Also invite, literacy coaches and specifically, April Gatzemeyer to the meeting. Superintendent would like to have the meeting between Thanksgiving break and Christmas break. Mrs. Patton would like an update from the elementary schools on how they are getting their students prepared to take the M-Step.
 - a) Provide a list of resources that social studies and sciences are using.
 - b) Provide a list of books that are being used and the age of the books for all the curriculum.
 - c) District reviewed an online pilot science program, but Ms. Gatzemeyer who reviewed the program, did not favor it.
- 4) Mr. Goralczyk stated that the girl's bathroom by media center at the high school is very dirty. Superintendent met with Todd Flemings from ABM and they have scheduled a date for deep cleaning at the high school. The district will go out to bid in January for Janitorial Services for the 23-24 School year. The Board would like the ability to keep certain individuals who are employed by ABM currently if possible.
- 5) Mr. Goralczyk let the board members know that the MASB Leadership Conference was this past weekend. Mr. Goralczyk and Mrs. Sosnovske will be putting together information to share with other board members that they received at the conference. Superintendent stated that Jim Burke, from Macomb Emergency Management will be coming in on October 25th to review the threat assessment that was done previously by him under the previous Superintendent. All safety grants have been applied for and the district should know in January if we have received any of them.

Adjournment: Motion by Mrs. Patton, second by Mr. Goralczyk , to adjourn the meeting at 7:19 p.m.

Respectfully submitted



Regina Mrs. Patton, Secretary
New Haven Board of Education