

# **BOARD PACKET**

## **JUNE 28, 2018**

**Special Meeting**



*Our Vision:*

*Champion Learning –*

*Develop, Educate, and Inspire!*

**BOARD MEETING AGENDA**

- A. ROLL CALL
- B. MEETING MINUTES & CLOSED MEETING MINUTES (6-25-2018)
- C. APPROVAL OF AGENDA
- D. SCHOOL PRESENTATIONS – none
- E. SUPERINTENDENT UPDATE
- F. STUDENT REPRESENTATIVES UPDATE
- G. **PUBLIC PARTICIPATION:** *Persons who wish to address the Board may complete a Public Comment Card to be presented to the Board president at the beginning of the meeting. Each speaker is allotted a maximum of 5 minutes unless otherwise notified. Each speaker will be asked to announce his/her name and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting. For further details see our policy on Public Participation at Board Meetings.*
- H. **CONSENT ITEMS**
  - 1. Personnel – New Hire
- I. **ACTION ITEMS**
  - 1. Ratification of DEA Tentative Agreement
  - 2. Ratification of DAA Tentative Agreement for the 7/1/2018 – 6/30/2019 contract
  - 3. Ratification of the WWBDAMA Tentative Agreement for the 7/1/2018 – 6/30/2019 contract
  - 4. Ratification of the DESPA Tentative Agreement for the 7/1/2018 – 6/30/2019 contract
  - 5. Second 2017-18 Budget Amendment
  - 6. Approval of Superintendent’s 2017-18 Performance Pay
  - 7. Approval of Superintendent’s Contract for 7/1/2018 – 6/30/2023
- J. **DISCUSSION ITEMS – none**
- K. **BOND UPDATE – none**
- L. **PUBLIC PARTICIPATION:** *See Policy 0167.3*
- M. **BOARD COMMENTS**
- N. **INFORMATION ITEMS – none**
- O. **CLOSED SESSION – none**

**CALENDAR**

- \*Monday, July 16<sup>th</sup> – 5:00pm  
Business Meeting – Copeland
- \*Monday, July 16<sup>th</sup> – 6:00pm  
Board Workshop – Copeland
- \*Wednesday, July 25<sup>th</sup> – 9:00am  
Finance Committee – Copeland
- \*Monday, August 6<sup>th</sup> – 7:00pm  
Board Meeting – Copeland
- \*Thursday, August 9<sup>th</sup> – 5:00 pm  
Facilities Committee - Copeland
- \*Monday, August 20<sup>th</sup> – 7:00pm  
Board Meeting - Copeland

**BOARD NOTES**  
**JUNE 28, 2018**

**A. ROLL CALL**

**B. MEETING MINUTES & CLOSED MEETING MINUTES (6-28-2018)**

**C. APPROVAL OF AGENDA**

1. Approval of Agenda. Board policy provides that the Superintendent of Schools shall prepare an agenda for all Board meetings as directed by the President of the Board of Education.

\* An appropriate motion might be, "I move that the agenda be approved as presented/amended."

**D. SCHOOL PRESENTATIONS – none**

**E. SUPERINTENDENT UPDATE**

**F. STUDENT REPRESENTATIVES UPDATE**

- G. PUBLIC PARTICIPATION:** *Persons who wish to address the Board may complete a Public Comment Card to be presented to the Board president at the beginning of the meeting. Each speaker is allotted a maximum of 5 minutes unless otherwise notified. Each speaker will be asked to announce his/her name and indicate if he/she represents any organization or agency. No person may speak more than once on the same subject during a single meeting. For further details see our policy on Public Participation at Board Meetings.*

**H. CONSENT ITEMS**

1. Personnel – New Hire. Your packet contains a letter of recommendation to hire Lauren Thompson for the .5 FTE principal position at Creekside.

\* An appropriate resolution might be, "I move that the Board of Education offer a probationary contract for the 2018-19 school year to Lauren Thompson."

**I. ACTION ITEMS**

1. Ratification of DEA Tentative Agreement. On June 26, 2018, the Dexter Education Association ratified a tentative agreement with Dexter Community Schools. Copies of the agreement will be distributed to Board members prior to today's meeting. It is now time for the Board of Education to ratify this tentative agreement as presented, effective through June 30, 2019.

\* An appropriate motion might be, "I move that the Board of Education ratify the tentative agreement between Dexter Community Schools and the Dexter Education Association as presented, effective July 1, 2018 through June 30, 2019."

2. Ratification of DAA Tentative Agreement for 7/1/2018 – 6/30/2019 Contract. On June 22, 2018, the Dexter Administrators' Association ratified a tentative agreement with Dexter Community Schools. Copies of this agreement will be distributed to Board members prior to today's meeting. It is now time for the Board of Education to ratify the tentative agreement as presented, effective through June 30, 2019.

\* An appropriate motion might be, "I move that the Dexter Board of Education ratify the tentative contract agreement between Dexter Community Schools and the Dexter Administrators' Association as presented, effective July 1, 2018 through June 30, 2019."

**BOARD NOTES**  
**JUNE 28, 2018**

3. Ratification of the WWBDAMA Tentative Agreement for 7/1/2018 – 6/30/2019 Contract. On June 12, 2018, the Western Washtenaw Bus Drivers and Monitors Association ratified a tentative agreement with Dexter Community Schools. Copies of the agreement will be distributed to Board members prior to today's meeting. It is now time for the Board of Education to ratify this tentative agreement effective through June 30, 2019.
  - \* An appropriate motion might be, "I move that the Board of Education ratify the tentative contract agreement between Dexter Community Schools and the West Washtenaw Bus Drivers and Monitors Association as presented, effective July 1, 2018 through June 30, 2019."
  
4. Ratification of the DESPA Tentative Agreement for 7/1/2018 – 6/30/2019 Contract. On Wednesday, June 27<sup>th</sup>, 2018 the Dexter Educational Support Personnel Association ratified a tentative agreement with Dexter Community Schools. Copies of this agreement will be distributed to Board members prior to today's meeting. It is now time for the Board of Education to ratify the tentative agreement.
  - \* An appropriate motion might be, "I move that the Board of Education ratify the tentative agreement between Dexter Community Schools and the Dexter Educational Support Personnel Association as presented, effective July 1, 2018 through June 30, 2019."
  
5. Second 2017-18 Budget Amendment. Your packet includes a memorandum from CFO Sharon Raschke regarding the attached second 2017-18 budget amendment necessitated by off-schedule payments that are included in negotiated agreements.
  - \* An appropriate motion might be, "I move that the Board of Education approve the attached 2017-18 Budget Amendment."
  
6. Approval of Superintendent's 2017-18 Performance Pay. Annually, the Board Personnel Committee recommends performance-based pay for the Superintendent, in accordance with his contract and with Michigan law. Section 380.1250 of the Michigan School Code states that a "school district shall implement and maintain a method of compensation for its teachers and school administrators that includes job performance and job accomplishments as a significant factor in determining compensation..." The Superintendent's contract provides that up to ten percent (10%) of the annual base salary is performance-based pay and determined annually by June 30th based on criteria and goals.
  - \* An appropriate motion might be, "I move that the Dexter Board of Education approve the Board Personnel Committee's recommendation that Superintendent Christopher Timmis' performance-based pay for the 2017-2018 school year to be \$12,000."
  
7. Superintendent Contract Approval. Copies of a draft contract for Superintendent Chris Timmis to renew his contract beginning July 1, 2018 through June 30, 2023 will be distributed to Board members prior to today's meeting.
  - \* An appropriate motion might be, "I move that the Board of Education approve the contract between the Board of Education of Dexter Community Schools and Christopher Timmis beginning July 1, 2018 through June 30, 2023."

**BOARD NOTES**  
**JUNE 28, 2018**

- J. **DISCUSSION ITEMS – none**
- K. **BOND UPDATE – none**
- L. **PUBLIC PARTICIPATION:** *See Policy 0167.3 for details.*
- M. **BOARD COMMENTS**
- N. **INFORMATION ITEMS – none**
- O. **CLOSED SESSION – none**

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
MEETING MINUTES – JUNE 25, 2018**

**A. ROLL CALL**

**Members Present:** Ron Darr, Dick Lundy, Rob Mitzel, Barbara Read, Michael Wendorf, Student Representative Hollie Pastorino

**Members Absent:** Daryl Kipke, Julie Schumaker

**Administrative & Supervisory Staff:** Sharon Raschke, Barb Santo, Mollie Sharrar, Chris Timmis, Hope Vestergaard

**DEA:** none

**DESPA:** none

**Guests:** Steve Ezekian, Robert Dwan

The meeting was called to order at approximately 7:06 pm by Board President Michael Wendorf.

- B. MEETING MINUTES** – Dick Lundy made a motion to approve the meeting minutes and closed meeting minutes from 6/11/2018. Barbara Read supported the motion. **Motion Carried (unanimous).**

**C. APPROVAL OF AGENDA**

Board policy provides that the Superintendent of Schools shall prepare an agenda for all meetings as directed by the President of the Board of Education.

Action item number four, WCRC Easements, was removed from the agenda.

Dick Lundy made a motion to approve the agenda as amended. Ron Darr supported the motion. **Motion Carried (unanimous).**

**D. SCHOOL PRESENTATIONS**

1. Steve Ezikian and Robert Dwan from Michigan School Business Officials presented Sharon Raschke with an MSBO honorable mention Meridian award.

**E. SUPERINTENDENT UPDATE**

1. Superintendent Chris Timmis updated the board on several items: hiring for fall is ongoing; the German exchange trip went well; Dexter French students are currently on a trip to France; Dexter International Academy has added online advanced placement courses.

**F. STUDENT REPRESENTATIVES UPDATE**

1. Hollie Pastorino updated the Board on goings-on at the buildings as well as local events of interest.

**G. PUBLIC PARTICIPATION – none**

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
MEETING MINUTES – JUNE 25, 2018**

**H. CONSENT ITEMS**

Ron Darr made a motion to approve the following consent items in bulk. Barbara Read supported the motion. **Motion Carried (unanimous).**

1. Personnel – New Hires. The Board of Education offered probationary teaching contracts for the 2018-19 school year to Elizabeth Kaylor-Palmer, Anandkumar Patel, Mary “Molly” Visel, and Chris Whittaker.
2. Personnel – Resignation. The Board accepted the resignation of Andrew Finkbeiner.
3. May Budget Report. The Board accepted the May 2018 budget report.

**I. ACTION ITEMS**

1. 2018-19 Budget Adoption. Dick Lundy made a motion that the attached proposed 2018-2019 budget be adopted. Ron Darr supported the motion. **Motion Carried (unanimous).**
2. 2018-19 Tax Levies. Dick Lundy made a motion that the Board of Education authorize tax levies for school operating expenses at 18 mills on non-homestead property in December of 2018 and a debt levy of 8.5 mills on all property in December of 2018. Ron Darr supported the motion. **Motion Carried (unanimous).**
3. 2017-18 Budget Revision. Dick Lundy made a motion that the Board of Education approve the attached 2017-18 budget amendment. Ron Darr supported the motion. **Motion Carried (unanimous).**

**J. DISCUSSION ITEMS**

1. Set Special Meeting. The Board of Education scheduled a special meeting for Thursday, June 28<sup>th</sup> at 9:00am at Copeland, in order to ratify DEA, DAA, DESPA, and WWBDAMA contracts.
2. Financial Update. Sharon Raschke answered questions about the quarterly financial update and department narratives.

**K. PUBLIC PARTICIPATION – none**

**L. BOND UPDATE**

1. The District is considering future options based on enrollment.
2. Construction on the Baker Rd. roundabouts is in full swing. Construction on Dan Hoey will start soon.
3. Some of the floors are in at the new elementary school.
4. Mill Creek will be without water for a few more days and be without internet for an extended period of time this summer due to construction.

**M. BOARD COMMENTS**

1. The policy committee will need to meet in the second half of July.
2. The finance committee will next meet in July in association with the audit.

**N. INFORMATION ITEMS**

1. Draft Facilities Minutes (6/7/2018)
2. Mike Wagner MSBO Certification

**DEXTER COMMUNITY SCHOOLS BOARD OF EDUCATION  
MEETING MINUTES – JUNE 25, 2018**

At approximately 8:04pm, Dick Lundy made a motion that the Board of Education adjourn to closed session for the purpose of discussing negotiations. Rob Mitzel supported the motion. **Motion Carried (unanimous).**

**O. CLOSED SESSION**

At approximately 8:59pm, Rob Mitzel made a motion that the Board return to open session. Michael Wendorf supported the motion. **Motion Carried (unanimous).**

At approximately 9:00pm, Michael Wendorf made a motion to adjourn the meeting. Rob Mitzel supported the motion. **Motion Carried (unanimous).**

MINUTES/hlv

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Robert Mitzel, Secretary  
Board of Education



## Dexter Community Schools

To: Dexter Community Schools  
Board of Education  
From: Christopher Timmis,  
Superintendent  
CC:  
Date: July 26, 2018  
Re: Recommendation to Hire

It is my recommendation to hire Lauren Thompson as the 0.5 FTE Assistant Principal at Creekside Intermediate School. After a multiple-round interview process, Lauren Thompson was selected.

Lauren Thompson is a DHS Graduate, current DCS Graduation Coach, and teacher. Throughout her career at DCS, Lauren has worked as a special education teacher, coach, and supported students to earn a diploma as the DCS Graduation Coach. Ms. Thompson holds a B.A. in Biology and Music from Wittenberg University, a Post-Baccalaureate Elementary Certification from Western Governors University, a Special Education Certification from DePaul University, an M.S. in Educational Administration from Purdue University, and a Masters in Applied Positive Psychology from the University of Pennsylvania.

Lauren Thompson's commitment to kids, learning, and personal growth will enhance the Dexter Community Schools administrative team. She will also continue to work as a DHS Graduation Coach for the remainder of her 0.5 FTE.

To: Board of Education

From: Sharon Raschke, CFO

Date: June 28, 2018

RE: 2017-18 Second June Budget Amendment-General Fund

You will be considering tentative agreements with the bargaining units today. In order to provide sufficient appropriation for the off schedule payments, we need authorization to amend the 2017-18 operating budget to assure specific functions do not go over the Board budget appropriation. The final revenue over expense is estimated to be in the range of \$480,000 to \$630,000. The amendment uses the upper end of the range in order to provide sufficient appropriation for the estimated payout. A budget amendment totaling \$315,000 is needed at this time. For any amount that the final payout is less than \$315,000, the expense budget will have a positive variance.

11x-Basic Instruction	\$173,185
12x-Added Needs	\$ 31,254
21x-Pupil Support	\$ 39,539
22x-Instruction Staff Support	\$ 14,908
23x-General Administration	\$ 2,534
24x-School Administration	\$ 19,862
25x-Business Services	\$ 4,830
26x-Operations and Maintenance	\$ 14,225
27x-Transportation	\$ 10,531
28x-Other Central Support	\$ 2,287
<u>6xx-Other Financing Sources</u>	<u>\$ 1,845</u>
Total additional appropriation	\$315,000

An appropriate motion would be, "I move that the Board of Education approve the attached budget amendment for 2017-18."

**General Appropriation of the General Fund  
Resolution for Adoption by the Board of Education, Dexter Community Schools**

RESOLVED, that this resolution shall be the general appropriation admendment of Dexter Community Schools for the 2017-18 fiscal year; a resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all revenue received by Dexter Community Schools.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriation in the General Fund of the school district for fiscal year 2017-18 which includes 18 mills of ad valorem taxes to be levied on non-homestead and nonqualified agricultural property to be used for operating purposes is as follows:

**Revenue:**

1xx Local	\$	5,125,513
2xx Other Political Subdivisions	\$	5,254
3xx State	\$	29,472,561
4xx Federal	\$	1,310,766
5xx-6xx Other Financing Sources	\$	4,704,270
<b>Total Revenue</b>	\$	<b>40,618,364</b>
Total Fund Balance, July 1 Available to Appropriate	\$	6,461,204
<b>Total Available to Appropriate</b>	\$	<b>47,079,568</b>

BE IT FURTHER RESOLVED, that of the total available to appropriate in the General Fund, it is hereby appropriated in the amounts and for the purposes set forth below:

**Expenditures:**

1xx – Instruction		
11x- Basic Programs	\$	20,455,468
12x- Added Needs	\$	4,240,136
2xx – Support Services		
21x- Pupil Support	\$	4,457,814
22x- Instructional Staff Support	\$	2,115,211
23x- General Administration	\$	852,643
24x- School Administration	\$	2,325,274
25x- Business Services	\$	690,210
26x- Operations and Maintenance	\$	3,652,043
27x- Transportation	\$	1,613,829
28x-29x Other Central Support	\$	289,745
3xx-Community Services	\$	314,457
4xx-6xx Other Financing Uses	\$	547,271
<b>Total Appropriated</b>	\$	<b>41,554,101</b>

FURTHER RESOLVED, that no board of education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the board of education and in keeping with the budgetary policy statement hitherto adopted by the board. Changes in the amount appropriated by the board shall require approval of the board.

BE IT FURTHER RESOLVED, that for purposes of meeting emergency needs of the school district, transfers of appropriations may be made upon the written authorization of the superintendent but no other transfers shall be made without prior approval of the board of education. When the superintendent makes a transfer of appropriations as permitted by this resolution, such transfer shall be presented to the board of education at its next regularly scheduled meeting in the form of an appropriation amendment, which amendment shall be adopted by the board of education at such meeting.

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_ ABSENT: \_\_\_\_\_ RESOLUTION DECLARED ADOPTED.

The undersigned duly qualified and acting Secretary of the Board of Education of the Dexter Community Schools, Counties of Washtenaw and Livingston, State of Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the board of education at a special meeting held on June 28, 2018, and further certifies that notice of the meeting was given to the public pursuant to the provisions of the Open Meetings Act, 1976 PA 267, as amended.

\_\_\_\_\_  
Secretary, Board of Education