

UTICA COMMUNITY SCHOOLS
BOARD OF EDUCATION MINUTES
Joan C. Sergent Instructional Resource Center
14201 Canal Road
Sterling Heights, MI 48313
June 8, 2009

Attending: C. Klenow, G. Klida, C. Territo, M. Templeton, R. Ross, J. Prybys, D. Meyers

1.-2. Meeting Call to Order

Dr. Klenow called the meeting to order at 7:43 p.m. followed by the Pledge of Allegiance. Dr. Klenow explained the 6:30 p.m. meeting was on the 2009-2010 Budget Hearing and this meeting was a Regular Board of Education meeting.

3. Minutes

Motion by Klida, supported by Ross, to approve the minutes of the May 26, 2009 Board of Education meeting.

Motion carried.

4A. China Art Exchange

The Board of Education recognized six students from Ewell and Monfort Elementary schools after their art work was selected for inclusion in the Michigan 4-H China Project, conducted in cooperation with the People's Republic of China. This global education exchange program provides elementary school students the opportunity to participate in a learning exchange that touches on the areas of language, social studies, natural science and the arts. Art teacher and System-wide Art Department chairperson Karen Borbolla coordinated the effort.

4B. USA Today Courageous Leader Award

Michael Allore, of Eisenhower High School and the Utica Center for Science and Industry, was recognized for his selection as recipient of the *USA Today* Courageous Leader Award, presented to a special teacher for extraordinary contribution to the Courageous Persuaders program. The program encourages high school students to create public service announcements on the dangers of underage drinking. Under Allore's tutelage, several students won scholarships and awards at the event.

Comments from the Board of Education were entertained.

4C. Middle School Forensic Coach of the Year

Malow Junior High School English and theatre arts teacher Kirstin Carolin was recognized by the Board of Education for her selection as the Michigan Speech Coaches Middle School Forensic Coach of the Year. A Henry Ford II graduate, Carolin has taught for 10 years in the district. Last year, she began an extra/co-curricular Forensic and theatre program at Malow.

Comments from the Board of Education were entertained.

5. Superintendent's Report

Superintendent Dr. Christine M. Johns reported to the Board of Education that schools are engaged in significant year-end activities.

On May 28, she and members of the Board participated in the golden anniversary celebration of Ewell Elementary School. Dr. Johns stated that every principal who served Ewell since its opening a

half-century ago were in attendance and complemented the Ewell staff, students, parents and Interim Principal Vivian Constand for making this event such a success.

Dr. Johns said Commencement ceremonies May 31 at the Palace of Auburn Hills showcased the accomplished group of graduates who were joined by their families and friends at the ceremonies. She said she was proud that the majority of graduates plan to continue their studies after high school.

Dr. Johns extended a thank you to the members of the Citizens Committee for Utica Community Schools who worked on behalf of the district's 30,000 students to assure the recount of the May 5 bond election complied with the law.

6. Community Correspondence

No correspondence was acknowledged.

7. Public Communication

Dr. Klenow reviewed the Public Communication Guidelines. The following individuals addressed the Board of Education:

Tim Rothe	Nancy Feldmann	Connor Hinebaugh
Phil Kody	Nancy Rutledge	Julie Calleja
Jaelyn Botsford	Kathy Corso	Chase Kiefiuk
Fay Kody	Chris Beauvais	Jasmine Scott
Kyle Dysarz	Jenifer Shalayko	Amber Harchuk
Marcia Dysarz	Daniel Wesner	Margaret Ventemiglia
Diana Cherniawski	Shannon Mathew	Matthew Mark
	Alex Martinez	

8A. 2008-2009 Budget Adjustment II

Mr. Richard Montcalm, Assistant Superintendent for Budget and Finance reviewed the Budget Adjustment II information. The adjustments are the administration's estimate of anticipated revenues and expenditures for 2008-2009.

Motion by Territo, supported by Ross, that the Board of Education approve Budget Adjustment II Resolution for 2008-2009 for the General Operating, School Service, Debt Retirement and Capital Projects Funds as submitted to take effect on June 8, 2009.

Mrs. Templeton called the roll: All Yeas: Territo, Prybys, Meyers, Klida, Ross, Klenow, Templeton

Motion carried.

8B. 2009-2010 Budget Resolution and Capital Projects Budgets

Dr. Johns introduced the recommended budget for fiscal year 2009-2010, which begins July 1, 2009, and emphasized the tenuousness of the district's finances, due to the state's economic downturn.

The recommended budget, she said, is designed to guide the management of the district, with the goal of providing a high-quality educational experience for 30,000 students.

Macomb County and the nation, she said, face the most significant economic challenge since the Great Depression. In Macomb County, unemployment is projected to reach 20 percent by summer. Michigan's economy is among the worst in the nation because it is heavily dependent on the automobile industry, she said.

Utica Community Schools, she continued, has a reputation for measured and meaningful budget practices and stated that when the district's finances were strong, the Board of Education took the prudent course by putting dollars aside – the fund equity. When the economy began to soften some seven years ago, the Board again took a conservative course of action by selling unused property, closing a building, offering retirement incentives to veteran workers, utilizing the fund equity and initiating other actions designed to balance the budget while minimizing the impact on children's education.

While these measures proved helpful at the time, the sharp downturn in Michigan's economy has hampered the state's ability to meet its financial obligations to its public school districts. In November 2008, the district instituted a spending freeze saving \$3.6 million and in January the state projected a \$59 per pupil reduction which the superintendent reported at a previous Board of Education meeting.

Dr. Johns said the American Recovery and Reinvestment Act (ARRA), stimulus money, will provide some short-term relief and stated the fact that the ARRA dollars only replace part of the district's revenue losses and next year, it faces a funding cliff.

Following a budget overview by Richard Montcalm, Assistant Superintendent for Business and Finance, and hearing comments from residents during a public hearing earlier in the evening, the Board approved its operating budget for fiscal year 2009-2010. Revenues are estimated at \$260.8 million and expenditures at \$275 million.

The revenue shortfall at the state level is about \$590 per student in Michigan, or \$17.5 million to the Utica Community Schools. The shortfall is expected to be made up by the state using designated funds from the American Recovery and Reinvestment Act (ARRA), also referred to as the federal stimulus package. The ARRA funds are available to states on a one-time only basis and will not be available for subsequent school years.

Some 84 staff reductions will take place, bringing the total number of reductions over the past seven years to 360 positions, from every employee classification. In all, the district has reduced spending by \$42 million in that time.

Dr. Johns emphasized that we are not considering these additional reductions lightly and stated they will impact our employees and their families and our students. She went on to state that the recommended budget is a realistic reflection of the challenges being faced and it has been carefully designed to allow us to achieve our mission of teaching and learning, despite the challenges the district continue to face.

The 2009-2010 budget reflects that revenues are expected to remain flat, while costs – such as district-paid retirements, wages and benefits, fuel prices and utilities – will continue to increase.

The district receives more than two-thirds of its operating dollars from the state. Revenues are generated through a blend of state income tax, sales tax, local property tax, plus several other designated taxes. All of these revenues have declined and are expected to continue to decline until the state's economy recovers.

Funds to public schools are disbursed to local districts based in large part on student enrollment. Next year, enrollment in Utica Community Schools is expected to decline by nearly 100 students – resulting in a reduction in the funding the district will receive next school year. If additional funds are not available for fiscal year 2010-2011, further reductions can be anticipated, up to \$25 million.

Dr. Johns stated that the district's financial operation is at a critical juncture and the budget document was a realistic reflection of the challenges being faced.

Board of Education comments in relation to the budget were entertained.

Motion by Ross, supported by Meyers, that the Board of Education approve the 2009-2010 Budget Resolution for the General Operating, School Service, Debt Retirement and Capital Projects Funds along with the levy of 17.9316 mills to support operations and 3.50 mills for debt retirement as submitted to take effect on July 1, 2009.

Mrs. Templeton called the roll: All Yeas: Territo, Prybys, Meyers, Klida, Ross, Klenow, Templeton

Motion carried.

8C. Delegating Sale of 2009 School Building and Site and Refunding Bonds

Mr. Richard Montcalm, Assistant Superintendent for Business and Finance, presented the resolution adopted on May 11, 2009 (the "Bond Resolution"), the Utica Community Schools authorized issuance of its 2009 School Building Site and Refunding Bonds in an amount not to exceed \$26,000,000 for the purposes described in the Bond Resolution.

The pricing of the Bonds has been delayed until mid-June 2009 and the district wishes to assure delivery of the bonds before June 30, 2009. The School District expects to receive an offer to purchase the Bonds from Stifel, Nicolaus & Company, Incorporated (the Underwriter), pursuant to a Bond Purchase Agreement.

The Resolution allowed the Board of Education to delegate to the Superintendent and the Assistant Superintendent for Business and Finance, the authority to accept the offer of the Underwriter pursuant to a Bond Purchase Agreement.

Motion by Territo, supported by Ross, that the Board of Education approve, as submitted the Resolution Delegating Sale of the 2009 School Building and Site and Refunding Bonds in the amount not to exceed \$26,000,000.

Mr. Jeffrey Arnoff from Stifel, Nicolaus & Company, Incorporated reviewed information on the schedule and pricing of the bonds.

Mrs. Templeton called the roll: All Yeas: Territo, Prybys, Meyers, Klida, Ross, Klenow, Templeton

Motion carried.

9A. Student Expulsion

Dr. Johns stated that based on review of the case, and the recommendation of Steven Beyer, Principal, Henry Ford II High School, expulsion of a student was recommended for possession of a knife with a blade measuring over three inches in length. This act is in violation of Board of Education policies 5100 and 5105 and the State of Michigan Public Act 250 of 1995.

The parent of this student received formal notification of the appeal process and the deadline for the appeal. No request for appeal has been received.

Motion by Templeton, supported by Prybys, that the Board of Education expels Student #4000490689 from the Utica Community Schools.

Motion carried.

9B. English 10 Course and Textbook Adoption – First Reading

Mr. Randel A. Eckhardt, Deputy Superintendent for Teaching and Learning, reviewed a course adoption proposal for English 10.

The Michigan Department of Education has published content expectations for High School English Language Arts. There are ninety-one expectations in four strands: Writing, Speaking, and Expressing; Reading, Listening, and Viewing; Literature and Culture; and Language. Rather than dividing the ninety-one expectations among the four years of high school, every year students would work on increasingly advanced levels of the same expectations. The Department of Education recommends that each year the students use literature to achieve a particular 'disposition' or perspective. The disposition for grade 10 is: Critical Response and Stance (How do I judge the work and actions of others?).

UCS educators worked with Macomb County colleagues to develop units and corresponding assessments for a Grade 10 ELA course. The Utica High School English Department successfully piloted these units and assessments during the 2008-9 school year. The proposed English 10 course content and assessments are aligned with the English Language Arts Course Content Expectations developed by the Michigan Department of Education.

Mr. Eckhardt stated that students will have access to online and CD versions of the textbooks.

9C. Social Studies Textbook Adoption – First Reading

Mr. Randel A. Eckhardt, Deputy Superintendent for Teaching and Learning, presented information on a textbook adoption proposal for Grade 3 and 4 Social Studies.

In December 2007, the State of Michigan Department of Education adopted new Grade Level Content Expectations for Social Studies, Grades K – 8. In order for students to be prepared for the Social Studies MEAP in 2011, Utica Community Schools needs to align its Social Studies curriculum with the new GLCEs. Our current Social Studies materials do not align with the new curriculum required for our students. The new third grade Social Studies focus is Michigan Studies and the new fourth grade Social Studies focus is on United States Studies with a Regions approach.

The textbooks that were chosen for adoption are:

Third Grade Social Studies – Michigan

- *Michigan Studies*, Macmillan/McGraw-Hill

Fourth Grade Social Studies – United States Studies

- *Our Country and Its Regions*, Macmillan/McGraw-Hill

Teachers in ten elementary buildings piloted the textbooks in 3rd grade. Teachers in ten elementary buildings also piloted the textbooks in 4th grade. The teachers were supported by the Teaching and Learning Department and successfully completed the pilot and adoption process. The textbooks proposed for adoption align with the new Social Studies Grade Level Content Expectations for third and fourth grades. Professional development will be provided to all third and fourth grade teachers in the implementation of the new textbooks, along with the technology that is part of the programs. Students will have access to online and CD versions of the textbooks.

10A. Changes in Certified Personnel

Motion by Meyers, supported by Ross, that the Board of Education approve the changes in certified personnel as presented.

Motion carried.

11A. Financial Report - Part I

Mrs. Jill Tomy, Budget Director, reviewed the schedule of bills in the General Fund Financial Report as of May 31, 2009.

The Board of Education accepted the report as presented.

11B. Schedule of Bills Report

Mrs. Jill Tomy, Budget Director, reviewed the schedule of bills for the General Fund accounts.

GENERAL FUND - SPECIAL - May	\$16,768,382.95
GENERAL FUND (05/27/09)	\$2,210,588.98
GENERAL FUND (06/03/09)	\$152,810.24
	<u>\$19,131,782.17</u>

The Board of Education accepted the report as presented.

Motion by Templeton, supported by Ross, to accept the award of contract awards 11C1 through 11C5 as presented.

11C1 Science Supplies & Equipment/IB Program

Competitive bids were received from ten vendors to provide a variety of science supplies and equipment. Consistent with the goals and aims of the Utica Community Schools Voluntary Public School Choice grant, the items include materials designed to support the International Baccalaureate Biology and Chemistry Standard Level and Higher Level course expectations. The purchase will be made in order to transition the Junior High science facilities and technology to meet the needs of students working with AP and IB level chemistry, and AP and IB level biology.

11C2. Athletic Football Equipment

Competitive bids were received from seven vendors for the purchase of athletic football equipment for the 2009-10 school year.

VENDOR	AMOUNT
Dimmer-Warren Ent., Inc.	\$ 2,608.00
Service Sports, Inc.	15,197.90
ForSports	2,097.20
Signature Sports & Promotions	1,820.00
Tri-County Sports	879.20
Sport Supply Group	<u>3,512.94</u>
TOTAL AWARD	\$26,115.24

11C3. Community Education Brochure Printing

Competitive bids were received from five vendors for the printing of the Community Education Brochure. Specifications requested pricing for 85,000 copies of a 48-page booklet for the main issues and the 16-page for the Early Childhood edition. The booklet is printed each fall, winter, and summer and mailed to all school district households. In addition to the three main printings, an Early Childhood booklet is printed and mailed in the spring.

11C4. Musical Instrument Replacement

Competitive bids were received from six vendors for the purchase of replacement band instruments to service the large number of students participating in the secondary instrumental music program.

The instruments to be purchased were determined based on the needs at each building. The purchase of these items will be made from the district's general fund.

VENDOR	AMOUNT
Anderson Music Company	\$435.00
Custom Music Company	\$3,795.00
A & G Central Music	\$21,142.00
Marshall Music Company	\$19,382.00
TOTAL AWARD	<u>\$44,754.00</u>
LESS: TRADE-IN ALLOWANCE	\$2,770.00
NET OVERALL AWARD	<u>\$41,984.00</u>

11C5. Textbook and Software Subscription Upgrade

The Career and Technical Education Department requested the purchase of classroom sets of Microsoft Office 2007 Introductory and Microsoft Office 2007 Second Course textbooks and the software SAM 2007 three-year site license for each of the four high schools and the Utica Center for Applied Learning. Earlier versions of these products have been used in the Microsoft Word business course that gives the students the opportunity for Microsoft Office Specialist (MOS) Certification. Teacher resources are provided at no additional charge.

This purchase, which will be funded by 2009 Career and Technical Education Added Cost state funding, has been reviewed by Margaret Jelsma, Director of Science, Technology, Engineering and Math; and the Curriculum Sub-Committee of the Board. The vendor, Cengage Learning, a single source provider, has assured the district that the textbooks will be delivered prior to June 30, 2009.

Motion carried.

Motion by Territo, supported by Ross, to accept the award of contract awards 11C6 through 11C7 as presented.

11C6. Dependent Audit

As part of the on-going cost-containment effort, district administration recommended that a dependent eligibility audit be conducted. This audit will assure the district may continue to provide comprehensive medical care to only those eligible.

11C7. Claims Audit

As part of the on-going cost-containment effort, district administration is recommending that a claims audit be conducted. The recommended vendor will work internally with Blue Cross and Blue Shield of Michigan (BCBSM) to review the district's Blue Cross Blue Shield claims database for a minimum of 15 months historical claims data to identify and recover improperly paid claim dollars to the district.

This project has been reviewed by the Human Resources Department and the Superintendent's Executive Leadership Committee. It is anticipated that this project will be completed by March 31, 2010.

Mr. Eckhardt reviewed the cost savings of the dependent and claims audit. Net gain would more than \$200,000. Full time staff person will be available to work with employees. This audit is more in depth than the previous soft audit.

Motion carried.

D1. Media Center Addition – Heritage Junior High School

The 2003 Citizens for Education Project recommendations included renovation of the media center at Heritage Junior High School. After reviewing the existing facility with the architect, it was determined that the instructional needs of the building would be better served by constructing an addition to the building. The project includes construction of a 10,000 square foot addition, along with renovation of the existing media center area into classrooms. In addition, the main entrance will be configured to create a controlled lobby for enhanced building security.

Motion by Ross, supported by Meyers that the Board of Education accept the following bids for the media center addition at Heritage Junior High School.

<u>CATEGORY</u>	<u>CONTRACTOR</u>	<u>AMOUNT</u>
Site Work	Service Construction LLC	\$ 98,190.00
Selective Demolition	DKI Inc.	\$ 41,500.00
Concrete	McCarthy Construction Co.	\$ 88,000.00
Masonry	Brend Contracting Co.	\$ 297,000.00
Structural Steel	Men of Steel, Inc	\$ 166,700.00
Rough Carpentry	NCI-New Carpentry Inc	\$ 307,000.00
Roofing & Sheetmetal	Port Huron Roofing	\$ 137,700.00
Aluminum Doors and Windows	Peterson Glass Co.	\$ 122,000.00

Motion carried.

12. Board Items

Mrs. Prybys stated that it is important to recognize the individuals that came forward and addressed the Board of Education.

Mr. Meyers thanked Mr. Montcalm and staff for presentations of the budget information and stated it was detailed and well organized.

Dr. Ross commented on the Adult Education/ULA graduation ceremony held on May 31, 2009 and thanked administration for their contributions to a successful ceremony.

13. Adjournment

Motion by Territo, supported by Templeton, that the meeting adjourn at 10:39 p.m.

Motion carried.

Respectfully submitted,

Michele Templeton, Secretary
Utica Community Schools
Board of Education