

WILLOW RUN COMMUNITY SCHOOLS

Ypsilanti, Michigan

REGULAR MEETING

November 20, 2003

The regular meeting opened at 7:30 p.m. at Holmes School, 235 Spencer Lane, Ypsilanti, Michigan, with the pledge of allegiance to the flag.

Those present were:

Claudette Braxton, President
Andreas Blakita, Vice President
Brenda Clay, Secretary
Clifford Smith, Trustee
Mark Wilde, Trustee
Scott Wilson, Treasurer

Absent: Joe Coburn, Student Representative to the Board
Avery Heningburg, Trustee

Members of the Administrative Council Present Included:

Dr. Douglas Benit, Superintendent
Laura Chew, Director, Academic Services
George MacLeod, Director, Special Education
Bill McGill, Principal, Willow Run High School
Raymond Mellberg, Principal, Kaiser Elementary
John Nickel, Director, Business Services
Peter Silveri, Director, Human Resources
Katie Smith, Director, Technology

President Braxton called the meeting to order at 7:33 p.m.

Additions and Deletions to the Agenda

Dr. Benit informed the Board of the deletion from the Agenda of Item IV.A. – Presentation on Weighted Grades. He also added a second communication from Representative Ruth Ann Jamnick, as well as the minutes of the Special Board of Education meeting held on Wednesday, November 19, 2003, at the Administration Building.

Approval of the Agenda

#03041104 Ms. Clay moved that the Board of Education accept the agenda as amended.
Mr. Wilson supported.

Ayes: 6
Nays: 0 – Motion carried

Excellence in Education – Holmes Elementary Report

Ms. Williams, Principal of Holmes Elementary welcomed everyone to Holmes Elementary – Home of the Undefeated Vikings Basketball Team. Ms. Williams then introduced her staff and invited everyone to have a look around the building to see the renovations and additions that have been completed since last year.

Next Ms. Safieddine’s 4th grade class sang and signed “Peace on Earth”. This was followed by Ms. Bodzin and Ms. Vonck telling about some of the programs designed to promote people skills and emotional intelligence available to Holmes students. These programs include food drives, a warming tree, safety patrol, Special Olympics and many others.

Ms. Auten shared the details of the Partners in Print Program. This program puts the child, the parent and the teacher together, with the teacher modeling strategies for the parent to use in working with their child. The parent then works with the child under the supervision of the teacher, developing skills to be used at home. The parents in this program are provided with instructional books to take home to use with their child.

Ms. Williams wrapped up the Holmes presentation, thanking everyone for coming.

Approval of Minutes

#03041105 Ms. Clay moved that the Board of Education approves the minutes as presented from the regular meeting of October 16, 2003 the Special Meeting of October 25, 2003, and the Special Meeting of November 19, 2003. Mr. Wilde supported.

Ayes: 6
Nays: 0 – Motion carried

Approval of Bills

#03041106 Mr. Wilson moved that the Board of Education approves payment of General Fund bills in the amount of \$2,307,804.58 and 2001 Building & Site Fund bills in the amount of \$4,468,245.45. Mr. Wilde supported.

Ayes: 6
Nays: 0 – Motion carried

Financial Statements

#03041107 Mr. Wilson moved that the Board of Education accept the Treasurer’s Report as presented. Ms. Clay supported.

Ayes: 6
Nays: 0 – Motion carried

Communications

Dr. Benit shared the following communications with the Board:

- * Teacher Appreciation sponsored by Pulte Homes on October 28th. At the conclusion of this event, there was a prize drawing for gift certificates, which Dr. Benit presented to the winners at this evening's meeting.
- * Lori Day introduced Laura Brown from the American Red Cross who was presented the Willow Run High School National Honor Society with the prestigious Platinum Award for the amount of blood collected and in recognition of this being done in typically difficult times of the year for blood donations.
- * A letter from Representative Ruth Ann Jarnick thanking Governor Granholm for moving the MEAP from the Department of Treasury back to the Department of Education. In this letter she also expressed her displeasure regarding the moving of some MEAP jobs out-of-state.
- * A second letter from Representative Jarnick stating what an excellent job was done by Willow Run High School students on the MGTV interactive program with the Attorney General.
- * A letter from Pastor and Mrs. Samuel Hayes praising Teresa Wilson for the excellent results on the MEAP, as well as for her other educational efforts.

Committee Reports

Ms. Clay reported on the meeting of the Curriculum Committee, which took place prior to the Regular Board meeting. Those present included Ms. Clay, Ms. Braxton, Mr. Wilde, Dr. Benit, Ms. Chew, Dr. Cross, Mr. MacLeod and representatives from Eastern Michigan University. Topics discussed were the hand writing study and the Instructional Consulting Team (ICT) Program and Holmes and Cheney schools.

Mr. Wilson reported on the Finance Committee meeting of Wednesday, November 19, 2003. Those present included Mr. Wilson, Mr. Smith, Ms. Braxton, Dr. Benit, and Mr. Fisher. The item of discussion was this year's audit findings.

Mr. Smith reported on a meeting of the Personnel Committee, held on Tuesday, November 18, 2003. Those present included Mr. Smith, Ms. Braxton, Mr. Blakita, Mr. Silveri, and Dr. Benit. Topics discussed included a review of personnel issues and procedures for the evaluation process, the need for consistency in applying personnel policies equally throughout the District, and the need for new accounting procedures.

Community Education Contract Approval

#03041108 Mr. Wilson moved that the Board of Education approve the attached contracts between WRCS Community Education and Althea Wilson, Renee DeMerchant, Forest Wilson, Dale Grimes, and the Oakland Builders Institute for the 2003-2004 school year. Mr. Wilde supported.

Ayes: 6
Nays: 0 – Motion carried

Approval of Ford/UAW Contract Renewal

#03041109 Mr. Wilde moved that the Board of Education approve the attached contract between WRCS Community Education and Ford/UAW for the 2003-2004 school year. Mr. Wilson supported.

Ayes: 6
Nays: 0 -Motion carried

Approval of Antivirus Software Licenses Purchase Order

#03041110 Mr. Smith moved that the Willow Run Board of Education approve the purchase order for Norton Antivirus software licenses, not to exceed \$8,000. Mr. Wilde supported.

Ayes: 6
Nays: 0 – Motion carried

Acceptance of Reinstatement Committee’s Recommendation

#03041111 Mr. Wilde moved that the Willow Run Board of Education accept the Expulsion Reinstatement Committee’s Recommendation not to reinstate Solomon Brown to the Willow Run Community School District. Ms. Clay supported.

Ayes: Mr. Wilson, Mr. Wilde, Mr. Smith, Mr. Blakita, Ms. Clay,
Ms. Braxton
Nays: 0 -Motion carried.

Acceptance of Audit Report

#03041112 Mr. Wilson moved that the Willow Run Board of Education receives and accepts the June 30, 2003 Audit Report as performed by the independent audit firm of Rehmann Robson, P.C. Ms. Clay supported.

Ayes: 6
Nays: 0 -Motion carried.

Discussion

Mr. Dave Fisher, Principal, Rehman Robson, presented the Audit Report and reported a clean opinion of the District’s finances. He said all fund balances are positive and Willow Run’s finances are in good shape. Mr. Fisher and members of the Board commended Mr. Nickel’s hard work and excellent job.

Mr. Nickel attributed the excellent job to his highly competent staff.

Approval of Resource One Purchase Order

#03041113 Mr. Blakita moved that the Willow Run Board of Education approves purchase order #0661A to Resource One of Livonia, MI for the not to exceed amount of \$7,420.00 for emergency roof repairs to Kettering Elementary School. Mr. Wilde supported.

Ayes: 6
Nays: 0 -Motion carried.

Motion to Table Resolution to Authorize Electronic Transactions

#03041114 Mr. Wilson moved that the Willow Run Board of Education table the motion for Resolution to Authorize Electronic Transaction until a Policy is written to reflect the Resolution. Ms. Clay supported.

Ayes: 6
Nays: 0 -Motion carried.

Bond Project Update

Mr. Kevin Waldman, Barton Malow said the north-end buildings, Cheney, Ford, and Holmes, are in the closing-phase, with 90% of the punch-list being completed.

The south-end buildings, Kaiser, Kettering, and Thurston are in the final design-phase. Barton Malow representative will be meeting with the principals of these buildings to coordinate the project.

Mr. Waldman said the high school and middle school projects are going well. The exterior walls are bricked-in, the windows are being installed and the mechanical/ electrical and first floor masonry work are going as scheduled.

Mr. Waldman offered anyone who is interested a walk-through of the project.

Approval of Payment of Barton Malow Invoice

#03041115 Mr. Wilson moved that the Willow Run Board of Education approve payment of Barton Malow invoice #79273 in the amount of \$2,274,672.13 to be paid from the 2001 Building & Site Fund. Mr. Wilde supported.

Ayes: 6
Nays: 0 -Motion carried.

Approval of Kingscott Invoice

#03041116 Mr. Wilde moved that the Willow Run Board of Education approve payment of the following Kingscott Associates Invoices:

- #3530 for \$24,830.77
- #3531 for \$44,441.09
- #3532 for \$1,940.40
- #3533 for \$2,700.00

To be paid from the 2001 Building and Site Fund. Mr. Wilson supported.

Ayes: 6
Nays: 0 – Motion carried.

Approval of Payment of Miscellaneous Invoices

#03041117 Mr. Wilde moved that the Willow Run Board of Education approve payment of the following miscellaneous invoices totaling \$3,365.56:

- Professional Abatement Services, Inc. invoice #878 for \$209.50
- IDN Door & Hardware Sales, Inc. invoice #815431 for \$1,855.00
- IDN Door & Hardware Sales, Inc. invoice #815213 for \$358.50
- B & D Elevator, Inc. invoice #16535 for \$736.89
- B & D Elevator, Inc. invoice #16573 for \$205.67.

Mr. Smith supported.

Ayes: 6
Nays: 0 – Motion carried.

Approval of Bond Technology Purchase

#03041118 Mr. Blakita moved that the Willow Run Board of Education approve the computer purchases attached totalling \$4,346.14, for the purpose of providing technology equipment to the Transportation and Maintenance Departments. These items are to be charged to the 2001 Building and Site fund. Mr. Smith supported.

Ayes: 6
Nays: 0 – Motion carried.

Approval of High School & Middle School Printer Purchase Orders (2)

#03041119 Mr. Smith moved that the Willow Run Board of Education approve the following Purchase Orders each totalling \$4,219.00 with American of Apple Valley, MN for a report card printer and related material. Mr. Wilson supported.

Ayes: 6
Nays: 0 – Motion carried.

Adoption of Resolution to Transfer Funds

#03041120 Ms. Clay moved that the Willow Run Board of Education approve the attached resolution authorizing transfer of funds for the repayment of the State of Michigan Municipal Bond Note dated August 20, 2003. Mr. Blakita supported.

Ayes: 6
Nays: 0 – Motion carried.

Approval of ADT Purchase Order

#03041121 Mr. Wilson moved that the Willow Run Board of Education approves Purchase Order #0722A to ADT Security Systems of Madison Heights, MI for the not to exceed amount of \$4,100.00 for repairs to the alarm system at Henry Ford Elementary School. Mr. Wilde supported.

Ayes: 6
Nays: 0 – Motion carried.

Citizens' Questions

Ms. Martin asked if the ADT invoice is a repair to a new unit. Mr. Nickel said no the repair is to the existing Ford Elementary unit.

Superintendent's Comments

Dr. Benit asked if the Cheney Board Presentation scheduled for February 19, 2004, can be moved to May 20, 2004, with the High School Presentation being moved to the February 19, 2004 meeting.

Dr. Benit congratulated the Cheney principal and staff for their outstanding MEAP results. He also praised both Cheney and Kaiser Elementary schools for the articles featuring them which have appeared in the paper.

Dr. Benit thanked all principals for the excellent job they do hosting the Board meetings at their buildings.

Presidents' Comments

President Braxton publicly thanked Pulte Homes for the Teacher Appreciation Day they hosted. She also mentioned the MASB Conference attended by the Board earlier in the month, saying this was a great learning opportunity for the Board members.

President Braxton praised the high school for the excellent job they did of hosting the drum-line competition held there last weekend.

President Braxton said she attended the Ypsi-Reads Campaign at the Ypsilanti Public Library, the purpose of which is to encourage home reading. She said she would like the District as a whole to participate in this event.

Board Members' Comments

Mr. Blakita shared a memo from the WISD announcing a Round Table meeting happening on December 11th, from 6:30-8:30 p.m.

Mr. Wilson said Boards of Education from Wayne and Washtenaw counties are planning to visit Governor Granholm regarding budget cuts.

Mr. Smith said the excellent MEAP scores from Willow Run are being talked about throughout the county.

President Braxton declared the meeting adjourned at 9:32 - p.m.