

# ALLEN PARK PUBLIC SCHOOLS

Riley Education Center • 9601 Vine Avenue

Allen Park, MI 48101

313-827-2150 • 313-827-2151 (FAX)

## ALLEN PARK BOARD OF EDUCATION ORGANIZATIONAL MEETING MINUTES • JANUARY 14, 2019 ALLEN PARK HIGH SCHOOL

DRAFT

APPROVED

The organizational meeting of the Allen Park Board of Education was held on Monday, January 14, 2019, at Allen Park High School, Large Group Instruction Room, 18401 Champaign, Allen Park, Michigan.

Senior member of the Board, Mr. Gordon Miller, called the meeting to order at 7:00 p.m., as temporary chairperson, and announced the availability of comment cards.

Pledge of Allegiance

Roll Call/Present: Klein, Loyd, MacDonald, Miller, Sheppard, Warren

Absent: Moynihan

	<p><i>Oath of Office</i> The Oath of Office was administered to Mr. Michael J. Klein, Mr. Robert Loyd, Mrs. Jeannette MacDonald and Mrs. Julia Sheppard.</p>
19-001	<p><i>Election of Officers</i> The election of officers is held at the first meeting in January to coincide with the date of any scheduled elections/terms of office from the preceding November.</p> <p><b>President</b> The floor is now open for nominations for the position of President. Member Sheppard placed the name of Member Miller in nomination of President and Member Warren supported the nomination.</p> <p>There being no further nominations, the floor closed for nominations.</p> <p>Motion by Sheppard, supported by Warren, that the Board of Education elect Gordon Miller to serve in the office of President of the Allen Park Board of Education. Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan Motion carried. IT IS HEREBY DECLARED, that Gordon Miller has been elected President of the Board of Education for the 2019 calendar year.</p> <p><b>Vice President – Teaching &amp; Learning</b> The floor is now open for nominations for the position of Vice President – Teaching &amp; Learning. Member Sheppard placed the name of Member MacDonald in nomination of Vice President – Teaching &amp; Learning and Member Warren supported the nomination.</p> <p>There being no further nominations, the floor closed for nominations.</p>
19-002	<p>Motion by Sheppard, supported by Warren, that the Board of Education elect Jeannette MacDonald to serve in the office of Vice President – Teaching &amp; Learning of the Allen Park Board of Education. Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan Motion carried. IT IS HEREBY DECLARED, that Jeannette MacDonald has been elected Vice President – Teaching &amp; Learning of the Board of Education for the 2019 calendar year.</p> <p><b>Vice President – Operations</b> The floor is now open for nominations for the position of Vice President – Operations. Member Sheppard</p>

	<p>placed the name of Member Klein in nomination of Vice President – Operations and Member Warren supported the nomination.</p> <p>There being no further nominations, the floor closed for nominations.</p> <p>19-003 Motion by Sheppard, supported by Warren, that the Board of Education elect Michael Klein to serve in the office of Vice President – Operations of the Allen Park Board of Education. Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan Motion carried. IT IS HEREBY DECLARED, that Michael Klein has been elected Vice President – Operations of the Board of Education for the 2019 calendar year.</p> <p><b>Vice President – Human Resources</b> The floor is now open for nominations for the position of Vice President – Human Resources. Member Sheppard placed the name of Member Loyd in nomination of Vice President – Human Resources and Member Warren supported the nomination.</p> <p>There being no further nominations, the floor closed for nominations.</p> <p>19-004 Motion by Sheppard, supported by Warren, that the Board of Education elect Robert Loyd to serve in the office of Vice President – Human Resources of the Allen Park Board of Education. Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan Motion carried. IT IS HEREBY DECLARED, that Robert Loyd has been elected Vice President – Human Resources of the Board of Education for the 2019 calendar year.</p> <p><b>Treasurer</b> The floor is now open for nominations for the position of Treasurer. Member Sheppard placed the name of Member Warren in nomination of Treasurer and Member MacDonald supported the nomination.</p> <p>There being no further nominations, the floor closed for nominations.</p> <p>19-005 Motion by Sheppard, supported by Loyd, that the Board of Education elect Dr. Jennifer Warren to serve in the office of Treasurer of the Allen Park Board of Education. Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan Motion carried. IT IS HEREBY DECLARED, that Dr. Jennifer Warren has been elected Treasurer of the Board of Education for the 2019 calendar year.</p> <p><b>Secretary</b> The floor is now open for nominations for the position of Secretary. Member Miller placed the name of Member Sheppard in nomination of Secretary and Member Warren supported the nomination.</p> <p>There being no further nominations, the floor closed for nominations.</p> <p>19-006 Motion by Miller, supported by Warren, that the Board of Education elect Julie Sheppard to serve in the office of Secretary of the Allen Park Board of Education. Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan Motion carried. IT IS HEREBY DECLARED, that Julie Sheppard has been elected Secretary of the Board of Education for the 2019 calendar year.</p>
--	--

19-007	<p><b>Vice President – Extra Curricular Issues</b></p> <p>The floor is now open for nominations for the position of Vice President – Extra Curricular Issues. Member Miller placed the name of Member Moynihan in nomination of Vice President – Extra Curricular Issues and Member Warren supported the nomination.</p> <p>There being no further nominations, the floor closed for nominations.</p> <p>Motion by Miller, supported by Warren, that the Board of Education elect Rick Moynihan to serve in the office of Vice President – Extra Curricular Issues of the Allen Park Board of Education.</p> <p>Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan</p> <p>Motion carried.</p> <p>IT IS HEREBY DECLARED, that Rick Moynihan has been elected Vice President – Extra Curricular Issues of the Board of Education for the 2019 calendar year.</p> <p>Mr. Miller concluded the election of officers by thanking fellow Board members for a seamless transition and is looking forward to 2019. Mr. Darga welcomed and congratulated newly elected Board members and thanked returning members for their continued service to the Allen Park school community. He also stated that the insight, concern for the well-being of all students, and professional experiences of these civic-minded individuals will contribute significantly to the Allen Park Public Schools and we are grateful for their willingness to serve.</p>
19-008	<p>Motion by Loyd, supported by Warren, that the agenda be amended to eliminate Introduction of New Business-Item #2 Appointment of Legal Counsel and that the 2018-19 Proposed Amended Budget is a presentation only, not a vote at this time, and that the consent agenda items be approved as presented:</p> <ol style="list-style-type: none"> <li>Approval of January 14 amended agenda</li> <li>Approval of December 10 meeting minutes and December 10 closed session minutes</li> <li>Approval of registers: 12/10/2018=\$5,014.65, 12/11/2018=\$622.23, 12/14/2018=\$457.12, 12/17/2018=\$8,440.11, 12/20/2018=\$529,085.91, 1/7/2019=\$51,894.52, 1/8/2019=\$3,952.19</li> <li>Approval of wire transfers: 12/6/2018 thru 1/8/2019=\$1,386,748.48</li> </ol> <p>Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan</p> <p>Motion carried.</p>
	<p>President's Communications: None at this time.</p>
	<p>Reading of Communications: None at this time.</p>
	<p>Citizen's Comments (<i>pertaining to agenda</i>): None at this time.</p>
	<p><i>"In the Spotlight" – Student Presentation</i></p> <ul style="list-style-type: none"> <li>▪ APHS Student Representation: Michael Lambert</li> </ul> <p>As Vice President of the APHS Class of 2022, Michael shared successful winter student activities such as a Sadie's Dance, Holiday Adopt a Family Program which served 40 local families and 70 children, Cocoa &amp; Cram sessions led by Link Crew. Plans are underway for spirit week and upcoming Snowball Dance the week of February 3, Sophomore Class is holding an open skate night at the Taylor Sportsplex and the Freshman Class is planning a bottle drive after the Super Bowl. Peacekeepers are collaborating with APMS students, the APHS Band is planning a trip to the Rock n Roll Hall of Fame in Cleveland over mid-winter break, the Portfolio Class is featuring an Art Show at the AP Civic Center and the Bowling Club meets at Thunderbowl Lanes. A Krispy Kreme donut fundraiser was held and proceeds were donated to the Barnett Family, NHS is sponsoring collection drives: art supplies for Mott Children's Hospital and hat/gloves for a local shelter. The Tabletop Games Club is new this year and sponsored by teacher, Mr. Dan Loyd.</p>
19-009	<p><i>Personnel:</i></p> <p>A. Employments/Services</p> <p>Motion by Miller, supported by Sheppard, that the recommendations for employment, services and volunteering be approved by the Board for the individuals as listed:</p> <ul style="list-style-type: none"> <li>▪ Lynn Gorgas – Lunchroom Parapro/Arno – Effective 1/7/2019</li> <li>▪ Christine McKinzie – Testing Coordinator/APHS – Effective 1/15/2019</li> <li>▪ Daniel Parrish – Volunteer Assistant Football Coach/APHS – Effective 1/15/2019</li> </ul> <p>Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren Nays: None Absent: Moynihan</p> <p>Motion carried.</p>

	<p>B. Resignations/Retirements</p> <p>The following resignations and retirements have been received and accepted:</p> <ul style="list-style-type: none"> <li>▪ Laura Amezcua – Instructional Aide/Bennie – Effective 1/11/2019</li> <li>▪ Susan Mac – Instructional Aide/Bennie – Effective 12/21/2018</li> <li>▪ Pamela Miller – Director of Operations – Effective 1/14/2019</li> <li>▪ Kristy Wilkerson – Instructional Aide/Lindemann – Effective 1/11/2019</li> </ul>
19-010	<p><i>Designating Signatories</i></p> <p>Motion by MacDonald, supported by Loyd, that the following be designated signatories for the Allen Park Public School District: President Gordon Miller and Treasurer, Dr. Jennifer Warren for the General Fund, Activity Fund, Capital Projects Fund, Payroll, Debt and Investments.</p> <p>Yeas: Klein, Loyd, MacDonald, Miller, Sheppard, Warren</p> <p>Nays: None</p> <p>Absent: Moynihan</p> <p>Motion carried</p>
	<p><i>2018-19 Proposed Amended Budget Presentation</i></p> <ul style="list-style-type: none"> <li>▪ Mrs. Tiffany Keith, Director of Finance</li> </ul> <p>Mrs. Keith provided the Board with a presentation of mid-year budget amendments for the 2018-19 school year. The changes being recommended are to bring the accounts in line with actual revenue and expenses to date. Mrs. Keith provided a summary of the budget amendments, indicating areas of significant change and the projected fund equity at the end of this school year. It is important to note that the estimated June 30, 2019 fund balance of 5.67% includes recording the transfer of \$1,000,000 from 2018-19 Wayne County Education Enhancement Millage funds into the General Fund. Without the enhancement millage fund transfer, the estimated fund balance would be 3.07% at the fiscal year end.</p> <p>Discussion ensued regarding specifics of the significant changes presented. Board members will review the budget amendments and may have additional questions following attendance at the Plante Moran &amp; Clark Hill sponsored School Law &amp; Finance Seminar on January 26, 2019. The Proposed Amended Budget will be considered by the Board at the next regularly scheduled meeting.</p>
	<p><i>Superintendent's Reports:</i></p> <ul style="list-style-type: none"> <li>▪ Special thanks... and Upcoming Events</li> </ul> <p>Kudos to the Wasko Scholarship Committee – Mrs. Kristyn Pierfelice, Mrs. Mary McMaster, Mrs. Jori Keisel, Mrs. Cass Melville and Mrs. Tanya Duffy – for their extraordinary efforts in proposing and hosting the extraordinary dedication ceremony for the Janet P. Wasko Media Center. As an assistant principal serving under Mrs. Wasko's leadership for several years, I learned so much from her, she was a mentor and a friend, and this is a well-deserved honor.</p> <p>Mr. Darga also shared that he recently attended a meeting with the Metropolitan Detroit Fire Inspectors, school safety was the focus.</p> <p>There will be no school on January 21, 2019 in honor of Martin Luther King, Jr. Day – Faculty will participate in Professional Development.</p> <p>As we wind down 1<sup>st</sup> semester, students in grades 9-12 will have half days of school on January 23, 24 and 25 for final exams. 2<sup>nd</sup> semester for secondary students begins January 28.</p> <p>Please join us as we celebrate "School Board Appreciation Month" and recognize our outstanding Board Members at the regularly scheduled Board of Education meeting on January 28, 2019 at 7:00 p.m.</p> <p>Chat with the Superintendent on January 30 at 6:00 p.m. at the Janet P. Wasko Media Center at APHS. A district-wide PTA/PTSA Council Meeting will follow at 7:00 p.m.</p> <p>Elementary Parent Teacher Conferences will be held on February 6 and 7 and Middle School Parent Teacher Conferences will be held on February 7.</p> <p>APHS will host an Orientation for 8<sup>th</sup> Grade Parents and Students on February 13 at 6:30 p.m. in the Center for the Arts.</p> <p>The PTA/PTSA Founder's Day Banquet is scheduled for February 20 at Prestige Banquet Hall at 6:00 p.m.</p>

	<p>Citizens' Comments:</p> <ul style="list-style-type: none"> <li>▪ Mrs. Luecke addressed the Board regarding outcomes of the 2017-18 Plante Moran audit, as well as concern for district finances. Discussion ensued regarding the budgeting process and procedure in years past, as well as steps being taken to move the district forward. Members of the Board of Education are partnering with administration to expand knowledge base of school finance. Additionally, Board Members are taking advantage of opportunities to learn more about school finance through seminars and workshops sponsored by MASB, Plante Moran, Clark Hill and the U.S. Department of Treasury.</li> <li>▪ Mr. Curry asked if there was an investigation for misuse of public funds or any wrong doing. Mr. Curry was informed by administration that no money/funds left the district, no criminal intent or action.</li> </ul>
	<p><i>Reports of Officers:</i></p> <ul style="list-style-type: none"> <li>▪ Mrs. MacDonald shared that this meeting was quite the birthday celebration for a member of her family and that she is looking forward to serving the school community.</li> <li>▪ Mr. Klein thanked the school community for their support.</li> <li>▪ Mr. Loyd also thanked the school community for their support and also expressed appreciation to the members of the Wasko Scholarship Committee for their efforts in organizing the Janet P. Wasko Media Center Dedication Ceremony.</li> <li>▪ Dr. Warren congratulated new fellow Board members, thanked audience members for attending this evening and conveyed that the Board of Education is here to serve the community. Dr. Warren also gave a shout out to the Varsity Basketball Team under the direction of Coach Stowe, as well as the APHS Competitive Cheer Team, recently earning 1<sup>st</sup> place in competition. (Dr. Warren needs a Senior Class popcorn form!)</li> <li>▪ Mrs. Sheppard is very excited about the new, diverse board and congratulated new colleagues. Mrs. Sheppard thanked the MEA, UAW and citizens for their support.</li> <li>▪ Mr. Miller welcomed new Board members, expressed the feeling of 'fresh energy' and commented on the productive and useful board orientation meetings with new members. Mr. Miller also applauded the organizers of the Janet P. Wasko Media Center Dedication Ceremony and added that Mrs. Wasko was truly a star. Lastly, Mr. Miller asked Board members to review the proposed list of committee representatives and let him know if changes are needed, assignments are not set in stone. We are off to a great start!</li> </ul>
19-011	Motion by Sheppard, supported by Loyd, that the meeting adjourn at 8:25 p.m.

Respectfully Submitted,

  
 \_\_\_\_\_  
 Julia Sheppard, Secretary