

**SPECIAL MEETING  
EDUCATION ACHIEVEMENT AUTHORITY**

  X   **BOARD OF DIRECTORS**

  X   **EXECUTIVE COMMITTEE**

**Date:** November 5, 2014  
**Time:** 12:00 PM  
**Location:** Wayne County Community College (WCCCD)  
1001 West Fort Street (Downtown Campus)  
The Frank Hayden Community Room, #236  
Detroit, Michigan 48226

**MINUTES**

The meeting was called to order by Chairperson Joyce Hayes Giles at 12:01 PM. Chairperson Hayes Giles reminded the Board and the public that this was a Joint Special Board Meeting of the EAA Directors and Executive Committee.

**I. Roll Call**

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

Carol Goss, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Joyce Hayes Giles, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michael Morris*, 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
Kim Schatzel*, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Shirley Stancato, Director	<input type="checkbox"/> Present	<input checked="" type="checkbox"/> Absent
Mary Treder-Lang*, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Dr. Timothy Wood, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent

A quorum of the EAA Board of Directors was determined at 12:02 p.m. \*Members Morris, Pickard, Schatzel and Treder-Lang were present via the EAA Conference line. Chairperson Hayes Giles asked Tyrone Winfrey to call the roll of the Executive Committee Members.

Executive Committee Attendance:

Carol Goss, Director	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Joyce Hayes Giles, Chairperson	<input checked="" type="checkbox"/> Present	<input type="checkbox"/> Absent
Michael Morris*, 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 at 12:02 p.m. \*Members Morris and Pickard were present via the EAA Conference line.

**II. Approval of Agenda**

Chairperson Hayes Giles asked the EAA Board members if there was any discussion of today's meeting agenda. There was none.

Chairperson Hayes Giles asked for a motion to approve the agenda.

Motion: Member Wood  
Support: Member Morris  
Ayes: 7 Nays: 0

The motion was carried.

### **III. Old Business**

#### **A. Resolution 2014-46: Approval of Minutes of the October 23, 2014 Special Joint Meeting of the Board of Directors and Executive Committee**

Chairperson Hayes Giles asked the EAA Board members if there was any discussion in reference to the Minutes of October 23, 2014 Special Joint Meeting of the Board of Directors and Executive Committee. There was none.

Chairperson Hayes Giles asked for a motion to approve: Resolution 2014-46: Approval of Minutes of the October 23, 2014 Special Joint Meeting of the Board of Directors and Executive Committee.

Motion: Member Goss  
Support: Member Morris  
Ayes: 7 Nays: 0

The motion was carried.

### **IV. New Business**

#### **A. Discussion of Revised Student Rights & Responsibilities Handbook and Administrator's Guide to Attendance Procedures & the Student Rights and Responsibilities Handbook**

Chairperson Hayes Giles asked Michelle Crockett, General Counsel, to review the Revised Student Rights & Responsibilities Handbook and Administrator's Guide to Attendance Procedures & the Student Rights and Responsibilities Handbook.

Ms. Crockett gave an overview and discussed that these handbooks were broken out separately so that administrator's had a more thorough outline. She reviewed the cultural changes in reference to immediate disciplinary processes with options of in-school suspensions, i.e. mentoring. She also reviewed behavioral interventions in reference to K-8 options of partnering with additional K-8 EAA schools; making sure that all needs would be met.

Chairperson Hayes Giles asked the Board Members if there were any questions.

Member Wood asked if staff and students were engaged in the Student Handbook's process. Chairperson Hayes Giles agreed with this question as well. Ms. Crockett discussed that building administrators were currently reviewing the handbook with students.

Member Wood asked if any concerns in reference to the processing of the new Student Handbooks were reviewed or discussed with teachers. Chairperson Hayes Giles asked about the documentation status process when signing-off on the Student Handbooks in reference to confirming receipt. Ms. Crockett discussed the Handbook's acknowledgement process. Chairperson Hayes Giles wanted to make sure that there was a student acknowledgement in place.

Member Wood applauded Ms. Crockett for trying to keep EAA students in school.

Member Goss asked if there were any parent responses in reference to the Student Handbooks. Ms. Crockett discussed due process rights as well as the positive parent responses received thus far.

Member Goss stated that she supported in school suspensions whenever possible. However, in reference to expulsions, she wanted to clarify that students would be sent to another outside setting. Ms. Crockett stated that students will still have expulsions and EAA will still be using Alkebu-Lan Village as well as Detroit Hispanic Center if they have been expelled longer than 30 days. Veronica Conforme added to this discussion and reviewed the Alkebu-Lan Village and Detroit Hispanic Center sites with reference to parents having location options for expulsions to create a more positive culture.

Chairperson Hayes Giles asked the EAA Board if there were any additional questions.

Member Morris stated that the Student Handbooks were great and emphasized that students need to know that rules need to be followed.

Chairperson Hayes Giles asked the EAA Board members if there were any additional questions. There were none.

Chairperson asked for a motion to approve Action Item: Resolution 2014-41 – Approval of Revised Student Rights & Responsibilities Handbook and Administrator’s Guide to Attendance Procedures & the Student Rights & Responsibilities Handbook.

Motion: Member Wood

Support: Member Morris

Ayes: 7      Nays: 0

The motion was carried.

Chairperson Hayes Giles thanked Ms. Crockett for her overview

## **B. Discussion of Conflict of Interest Policy**

Chairperson Hayes Giles asked Veronica Conforme for an overview on EAA’s Conflict of Interest Policy.

Ms. Conforme discussed that this was a team effort and added that Michelle Crockett and Harry Pianko helped with this project as well. She stated that they wanted to insure that a mechanism had been set to identify the process. She also discussed that the focus should always be on the students.

Chairperson Hayes Giles asked the EAA Board if there were any questions.

Member Morris asked about more clarity of the signing process with reference to acknowledgement of this policy. Ms. Crockett discussed the acknowledgement process.

Member Goss stated that the overview of the Conflict of Interest Policy read very well and also stated that this was a very positive practice.

Chairperson Hayes Giles thanked Member Goss and asked the EAA Board if there were any additional questions. There were none.

Chairperson Hayes Giles asked for a motion to adopt Action Item: 2014-42: Approval of Conflict of Interest Policy.

Motion: Member Goss

Support: Member Morris

Ayes: 7      Nays: 0

The motion was carried.

### **C. Discussion of Vendor Contracts**

Chairperson Hayes Giles thanked the EAA Board Members and moved on to the discussion of Vendor Contracts.

Chairperson Hayes Giles asked Michelle Crockett as well as Michael Gaal for a review of the Vendor Contracts.

Mr. Gaal gave an overview of the RFP search process for security services as well as an overview of Prudential Security Services.

Chairperson Hayes Giles asked the EAA Board if there were any questions.

Member Wood stated that Prudential Security Services sounded like a much better security system.

Chairperson Hayes Giles asked about expectations with reference to security in the school as well as around the school sites. Mr. Gaal discussed.

Chairperson Hayes Giles asked Mr. Gaal to explain immediate responding. Mr. Gaal reviewed and discussed the two components with reference to the Detroit Public Schools Police and Command Post which would handle complete cases of force in school. Prudential would be handling day-to-day monitoring.

Chairperson Hayes Giles asked about input options during the RFP review process of security services. She asked if this was satisfactory while choosing a security service. Mr. Gaal discussed.

Member Goss asked about a formal evaluation process of reviewing this contract. Mr. Gaal discussed that there was a robust set of reviewers with reference to the climate and culture of the EAA schools, as well as analytics.

Veronica Conforme stated to the EAA Board that they would be provided with the operational metrics of this process for their review.

Member Pickard asked about the RFP process in reference to consideration for minorities, Detroit based companies, and women owned businesses having the opportunity to apply for this opportunity. Mr. Gaal discussed.

Chairperson Hayes Giles asked the EAA Board if there were any additional questions. There were none.

Chairperson Hayes Giles asked for a motion to adopt: Action Item: Resolution 2014-44: Approval to Enter into a Master Services Agreement with Prudential Security Services.

Motion: Member Wood

Support: Member Goss

Ayes: 7      Nays: 0

The motion was carried.

Mr. Gaal moved on to the overview of EAA's maintenance services and discussed the following items:

- Facilities and custodial services
- 4 vendors responded to EAA's maintenance RFP
- There was a rubric process review with feedback from principals and teachers
- There was a walk-thru with all vendors
- D.M. Burr was chosen due to excellent references
- D.M. Burr operates out of Flint, Michigan
- Skilled Trades are completed in house
- Reviewed D.M. Burr's rates in reference to Aramark's – Extensive savings

Chairperson Hayes Giles asked the EAA Board if there were any questions.

Member Morris asked if D.M. Burr's contract would be signed on a system wide basis. He also asked if there would be a single point of contact for EAA schools with this company. Mr. Gaal discussed.

Member Morris asked if EAA had an opportunity to verify references from other school districts in reference to D. M. Burr. Mr. Gaal discussed.

Member Treder-Lang asked if man power had been reviewed to make sure that schools would be manned properly. Mr. Gaal discussed.

Chairperson Hayes Giles asked about assurance concerns and discussed that price could not be the sole determining factor to decide on services. She also questioned if D. M. Burr was fully staffed to handle the size of EAA. Mr. Gaal discussed their metrics process and believes that D. M. Burr would do a great job. He also discussed the transition process.

Chairperson Hayes Giles discussed being concerned with the very sizable receivables with Aramark's contract. She asked if this was factored in with the new vendor. Ms. Crockett discussed and feels very confident about this moving forward.

Member Goss questioned the metrics in reference to periodic checks to make sure that the buildings were being cared for properly. Mr. Gaal stated that the standards would be met.

Member Goss asked if the metrics could be properly discussed with the EAA Board. Treder-Lang joined this discussion and asked if there were any provisions with choosing this vendor. Mr. Gaal discussed.

Member Morris stated that he really liked Mr. Gaal's overview.

Chairperson Hayes Giles asked the EAA Board members if there were any additional questions. There were none.

Chairperson Hayes Giles asked for a motion to adopt: Action Item: 2014-43: Approval to Enter into a Master Services Agreement with D. M. Burr Group.

Motion: Member Morris  
Support: Member Treder-Lang  
Ayes: 6 Nays: 1

The motion was carried.

Mr. Gaal moved on to the next overview of The New Teacher Project (TNTP) and introduced Gabriela Gui for a more thorough overview of EAA's teacher evaluation process. Ms. Gui discussed the following items:

- Reviewed reasoning for this agreement – Discussed that current instruments did not satisfy the needs of the teacher incentive process
- Reviewed EAA's Instructional Model – Currently using a Blended Learning Model
- Discussed TIF – Incentive pay-out is based on the final summarization of student growth. Consequences were not as thorough last year
- Stated that this was a very strong induction program and discussed the RFP process for the TNTP. 6 Members applied
- Discussed the created rubric for this process
- Stated that a more demonstrated/comprehensive company was chosen for this area

Veronica Conforme also discussed that EAA's teacher evaluation process was about talent and talent development and also discussed how critical this redesign was in reference to supporting talent. EAA will be continuing on a path to success and will also be doing engagement with teachers in every school based on the importance of measuring.

Member Goss stated that this was really good information and questioned EAA's teacher evaluation process in reference to the State's level committee with relation to University of Michigan's creative standards. She wanted to know how the new teacher evaluation process would align with the current State of Michigan standards. Ms. Gui stated that University of Michigan's current model was too extensive. She also stated that EAA was able to meet with the State to discuss a more balanced process for a more adaptable adjustment.

Chairperson Hayes Giles asked the EAA Board if there were any additional questions. There were none.

Chairperson Hayes Giles asked for a motion to adopt: Action Item: 2014-45: Approval to Enter into a Master Services Agreement with the New Teacher Project, Inc. d/b/a TNTP.

Motion: Member Wood  
Support: Member Goss  
Ayes: 7 Nays: 0

The motion was carried.

Member Wood commented on the cultivation of a monthly long contract in reference to establishing performance metrics for EAAs newly implemented contracts and commended Harry Pianko, Michelle Crockett and Michal Gaal for an excellent outcome. Chairperson Hayes Giles echoed this compliment and stated that there was great work in progress.

#### **D. Discussion of Chancellor Search**

Chairperson Hayes Giles continued on to the discussion of the search process for the EAA Chancellor and gave a brief overview. She stated that there were eleven (11) candidates who originally applied for this position. After a thorough review of these EAA Chancellor candidates by Thomas J. Adams, President of TJA Staffing, EAA's search group, a more detailed review by the EAA Board's Search Committee came up with four (4) final candidates to interview. After, the details were brought to EAA's Joint Board of Directors and Executive Committee for final discussion. Chairperson Hayes Giles discussed that the EAA Executive Board would now be going forward with assigning the EAA Chancellor position to EAA's current newly assigned Interim Chancellor, Veronica Conforme.

Chairperson Hayes Giles asked for a motion to approve Veronica Conforme as the new EAA Chancellor assignment.

Motion: Member Morris

Support: Member Goss

Ayes: 7      Nays: 0

The motion was carried.

Chairperson Hayes Giles asked the EAA Board if they had any comments.

Member Morris stated he felt that Veronica was doing a wonderful job and Member Goss supported this comment.

Member Wood echoed all EAA Board comments and commended Veronica on a job well done on vital decisions thus far.

Chairperson Hayes Giles stated that she was extremely concerned with engaging the greater community with reference to EAA's leadership. She also stated that she was very aware of the involvement that Veronica has been a part of and that it was very much appreciated and showed her great strengths.

Chairperson Hayes Giles asked the EAA Board Members if they had any additional comments.

Member Treder-Lang stated that Veronica has done a very nice job and that she supported her.

Applause was made at this time.

#### **E. Discussion of Future Board Meeting Dates**

Chairperson Hayes Giles continued on to her Discussion of Future Board Meeting Dates and stated that today's meeting was held to finalize EAA contracts. However, the EAA Board will need to meet prior to the November 15<sup>th</sup> audit deadline. She discussed the EAA Board's availability to meet next week to have the EAA Audit presented and approved by the EAA Board. November 11<sup>th</sup> was proposed by Chairperson Hayes Giles. Members Morris, Treder-Lang, and Wood agreed to availability to meet on this date.

Chairperson Hayes Giles moved forward to discuss the departure of Michelle Crockett, EAA's General Counsel. She stated that EAA would be losing one of their valued members and is pleased that Michelle has accepted another position even though she is very sad to see her leave. She also stated that she was very appreciative of Michelle's responsiveness on many occasions and was very happy for her.

Chairperson Hayes Giles asked the EAA Board if there were any additional comments.

Member Wood congratulated Michelle on her new venture.

Member Morris thanked Michelle her for helping as best as she could. He also stated that he was very impressed with her work.

Member Goss added to this discussion and stated that Michelle brought great value to EAA by moving policies and practices forward. She stated that she was very proud of her and congratulated her on her wonderful career move.

Michelle thanked everyone and stated that she would always be very supportive of EAA and being able to help the children.

**V. Public Comments**

Chairperson Hayes Giles stated to the EAA Joint Board of Directors/Executive Committee that it was now time for Public Comments. She also stated to the Public that there would be a 3 minute timeline.

Chairperson Hayes Giles asked Tyrone E. Winfrey, Sr. to announce the Public Comments. Mr. Winfrey stated that there were no Public Comments at this time.

**V. Adjournment**

Chairperson Hayes Giles asked for a motion to adjourn the EAA Board of Directors/Executive Committee.

Motion: Member Wood  
Support: Member Treder-Lang  
Ayes: 7      Nays: 0

The motion was carried

**Chairperson Hayes Giles adjourned the meeting at 1:01 PM**

**MINUTES CERTIFICATION**

Proposed minutes respectfully submitted,

\_\_\_\_\_  
Secretary / Recording Secretary

\_\_\_\_\_  
Date

Approved by the Authority Board,

\_\_\_\_\_  
Secretary / Recording Secretary

\_\_\_\_\_  
Date