

**SPECIAL MEETING
EDUCATION ACHIEVEMENT AUTHORITY**

X **BOARD OF DIRECTORS**

X **EXECUTIVE COMMITTEE**

Date: December 3, 2013
Time: 9:00 AM
Location: Eastern Michigan University
201 Welch Hall
Ypsilanti, Michigan 48197

MINUTES

The meeting was called to order by Chairperson Goss at 9:00 AM. Chairperson Goss reminded the Board and the public that this was a Joint Special Board of Directors/Executive Committee Meeting.

I. Roll Call

Chairperson Goss asked Tyrone Winfrey to call the roll of the Board of Directors.

Carol Goss, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Roy Roberts, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Dr. Jann Joseph, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Michael Morris, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mark Murray, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
William Pickard*, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Shirley Stancato, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent

A quorum of the EAA Board of Directors was not determined at this time. *Member Pickard was present via conference call at 9:40 AM. This was due to a personal concern.

Chairperson Goss asked Tyrone Winfrey to call the roll of the Executive Committee Members.

Executive Committee Attendance:

Carol Goss, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michael Morris, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Mark Murray*, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
William Pickard*, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Roy Roberts, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent

A quorum of the EAA Executive Committee was determined. *Member Pickard was present via conference call.

II. Approval of Agenda

Chairperson Goss suggested along with Chancellor Covington three additional items for the Chancellor Updates. They were to discuss updates on Enrollment, General Motors, as well as a Burns Elementary Middle School. Chairperson Goss asked to continue this meeting as an Executive Committee Meeting as there was no quorum. She also asked the EAA Board if there were any additional suggested changes to the EAA Joint Board Meeting's agenda. There were none.

Chairperson Goss then asked for a motion to approve the agenda with the additional items for the Chancellor Updates.

Motion: Member Morris
Support: Member Murray
Ayes: 3 Nays: 0

The motion was carried.

III. Chancellor Updates

Chairperson Goss asked Chancellor Covington to present his overview of the Chancellor Updates. She also announced to the Board Members and the public that all Board Materials discussed were also located on the EAA's www.michigan.gov/ea website.

Chancellor Covington reviewed the following:

- Human Capital Report
- Upcoming Re-organization Process
 - CTO Candidate Update
 - Public Relations Candidate Update
 - Web Master Candidate Update
 - Vendor Agreements Executed by the Chancellor as of December 3, 2013
 - Special Education Financial Accountability Report

Chancellor Covington asked Dr. Prince to give an overview of Human Capital. Dr. Prince discussed the following.

- Employee Separation Report
- Human Capital Report

Chairperson Goss asked about the number of separations and stated that this total (32) was unusual. Dr. Prince discussed. Chancellor Covington added the high percentage of separations was due to personal reasons. He also stated that there was always room for improvement.

Member Morris asked for clarification of improvement techniques in reference to the Employee Separation Report. Chancellor Covington and Dr. Prince discussed.

Member Murray discussed personnel reasons of concerns based on employee departures and asked about concentrating on ways to make this experience more positive. Dr. Prince discussed.

Dr. Prince discussed Vendor Agreements and provided a list to the Board members. There have been 49 contracts executed. These were all identified by school, vendor and service as well as the contracted amount. 47 Percent are minority vendors.

Chairperson Goss asked about the process of choosing a vendor. Chancellor Covington discussed streamlining the process of school expenditures.

Member Morris asked about the competition on bid opportunities for schools. Chancellor Covington discussed.

Chancellor Covington introduced Kevin Magin, director of Futures Health for a Special Education Financial Accountability Report overview. Mr. Magin reviewed the following.

- Special Education Services Overview
- Calculating the State costs for funding
- Distribution of Wayne County Funds

Mr. Morris asked about the statewide funding process. Mr. Magin discussed the following.

- Funding based on Student Count FTE
- 2.75 Million in Funding Available

Chancellor Covington asked about the website enrollment data listed on the EAA Website. He suggested further discussion as to why the totals were as listed. Mr. Magin discussed.

Chairperson Morris asked about the allocated dollars per student. Mr. Magin discussed.

Mr. Magin continued his discussion of the Special Education Financial Accountability Report.

Member Morris asked about the significance of the Student Learning Platform listed based on Special Education. Mr. Magin discussed. Chancellor Covington added to this discussion and reviewed the actual Special Education level of placement.

Chairperson Goss asked for an overview of the Futures contract costs without including Special Education teachers. Mr. Magin discussed.

Chairperson asked the EAA Executive Committee if there were any additional questions. Members Morris and Murray thought that this review was excellent and thanked Mr. Magin.

Chancellor Covington added acknowledgement of two new EAA Staff members; Judge Paula G. Humphries, Hearing Consultant and Robert Giles, Athletic Consultant. He also discussed the disciplinary and due process rights for parents.

Chancellor Covington introduced Dr. Mary Esselman to discuss the Enrollment Update. Dr. Esselman discussed.

Member Morris asked about physically contract building space. Dr. Esselman reviewed.

Member Murray asked about the relatively modest changes ranging to extensive changes in EAA schools with reference to funding. Dr. Esselman reviewed.

Chairperson Goss asked about budgetary implications and possible plans for addressing enrollment concerns. Dr. Esselman discussed.

Chancellor Covington thanked Dr. Esselman and discussed Malik Shelton, an 8th Grade student at Burns. He was electrocuted by a down wire near his school from a very bad storm. Chancellor Covington asked the EAA Executive Committee as well as the Public for a moment of silence on behalf of Malik Shelton and his family at such a sad time. A moment of silence was provided. Chancellor Covington also applauded Dwayne Richardson and Jamelle Settles for helping to aide Malik Shelton at the time of the actual incident. Mr. Tyrone Winfrey also continued the discussion and sends Malik Shelton's family his thoughts and condolences. Chairperson Goss was very impressed by the thoughtful students who attended Malik's funeral and sends her condolences as well to the family of Malik Shelton.

Chancellor Covington discussed General Motor's announcement of Early Childhood Education to help fund 12 of the 15 EAA Schools. General Motors provided a gift of \$500,000 to EAA.

Chairperson Goss thanked Chancellor Covington for his review and asked the Board if there were any questions.

There were none.

IV. Old Business

Chairperson Goss asked for a motion to approve the EAA Board Minutes of October 23, 2013.

Motion: Member Murray

Support: Member Morris
Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked for a motion to approve the EAA Board Minutes of November 11, 2013.

Motion: Member Murray
Support: Member Morris
Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked for a motion to approve the Audit Committee Minutes of November 11, 2013.

Motion: Member Murray
Support: Member Morris
Ayes: 3 Nays: 0

The motion was carried.

V. New Business

a) Executive Committee Action Items:

- i. Resolution 2013-62: Approval of Human Capital Report
- ii. Resolution 2013-63: Approval of Evaluation Instruments for Teachers Principals, Social Workers and Instructional Support Staff
- iii. Resolution 2013-64: Approval of FY2013-2014 Budget Amendment
- iv. Resolution 2013-65: Approval of Revised Employee and Student Handbooks
- v. Resolution 2013-66: Approval of the 2013-2014 Administrator's Employment Agreement
- vi. Resolution 2013-67: Approval of Consulting Agreement with Interactive Learning Systems, LLC.
- vii. Resolution 2013-68: Approval of Independent Contractor Agreement with Mary Wood
- viii. Resolution 2013-69: Approval of Master Services Agreement with NCS Pearson, Inc.
- ix. Resolution 2013-70: Approval of Athletic Policy Handbook

Chairperson Goss asked Chancellor Covington to review Resolution 2013-62: Approval of Human Capital Report. Chancellor Covington Discussed.

Chairperson Goss asked the EAA Executive Committee if there were any questions. There were none.

Chairperson Goss asked for a motion to approve Resolution 2013-62: Approval of Human Capital Report.

Motion: Member Murray
Support: Member Morris
Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked Chancellor Covington to review Resolution 2013-63: Approval of Evaluation Instruments for Teachers, Principals, Social Workers and Instructional Support Staff. Chancellor Covington and Dr. Esselman discussed.

Member Morris questioned the control method on thoroughly getting these done. Chancellor Covington and Dr. Esselman discussed.

Chairperson Goss asked about the timing for the Mid-Year and Final Evaluations. Dr. Prince discussed.

Chairperson Goss asked about the alignment of the Teacher Evaluations in reference to the State of Michigan's requirement. Dr. Esselman discussed.

Chancellor Covington discussed the Teacher Incentive Grant based on pay for performance. Dr. Essleman joined in on the discussion.

Chairperson Goss asked about criteria in reference to the Teacher Incentive Grant. Dr. Esselman discussed.

Chairperson Goss asked the EAA Executive Committee if there were any additional questions. There were none.

Chairperson Goss asked for a motion to approve Resolution 2013-63: Approval of Evaluation Instruments for Teachers, Principals, Social Workers and Instructional Support Staff.

Motion: Member Morris

Support: Member Murray

Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked Member Morris to review Resolution 2013-64: Approval of FY2013-2014 Budget Amendment. Member Morris discussed and suggested that there should be an interim basis for reviewing this process. He also discussed 'Plan B' options.

Chairperson Goss asked the EAA Executive Committee if there were any additional questions. There were none.

Chairperson Goss asked for a motion to approve Resolution 2013-64: Approval of Evaluation Instruments for Teachers, Principals, Social Workers and Instructional Support Staff.

Motion: Member Morris

Support: Member Murray

Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked Chancellor Covington to discuss Resolution 2013-65: Approval of Revised Employee and Student Handbooks. Chancellor Covington and Michelle Crockett, General Counsel for EAA discussed.

Chairperson Goss asked if all employees would sign this agreement upon receipt. Ms. Crockett and Dr. Prince discussed.

Chairperson Goss asked for a motion to approve Resolution 2013-65: Approval of Revised Employee and Student Handbooks.

Motion: Member Morris
Support: Member Murray
Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked Chancellor Covington to review Resolution 2013-66: Approval of the 2013-2014 Administrator's Employment Agreement. Chancellor Covington discussed. Chairperson Goss asked the EAA Executive Committee if there were any additional questions. There were none.

Chairperson Goss asked for a motion to approve Resolution 2013-66: Approval of the 2013-2014 Administrator's Employment Agreement.

Motion: Member Morris
Support: Member Murray
Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked Chancellor Covington to review Resolution 2013-67: Approval of Consulting Agreement with Interactive Learning Systems, LLC. Chancellor Covington discussed. Member Morris asked for a more thorough overview. Chancellor Covington gave a more thorough overview of EAA's Executive Coaching process with Ron Epps and also stated that he was very satisfied with Mr. Epps' services. Chairperson Goss added that this was part of the professional development plan for EAA.

Chairperson Goss asked the EAA Executive Committee if there were any additional questions. There were none.

Chairperson Goss asked for a motion to approve Resolution 2013-67: Approval of Consulting Agreement with Interactive Learning Systems, LLC.

Motion: Member Morris
Support: Member Murray
Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss discussed Resolution 2013-68: Approval of Independent Contractor Agreement with Mary Wood. She also stated that Ms. Wood would be providing professional advice while keeping the EAA Board apprised of concerns. Chairperson Goss congratulated Ms. Wood on her new assignment and is very excited about this opportunity.

Chairperson Goss asked the EAA Executive Committee if they had any additional questions. There were none.

Chairperson Goss asked for a motion to approve Resolution 2013-68: Approval of Independent Contractor Agreement with Mary Wood.

Motion: Member Morris
Support: Member Murray
Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked Chancellor Covington to review Resolution 2013-69: Approval of Master Services Agreement with NCS Pearson, Inc. Chancellor Covington introduced Dr. Esselman. Dr. Esselman discussed.

Member Morris questioned if NCS Pearson, Inc. had worked with EAA before. Chairperson Goss asked where they were from. They are from Atlanta. Dr. Esselman continued her discussion.

Chairperson Goss asked the EAA Executive Committee if there were any additional questions. There were none.

Chairperson Goss asked for a motion to approve Resolution 2013-69: Approval of Master Services Agreement with NCE Pearson, Inc.

Motion: Member Murray

Support: Member Morris

Ayes: 3 Nays: 0

The motion was carried.

Chairperson Goss asked Chancellor Covington to discuss Resolution 2013-70: Approval of Athletic Policy Handbook. Chancellor Covington introduced Michelle Crockett, Tyrone Winfrey and Robert Giles. All discussed this resolution.

Member Morris asked about approving this process when changes would be coming up. He also asked about a deferment until this document was completed. Mr. Winfrey discussed. Member Morris agreed to approve upon the finalization process.

At this time Member Pickard conferenced into the meeting. Chairperson welcomed Member Pickard.

Chairperson Goss continued to Public Comment.

VI. Public Comment

Chairperson Goss asked Tyrone Winfrey if there were any Public Comments.

Helen Moore addressed the Board with the following concerns:

- Discussed concerns with EAA's curriculum standards
- Concerned with EAA's Early Childhood Program
- Invited the EAA Board to visit her office

Chancellor Covington invited Ms. Moore and additional Public attendees to visit EAA Schools.

Chairperson Goss asked if there were any additional Public Comments. There were none.

VII. Adjournment

Chairperson asked for a motion to adjourn the Joint Board of Directors and Executive Committee Meeting.

Motion: Member Morris
Support: Member Pickard
Ayes: 4 Nays: 0

The motion was carried.

Chairperson Goss adjourned the meeting at 10:48 AM

MINUTES CERTIFICATION

Proposed minutes respectfully submitted,

Secretary / Recording Secretary

Date

Approved by the Authority Board,

Secretary / Recording Secretary

Date