

August 25, 2021

Highlights: Regular Meeting held August 23, 2021

Board action taken at the above meeting is available on BoardDocs at <https://go.boarddocs.com/mi/trenton/Board.nsf>.

GENERAL CONSENT AGENDA

The Board approved the Minutes of the Regular Meeting of July 26, 2021, Regular Personnel Changes, and Financial Reports as presented in the consent agenda.

Minutes of the Regular Meeting of July 26, 2021

Regular Personnel Changes

Certified Personnel					
Name	Position	Status	Assignment	Reason for Change	Date Effective
1. Gallagher, Courtney	Teacher	Prob.	Hedke (2 nd Grade)	New Employee	09-01-2021
Noncertified Personnel					
Name	Position	Status	Assignment	Reason for Change	Date Effective
1. Hallenbeck, Dawn	Paraprof. Care Club	Prob.	Anderson	New Employee	09/07/2021
2. Morgenstern, Kimberly	Paraprof. Care Club	Reg.	Anderson	Resignation	07/26/2021
3. Probert, Hayley	Human Res. Specialist	Reg.	Central Office	Resignation/ Retirement	09/30/2021
4. Shippy, Frederick	IT Technician	Reg.	District	Position Eliminated	08/31/2021
5. Vermette, Kathy	Paraprof.	Sub.	----	New Employee	08/24/2021

Financial Reports

July 2021 Voucher Checks #114680 through #114823 in the amount of **\$2,302,889.92**

Expense Report for July 2021 in the amount of **\$16,614.10**

Cash and Investment Balances Report as of July 31, 2021

GENERAL FUND

Beginning Cash Balance		\$	12,782,742
Add: Revenues & Receivables	\$	4,580,657	
Less: Expenditures and Transfers		(5,087,171)	
Net Income (Loss)			(506,514)
Less: Reserve for Borrowed Funds-owed to State			0
Ending Cash Balance		\$	<u>12,276,228</u>

CAPITAL PROJECTS

Beginning Cash Balance		\$	877,687
Add: Revenues & Receivables	\$	227	

Less: Expenditures and Transfers	(16,259)	
Net Income (Loss)		<u>(16,032)</u>
Ending Cash Balance	\$	<u><u>861,655</u></u>
ENHANCEMENT MILLAGE		
Beginning Cash Balance	\$	231,000
Add: Revenues & Receivables	\$	0
Less: Expenditures and Transfers		0
Net Income (Loss)		<u>0</u>
Ending Cash Balance	\$	<u><u>231,000</u></u>
2008 SCHOOL BLDG + SITE BONDS DEBT RETIREMENT FUND		
Beginning Cash Balance	\$	22,472
Add: Revenues & Receivables	\$	0
Less: Expenditures and Transfers		0
Net Income (Loss)		<u>0</u>
Ending Cash Balance	\$	<u><u>22,472</u></u>
2018 SCHOOL BLDG + SITE BONDS DEBT RETIREMENT FUND		
Beginning Cash Balance	\$	15,372,514
Add: Revenues & Receivables	\$	47,902
Less: Expenditures and Transfers	(1,958,731)	
Net Income (Loss)		<u>(1,910,829)</u>
Ending Cash Balance	\$	<u><u>13,461,685</u></u>

REPORTS AND RECOMMENDATIONS FOR ACTION

Superintendent's Report

Mr. Douglas B. Mentzer, Superintendent of Schools, reported the following:

- Compliment to Ms. O'Connor for putting together a solid committee and subsequent process for the Director of Technology position. This position aligns to an organizational output/focus for a 21st century school. If our goal is to inspire our students for their success tomorrow, we need to prioritize technology. This is surely a step in the right direction.
- Our new Research and Development Team completed their 2 day Advance and appear to be very excited as we turn our district focus to Student Centered Learning. See item #1...kids always need to be our focus. The Student Centered Learning approach prioritizes kids as the forefront of our teaching pedagogy AND incorporates technology.





TEACHING FOR TOMORROW
Strategies and technology for developing essential skills

Teaching for Tomorrow prepares teachers, and thus their students, for an ever-changing future. Leveraging the power of educational technology, teachers will gain knowledge, skills, and strategies to prepare students for success in the classroom and beyond.

- Explore ways technology tools can elevate curriculum, instruction, and assessment.
- Create a common vision and language with the Instructional Transformation Matrix as a pathway for instructional change.
- Integrate 21st century skills into classroom instruction.
- Develop actionable goals and compelling activities and lessons with ongoing classroom support.
- Leave with a renewed sense of purpose!

- We have completed our district wide t-shirt order. I am happy to share that the TEF picked up the TAB and will be featured on the shirt as well. Ms. Kell was instrumental in helping this happen.
- The team of Amy Terry and Vince Porreca (and me) have completed the employee handbook by creating it in a digital format. I am very excited as this was a goal that stems back to my interim tenure and this will serve as a valuable resource for both new and veteran staff alike. Ms. Thorn has also created a similar resource for our paraprofessionals. Thus, we are positioned with a foundation of reference for each of our employee groups as we enter the 21-22 school year.
- We had our administrative workshop to kick off the year scheduled today. I am truly looking forward to working with this group as we navigate through the trials and ACCOMPLISHMENTS in 2021!
- Additionally, we will host our annual luncheon on Tuesday at AMS at 11:30 a.m. As always you are welcome to attend :-)
- Mr. Kreszyn and I will host a custodial workshop on Tuesday at 1:00 p.m. to review our 2021 cleaning protocols with staff.
- TPS passed the building inspection at Trenton High School. The building can be occupied by students at this time but McCarthy-Smith will still be turning over spaces per the original cleaning schedule. We have a big push to get all the tools and materials moved out this week and next week.

Please note the immediate schedule below.

- Entrance Lobby Flooring – Monday & Tuesday Starting at 3pm.
- Pool Move In/Clean – Week of August 30th
- Trojan Café Move In/Clean – Week of August 23rd.
- Auto Shop Classroom – Ready to move in.
- Auto shop – Anticipating week of August 30th. (still need confirmation)
- Refrigerator/Freezer – Ready to move in.

Administrative Appointment

The Board approved that Jennifer L. Coleman be appointed Director of Technology for the 2021-22 school year in accordance with the policies and salary schedule established by the Board.

Return to Learn 2021-22

Mr. Douglas B. Mentzer, Superintendent of Schools, and Ms. Stephanie O'Connor, Assistant Superintendent, reviewed the Return to Learn for the 2021-22 school year. The report included the Return to Learn Plan, communication sent to parents on the Return to Learn, 2021 Quick Reference Guide, and Fall 2021 Frequently Asked Questions.

Studies and research show that increased discussion, modeling, feedback, and interactions with high quality teaching, provides students with:

1. Social development and needed interaction with others
2. Growth as citizens who learn to weigh the needs of self and others and to tolerate group rules and norms.
3. Emotional support, development, and learning
4. Food security
5. Physical activity

Prevention strategies reviewed include vaccines for those eligible, facial coverings, physical distancing, screening tests, ventilation, hygiene, self-quarantine, contact tracing and quarantines, and cleaning and disinfection.

TRENTON PLAN FOR FALL 2021

1. Facemasks are encouraged and recommended, but not required.
2. TPS Transportation - the use of facemasks will be required for students and staff while on the bus. This is consistent with the CDC requirement for public transportation.
3. Student-athletes will not be tested for COVID.
4. Vaccines are not required for school attendance.
5. Daily Screening Emphasis - do not send symptomatic student(s) to school.
6. We will continue with close contact leveled quarantining (if/as necessary).
7. Implementation and application of a mask metric.
8. Maintain our ability to be flexible and fluid.

Covid Plan Summary

Required	Choice
<ul style="list-style-type: none"> → Face Masks while on a school bus → Daily student and staff use of self screener → Close contact quarantine for unvaccinated persons as needed → Hand washing and cough covering education → Students must possess a mask while at school in case of need 	<ul style="list-style-type: none"> ★ Face Masks in school / on school property (staff and students). See below. ★ Masking Metric - attendance per classroom at elementary must remain at or above 75%; middle and high school at or above 80% building wide.
Not required	Continuing
<ul style="list-style-type: none"> ❖ Student vaccination ❖ Athlete testing 	<ul style="list-style-type: none"> ✓ Enhanced cleaning ✓ Classroom sanitation stations ✓ 3 foot social distancing as much as possible ✓ Open windows on buses while occupied and while weather permits ✓ Public notice of cases/letters (website) ✓ Isolation room for suspected cases at each school

Health and safety protocols and the district implementation plan were reviewed. Facemasks are encouraged and recommended but not required. COVID screening tools, hygiene, cleaning, quarantine protocols, transportation, and food service and nutrition were also reviewed.

Masks may be mandated by the Wayne County Health Department or the Michigan Department of Health and Human Services and if mandated the face masks will be required.

Board members discussed masking recommendations vs. masking mandates/requirements. The Return to Learn plan for the 2021-22 school year was received and placed on file.

Facility Renaming/Naming Recommendation

Mr. Douglas Mentzer, Superintendent of Schools, reviewed the rationale, retired policy, current policy and background for facility naming. Three of the four structures that are currently under review have been named within the last seven years (John Biedenbach - softball field, James Lawrence - natatorium, and Dennis Hamilton - auditorium). Both groups for Mr. Biedenbach and Mr. Lawrence went through great lengths to fundraise for their respective signage and/or plaque.

When the Athletic Field Committee met last March there was considerable dialogue within the committee to change the name of Farrer Field. Per TPS/Board policy, the Board has the right to consider a change and/or renaming. Superintendent Mentzer recommended keeping the names of the structures as each is currently standing.

In 1959, Slocum-Truax became a junior high school for seventh and eighth graders and the school on West Rd. was opened to high school students. It was during this time that a fine athletic facility was completed and the athletic field was named in honor of Walter "Red" Farrer, who was a member of the

Trenton School system from 1926 to 1966 and was a teacher, assistant principal of Trenton High, principal of Slocum-Truax Junior High, athletic director and coach.

Mr. Mentzer also discussed the Athletic Field Committee's recommendation to pursue a Wall of Fame for our entry corridor at the athletic field.

Old Policy – Restrictions

Naming buildings will be carried through the useful life of the building. If demolished, or eliminated from the district as a useful facility, there is no obligation to rename the replacement building, although the Board of Education may choose to do so. When possible the Board president or their designee will inform a family member or other appropriate representative of the former namesake about the decision to demolish or change the use of the facility. If deemed appropriate by the Board of Education, the former namesake may be recognized with a plaque placed in an area of honor.

Current Board Policy - Section 7000/Property Commemoration and Naming of School Facilities

- From time-to-time, the Board of Education may wish to commemorate a school or District facility (gymnasium, swimming pool, athletic field, etc.) by means of a plaque, naming the facility after a person, or some other honor. Such commemoration should be reserved only for those individuals who have made a significant contribution to the enhancement of education generally or the District in particular or to the well-being of the District, community, State, or nation.
- Any employee of the District thus honored must be deceased or no longer employed by the District prior to the Board's selection of his/her name for commemoration honor.

Naming Rights

- The District may sell the right to name particular facilities owned by the District.
- All such naming rights shall be done pursuant to a contract, which must be approved by the Board.
- Any naming contract shall not extend for more than five (5) years.
- No naming contract shall be approved for companies or individuals that market items which are inappropriate or illegal for minors to use (e.g., alcohol, tobacco, etc.).
- All such contracts shall contain a provision that the naming rights revert immediately to the District upon expiration of the contract or upon any material breach of the naming contract by the purchaser.
- All such contracts shall contain a provision that the contract is immediately terminated upon the declaration of bankruptcy by the purchaser, and shall not become an asset of the debtor.

Current Named Structures (years of work to district):

- Central Office – Neil E. Van Riper Administration Building -- +Educator and administrator (42 years).
- Middle School – Boyd W. Arthurs Middle School -- School Board member (40 years).
- Elementary School – Jesse L. Anderson Elementary School -- Superintendent (32 years).
- Elementary School – Richard C. Hedke Elementary School -- School Board member (24 years).
- Athletic Complex – Dr. Robert J. Murray Athletic Complex Volunteer and district physician (43 years).
- Football Field – Walter Red Farrer Field -- Educator/Coach (40 years)
- Softball Field – John Biedenbach Field -- Educator/Coach (41 years)
- Natatorium - James W. Lawrence Natatorium -- Educator/Coach (37 years)
- Auditorium - Dennis J. Hamilton -- Educator/Director (45 years)

The Board approved to maintain the facility names for the John Biedenbach Softball Field, the James Lawrence Natatorium, Dennis Hamilton Auditorium and the Walter "Red" Farrer Field (Stadium) at Trenton High School; and further that the Athletic Field Committee pursue a Wall of Fame for our entry corridor at the high school athletic field.

Discussion/Action: Director of Human Resources/Operations Position

Mr. Douglas B. Mentzer, Superintendent of Schools, presented information on the proposed Director of Human Resources/Operations position.

POSITION: Director of Human Resources/Operations, Trenton Public Schools Administration, Non-Union

EFFECTIVE: Immediately Following Selection of the Successful Candidate

SUMMARY OF POSITION:

Specific to Human Resource Director: Plan, organize, direct and oversee the development of human resources programs and policies such as recruitment, staffing, operation services, employee relations, employee benefits. This position provides strategic, legal, instructional, cultural, human resource, managerial, external development, and micro-political leadership for the efficient and effective operation of the Human Resources Department through collaborative networking with internal and external stakeholders. Furthermore, this position will require direct professional legal counsel and representation for the Superintendent, the Board of Education and administrative staff on legal matters; conduct internal investigations involving compliance with legal and/or Board policies.

Specific to Director of Operations: Collaborates with key players to influence change, integrate system work, and take action in the design, delivery, monitoring and support of operational performance. This position works in close collaboration with Central Office personnel, school leaders, and other key partners to integrate practices within the current and envisioned organizational system. Explicitly models the core values and beliefs that are essential in supporting the TPS strategic plan. Collaborates with District Departments to promote district-wide systems improvement and the implementation of the District's Strategic Plan.

QUALIFICATIONS

1. Master's degree or higher in human resources, labor relations, school administration, or related field.
2. Successful administrative experience in a public school district in the area of human resources preferred.
3. Successful administrative experience in Human Resources required.
4. Ability to work effectively with various employee groups.
5. Demonstrated management and leadership skills.
6. Strong interpersonal skills.
7. Ability to lead, influence, and hold others accountable to upholding high standards of operational excellence.
8. Strong project and time management skills; ability to effectively backwards plan, juggle multiple priorities with great attention to detail, and deliver consistent and timely results.
9. Understanding of technology and its application in schools for staff.
10. Experience and/or knowledge of collective bargaining, labor contract management and interpretation, and human resources administration/compliance.
11. Experience in supervising and evaluating employees is preferred.
12. Excellent organizational, verbal, and written communication skills.

COMPENSATION:

Based on qualifications and experience = \$109,262 - \$120,876 with full benefits package

APPLICATION:

All applicants must complete an online application. The online application can be accessed from the Wayne RESA website: <http://www.resa.net/services/humanresources/onlinejobapplication/>.

Applications must be completed and submitted no later than 4:00 p.m. on September 1, 2021.

It is the policy of the Trenton Public Schools that no person on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, or handicap shall be discriminated against, excluded from participation in, denied the benefits of or otherwise be subjected to discrimination in any program or activity for which it is responsible.

The Board authorized the Superintendent to hire a Director of Human Resources/Operations and that the position be funded through the district's General Operating Fund.

Appointment of MASB Delegates to Delegate Assembly

The Board appointed the following school board trustees to be certified as delegates and/or alternates to represent the Trenton Public Schools Board of Education at the 2021 MASB Delegate Assembly on Thursday, November 11, 2021, 6:00 p.m., at the Amway Grand Plaza Hotel in Grand Rapids, Michigan: Delegates -- Kellee Howey, Rebecca Caldwell, and Heather Lear; Alternates -- Maegan Drake, Anna Mierkowicz, and Sean Gearhart.

Broadcasting Board Meetings

The Board requested the Administration obtain information on costs and equipment needed to broadcast or live stream (YouTube excluded) all school board meetings.

TEF Wall of Fame

The Board appointed Maegan Drake, Anna Mierkowicz, and Kellee Howey to represent the Board of Education on the TEF Wall of Fame Committee.

COMMUNICATIONS

The communications from Rachel Helton, Alison Lukitsch, Erin Santoro, Tracy Loger, Wendy Pate, and Amy Airgood were received and placed on file.

OTHER

Motion for Closed Session

The Board met in closed session at the end of the regular meeting in order to discuss contract negotiations as permitted under the Open Meetings Act, MCLA 15.268.