



Mission Statement

The mission of Detroit Community Schools is to awaken our students' highest aspirations and develop the capabilities they need to lead purposeful and productive lives. We believe that all students should be prepared to enter college, pursue a career or engage in other forms of meaningful work in our ever-changing global society. Therefore, we offer a rigorous educational program that integrates academic, artistic, and experiential learning within a supportive community characterized by encouragement, collaboration, and community. ~~The mission of Detroit Community Schools is to awaken our students' highest aspirations and develop the capabilities they need to lead purposeful and productive lives. We believe that all students should be prepared to enter college, pursue a career or engage in other forms of meaningful work in our ever-~~

Detroit Community Schools
12675 Burt Rd
Detroit, MI 48223
313-537-3570

Minutes

January Board of Directors' Re-Scheduled Meeting Agenda
February 4, 2013
6:30 p.m.

I. CALL TO ORDER BY THE BOARD PRESIDENT at 7:55 p.m.

Roll Call

Lewis	absent
LoPatin	present
Posey	absent
Watts	present
Zettner	present
Tobier	present

Others Present: Hakim, VanderLaan, L. Jones, Taylor, T. Thomas, S. Jordan, Tucker, McPhail, Johnson (parent), D. Brown, S. Cooper (student), A. Phoenix, M. McInerney (Clark Hill), C. Howell, Watson, Peoples, Thornton, Eddy, Floyd, Jordan, Humphrey (Coach)

II. CALL TO THE PUBLIC

“This meeting is a meeting of the Board of Detroit Community Schools District in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. We now invite members of the public to address the Board and share any thoughts or concerns.

Comments should only be addressed to the person chairing this meeting, and per Board policy should be no longer than three minutes.”

DISCUSSION:

Mr. R. Harrison expressed that he helped raise money to get coats for students at DCS. He added that he is willing to get involved to make sure the school is successful and is prepared to support in any way.

Watts suggested that the Board of Directors' be taken from a 7-member Board to a 5-member Board.

Amendment to Agenda: Motion made by Zettner and seconded by Tobier to change the number of Board Members from 7 members to 5 members for the remainder of the year.

AYES: LoPatin, Tobier, Watts, Zettner

NAYES: None

Motion to change the number of Board Members from 7 members to 5 members for the remainder of the year passed.

III. ACCEPTANCE OF AGENDA

Moved by Zettner, seconded by Tobier, to accept the Detroit Community Schools' Board of Directors' Re-Scheduled Agenda for Monday, February 4, 2013.

AYES: LoPatin, Tobier, Watts, Zettner

NAYES: None

Motion to accept the Detroit Community Schools' Board of Directors' Re-Scheduled Agenda for Monday, February 4, 2013, passed.

IV. CONSENT AGENDA

Moved by LoPatin, seconded by Zettner, to approve the

- a) December 17, 2012, Regular Scheduled Meeting Minutes
- b) December 2012 P&L
- c) December 2012 Check Registries

DISCUSSION:

Secretary Zettner was absent for a couple of prior Board Meetings but signed the Minutes for the Meetings. Minutes will have to be resigned by a Board Member that attended the Board Meeting that Secretary Zettner missed.

AYES: None

NAYES: None

Motion to approve the December 17, 20112 Regular Scheduled Meeting Minutes, December 2012 P&L, and the December 2012 Check Registries failed due to lack of quorum.

V. DISCUSSION/ ACTION ITEMS

a) Amendment: Motion for Board of Directors' to authorize legal counsel to create and form the foundation for Detroit Community Schools.

Moved by Zettner, seconded by Tobier

AYES: LoPatin, Tobier, Watts, Zettner

NAYES: None

Motion to approve/authorize legal counsel to create and form the foundation for Detroit Community Schools passed.

b) Amendment: Detroit Community Schools Foundation benefit of Detroit Community Schools and the Brightmoor Community at large.

Moved by Zettner, seconded by Tobier

DISCUSSION:

VanderLaan: Jim (Clark Hill) will be the primary consultant on this matter; he is the expert on the matter.

AYES: LoPatin, Tobier, Watts, Zettner

NAYES: None

Motion to approve the Detroit Community Schools Foundation benefit of Detroit Community Schools and the Brightmoor Community at large, passed.

c) Complete Financial Report

DISCUSSION:

VanderLaan: It isn't necessary for the Board of Directors to approve the Financial Report Information because it's just a report, not an action item. Tucker: Revenue Expenditure Budget vs. Actual Budget is a very useless document and I've done my best to take actual results of the organization and plot those on the budget that was approved. There are certain places on the approved budget where clearly the expenses were placed in the wrong category. Watts: Can you give examples so that I can gain a better

understanding? Tucker: Yes! Example: Line 500 under expenditures debt service for the year is \$165K and debt service for bonds alone for the restructure of the building is \$85K/month so, after 2 months the budget would be blown in debt service for bonds. My predecessor captured the debt service under line 600, fund modifications and transfers. Zettner: is there a glossary of what the categories mean? Tucker: None that I could find. When I do my budget, it will be very clear to you. Zettner: I've never seen and would like a definition of each category to gain a better understanding. LoPatin: The BOD has asked you to prepare this document in a manner that makes sense to you to avoid using this so call "useless document." Also, I am disturbed that you keep saying that information is gone or missing and that you can't find anything. The school has been running for 16 years and there hasn't been a problem and now this year, you can't find anything.

Tucker: (Regarding the Cash Flow Statement) This document allows me to see and know if I have enough cash to pay bill. There will be positive changes that will occur after this date as we have additional grant money that will make the cash balance numbers higher than what you are looking at now. This is more of what I want to have our budget look like and the BOD can have a better understanding of what we spend on salaries. The salaries will be broken into all of the sub components, making it more valuable to the BOD. The information through December is actual information based on the current trends and reflecting on last year's information. LoPatin: Total revenues are \$7,291,430 correct? Tucker: That is correct, based on the current trends. LoPatin: the proposed budget was based on \$9,062,563.00. Tucker: This is a cash budget based on cash that I see. I do not see cash that goes to SVSU or cash that goes to debt service on the bonds so, that's additional money on top of the 7 million dollars mentioned above. LoPatin: I would like the cash that you don't see included on the cash flow statement since it is still cash that flows through the school and at the end of the day, I want the numbers to equal. Zettner: I need to see the total picture regarding revenues and expenditures without a 2 million dollar difference.

LoPatin: (Outstanding Payables) Are they reflected in the budget at this point and are you identifying the amount as \$464,083.04? Tucker: Some of it is in cash flow, some of it will be banked, and, I am not anticipating paying some of the outstanding payables. LoPatin: The Org Chart that the BOD approved is not the Org Chart that now exists at DCS. There are a number of categories on the existing Org Chart that were not on the Org Chart that the BOD approved and at high levels. I'm sure the high level positions are paying high salaries so; I'm struggling with where we got the money to make all the changes. We haven't increased students and as a matter of fact have decreased students even from the projected budget that we had.

d) Second Quarter Financial Statements

- Balance Sheet
- Cash Flow Statement
- Insurance and Expense Statement
- Budget vs. Actual

- Profit and Loss Statement
- Check Register
- Outstanding Payables

e) Report from Chief Academic Officer which should include:

- Academic Achievement-Progress to date
- Professional Development
- Comparison and explanation of Fall to Winter Nationally Normed Reference Test
- MEAP Results/Measurement and Meaning of results
- Scantron Test Results/Measurement and Meaning of results

DISCUSSION:

Tucker: The CAO has been detained because of a challenge with another school and will not be here to present her information. LoPatin: Is there a principal in the meeting?

Kemp: Yes! LoPatin: Are we going to have Journeys & Fidelities as a way to assess our children? Kemp: Journeys is the textbook we are using and we will continue to use Scranton and I'm not sure what Fidelities is.

f) Report from Superintendent which should include:

- Second Semester Class Scheduling
 - Any classes not being offered that were being offered (Reasons)
 - Student schedule alignment with State mandated core curriculum
 - Expected student graduation rate – June 2013
- Status of Reauthorization Application
- Report on the number of regular teachers vs. substitute teachers in the classrooms
- Report on staff turnaround for 2012-2013 school year
- MEAP Results
- Scantron Test Results
- Evidence of Progress on SVSU Turnaround Plan
- Evidence of Progress on MDE Turnaround Plan
- Comparison and explanation of Fall to Winter Nationally Normed Reference
- Status of Superintendent, Assistant Superintendent, CFO, CAO Principals and Assistant Principals State Certification
- Report/Comparison of Student Enrollment – Fall Count Day to Present by Grade Level
- Date of February Count Day
- ACT Preparation Progress – Dates of ACT/MME in school testing
- Extended Day Program
- Credit Recovery

DISCUSSION:

Superintendent McPhail took ill and left the meeting early (8:46 p.m.) LoPatin: stated that the Board has to approve any Merit Plan that would be used.

LoPatin: There was a policy that was submitted as Reform and Re-Design Implementation Indicators. There is a process, which identifies and rewards school educators that increase student achievement and to support school improvements efforts which is a merit pay. Watts: I recall looking at that and believe it was part of the turn around plan, which was submitted to SVSU. LoPatin: there was Merit plan approved by the BOD, which is different that the merit plan previously described and the BOD has to approve any merit plan that's going to be used.

LoPatin: Document submitted to SVSU dramatically changes DCS being an at will employer and the BOD is the only group that can change that "At Will" policy and all the contracts DCS has reflect that DCS is an "at will" employer and the document submitted to SVSU identifies that we are a progressive discipline school. This document potentially puts DCS/BOD at a liability because it identifies us as a progressive discipline school. Tucker: we will take a harder look at that because there is absolutely no desire to move from an "AT WILL" employer.

VanderLaan: employees are employed by MM1 and not the BOD and there is an at will employment relationship between MM1 and DCS.

LoPatin: (DCS Regular Teacher and Substitute Teacher Report) Have we progressed with Teacher Vacancies? Kemp: We have 2 vacancies in Elementary/Middle School. Peoples: We have 2 ELA vacancies, 2 Math vacancies, 1 Music vacancy, and 1 Resource Room vacancy in the High School. LoPatin: Do we know why so many teachers left in the month of December? Watson: Most of them went to the EAA Schools, which are starting teachers off at a higher rate of pay.

LoPatin: Received two packets identified as K-8 Assessment and High School Assessment in the mail. Both packages were sealed and I opened one, which I noticed was raw data that named every student within DCS. If I were to accept these packages as part of my packet, it would make the information public documents. I am asking that if any of the BOD's read the documents, to put them back in the envelopes and seal them.

LoPatin: Expulsion List provided in packet is also a private document. The BOD is not taking receipt of any of the documents mentioned above and they should not be reflected in the BOD packet. All the raw data information has been returned to the school and no BOD member has a copy now. The returned information includes: The Explosion List, K-8 and High School Assessments, and the Progressive Discipline Document.

LoPatin: I am very impressed with the CityWorks presentation but, the law is very specific and a contract over \$6K requires bidding however, emergency rules apply. Could we be exempt to enter into a contract on an emergency basis and how long could we keep it as an emergency situation without getting in legal trouble? Tucker: We have 3 separate contracts and none of the contracts are over \$4K for 3 separate functions (1.

Building Management, 2. Custodial Management, 3. Reimbursement For Cost of Custodial Personnel). VanderLaan: Is that per month. Tucker: Yes! McInerney: The BOD's should approve Contract. Tucker: Weren't contracts delegated to the Superintendent? VanderLaan: All contracts have to be approved by BOD. LoPatin: Does the attorney need to review the contract? The Superintendent has already approved the contract and we should agree with the Superintendent and approve as well. Zettner: Do we have a facilities person? Tucker: That person left about 2 ½ years ago.

g) Closed Session

The Board will be asked to go into Closed Session to discuss the Attorney – Client Privileged Communication.

Moved by Zettner, seconded by Tobier, to go into Closed Session to discuss the Attorney - Client Privileged Communication.

Roll Call

Lewis	absent
LoPatin	aye
Posey	absent
Tobier	aye
Watts	aye
Zettner	aye

h) Return to Regular Open Session Meeting

Moved by Zettner, seconded by Tobier, to return to Regular Open Session Meeting.

AYES: LoPatin, Tobier, Watts, Zettner

NAYES: None

Motion to Return to Regular Open Session Meeting, passed.

VI. ENCLOSURES

- December 17, 2012 Regular Scheduled Meeting Minutes
- December 2012 P&L
- December 2012 Check Registries
- Extended Day Program – Student List
- Entrepreneurship In Action (Mr. Eddy)
- Letter of Comments and Recommendations (Hungerford & Co.)
- Report on Expenditures of Federal Awards (Hungerford & Co.)
- Procedure for Checking-out the DCHS Comerica Gift Card
- CityWorks Custodial Contract

- Threat Management Correspondence
- TES Invoices
- Total Financial Audit
- Outstanding Payables
- Budget vs. Actual
- Cash Flow Statements
- Executive Admin Task Checklist
- Code Violations/Suspendable Offenses
- Senior Dues Collection
- DCS Receiving Report
- Midwest/Executech Staffing Invoice Procedures
- DCS Vehicle Fuel Schedule Procedures

VII. OLD BUSINESS

VIII. NEW BUSINESS

Amendment:

Custodial Contract

The Board will be asked to approve the CityWorks Management Contract previously executed by Superintendent McPhail that expires June 30, 2013 with no automatic renewal. Documents submitted under enclosures.

Moved by LoPatin, seconded by Tobier, to approve the CityWorks Management Contract previously executed by Superintendent McPhail that expires June 30, 2013 with no automatic renewal.

AYES: LoPatin, Tobier, Watts, Zettner

NAYES: None

Motion to approve the CityWorks Management Contract, passed.

ANNOUNCEMENTS:

The next Regular Board Meeting will be held on Monday, February 25, 2013, in the Chemistry Lab located at DCHS beginning at 6:30 p.m.

CALL TO THE PUBLIC

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public community meeting. We now invite members of the public to address the Board and share any thoughts or concerns.

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DISCUSSION:

VanderLaan: All contractors have to go through fingerprint checks. Tucker: Having contractors fingerprinted is standard operating procedure and has already been taken care of.

ADJOURNMENT

Moved by Zettner, seconded by Tobier, to adjourn the February 4, 2013, Re-Scheduled Board of Directors’ Meeting.

AYES: LoPatin, Tobier, Watts, Zettner

NAYES: None

Motion to adjourn the February 4, 2013, Re-Scheduled Board of Directors’ Meeting, passed.

The February 4, 2013 Board of Directors’ Re-Scheduled Meeting adjourned at 10:26 p.m.

I hereby certify that the foregoing is a true and complete copy of the minutes of the February 4, 2013 Detroit Community Schools Re-Scheduled Board of Directors’ Meeting.

Secretary, Board of Directors

Date: