

MINUTES  
Regular Board Meeting  
**Almont Community Schools Board of Education**  
August 26, 2013

**CALL TO ORDER**

President Hoffa called the Regular Board Meeting of the Almont Community Schools Board of Education to order at 7:00 p.m. in the Board Meeting Room at Almont Elementary School.

**Present**

Steven Hoffa, Nancy Boxey, Jon Owens, Stephan Manko, John Miles and Superintendent Joseph Candela.

**Visitors:** 4

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Brzozowski and Kmetz were absent

**APPROVAL OF AGENDA**

Mr. Candela asked the agenda be amended as follows:

Add VIII B (10) to Personnel 'Hiring of Enrichment Instructor'

**COMMUNICATIONS**

None

**QUESTIONS AND COMMENTS: AUDIENCE**

Angie Ferman stated that she was there as a parent and had questions about the 2<sup>nd</sup> recess being cut at the Orchard Primary. She had also been approached by parents asking this same question. She wanted to know if this was true. She has two children at the building. Is this a Board issue or a Principal issue? She also asked if they are extending lunch times. She stated she is concerned about the social implications of this decision. She was not sure if this (the meeting) was the place to discuss this but if it was she was wondering why these decisions had been made. She is very concerned. Mr. Candela stated that it had been discussed with the teachers at a meeting. During the NCA process lunch time was one of the concerns that parents had. Many felt the children did not have enough time to eat and it was rushed. Mr. Candela said that concerns should be taken to Mrs. McWilliams and she would be able to offer an explanation as to why these decisions have been made.

Pam Ferzacca stated that she felt the whole staff was not in on the discussion. She was surprised with the decision. She said she heard the decision was a system change. She did not know when the meeting took place. She has concerns and has heard from parents as well. Mr. Candela responded that this change will afford the teachers more common grade level planning and give the kids the longer lunch that parents had requested. Pam stated she felt that by eliminating the recess the kids had to go too long without a break. Mr. Candela stated that she should bring her concerns to Mrs. McWilliams.

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**APPROVAL OF MINUTES**

Motion by Boxey, supported by Owens, the Board of Education approve the following Minutes:

- A. Approval of the Minutes from the July 22, 2013 Regular Meeting
- B. Approval of the Minutes from the July 22, 2013 Regular Meeting Closed Session (Negotiations)
- C. Approval of the Minutes from the July 31, 2013 Special Meeting (Hendricks Presentation)
- D. Approval of the Minutes from the August 19, 2013 Special Meeting Work session

**(P), 114, 5-0-0**

**BILLS PAYABLE AND FINANCIAL REPORTS**

Motion by Manko, supported by Boxey, the Board of Education approve the bills payable and the financial reports as proposed by the administration and reviewed by the Finance Committee.

<b>July 2013</b>	
<b>General Fund Total</b>	\$ 1,029,551.88
<b>School Lunch Fund</b>	\$ 10,352.71
2002 Debt Fund	\$ -
2004 Refunding Bonds	\$ -
2006 Refunding Bonds	\$ -
2012 Refunding Bonds	\$ -
2013 SBL Refinance	-
QZAB Bond	\$ 2,086.79
<b>Subtotal</b>	<b>\$ 1,041,991.38</b>
General Fund transfers in for payroll	-
<b>Total Funds Spent</b>	<b>\$ 1,041,991.38</b>

Approval of check numbers covering these invoices range from check number 30822 - 30923 and voided checks as presented: Voided check(s): 30816 and 30859

**(P), 115, 5-0-0**

**ORCHARD PRIMARY, ALMONT MIDDLE SCHOOL, AND ALMONT HIGH SCHOOL TRUST AND AGENCY ACCOUNT REPORTS**

The Trust and Agency Accounts were approved as presented.

**NEW BUSINESS**

**Superintendents Report**

Orchard Primary

Orchard Primary School will be missing a few familiar faces when the doors open in September: Val Wallace, Maria Gehart, Donna Giles and Christine Divito. New faces include: Adam Wetzel, Deborah Byrd, Tanya Steinhaus and Brian McCloskey.

As of today, we are anticipating **student count** to include 490 students

- Bk 13 students
- Kdg 99
- 1<sup>st</sup> 108
- 2<sup>nd</sup> 93
- 3<sup>RD</sup> 77
- 4<sup>TH</sup> 100

**Popsicle Pop-In (Open House)** will take place at Orchard Primary School on Thursday, August 29 from 3:00-4:00 p.m. Students and their families have the opportunity to stop by the classrooms, drop off school supplies and enjoy a Popsicle.

The **custodial crew** has been working hard to make the building shine. The staff and students certainly appreciate their efforts and we are looking forward to having a custodian in the building during the school day.

Every space within the building is being utilized again this year and in fact the iPads (computer classes) will be on a cart.

In July, the 1<sup>st</sup> grade team of teachers (Mrs. Savage, Mrs. Bills, Mrs. Herzog and Mrs. Kempf) joined me for a three day workshop on **Response to Intervention (RTI)**. RTI is our best hope to ensure high levels of learning for all children. The underlying premise is that schools should not delay providing help for struggling students until they fall far enough behind to qualify for special education, but instead should provide timely, targeted, systematic interventions to all students who demonstrate need.

Keeping RTI in mind, the **Specials Schedule** was created this year with a concerted effort to allow grade level teams a ninety minute “uninterrupted” period each day to concentrate on language arts. In addition each grade has a daily thirty minute intervention period. This period will include “all hands on deck” allowing the Title 1 paraprofessionals, Speech Therapist, Resource Room teacher and General Education teaching staff to work with students in similar skill based groups and even extend student learning for those who have mastered grade-level curriculum. Even our teachers of art and physical education will be facilitating a group of students during an intervention period.

Another exciting addition this year is “**Team Thursday**”. This activity allows grade level teachers the opportunity to meet one hour every week to focus on learning, building a collaborative culture and creating a data rich, results orientation. While the teachers are meeting, the students will work on team building activities and special events with the Special teachers.

We are anticipating the arrival of a new piece of **playground equipment**, which should be delivered any day now. Thank you to the PTA for your fundraising efforts and a big THANK YOU to Rick Throop, one of our parents, for his expertise in prepping the playground area and installing drains.

**School begins** this year on Tuesday, September 3<sup>rd</sup>. The first day will be a half day; classes will start at 8:25 a.m. with a 12:07 p.m. dismissal for all students Bk-4<sup>th</sup> grade; no lunch will be served.

### Middle School

#### **Successful Summer Institute Program**

Jamie Weigand and Mary Mueller received a \$10,000 grant from *Literacy and Beyond* this past summer. Thirty-two (32) students participated in the program. The students were exposed to dynamic, hands-on activities to re-spark their interest in learning. Strengthening their reading, writing, math, and thinking skills remained a priority. Both Mrs. Weigand and Mrs. Mueller spent countless hours preparing and implementing instructional strategies to review and enhance grade level curriculum. Computers and iPads were utilized to engage students in creative mini-projects and tasks! Students and parents have expressed their gratitude and appreciation for this incredible opportunity. Mrs. Weigand and Mrs. Mueller are hopeful to receive another grant for Summer 2014.

#### **Master Schedule for 2013-14**

Although there have been some “bumps” with scheduling for the upcoming school year, AMS has been able to put together another schedule that provides many opportunities for our students. Ms. Diaz definitely deserves special kudos and recognition for all of her hard work and efforts!

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## Successful iPad Roll Out

The majority of Almont students (grades 5-12) picked up their iPads! Both students and parents welcome this opportunity and look forward to this device serving as an additional, powerful resource within the classroom. A very special thank you to Mr. Jack Bostian for making the ACS iPad Roll Out such a success! Also, a special thank you to staff, parents, and students for assisting during this entire process!

## First Annual Fun Run

Together with PTSA, AMS will be sponsoring their 1<sup>st</sup> Annual Fun Run. The event is scheduled to take place on October 25<sup>th</sup>. AMS and PTSA are hopeful that this event will serve as the school's **ONLY** school-wide fundraiser. After committing to running/walking for 20 minutes, students will receive donations from family and friends. **GOAL**= Each student to raise \$30. This fundraiser will help the school to purchase the "extras" (field trips (bus costs), technology, recess equipment, supplies, ROCK SHOP rewards, etc....). The PTSA will also be soliciting local businesses to participate with this event.

## Mark Your Calendar/Upcoming Events

- **August 27<sup>th</sup>**- Open House for 5<sup>th</sup> and 6<sup>th</sup> Grade from 6:00-8:00 PM
- **August 28<sup>th</sup>**- PD Day for ACS Staff
- **August 28<sup>th</sup>**- Open House for 7<sup>th</sup> and 8<sup>th</sup> Grade from 6:00-8:00 PM
- **August 29<sup>th</sup>**- Welcome Back Breakfast and Teacher Work Day
- **September 3<sup>rd</sup>**- First Day of School (Half Day)
- **September 11<sup>th</sup>**- PLC Day
- **September 17<sup>th</sup>**- Constitution Day
- **September 26<sup>th</sup>**- District Leadership Team Meeting from 4:15-6:15 PM

## High School

The new principal is settling in and meeting staff and students.

The summer work to get the high school ready for students and staff is near completion and the building will be ready for the start of school.

Schedule pick-up and student pictures took place the week of August 11<sup>th</sup>

Freshman orientation was held on August 20<sup>th</sup>. There was very good turnout.

There will be a meet and greet with the principal for parents and members of community on Tuesday, August 27<sup>th</sup> from 6 pm to 7 pm in the high school cafeteria, cookies and coffee will be served.

School for high school students begins with a half-day session on Tuesday, September 3<sup>rd</sup>.

## Other

### **Athletics**

The fall sports season has begun. High school teams at all levels have begun practice. Boys tennis, soccer, cross country and girls volleyball have already started their seasons. The Varsity Football will open this Thursday at Ecorse.

### **Preparations**

The buildings are pretty much ready to go. The floors are being finished at the high school. The playground at Orchard Primary will be finished by the time school starts on Tuesday. The parents will have an opportunity to pick up iPads on Wednesday during the 7<sup>th</sup> & 8<sup>th</sup> grade orientation.

### **Board of Education: Questions**

Mr. Miles was wondering if the new 90 language art time was shortening the specials time.

Mr. Candela responded yes it was.

Mr. Miles was wondering if the sum of the changes were longer LA time, shorter specials time and no 2<sup>nd</sup> recess.

Mr. Candela responded yes.

Mr. Miles feels we should be letting parents know why this decision was made to be proactive.

Mr. Candela agrees and stated that parents can take the issue up with Mrs. McWilliams. The consensus was that the winter recess, because of the amount of clothes the children put on and take off really is a short period of time in the end.

Mr. Miles feels that there is some confusion among the staff and parents regarding these changes.

Mr. Candela stated that he had not been approached at all with concerns.

Mr. Owens stated that he did not know about the recess being eliminated and he has his concerns as well. He did not know it was in the handbook.

Mr. Candela restated that a meeting with OP staff was held and the issue was discussed.

Mr. Owens stated that because of the amount of changes to the handbook he feels the administrator should have come to the meeting.

Mr. Candela stated that as he had discussed with them in the summer going forward it will be the administrators who discuss changes to the handbook with the Board.

Mr. Owens is concerned about OK'ing the handbook with last minute changes. He would like to here from Mrs. McWilliams regarding the research and reasons for the change, 15 minutes is a lot of time for kids.

Mr. Hoffa stated that he is concerned that the Board did not know of this sooner.

Mr. Owens feels that Mr. Candela has not heard concerns because like him, people are not aware of the change yet. He is struggling with OK'ing the handbook without understanding the reasoning for the change.

Mrs. Boxey is also concerned that they are just hearing of this and she is concerned about the cutback in the physical playing time as well as the specials time.

Mrs. Boxey also went off the current subject and inquired as to whether Mr. Candela contacted Wes from the Lions Club regarding constitution day.

Mr. Candela said that he had passed the information along to the administrators this past spring. He will get with Wes regarding this subject.

Mr. Boxey stated she was glad this had been discussed.

Mr. Miles stated (back onto the recess subject) that he would be for approving the handbook as long as they can revisit the subject and see how it is going after the year has started.

Mr. Candela said that would be a good idea.

Mr. Miles said that that why they could see if it is working and achieving the goals that they felt it would.

Mr. Candela stated that when we get to the Handbook item on the agenda tonight that Board would have a decision to make.

Mr. Hoffa stated that he felt this was a change in curriculum and a different process should have been followed.

### Annual Report

Mr. Candela then reviewed the annual report for 2012-2013.

## **Personnel**

### **Approval of Employee Layoff**

Moved by Boxey, supported by Manko, the Board of Education approve the Resolution For Notice of Layoff as presented with copy of said resolution to be marked VIII (B) 1 and attached to the official minutes of this meeting.

Roll Call Vote:

Ayes: Miles, Owens, Boxey, Manko, Hoffa

Nays: None

**(P), 116, 5-0-0**

### **Approval of Employee Resignations**

Moved by Boxey, supported by Manko, the Board of Education accept the resignation of Ms. Schack with regrets and best wishes for the future.

**(P), 117, 5-0-0**

Moved by Boxey, supported by Owens, the Board of Education accept the resignation of Ms. Johnson with regrets and best wishes for the future.

**(P), 118, 5-0-0**

Moved by Boxey, supported by Owens, the Board of Education accept the resignation of Mrs. Giles with regrets and best wishes for the future.

**(P), 119, 5-0-0**

Moved by Boxey, supported by Manko, the Board of Education accept the resignation of Ms. Gehart with regrets and best wishes for the future.

**(P), 120, 5-0-0**

### **Approval of Begindergarten Teacher**

Moved by Boxey, supported by Manko, the Board of Education employ Tanya Steinhaus as Begindergarten teacher. Non Certified Contract attached and marked VIII (B) 3.

**(P), 121, 5-0-0**

### **Approval of PreSchool Teacher**

Moved by Boxey supported by Owens the Board of Education employ Renee Porter as PreSchool teacher. Non Certified Contract attached and marked VIII (B) 4.

**(P), 122, 5-0-0**

### **Approval of PreSchool Aide**

Moved by Boxey, supported by Manko, the Board of Education employ Deborah Byrd as PreSchool Aide. Non Certified Contract attached and marked VIII (B) 5.

**(P), 123, 5-0-0**

### **Approval of ACS Employee Contracts**

Moved by Boxey, supported by Owens, the Board of Education approve the employment contracts of the following individuals as presented, with copies of the individual contracts to be VIII B(6) and attached to the Official Minutes of this meeting.

## **Central Office Staff**

Mrs. Brinker – Business Manager

### **Library Staff**

Jeanne Dupuis – Library Technician

Mary Corbin – Library Technician

Lori Winslow – Library Technician

### **Latchkey Staff**

Virginia (Jenny) Wheatley – Program Coordinator

Carolyn Horn – Latchkey Aide

Stephanie Russ – Latchkey Aide

### **PreSchool**

Star Stuphin – Program Coordinator

Melissa Phillips- PreSchool Aide

Sonya Szydowski – PreSchool Aide

### **Paraeducators**

Tracy Bacholzky

Shelly Baker

Denise Berger

Linda Bone

Carol Born

Kristine Bryan

Teresa Deneweth

Jennifer Fulton

Kim Garant

Colleen Ions

Loretta Lawrence

Brenda Leech

Deidra McLocklin

Deborah Sheffield

Kim Medley

Nancy Turvill

### **Migrant Program**

Ucros'-Paul, Clemencia

**(P), 124, 5-0-0**

### **Approval of 3<sup>rd</sup> Party Coaches**

Moved by Boxey, supported by Manko, the Board of Education staff the following positions with personnel provided by CoachEZ:

Freshman Football Head Coach

7<sup>th</sup> Grade Head Football Coach

7<sup>th</sup> Grade Assistant Football Coach

8<sup>th</sup> Grade Head Football Coach

**(P), 125, 5-0-0**

### **Approval of ACS Coach**

Moved by Boxey, supported by Owens, the Board of Education approve the employment of the following coach for the Fall 2013/2014 fall sport season:

MS Girls Basketball – Beau Beneson

**(P), 126, 5-0-0**

### **Approval of Volunteer Coaches**

Moved by Boxey, supported by Manko, the Board of Education approve Taylor Dziewit as Volleyball Assistant Coach and Eddie Kosinski as 8<sup>th</sup> Grade Football Volunteer Coach (unpaid positions).

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**(P), 127, 5-0-0**

**Amended by Mrs. Boxey to include Eddie Kosinski**

**Approval of Enrichment Instructor**

Moved by Boxey, supported by Owens, the Board of Education employ Chris Kline as Enrichment Instructor.

**(P), 128, 5-0-0**

**Finance**

**Approval of Sale of Property**

Moved by Manko, supported by Owens, the Board of Education approve the sale of the School Street property. Agreement to be attached to the official minutes of this meeting and marked VIII C (1).

**(P), 129, 5-0-0**

**Policy**

**Acceptance of School of Choice Students**

Moved by Miles, supported by Manko, the Board of Education accept the students on the attached list for the 2013/2014 school year through the 105 and 105C Schools of Choice Programs.

**(P), 130, 5-0-0**

**Approval to Trip Resolution**

Moved by Miles, supported by Manko, Board of Education approve the following resolution:

*WHEREAS, the Almont Board of Education supports extracurricular programs as an extension of the classroom learning environment; and*

*WHEREAS, the various extracurricular clubs and teams are provided opportunities to participate in activities and competitions which require overnight stays at locations outside of the Almont School district service area; and*

*WHEREAS, the Board of Education desires that extracurricular clubs and teams and/or individual club or team members take advantage of these opportunities.*

*BE IT RESOLVED that the Board of Education approve overnight trips for students participating in extracurricular programs during the 2013/2014 school year, with the Board of Education to be provided with the following information prior to any students embarking on such trips:*

*Date of Event*

*Accommodations for Food/Lodging*

*List of Chaperones*

*Trip Itinerary*

*Means of Transportation*

*Cost*

**(P), 131, 5-0-0**

**Approval of Student Handbook Updates**

Moved by Boxey, supported by Manko, the Board of Education approve:

The recommended changes to the High School Handbook

**(P), 132, 5-0-0**



**Approval of Teacher Discipline Policy**

Moved by Miles, supported by Manko, the Board of Education approve the new Teacher Discipline Policy as presented and to be marked VIII (D) 4 and attached to the official minutes of this meeting. (P), 133, 5-0-0

**COMMENTS: AUDIENCE**

Pam Ferzacca wanted to address the handbook and recess issue again. She said that her understanding of what the special teachers will be doing since the specials classes are shorter is that they will be doing grade level team building and tutoring the various grade levels like the paraeducators do. She also stated that staff at OP got the schedules Thursday evening so she thinks this is why people are unaware of the changes in recess. She also feels the handbook is drastically different than the previous one. She appreciates the Board looking into this matter.

Rick Throop thanked the Board for looking into the recess issue as well. He has a 1<sup>st</sup> grader and this is the first time he had heard of this change as well. He happens to be doing work on the playground and he never heard that recess would be reduced. He feels the kids need the 2<sup>nd</sup> recess and would like more thought put into it.

**QUESTIONS AND COMMENTS: BOARD OF EDUCATION**

Mr. Miles stated that he is not opposed to new things. He wondered if we needed to call a special meeting since the handbook was not approved tonight. How should the Board proceed?

Mr. Hoffa stated that Mr. Candela will need to talk to Mrs. McWilliams about the matter

Mr. Candela stated that he will follow up with her and reminded everyone that the previous handbook is in effect until the new one is approved.

**FUTURE AGENDA ITEMS**

Board Goals workshop is scheduled with Skyline for March of 2014, first Saturday.

**CLOSED SESSION: NEGOTIATIONS**

Motion by Boxey, supported by Owens, the Almont Board of Education go into closed session for the purpose of negotiations as permissible under the Open Meeting Act.

**Roll Call Vote:** Aye’s – Boxey, Manko, Miles, Owens, Hoffa

(P), 134, 5-0-0

**ADJOURNMENT**

**The meeting was adjourned at 8:26 p.m.**

Secretary Boxey indicated that no further business will be conducted after the closed session of the board.

The Board went into Closed Session at 8:30 pm

The Board went into Open Session at 9:57 pm

**QUESTIONS AND COMMENTS: BOARD OF EDUCATION**

None

**ADJOURNMENT**

The meeting was adjourned at 9:57 p.m.

Approved \_\_\_\_\_

Date

Signed: \_\_\_\_\_

Nancy Boxey, Secretary

Signed: \_\_\_\_\_

Steve Hoffa, President

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