



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

Board of Directors

Meeting Minutes

August 27, 2015 Meeting

1:30 PM

I. Call to Order

- Meeting called to order by President Richard Robinson at 1:45 PM

II. Roll Call

Present – Board Members

- Richard Robinson
- Patrick Devlin
- Robert Dulin
- Nicholas Tobier

Present – DCS Staff

- Sharon McPhail, *Superintendent*
- William Coleman, *Chief Financial Officer*
- Anthony M. Wagner, *Executive Assistant*
- Wendy Senkbeil, *K-8 School Principal*
- Wajih Hakim, *Chief Information Officer*

Excused – Board Members

- Toney Stewart

III. Acceptance of Agenda

- **MOTION TO APPROVE** the August 27, 2015 meeting agenda
 - Made by Patrick Devlin
 - Seconded by Robert Dulin
 - Motion carried with a unanimous vote



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IV. Call to the Public – Agenda Items Only

- No public comments made at this time

V. Consent Agenda

- No items to approve in the consent agenda

VI. Discussion / Action Items

- **MOTION TO APPROVE** the July 2015 meeting minutes (see attached)
 - Made by Nicholas Tobier
 - Seconded by Patrick Devlin
 - Motion carried with a unanimous vote

VII. Financial Reports

- **MOTION TO ACCEPT** the submitted financial reports (see attached)
 - Made by Patrick Devlin
 - Seconded by Nicholas Tobier
 - Motion carried with a unanimous vote

VIII. Superintendent's Report

- See attached report for details

IX. Old Business

- No old business

X. New Business

- **MOTION TO REMOVE** August 2016 and December 2016 from the 2016-17 meeting calendar
 - Made by Robert Dulin
 - Seconded by Patrick Devlin
 - Motion carried with a unanimous vote

XI. Announcements

- The next regular Board of Directors Meeting will be held on Thursday, September 24, 2015 in the Chemistry Lab located at Detroit Community Schools High School beginning at 10:00 AM.

XII. Correspondence

- A letter from Bay Mills Community College informing DCS that BMCC has provided the school with funding to cover the cost of testing for students was presented to the Board.

XIII. Call to the Public – Any Concerns

- No public comments made at this time



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XIV. Adjournment

- **MOTION TO ADJOURN**
 - Made by Patrick Devlin
 - Seconded by Robert Dulin
 - Motion carried with a unanimous vote
- Meeting adjourned at 2:45 PM

Robert Dulin, Jr.

Certified
Rev. Robert Dulin
Board Secretary

9-28-2015

Date

DETROIT COMMUNITY SCHOOLS
GENERAL FUND REVENUES AND EXPENDITURES REPORT
QUARTER ENDING JUNE 30, 2015

Fiscal Year: July 1, 2014 - June 30, 2015

| | Adopted Budget FY 2014-15 Un-audited beginning fund balance | 2/25/2015 Amended Budget FY 2014-15 Audited beginning fund balance | 6/18/2015 Amended Budget FY 2014-15 Audited beginning fund balance | July - Sept 1st Quarter Actuals | Oct - Dec 2nd Quarter Actuals | Jan - Mar 3rd Quarter Actuals | Apr-Jun 4th Quarter Actuals | Total YTD (Unaudited) | % of Budget YTD |
|-----------------------------------|---|--|--|---------------------------------------|-------------------------------------|-------------------------------------|--------------------------------------|--------------------------|-----------------------|
| REVENUES | | | | | | | | | |
| 100 Local Sources | 125,000 | 238,292 | 239,956 | 169,574 | 47,244 | 16,434 | 16,846 | 250,098 | 1.04 |
| 300 State Sources | 6,621,619 | 6,200,598 | 6,151,192 | 1,694,448 | 1,694,448 | 1,622,009 | 2,834,047 | 6,150,504 | 1.00 |
| 400 Federal Sources | 1,031,033 | 931,613 | 1,108,637 | 223,424 | 52,598 | 366,238 | 400,718 | 1,042,978 | 0.94 |
| 500 Incoming Transfers | | | | | | | | | |
| TOTAL REVENUES | 7,777,652 | 7,370,503 | 7,499,785 | 392,998 | 1,794,290 | 2,004,681 | 3,251,611 | 7,443,580 | 1.01 |
| EXPENDITURES | | | | | | | | | |
| 100 INSTRUCTION | | | | | | | | | |
| 110 Basic programs | 2,660,000 | 2,400,000 | 1,817,272 | 332,506 | 406,224 | 466,972 | 666,381 | 1,872,083 | 1.03 |
| 120 Added Needs | 867,791 | 855,744 | 1,101,404 | 183,991 | 243,881 | 228,634 | 250,839 | 907,345 | 0.82 |
| 200 SUPPORT SERVICES | | | | | | | | 0 | |
| 210 Pupil | 500,000 | 400,000 | 326,865 | 100,465 | 114,677 | 110,434 | 96,286 | 421,862 | 1.29 |
| 220 Instructional Staff | 221,000 | 630 | 630 | 630 | 0 | 0 | 38 | 668 | 1.06 |
| 230 General Administration | 600,000 | 500,000 | 694,014 | 155,765 | 203,167 | 194,886 | 214,646 | 768,464 | 1.11 |
| 240 School Administration | 225,070 | 513,509 | 522,953 | 131,415 | 200,057 | 118,493 | 97,321 | 547,286 | 1.05 |
| 250 Business | 200,000 | 174,000 | 210,481 | 43,110 | 67,500 | 52,415 | 54,733 | 217,758 | 1.03 |
| 260 Operations & Maintenance | 800,000 | 800,000 | 993,212 | 229,812 | 261,110 | 307,826 | 236,534 | 1,035,282 | 1.04 |
| 270 Transportation | 217,000 | 193,000 | 258,537 | 35 | 85,854 | 105,675 | 75,781 | 267,345 | 1.03 |
| 280 Central | 257,000 | 213,410 | 244,247 | 103,387 | 52,029 | 54,655 | 37,447 | 247,518 | 1.01 |
| 290 Other | 136,500 | 200,000 | 472,789 | 65,131 | 109,209 | 113,717 | 154,368 | 442,425 | 0.94 |
| 300 COMMUNITY SERVICES | 142,000 | 68,208 | 51,549 | 28,156 | 5,948 | 18,874 | 15,892 | 68,870 | 1.34 |
| 400 OUTGOING TRANSFERS | 951,291 | 1,052,002 | 957,320 | 173,269 | 174,288 | 261,432 | 174,288 | 783,276 | 0.82 |
| TOTAL EXPENDITURES | 7,777,652 | 7,370,503 | 7,651,273 | 1,547,672 | 1,923,944 | 2,034,013 | 2,074,555 | 7,580,183 | 0.99 |
| Excess Revenue of (Expenditures) | 0 | 0 | (151,488) | (1,154,674) | (129,654) | (29,332) | 1,177,057 | (136,603) | |
| Fund Balance (Beginning of Month) | 74,678 | 473,741 | 473,741 | 473,741 | 473,741 | 473,741 | 473,741 | 473,741 | |
| Fund Balance (End of Month) | 74,678 | 473,741 | 322,253 | (680,933) | 344,088 | 444,409 | 1,650,798 | 337,138 | |

Detroit Community Schools
General Fund

Statement of Receipts and Disbursements
For Month Ending: 30-Jun-15

| Item | Budget | Current Month | Previous Month YTD | YTD | % Budget YTD |
|---|------------------------|------------------------|--------------------------|------------------------|----------------|
| REVENUE: | | | | | |
| 100 Local | \$ 239,956.00 | \$ 5,428.11 | \$ 244,101.00 | \$ 249,529.11 | 103.99% |
| 200 Other Political Subdivisions | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| 300 State | \$ 6,151,192.00 | \$ 1,704,772.49 | \$ 4,445,731.00 | \$ 6,150,503.49 | 99.99% |
| 400 Federal | \$ 1,108,637.00 | \$ 152,016.37 | \$ 890,962.00 | \$ 1,042,978.37 | 94.08% |
| 500 Incoming Transfers & Other Transactions | \$ - | \$ - | \$ - | \$ - | #DIV/0! |
| TOTAL REVENUE: | \$ 7,499,785.00 | \$ 1,862,216.97 | \$ 5,580,794.00 | \$ 7,443,010.97 | 99.24% |
| EXPENDITURES: | | | | | |
| 100 Instruction | | | | | |
| 110 Basic Programs | \$ 1,817,272.00 | \$ 393,603.73 | \$ 1,473,124.00 | \$ 1,866,727.73 | 102.72% |
| 120 Added Needs | \$ 1,101,404.00 | \$ 107,896.60 | \$ 796,171.00 | \$ 904,067.60 | 82.08% |
| 130 Unclassified | | | | | #DIV/0! |
| 200 Support Services | | | | | |
| 210 Pupil | \$ 326,865.00 | \$ 35,196.45 | \$ 388,787.00 | \$ 423,983.45 | 129.71% |
| 220 Instructional Staff | \$ 630.00 | \$ 37.55 | \$ 630.00 | \$ 667.55 | 105.96% |
| 230 General Administration | \$ 694,014.00 | \$ 96,317.35 | \$ 667,316.00 | \$ 763,633.35 | 110.03% |
| 240 School Administration | \$ 522,953.00 | \$ 32,833.57 | \$ 514,628.00 | \$ 547,461.57 | 104.69% |
| 250 Business | \$ 210,481.00 | \$ 22,516.26 | \$ 195,941.00 | \$ 218,457.26 | 103.79% |
| 260 Operations and Maintenance | \$ 993,212.00 | \$ 87,237.39 | \$ 948,045.00 | \$ 1,035,282.39 | 104.24% |
| 270 Transportation | \$ 258,537.00 | \$ 20,691.34 | \$ 246,493.00 | \$ 267,184.34 | 103.34% |
| 280 Central | \$ 244,247.00 | \$ 13,963.56 | \$ 233,078.00 | \$ 247,041.56 | 101.14% |
| 290 Other | \$ 472,789.00 | \$ 105,900.75 | \$ 342,791.00 | \$ 448,691.75 | 94.90% |
| 300 Community Services | \$ 51,549.00 | \$ 3,406.14 | \$ 65,463.00 | \$ 68,869.14 | 133.60% |
| 400 Outgoing Transfers and Other Transactions | \$ 957,320.00 | \$ 174,287.50 | \$ 779,983.00 | \$ 954,270.50 | 99.68% |
| TOTAL EXPENDITURES: | \$ 7,651,273.00 | \$ 1,093,888.19 | \$ 6,652,450.00 | \$ 7,746,338.19 | 101.24% |
| EXCESS REVENUE OR (EXPENDITURES) | \$ (151,488.00) | \$ 768,328.78 | \$ (1,071,656.00) | \$ (303,327.22) | 200.23% |
| FUND BALANCE (Beginning of Month) | \$ 473,741.00 | \$ 473,741.00 | \$ 473,741.00 | \$ 473,741.00 | |
| FUND BALANCE (End of Month) | \$ 322,253.00 | \$ 1,242,069.78 | \$ (1,071,656.00) | \$ (303,327.22) | -94.13% |

Detroit Community Schools
Cash Forecast Statement
 General Fund

Fiscal Year: 2014-2015

Actual through: 6/30/2015

| | Jul | Aug | Sept | Oct | Nov | Dec |
|---|------------------------|------------------------|----------------------|------------------------|------------------------|------------------------|
| Beginning Balance (including investments) | \$ 180,339.00 | \$ 365,426.00 | \$ 376,697.00 | \$ 341,791.00 | \$ 494,594.00 | \$ 412,269.00 |
| Estimated Receipts: | | | | | | |
| Collection of Taxes | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Collection of State Aid | \$ 599,081.00 | \$ 600,400.00 | \$ - | \$ 589,339.00 | \$ 540,440.00 | \$ 564,669.00 |
| Collection of Other Grants | \$ 100,764.00 | \$ 84,414.00 | \$ 38,245.00 | \$ 143,855.00 | \$ 53,148.00 | \$ 93,711.00 |
| Proceeds from Loans and Interest | \$ - | \$ 382,773.00 | \$ 478,000.00 | \$ - | \$ 69,634.00 | \$ 69,593.00 |
| Other Revenue and Receipts | \$ 165,325.00 | \$ 678.00 | \$ 32,767.00 | \$ 52,388.00 | \$ 569.00 | \$ 4,543.00 |
| TOTAL AVAILABLE FUNDS: | \$ 1,045,509.00 | \$ 1,433,691.00 | \$ 925,709.00 | \$ 1,127,373.00 | \$ 1,158,385.00 | \$ 1,144,785.00 |
| Less Estimated Disbursements: | | | | | | |
| Salaries and Benefits | \$ 408,403.00 | \$ 434,156.00 | \$ 419,574.00 | \$ 426,923.00 | \$ 432,049.00 | \$ 432,814.00 |
| Services, Supplies, and Materials | \$ 131,178.00 | \$ 478,980.00 | \$ 164,236.00 | \$ 113,368.00 | \$ 126,897.00 | \$ 241,080.00 |
| Repayment of Debt | \$ 140,428.00 | \$ 140,428.00 | \$ - | \$ 92,413.00 | \$ 187,095.00 | \$ 187,095.00 |
| Other Disbursements | \$ 74.00 | \$ 3,430.00 | \$ 108.00 | \$ 75.00 | \$ 75.00 | \$ 75.00 |
| TOTAL DISBURSEMENTS: | \$ 680,083.00 | \$ 1,056,994.00 | \$ 583,918.00 | \$ 632,779.00 | \$ 746,116.00 | \$ 861,064.00 |
| ESTIMATED ENDING BALANCE: | \$ 365,426.00 | \$ 376,697.00 | \$ 341,791.00 | \$ 494,594.00 | \$ 412,269.00 | \$ 283,721.00 |
| | | | | | | |
| | Jan | Feb | Mar | Apr | May | Jun |
| Beginning Balance (including investments) | \$ 283,721.00 | \$ 197,732.00 | \$ 259,338.00 | \$ 106,756.00 | \$ 197,995.00 | \$ 143,981.00 |
| Estimated Receipts: | | | | | | |
| Collection of Taxes | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Collection of State Aid | \$ 580,235.00 | \$ 549,234.00 | \$ 492,540.00 | \$ 571,512.00 | \$ 557,762.00 | \$ 586,575.27 |
| Collection of Other Grants | \$ 67,002.00 | \$ 112,362.00 | \$ 57,500.00 | \$ 342,455.00 | \$ 108,089.00 | \$ 2,179.27 |
| Proceeds from Loans and Interest | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other Revenue and Receipts | \$ - | \$ 35,339.00 | \$ 8,369.00 | \$ 9,844.00 | \$ 15,032.00 | \$ - |
| TOTAL AVAILABLE FUNDS: | \$ 930,958.00 | \$ 894,667.00 | \$ 817,747.00 | \$ 1,030,567.00 | \$ 878,878.00 | \$ 732,735.54 |
| Less Estimated Disbursements: | | | | | | |
| Salaries and Benefits | \$ 466,514.00 | \$ 396,316.00 | \$ 417,729.00 | \$ 365,177.85 | \$ 372,851.00 | N/A |
| Services, Supplies, and Materials | \$ 79,542.00 | \$ 51,840.00 | \$ 106,233.00 | \$ 75,000.00 | \$ 174,951.00 | N/A |
| Repayment of Debt | \$ 187,095.00 | \$ 187,095.00 | \$ 186,995.00 | \$ 187,095.00 | \$ 187,095.00 | N/A |
| Other Disbursements | \$ 75.00 | \$ 78.00 | \$ 34.00 | \$ - | \$ - | \$ - |
| TOTAL DISBURSEMENTS: | \$ 733,226.00 | \$ 635,329.00 | \$ 710,991.00 | \$ 832,572.00 | \$ 734,897.00 | \$ 788,564.45 |
| ESTIMATED ENDING BALANCE: | \$ 197,732.00 | \$ 259,338.00 | \$ 106,756.00 | \$ 197,995.00 | \$ 143,981.00 | \$ (55,828.91) |

Prepared By: Bill Coleman, CFO
 Board of Directors Meeting 8/27/2015

Detroit Community Schools Superintendent's Report

August 27, 2015

Sharon McPhail, Superintendent

1. Student Achievement

Removal of DCS from Bottom 5% List

On July 15, 2015, the Detroit News published an article announcing the removal of 27 schools from the "Bottom 5% List". Detroit Community Schools had previously been included on that list and has now been removed due having "improved enough in student achievement to be removed from Michigan's bottom 5% of the lowest academically performing schools." (See copy of article attached.)

2. Enrollment & Attendance

Student Recruitment

Open House

Our Open House was held on Friday, August 21, 2015. After incredible work from the DCS Street Team, as well as a boost from a radio ad which aired on local Detroit stations, the event was an immense success! The school was overflowing with prospective students and parents, eager to learn about the many services DCS has to offer.

We took in more than 50 applications at this Open House alone!

Enrollment Update

As of today, August 27, 2015, DCS has enrolled, and entered into the system, 699 students. We have 80 additional applications awaiting processing. Including all of our numbers, we have already exceeded last year's enrollment of 705 by more than 50 students, and we still have at least two weeks remaining to accept new applications. We are accepting new applications every day!

We are excited to announce that we expect our classrooms to be full this year!

Student Orientations

New Student Orientations are scheduled as follows:

| | |
|------------|----------------------------|
| K-5 | August 24, 2015 at 4:00 PM |
| Grades 6-8 | August 25, 2015 at 6:00 PM |
| Grade 9 | August 24, 2015 at 6:00 PM |
| Grade 10 | August 25, 2015 at 6:00 PM |
| Grade 11 | August 26, 2015 at 6:00 PM |
| Grade 12 | August 27, 2015 at 6:00 PM |

3. Grants & Other External Funding

McGregor Grant

Susan Duffy at the McGregor Foundation has accepted a program outline for a parent-student grant that will help to better connect K-3 parents from DCS, as well as the Brightmoor community, to the school. This grant will provide these parents with opportunities to work with their students' instructors, including allowing them to visit their classrooms during the school day. They will also be provided with a 15-week best-practices curriculum that focuses on refining their parenting skills, and working with their children educationally. Finally, parenting support groups will be made available for all participants.

Chef Ann's Grant

DCS has received a reimbursable grant for the purchase of equipment for both the K-8 and high school cafeterias. We have already used this grant to purchase a large refrigerator, shelving units, and transport carts, and are looking into additional equipment purchases.

MDE Fruit & Vegetable Grant

DCS has received a grant in amount of \$20,000 which will provide fresh fruits and vegetables to our students for the 2015-16 academic year.

Best Practice Grant

DCS has received a grant, which amounts to \$50/enrolled student, which will support our educational endeavors.

Milk Means More Grant

DCS has received a grant which provides our high school football team with chocolate milk at all of their games. Additionally, it provides the team with fundraising equipment, including t-shirts and footballs.

4. Other School Activities

Athletics

Our DCS athletics program is gearing up for a school year packed with activities, including our football team, which begins its season today at Northwestern High School.

Outstanding Athletes

This year, DCS is proud to send three students to the Michigan High School Softball Coaches Association 2015 All District Team. These students are:

- Kambria Cochran | Catcher
- Angel Jones | Pitcher
- Briana Wade | Utility Player

Graduates

Class of 2015 graduates from DCS have made it into university athletics programs across the country! These students include:

- Rodney Williamson | Ferris State University Football Team
- Vincent Booker | Lane University Football Team
- Martell Flemister | Lakeland College Track and Football Teams
- Shawn Byrd | Lakeland College Track and Football Teams
- Kevin Rice | Lakeland College Basketball and Football Teams
- Kyrahl Hunt | Lakeland College Basketball and Football Teams
- Desmond Hogan | Minnesota West Community College Football and Baseball Teams

5. Facility

Child & Adolescent Health Center: HANK

- Earlier this month, Henry Ford Health System drove to campus their “kids’ health center on wheels”: The center is called HANK. HANK, staffed by Nurse Practitioner Tonya Melton, is able to provide a full range of medical services to individuals aged 5-21. HANK will be on campus until the construction of the full health center is completed.
- Services provided at HANK include:
 - Physicals / check-ups
 - Hearing / vision screenings
 - Immunizations
 - Lab services
 - Sports physicals
 - Urgent care
- A meeting is in the works between the individuals from Henry Ford Health System, the Carpenters’ Union, and Detroit Community Schools executives to discuss the construction of the health center.

Building Maintenance & Upkeep

- Flooring work is being done throughout the district, including the refinishing of floors throughout all of the building, the scheduling of the refinishing of the gymnasium floor, the replacement of flooring in the K-8 cafeteria and office, the re-tiling of the high school lobby, and the re-pouring of the concrete at the high school entryway.
- Many areas around the building have received fresh coats of paint, including all of Student Support Services, the K-8 office and decks, and many of the classrooms.
- Yearly maintenance and upkeep work is nearing completion, and we expect everything to be ready for our students’ return on September 9.

6. Employment Update

Our Human Resources Manager, along with our principals, have nearly completed the employment process for the year. Nearly every teaching seat in the district has been filled. Furthermore, we have filled both counselor positions.

To fill the remaining seats, interviews are already on the books. It is our expectation that every seat will be filled by the beginning of the school year!

7. Professional Development

Staff professional development began this week, and has been a success so far! Teachers have already gone through sessions detailing their expectations, the curriculum, lesson planning, etc. We are also excited to take them through a full day of Glasser training, as well as for the return of Chelonnda Seroyer for Harry Wong's First Days of School training.

8. Summer Task List

Attached you will find a list of all of the tasks, including several referenced throughout this document, which the DCS staff has been working diligently to complete. Much of this work is done already, and the remainder is in progress.

Master Task List
 Summer, 2015

| Task | Category | Due Date | Lead | With |
|---|---------------------|----------|---------|----------------------------------|
| Inventory update | Administration | 7/30/15 | Bragg | |
| Bus plan | Administration | | Coleman | Taylor |
| SIP | Administration | 7/30/15 | Coleman | Senkbeil |
| DIP | Administration | | Coleman | Jordan, Principals |
| Building storage room | Building | | Coleman | Conte |
| Library / Parent resource room | Building | | Coleman | Taylor |
| HS outside food policy | Gaps | 7/30/15 | Coleman | Phillips |
| Fruit / vegetable grant | Other | 8/6/15 | Coleman | Jordan |
| Food service | September Readiness | 7/31/15 | Coleman | |
| After-school transportation | September Readiness | 8/24/15 | Coleman | Humphrey |
| Entryway Concrete | Building | | Conte | |
| Trash cans | Building | 7/6/15 | Conte | |
| Security | September Readiness | | Flake | |
| Student council | Other | | Gipson | Horne |
| Update website | Administration | 8/1/15 | Hakim | Jordan, Senkbeil, Ibarra, Wagner |
| 9-12 master schedule | HS Academics | | Hakim | Jordan, Principals, Ibarra |
| Attendance follow-up | Gaps | | Hakim | |
| SSS review | Administration | | James | Planning committee |
| Classroom inspection | Building | 8/1/15 | James | Principals |
| Windows / screens | Building | | James | Conte |
| Cleaning of desks / chairs / tables | Building | 8/13/15 | James | Conte |
| Update student handbook & code of conduct | September Readiness | 8/17/15 | James | Peoples |
| Peer mediation plan | September Readiness | 8/17/15 | James | Peacher |
| ISS space | September Readiness | 7/31/15 | James | Conte |
| Testing calendar | District | 7/23/15 | Jordan | Senkbeil, Kimber |
| August student orientation draft | Administration | 7/20/15 | Jordan | Principals |
| PBIS | Other | 7/30/15 | Jordan | Senkbeil, Banks |
| September grade-level meetings | September Readiness | 8/24/15 | Jordan | Principals, James |
| Graduation requirements draft | HS Academics | | Kimber | Ibarra |
| Job descriptions / tasks | Administration | 7/10/15 | Peoples | |

All tasks are designated for preparation of drafts. Approval by CAO required before finalization.

Master Task List
 Summary 015

| Task | Category | Due Date | Lead | With |
|-----------------------------------|---------------------|----------|--------------------|---------------------------|
| Hire pupil accounting | Administration | | Peoples | |
| Student intent to return | Administration | | Peoples | Bragg |
| Image closet | Building | | Peoples | Planning committee |
| Teacher expectations | District | 7/22/15 | Peoples | Jordan, Senkbeil |
| New-hire orientation | Gaps | 7/30/15 | Peoples | |
| Update personnel handbook | September Readiness | 8/17/15 | Peoples | Executive Staff |
| Update Eddy grants | September Readiness | | Peoples | |
| New hires | Urgent | 7/30/15 | Peoples | |
| Review pupil accounting | Administration | | Peoples | Planning committee |
| Office reconfiguration | Building | | Planning committee | |
| Communication | Gaps | | Planning committee | |
| Sports banquet | Athletics | 7/30/15 | Porter | |
| Sports fundraising | Athletics | 7/30/15 | Porter | Neal |
| Sports team fundraisers | Athletics | 7/30/15 | Porter | Neal |
| Instructional supply order | Administration | 7/30/15 | Senkbeil | Jordan, Kimber |
| Classroom tables / equipment | Building | 8/1/15 | Senkbeil | Jordan, Conte |
| Instructional materials | District | 7/10/15 | Senkbeil | Jordan |
| Check textbooks | District | 7/8/15 | Senkbeil | Jordan |
| Music program draft | District | 7/20/15 | Senkbeil | Music committee |
| K-8 master schedule | K8 Academics | | Senkbeil | |
| Student attendance policy | September Readiness | 8/17/15 | Senkbeil | Jordan, Kimber |
| Professional development | Urgent | 7/16/15 | Senkbeil | Jordan |
| Curriculum | District | 8/3/15 | Snoddy | Jordan, Principals, Jones |
| Locker cleaning | Building | 8/1/15 | Taylor | Humphrey, Riley |
| Locker Assignments | Administration | 8/30/15 | Taylor | |
| Staff & student uniform pre-order | Administration | 7/6/15 | Wagner | Lester, Floyd |
| Archive / Records room | Administration | | Wagner | Conte |
| Schedule administration meetings | Administration | 7/6/15 | Wagner | |
| Uniform recycling program | Administration | | Wagner | Riley |
| SNOS List | Administration | | Wagner | |

All tasks are designated for preparation of drafts. Approval by CAO required before finalization.

Last edited on July 7, 2015 at 1:00 PM by Anthony M. Wagner



BAY MILLS

COMMUNITY COLLEGE
CHARTER SCHOOLS OFFICE

August 6, 2015

Richard Robinson
Detroit Community Schools
12675 Burt Road
Detroit, MI 48223

Dear Richard,

Please find enclosed herein a check providing funds to assist your academy with the cost of providing testing for your students. Because we believe that regular, relevant, standards-based testing is essential to documenting the educational growth of your students and protecting our academies from unwarranted criticism, our aim is to alleviate some of the financial burden that such testing requires.

This payment requires no response or report, we believe that all our schools are working to improve the lives of our students and should receive such assistance without having to file another report. Accordingly, we have taken the funds we would have spent on these programs, added some additional funds, and are distributing them to our academies based upon the February final student count.

Thank you for your commitment to your school, your community and our future.

If you have any questions, please feel free to contact our office.

Sincerely,

A handwritten signature in cursive script that reads "Mariah Wanic".

Mariah Wanic
Special Assistant to the President
In Charge of Charter Schools

REPLACEMENT POLICY—SPRING 2015 **BULLYING**

Reference: The Matt Epling Safe School Law, Public Act 241 of 2011, as amended by Public Act 478 of 2014 (MCL § 380.1310b).

The Board believes that a safe and nurturing educational environment in school is necessary for students to learn and achieve high academic standards. Therefore, it is the policy of the School to provide a safe and nurturing environment for all of its students. Appropriate behavior, treating others with civility and respect, and refusing to tolerate harassment or bullying is expected of students, as well as administrators, faculty, staff, visitors, and volunteers.

BULLYING AND CYBERBULLYING ARE PROHIBITED

Bullying and cyberbullying of a student, whether by other students, staff, visitors, Board members, parents, guests, contractors, vendors and volunteers, is prohibited. All pupils are protected under this policy, and bullying and cyberbullying are prohibited without regard to its subject matter or motivating animus.

DEFINITION OF BULLYING

“Bullying” means any written, verbal, or physical act, or any electronic communication, including, but not limited to, cyberbullying, that is intended or that a reasonable person would know is likely to harm one (1) or more pupils either directly or indirectly by doing any of the following:

- A. Substantially interfering with the educational opportunities, benefits, or programs of one (1) or more pupils.
- B. Adversely affecting the ability of a pupil to participate in or benefit from the school district's or public school's educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress.
- C. Having an actual and substantial detrimental effect on a pupil's physical or mental health.
- D. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

“Cyberbullying” means any electronic communication that is intended or that a reasonable person would know is likely to harm one (1) or more pupils either directly or indirectly by doing any of the following:

- A. Substantially interfering with the educational opportunities, benefits, or programs of one (1) or more pupils.
- B. Adversely affecting the ability of a pupil to participate in or benefit from the school district's or public school's educational programs or activities by placing the pupil in reasonable fear of physical harm or by causing substantial emotional distress.

C. Having an actual and substantial detrimental effect on a pupil's physical or mental health.

D. Causing substantial disruption in, or substantial interference with, the orderly operation of the school.

Since "bullying" also includes "cyberbullying," any reference in this policy to "bullying" shall also be deemed to refer to "cyberbullying."

Bullying and cyberbullying are prohibited at school. "At school" is defined as on school premises, at school-sponsored activities or events, in a school-related vehicle, or using telecommunications access device or a telecommunications service provider if the telecommunications access device or telecommunications service provider is owned by or under the control of the school district. "Telecommunications access device" and "telecommunications service provider" mean those terms as defined in Section 219a of the Michigan Penal Code (MCL § 750.219a).

Bullying and cyberbullying that does not occur "at school," as defined above, but that causes a substantial disruption to the educational environment may be subject to disciplinary action in accordance with this policy and applicable law.

REPORTING AND INVESTIGATING REPORTS OF BULLYING

Every student is encouraged to report any situation that he or she believes to be bullying behavior directed toward a student to a teacher, a counselor, administrator, or other staff member. Staff members shall report any reports made by students or situations that they believe to be bullying behavior directed toward a student to the Superintendent. Complaints against the Superintendent shall be reported to the Board.

Under state law, a school employee, school volunteer, student, or parent or guardian who promptly reports in good faith an act of bullying to the appropriate school official designated in this policy and who makes this report in compliance with the procedures set forth in this policy is immune from a cause of action for damages arising out of the reporting itself or any failure to remedy the reported incident. This immunity does not apply to a school official responsible for implementing this policy or for remedying the bullying, when acting in that capacity.

Retaliation or false accusation against a target of bullying, a witness, or another person with information about an act of bullying is prohibited. Suspected retaliation should be reported in the same manner as suspected bullying behavior. Making intentionally false accusations of bullying is likewise prohibited. Retaliation and making intentionally false accusations of bullying may result in disciplinary action up to and including expulsion.

All complaints about bullying that may violate this policy shall be promptly investigated and documented. The Superintendent or designee is responsible for the investigation. If the investigation results in a finding that bullying has occurred, it shall result in prompt and appropriate disciplinary action, up to and including expulsion for students, up to and including discharge for employees, and up to and including exclusion from school property for parents, guests, volunteers, and contractors. Individuals may also be referred to law enforcement officials.

Where the investigation results in a finding that bullying has occurred, both the parent or legal guardian of a victim of bullying and the parent or legal guardian of a

perpetrator of the bullying shall be notified promptly in writing. In addition, administrators investigating alleged bullying may notify parents of the victim or perpetrator of bullying sooner than the conclusion of the investigation if circumstances dictate such earlier notification.

The School shall document any prohibited incident that is reported and shall document all verified incidents of bullying and the resulting consequences, including the required notification of parents or guardians and any discipline and referrals.

The Superintendent is the school official responsible for ensuring that this policy is implemented.

CONFIDENTIALITY

The School will comply with all applicable laws regarding confidentiality of personally identifiable information within education records. In addition, the identity of an individual who reports an act of bullying or cyberbullying shall be and remain confidential. The Superintendent, or the Superintendent's designee, shall ensure that the name of an individual who reports an act of bullying or cyberbullying is withheld from the alleged perpetrator and the perpetrator's parent(s), legal guardian(s) and representative(s), and is redacted from any report of bullying or cyberbullying that is publically disclosed.

NOTIFICATION

This policy will be annually circulated to parents and students, and shall be posted on the School website.

REPORTING

As required by state statute, the School shall provide a report of all verified incidents of bullying and other required information to the Michigan Department of Education on an annual basis, according to the form and procedures established by the Department.

As required by state statute, the School's procedures with respect to bullying are contained within this policy, and thus no administrative guidelines accompany this policy.

Adopted 3/22/04
Revised

Robert J. Dulin, Jr.
Secretary
Board of Directors

9-28-2015
Date

DETROIT PUBLIC SCHOOL LEAGUE

Proud Strong Learners

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DETROIT, MI 48202

313-870-3782 / 313-873-3293 [FAX]

September 1, 2015

Detroit Community High School

12675 Burt Road

Detroit, MI 48223

313-537-3570

Echelle Jordan-Principal, Damon Porter-Athletic Director & Detroit Community High School:

On behalf of the Detroit Public Schools' Office of Athletics and the Detroit Public School League. This letter is to express our sincere gratitude to you for bringing your football team, school/fans and their many gestures of sportsmanship, friendly competition/cheer, to make a success of our Kick-Off Classic football games held this past Thursday, August 27, 2015 at DCP-Northwestern High School. In addition, we thank you for giving the administrators, staff members, coaches, scholar-athletes, parents and community members of both leagues the opportunity to have a positive, collaborative and safe experience. These endeavors would not have been possible without your committed support and for that, we are appreciative and extend to you our sincere thanks for a job well done!

Sincerely,

Alvin L. Ward

Alvin L. Ward

Deputy Executive Director,

Office of Athletics

Detroit Public Schools

313-870-3782