



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

Meeting Minutes

Detroit Community Schools Board of Directors

October 20, 2016 Meeting

1:00 PM

I. Call to Order

- Meeting called to order by President Patrick Devlin at 1:08 PM

II. Roll Call

Present – Board Members

- Patrick Devlin
- Robert Dulin
- Nicholas Tobier

Present – DCS Staff

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

Excused – Board Members

- Toney Stewart

III. Acceptance of Agenda

- **MOTION TO APPROVE** the September 30, 2016 meeting agenda
 - Made by Dulin
 - Seconded by Tobier
 - 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 consent agenda items

VI. Discussion / Action Items

- **MOTION TO APPROVE** the September 2016 meeting minutes (see attached)
 - Made by Dulin
 - Seconded by Tobier
 - Motion carried with a unanimous vote

VII. Financial Reports

- **MOTION TO RECEIVE** the submitted financial reports (see attached)
 - Made by Tobier
 - Seconded by Dulin
 - Motion carried with a unanimous vote

VIII. CAO's Report

- See attached report for details

IX. Old Business

- No old business

X. New Business

- Regarding the vacant seat on the Board, no candidates were present for interviews.

XI. Announcements

- The next regular Board of Directors Meeting will be held on Thursday, November 17, 2016 in the high school main office located at Detroit Community Schools beginning at 1:00 PM.

XII. Correspondence

- No correspondence

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 Tobier
 - Seconded by Dulin
 - Motion carried with a unanimous vote
- Meeting adjourned at 1:58 PM

Robert Dulin, Jr.

11-17-2016

Certified

Date

Rev. Robert Dulin
Board Secretary

DETROIT COMMUNITY SCHOOLS
GENERAL FUND REVENUES AND EXPENDITURES REPORT
QUARTER ENDING September 30, 2016

Fiscal Year: July 1, 2016 - June 30, 2017

	Adopted Budget		July - Sept		Total YTD (Unaudited)	% of Budget YTD
	FY 2016-17 Audited beginning fund balance	1st Quarter Actuals (Unaudited)				
REVENUES						
100 Local Sources	\$ 50,000.00	\$ 95,085.12	\$	\$ 95,085.12	190.17%	
300 State Sources (See Note 1 below)	\$ 6,544,525.00	\$ -	\$	\$ -	0.00%	
400 Federal Sources	\$ 757,041.00	\$ 119,294.46	\$	\$ 119,294.46	15.76%	
500 Incoming Transfers						
TOTAL REVENUES	\$ 7,351,566.00	\$ 214,379.58	\$	\$ 214,379.58	2.92%	
EXPENDITURES						
100 INSTRUCTION						
110 Basic programs	\$ 1,782,539.00	\$ 267,958.98	\$	\$ 267,958.98	15.03%	
120 Added Needs	\$ 759,588.00	\$ 118,432.68	\$	\$ 118,432.68	15.59%	
200 SUPPORT SERVICES						
210 Pupil	\$ 434,401.00	\$ 112,879.84	\$	\$ 112,879.84	25.99%	
220 Instructional Staff	\$ 225,340.00	\$ 82,614.58	\$	\$ 82,614.58	36.66%	
230 General Administration	\$ 590,312.00	\$ 95,771.18	\$	\$ 95,771.18	16.22%	
240 School Administration	\$ 425,431.00	\$ 73,046.43	\$	\$ 73,046.43	17.17%	
250 Business	\$ 336,553.00	\$ 74,194.23	\$	\$ 74,194.23	22.05%	
260 Operations & Maintenance	\$ 1,114,099.00	\$ 207,600.15	\$	\$ 207,600.15	18.63%	
270 Transportation	\$ 300,000.00	\$ 4,368.65	\$	\$ 4,368.65	1.46%	
280 Central	\$ 353,455.00	\$ 95,776.22	\$	\$ 95,776.22	27.10%	
290 Other	\$ 92,467.00	\$ 12,729.06	\$	\$ 12,729.06	13.77%	
300 COMMUNITY SERVICES						
400 OUTGOING TRANSFERS	\$ 40,050.00	\$ 17,924.43	\$	\$ 17,924.43	44.76%	
	\$ 897,331.00	\$ 71,344.89	\$	\$ 71,344.89	7.95%	
TOTAL EXPENDITURES	\$ 7,351,566.00	\$ 1,234,641.32	\$	\$ 1,234,641.32	16.79%	
Excess Revenue of (Expenditures)	\$ -	\$ (1,020,261.74)	\$	\$ (1,020,261.74)		
Fund Balance (Beginning of Period)	\$ 473,741.00	\$ 442,670.00	\$	\$ 442,670.00		
Fund Balance (End of Period)	\$ 473,741.00	\$ (577,591.74)	\$	\$ (577,591.74)		

Note 1: July & August 2016 State Aid accrues to the 2015-16 fiscal year.
The State of Michigan does not fund a September State Aid payment.

Detroit Community Schools
Balance Sheet
As of September 30, 2016

	Sep 30, 16
ASSETS	
Current Assets	
Checking/Savings	
1121010 · BANK ACCOUNTS	188,726.98
9900000 · CASH	7.24
Total Checking/Savings	188,734.22
Accounts Receivable	
111121 · DCS - Accounts Receivable (Monies Due DC...	3,075.00
1400000 · DUE FROM OTHER GOVT	75,274.52
Total Accounts Receivable	78,349.52
Other Current Assets	
3221920 · Debt Service Pre-Paid Fund	1,444,043.44
9912000 · ACCOUNTS RECEIVABLE	275,000.00
9919040 · OTHER CURRENT ASSETS	60,926.42
Total Other Current Assets	1,779,969.86
Total Current Assets	2,047,053.60
Fixed Assets	
9122000 · Capital Fixed Asset Accounts	13,885,470.15
9122001 · Accumulated Depreciation	-6,034,588.00
9127610 · Investment in Fixed Assets	-8,418,720.00
Total Fixed Assets	-567,837.85
TOTAL ASSETS	1,479,215.75
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
9940202 · Accounts payable	104,336.59
Total Accounts Payable	104,336.59
Other Current Liabilities	
9940700 · NOTES PAYABLE	1,025,000.00
9946060 · Accrued expenses	98,481.00
Total Other Current Liabilities	1,123,481.00
Total Current Liabilities	1,227,817.59
Long Term Liabilities	
9225120 · Serial Bond Payable (US Bank)	10,075,000.00
Total Long Term Liabilities	10,075,000.00
Total Liabilities	11,302,817.59
Equity	
32-490 · Debt service fund balance	1,263,499.00
9223040 · LTD (Debt Equity Serial Bond)	-1,106,050.36
9949000 · Fund Balance	992,094.25
Net Income	-1,018,690.73

3:40 PM

7/11/16

Detroit Community Schools
Balance Sheet
As of September 30, 2016

	<u>Sep 30, 16</u>
Total Equity	<u>-9,823,601.84</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,479,215.75</u></u>

Detroit Community Schools
*District Wide - **SEPTEMBER FINANCIAL***

Statement of Receipts and Disbursements
 For Period: July 1, 2016 thru September 30, 2016

Item	2016-17 Budget (As of 6/23/16)	Current Month	Previous Month YTD	YTD	% Budget YTD
REVENUE:					
100 Local	\$ 50,000.00	\$ 49,034.00	\$ 46,050.00	\$ 95,084.00	190.17%
300 State	\$ 6,544,525.00	\$ -	\$ -	\$ -	
400 Federal	\$ 757,041.00	\$ 75,275.00	\$ 44,020.00	\$ 119,295.00	15.76%
500 Incoming Transfers & Other Transactions	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUE:	\$ 7,351,566.00	\$ 124,309.00	\$ 90,070.00	\$ 214,379.00	2.92%
EXPENDITURES:					
100 Instruction					
110 Basic Programs	\$ 1,782,539.00	\$ 160,487.00	\$ 107,471.00	\$ 267,958.00	15.03%
120 Added Needs	\$ 759,588.00	\$ 32,593.00	\$ 84,333.00	\$ 116,926.00	15.39%
130 Unclassified			\$ -	\$ -	
200 Support Services					
210 Pupil	\$ 434,401.00	\$ 54,229.00	\$ 58,651.00	\$ 112,880.00	25.99%
220 Instructional Staff	\$ 225,340.00	\$ 17,576.00	\$ 65,039.00	\$ 82,615.00	36.66%
230 General Administration	\$ 590,312.00	\$ 24,409.00	\$ 71,362.00	\$ 95,771.00	16.22%
240 School Administration	\$ 425,431.00	\$ 25,478.00	\$ 47,569.00	\$ 73,047.00	17.17%
250 Business	\$ 336,553.00	\$ 27,559.00	\$ 46,641.00	\$ 74,200.00	22.05%
260 Operations and Maintenance	\$ 1,114,099.00	\$ 84,912.00	\$ 122,688.00	\$ 207,600.00	18.63%
270 Transportation	\$ 300,000.00	\$ 4,189.00	\$ 180.00	\$ 4,369.00	1.46%
280 Central	\$ 353,455.00	\$ 42,374.00	\$ 53,402.00	\$ 95,776.00	27.10%
290 Other	\$ 92,467.00	\$ 4,494.00	\$ 7,520.00	\$ 12,014.00	12.99%
300 Community Services	\$ 40,050.00	\$ 7,124.00	\$ 10,800.00	\$ 17,924.00	44.75%
400 Outgoing Transfers	\$ 42,000.00	\$ 39,961.00	\$ 28,564.00	\$ 68,525.00	163.15%
500 Debt Service	\$ 855,331.00	\$ -	\$ 2,750.00	\$ 2,750.00	0.32%
TOTAL EXPENDITURES:	\$ 7,351,566.00	\$ 525,385.00	\$ 706,970.00	\$ 1,232,355.00	16.76%
EXCESS REVENUE OR (EXPENDITURES)	\$ -	\$ (401,076.00)	\$ (616,900.00)	\$ (1,017,976.00)	
FUND BALANCE (Beginning of Month)	\$ 442,670.00	\$ 442,670.00	\$ 442,670.00	\$ 442,670.00	
FUND BALANCE (End of Month)	\$ 442,670.00	\$ 41,594.00	\$ (174,230.00)	\$ (575,306.00)	

Detroit Community Schools
Cash Forecast Statement
 General Fund

Fiscal Year: 2016-17

Actual through: 30-Sep-16

	Jul	Aug	Sept	Oct	Nov	Dec
Beginning Balance (including investments)	\$ 158,412.00	\$ 121,945.74	\$ 427,297.85			
Estimated Receipts:						
Collection of Taxes	\$ -					
Collection of State Aid	\$ 369,616.60	\$ 365,310.50	\$ -			
Collection of Other Grants	\$ 3,815.00	\$ 46,727.24	\$ 117,246.05			
Proceeds from Loans and Interest	\$ -	\$ 750,000.00	\$ -			
Other Revenue and Receipts						
TOTAL AVAILABLE FUNDS:	\$ 531,843.60	\$ 1,283,983.48	\$ 544,543.90			
Less Estimated Disbursements:						
Salaries and Benefits	\$ 298,836.05	\$ 204,927.25	\$ 383,191.15			
Services, Supplies, and Materials	\$ 111,061.81	\$ 651,758.38	\$ 132,623.82			
Repayment of Debt	\$ -	\$ -	\$ -			
Other Disbursements						
TOTAL DISBURSEMENTS:	\$ 409,897.86	\$ 856,685.63	\$ 515,814.97			
ESTIMATED ENDING BALANCE:	\$ 121,945.74	\$ 427,297.85	\$ 28,728.93			
Beginning Balance (including investments)	Jan	Feb	Mar	Apr	May	Jun
Estimated Receipts:						
Collection of Taxes						
Collection of State Aid						
Collection of Other Grants						
Proceeds from Loans and Interest						
Other Revenue and Receipts						
TOTAL AVAILABLE FUNDS:						
Less Estimated Disbursements:						
Salaries and Benefits						
Services, Supplies, and Materials						
Repayment of Debt						
Other Disbursements						
TOTAL DISBURSEMENTS:						
ESTIMATED ENDING BALANCE:						

Detroit Community Schools Chief Administrative Officer's Report

October 20, 2016

Sharon McPhail, Chief Administrative Officer

Testing/Assessment

- 98% of 11th graders took their PSAT on Wednesday, October 19, 2016 and did so successfully.
- The fall NWEA testing will be completed by Friday, October 21, 2016: They seemed more engaged and focused than in past years.

High School Information

-High School Students and Staff had Spirit Week the week of October 3, 2016 to October 7, 2016. The following activities took place.

- * October 3rd- University Day students wore their favorite college team gear.
- * October 4th- School Colors students can show their school spirit by wearing Red, Black, White or Grey apparel.
- * October 5th was a free dress day & School Prep Rally that included:
 - >3-point contest
 - >Class dance off
 - >9th vs. 10th grade co-ed basketball game
 - >11th vs. 12th grade co-ed basketball game
 - Special Host- Enjoy Detroit*
- * October 6th- On Twin Day students dressed alike.
- * October 7th- On Team Sport Day: students wore their favorite team gear.

Science Updates:

-The Michigan Department of Education has adopted a new standard that will take affect this school year. (2016-2017), which is Next Generation Science Standards. (NGSS)

-This year the school has implemented Anatomy and Physiology for seniors, giving them four years of science instead of the three years designated by the state of Michigan.

DSC Band Update:

-The district has a new music teacher whose focus is instrumental music and an emphasis on music theory, as well as more instrument playing in the classroom.

High School Counseling Department

-College Representative visits have been successful thus far. So far, have had Madonna University, Bowling Green State, Michigan State, U of M Flint, College of Creative Studies, and Ferris State. Still to come in the next couple weeks are Oakland University and Wayne State.



In the month of September, each grade level had the opportunity to visit a different college campus. The 9th graders visited U of M Ann Arbor, and it was a very successful trip. The students were able to eat lunch at the Michigan Union, and while they were there, a few boys ran into U of M Football player Eddie McDoom. He was very friendly and talked to a few of the boys about his college experience thus far. He even went out of his way to offer to pay for lunch of one our boys because he was

just a couple dollars short of what he wanted. It was very exciting for our kids to experience!

-The 10th graders were able to visit Wayne State University, the 11th graders went to the University of Michigan Dearborn, and the 12th graders went to Central Michigan University. Although CMU was a far bus ride, the students seemed to really enjoy that campus. CMU, in my opinion, was the best trip of them all. The campus was beautiful and the staff were very organized and our students were really interested in what CMU had to offer. (Attached to this email is a photo of some of the seniors from the CMU trip in front of the CMU crest. Date of trip was 9/30/16)

-The 11th graders also had another opportunity to visit Henry Ford College and participate in their "Discovery Day". The event started with a pep-rally and invited high schools from all over the metro area. Students had the opportunity to meet with staff at Henry Ford and discover all of the different programs they have to offer. The students also did a campus-wide scavenger hunt, to enter a drawing for a chance to win a Play Station 4! Henry Ford even had a number of four-year universities on-site to meet with the students about how to go about transferring schools if that is what they choose to do. Overall, it was a very nice event.

DCS Grants

-Wayne RESA awarded DCS a \$ 2,376 grant for Educator Evaluation Support & Training. Grant fund must be expended by June 2017 for the training program identified in the grant application. We selected "Observation and Formative Feedback-Best Practices" which is a workshop that will be presented by the Michigan Association of Secondary Schools.

Athletic Department

-The DCS Football Team is currently 2wins and 5 losses with 2 games remaining. The DCS Volleyball Team is 0-4 with 3 matches remaining, and the State Volleyball tournament starts on November 2, 2016. DCS Cross Country has had 7 runners place in the top 15 out of 60 runners in every meet for Boys. The State Cross Country Regional's begin on Oct. 29, 2016.

Special Education Department

-Current Special Education Caseload

56 total students

26 are K-8

6 are K-8 are **only** receiving Resource Room services

16 are **only** receiving Speech & Language services

4 are receiving **both** Resource Room and Speech & Language services

30 are high school students

22 are **only** receiving Resource Room Support

1 is **only** receiving Speech & Language services

7 are receiving **both** RCR and S&L services

10 receive School Social Work services

2 are K-8

8 are high school students

- Special Education Providers: **Ms. Mikki Zachary** has 10 students K-8 RCR (M-F)
Ms. Jill Klatt has 6 students in the high school RCR (M-F)
Mr. Larnell Taylor has 23 students in high school RCR (M-F)
Ms. Roni Buckley has 27 students K-12 S&L (M-W)
Ms. Dye has 11 students K-12 SSW (M-F)
- Special Education students **new to DCS** this school year:
 - K-8 resource room students: 5
 - 9-12th resource room students: 7
 - K-12 speech & language only: 3
- Special Education students who graduated June 2016: 3
- Special Education students who moved/ dropped from DCS: 1
- This school year, we anticipate 6 students needing full cognitive evaluations from a school psychologist.
- All 11th graders who require special accommodations for the PSAT have had their accommodations submitted and approved by College Board. There are 8 special education students who will be taking the test on October 19th.

Elementary/Middle School

-NWEA Testing to be finished this week.

-Data Meetings to be held next week so as to devise teaching plans to fill achievement gaps.

-K-2 planning trip to DeBucks Apple Orchard

-Middle School Basketball League begins at the end on the month.

Other DCS Information

Parent Coordinator Activities

-The new application enrollment period for families wanting to be covered by the DTE

Low=Income Self Sufficiency Program has started. Enrollment in the Program means that families

are able to pay a small amount each month on their utility bills and, if they stay current, they are protected against shut off and, after 90 days a portion of their arrearage is dismissed.

-DCS's ABC Student Transportation has begun and DCS has had a record number of requests to be added to the list of riders.

-The Annual Dental Dentist Program starts in December of 2016. It will serve all children, K-12 who complete a program application. All services are free.

-DCS has secured special foundation support for all DCS/Brightmoor families with minor children in need of assistance toward an arrearage water bill, with up to \$2,000 per family being available.

-Sessions designed to engage DCS students in the annual STEAM demonstration project begins in November of 2016.

Health Inspection

-On 9/28/16, the Detroit Health Department conducted an inspection of the DCHS kitchen. The Health Department's written report indicated "no violations cited"!

RESA Award

-Wayne RESA awarded DCS a \$ 2,376 grant for Educator Evaluation Support & Training. Grant fund must be expended by June 2017 for the training program identified in the grant application. We selected "Observation and Formative Feedback-Best Practices" which is a workshop that will be presented by the Michigan Association of Secondary Schools.

HFHS Clinic

An RFP is being drafted for a contractor to build the new health center.