

**WESTWOOD COMMUNITY SCHOOL DISTRICT
BOARD OF EDUCATION
Wayne County, Michigan**

CALL TO ORDER

The Work Study Session of the Westwood Community School District Board of Education was called to order by President, Sandra L. Rich, at 7:03 p.m., on Tuesday, March 16, 2010, in the Equilla F. Bradford Administrative Center Board Room.

Present: President, Sandra L. Rich, Vice President, Roderick Means; Secretary, Timothy T. Emery; Treasurer, Gregory D. Stephens; Trustee, Dr. Catherine L. Garcia-McDonnell; Trustee Isaac King; Superintendent, Ernando F. Minghine; Business Manager, Sherry A. Lynem; Director of Operations; David E. Stull; Attorney, Anthony S. Guerriero; Human Resources Coordinator; Jennifer Copes; and Recording Secretary, Pamela Kilpatrick.

Absent: Trustee Cheryl Bell

APPROVAL OF THE AGENDA

Motion by Treasurer Stephens, supported by Secretary Emery; the Board approve the agenda for the March 16, 2010, Work Study Session as submitted.

Motion Passed by Unanimous Consent

APPROVAL OF THE MINUTES

Motion by Treasurer Gregory Stephens, supported by Secretary Emery, the Board approve the minutes of the March 11, 2010, Special Meeting; with any necessary corrections. No corrections were reported.

Motion Passed by Unanimous Consent

PUBLIC PARTICIPATION

There was no public participation.

DISCUSSION OF THE AGENDA FOR THE REGULAR MEETING OF MARCH 18, 2010

Financial Reports: Treasurer Stephens reported that the Finance Committee had met that evening wherein there was conversation regarding the upcoming audit. The committee decided to go out to bid for contracted services. Several questions arose regarding some of the checks. Several were in regard to activity fund accounts. Suggestions were made regarding monitoring the expenses and methods. Check 105412 was for WWJ-TV for advertising. The contract with WWJ-TV was a one year contract which will not expire until August 2010. Check 105466 were costs associated with the

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agreement for a tenured teacher. Mrs. Lynem and the finance committee are also looking at replacing the copier machines with ones that were more cost effective. A study determined that a recommendation should be made for Toshiba. Mrs. Lynem requested this item be placed on the agenda for Thursday's Regular Meeting so we can begin saving money as soon as possible. Mrs. Lynem gave an overview of the costs and estimated that we could save \$287,000 over a five year period. Presently, we have 17 machines district-wide with a couple of smaller machines. Keybobs will be used to track expenses.

Personnel Actions: Questions were raised regarding the layoff of the payroll clerk. Mrs. Kubien was scheduled for surgery on March 1, 2010. She does have insurance for one year. Ms. Trevino has been trained as the benefits clerk. She was backup for payroll quite some time. A temporary worker is presently scheduled for the next month to cover the switchboard. All staff will be used as backup for the reception area. The accountant will also be trained to run payroll. Several school districts are looking at consolidating services for non-instructional positions. Wayne RESA is also looking at this from the Consolidated Services Agreement activity. The State is expected to require some consolidation efforts by March 2011.

Dearborn Heights Career and Technical Education Agreement including Alternative and Advanced Placement: Sgt. Hayward was present to answer questions both this agreement and the Michigan Merit Curriculum Operating Agreement/4th Year Math-Related Visual Perming and Allied Arts and Online Credit Opportunities. Questions were raised regarding the Curriculum. Sgt. Hayward indicated he would provide this information to the board and distributed some information regarding these programs. Dr. Minghine indicated that Ombudsman and Cyber High School Program have given five paid seats to each partner in order to accommodate their students. Transportation is accommodated through the present program. Sgt. Hayward has planned a formal National Honor Society induction for April 22.

Resolution in Support of the Legislative Commission on Statutory Mandates: The Superintendent indicated that the RESA Superintendent has asked each district bring this resolution before the board. The purpose is for School District to speak in a common voice against unfunded mandates from the State.

Summer Food Program 2010: Mr. Stull indicated this program has been going on for the last 3-4 years at Tomlinson and Robichaud from 11:00 - 1:00 p.m. Surveys were done to see if we should offer a breakfast program. Also, Starfish has a summer program at the middle school and high school. We should have 30 - 40 students at each location. It is funded by the school lunch program. The State reimburses us for the cost of the meal. We serve about 150 to 200 kids total. We may be able to extend the program for preschool children.

OTHER

Attorney Guerriero is negotiating with AFSCME regarding addressing the deficit and will be negotiating with the administration and teachers. He gave an overview on what has been done so far.

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RECESS

A five minute recess was called at 8:29 p.m.

RECONVENE

The meeting reconvened at 8:36 p.m.

CLOSED SESSION

Motion by Secretary Emery, supported by Treasurer Stephens the Board go into closed session for a discussion on Contract Negotiations.

Motion Passed 6 - 0

The Board went into closed session at 8:36 p.m. with the following persons present:

President, Sandra L. Rich, Vice President, Roderick Means; Secretary, Timothy T. Emery; Treasurer, Gregory D. Stephens; Trustee, Dr. Catherine L. Garcia-McDonnell; Trustee Isaac King; Superintendent, Ernando F. Minghine; Business Manager, Sherry A. Lynem; Director of Operations; David E. Stull; Attorney, Anthony S. Guerriero; Human Resources Coordinator; Jennifer Copes; and Recording Secretary, Pamela Kilpatrick.

OPEN SESSION

Motion by Treasurer Stephens, supported by Secretary Emery, the Board return to Open Session at 9:14 p.m. with the same persons present as were in the Closed Session.

Motion Passed 6 - 0

OTHER

Mrs. Lynem said that we will have an updated Deficit Elimination Plan to present to the Board at the March 24, Special for Board Self-Evaluation, along with a Revised Budget.

ADJOURNMENT

The Meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Timothy T. Emery, Board Secretary


Pamela Kilpatrick, Recording Secretary