



STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

RACHAEL EUBANKS  
STATE TREASURER

**DETROIT FINANCIAL REVIEW COMMISSION**

**SCHOOL DISTRICT RESOLUTION 2019-16**

**APPROVING THE COMMUNITY DISTRICT'S JUNE 2019 OUT-OF-STATE TRAVEL REIMBURSEMENT REQUESTS**

WHEREAS, Public Act 181 of 2014, the Michigan Financial Review Commission Act (the "Act"), allows for the creation of the Detroit Financial Review Commission (the "Commission") within the Michigan Department of Treasury; and

WHEREAS, Section 6(1) of the Act empowers the Commission to provide oversight for the Detroit Public Schools Community District (the "Community District") beginning on June 21, 2016; and

WHEREAS, Section 7(q) of the Act provides that during the period of oversight, the Commission approve all Community District reimbursements to school board members, officials, and employees for travel outside the state; and

WHEREAS, at the Commission meeting on June 24, 2019 the Community District presented out-of-state travel reimbursement requests, attached as **Exhibit A** to this Resolution, for the Commission's review and approval.

NOW THEREFORE, be it resolved by the Detroit Financial Review Commission as follows:

1. That the Community District's June 2019 out-of-state travel reimbursement requests, attached as **Exhibit A** to this Resolution but excluding any reimbursements a majority of Commission members present has agreed to exclude as noted in the minutes, are hereby approved.
2. That the minutes of the Detroit Financial Review Commission meeting at which this Resolution is adopted take notice of the adoption of this Resolution.
3. This Resolution shall have immediate effect.

# Out-of-State Travel Requests

The following reimbursements (estimated cost) are being provided to the Board of Education for review and approval. These must also be provided to the FRC for review and approval pursuant to section 7(q) of the Michigan Financial Review Commission Act.

	Conference Name	Location of Trip	Dates of Conference	School / Department	Central Office	Student	Faculty/Chaperones	Participants	Funding Source	Total Est. Cost	Approved by:	Notes
1	Office of Charter Schools NACSA Conference	St. Louis, MO	October 21-24, 2019	Charter Schools	2	0	0	2	General	\$3,564.00	Finance Committee 05.24.2019  Academic Committee 05.21.2019  Anticipated Approval  Board 06.18.2019  FRC 06.24.2019	
2	IB Global Conference  IB Diploma Program	New Orleans, LA  Atlanta, GA New York, NY Las Vegas, NV	Jul. 18-21, 2019  Jul. 8-11, 2019 Jul. 8-11, 2019 Aug. 16-19, 2019	Curriculum & Instruction	0 0 0	0 0 0	13 2 5 3	13 2 5 3	General/Grants	\$29,877.00  \$4,542.00 \$12,918.00 \$7,991.00	Finance Committee 05.24.2019  Academic Committee 05.21.2019  Anticipated Approval  Board 06.18.2019  FRC 06.24.2019	

# Out-of-State Travel Requests

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	Conference Name	Location of Trip	Dates of Conference	School / Department	Central Office	Student	Faculty/ Chaperones	Participants	Funding Source	Total Est. Cost	Approved by:	Notes
3	School Nutrition Association's Annual National Conference	St. Louis, MO	July 13-16, 2019	Office of School Nutrition	2	0	0	2	Grants	\$1,428.00	Finance Committee 05.24.2019  Academic Committee 05.21.2019  Anticipated Approval  Board 06.18.2019  FRC 06.24.2019	



**Agenda Item Details**

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.06 Out of State Travel: Office of Charter Schools NACSA Conference (October 21-24, 2019)
Access	Public
Type	Action
Recommended Action	That the School Board approve the request for out of state travel for two Office of Charter Schools staff members to attend the 2019 National Association of Charter School Authorizers (NACSA) Annual Leadership Conference as described below in the total amount of \$3,564. This request is funded by the 3% retained by the District in its role as a charter school authorizer.

**Public Content**

**Recommendation:**

That the School Board approve the request for out of state travel for two Office of Charter Schools staff members to attend the 2019 National Association of Charter School Authorizers (NACSA) Annual Leadership Conference as described below in the total amount of \$3,564.

**Description and Background:**

This item was approved by the Academic Committee on May 21, and the Finance Committee on May 24, 2019.

The following represents the travel request for approval:

Trip Details	Estimated Cost		Comments
Event: 2019 National Association of Charter School Authorizers (NACSA) Leadership Conference			
Location: St. Louis, Missouri	Registration:	\$1,000	
Dates: October 21 – October 24, 2019	Transportation:	\$794	
Department: Charter Schools	Lodging & Food:	\$1,374	
Participants: 2 (1 Executive Director and 1 Deputy Executive Director)	Per Diem:	\$396	
Funding Source: 3% Authorizer Fee	Total:	\$3,564	

The District charges a 3% administration fee to charter schools approved by the District. The administration fee is allocated to cover the expenses incurred by the Charter School Department including travel for this trip.

**Gap Analysis:**

The overall purpose is to give two Office of Charter Schools staff members the opportunity to participate in the only national conference dedicated to quality charter school authorizing. The NACSA Leadership Conference offers a broad range of professional development sessions including leadership, finance and academics. Additionally, this conference will meet the mission outlined by the District to be a High Quality Authorizer.

**Previous Outcomes:**

The NACSA Leadership conference’s audience consists of charter school authorizers from around the country, which includes leaders of state education agencies, local school districts, independent chartering boards, university authorizing offices, among others. In addition to authorizers, the conference hosts journalists, education reform organizations, and public officials from across the country. The Office of Charter Schools has attended the NACSA Leadership Annual Conference in the past. As a result, we have adopted and implemented best practices for charter school authorizing.

**Expected Outcomes:**

The 2019 NACSA Leadership Conference will facilitate the following outcomes for participants:

- Develop and execute their vision of quality authorizing to lead their agency.
- Work with other industry leaders to face the challenges of bringing best practices into their office.
- Cultivate growth in themselves and others through a commitment to quality authorizing.

**Alignment to Strategic Plan:**

Responsible Stewardship

**Financial Impact:**

General Fund: \$3,564

**Contact for Item:**

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**Supporting Documents/Attachments:**

**Administrative Content**

**Executive Content**



**Agenda Item Details**

Meeting	Jun 18, 2019 - Regular Board Meeting
Category	14. Consent Agenda (Administrative Items)
Subject	14.07 Out of State Travel - International Baccalaureate (Multiple Dates)
Access	Public
Type	Action
Recommended Action	Motion to approve the request for out of state travel for Cass & Renaissance High School staff as described below in an amount not to exceed \$55,338 in Title IV and General Funds.

**Public Content**

**Recommendation:**

That the School Board approve the request for out-of-state travel for Cass & Renaissance High School staff as described below in an amount not to exceed \$55,338.

**Description and Background:**

This item was approved by the Academic Committee on May 21, and the Finance Committee on May 24, 2019.

The following represents the request for travel:

Trip Details	Estimated Cost	Focus
Event: IB Global Conference Location: New Orleans, LA Dates: July 18 - 21 Department: Renaissance High School Participants: 13	Registration - \$1095 per attendee (total registration \$14,235) Per diem for 4 days - \$284 per attendee (total per diem \$3,682) Lodging for 3 nights - \$420/person (total lodging \$5,460) Average flight prices - \$500/person (total travel \$6,500) Total Cost - \$29,877	Educators from around the world will showcase collaborative skills and innovative ideas surrounding the IB mission. The IB Global Conferences allows teachers to stay engaged with the latest trends in international education, gain professional development, network with educators from around the globe and explore new partnerships with education partners and influencers.
Event: International Baccalaureate Diploma Programme Location: Atlanta, Georgia Dates: July 8 - 11, 2019 Department: Cass Technical High School Participants: 2	Registration: \$2,140 Transportation: \$612 Lodging: \$1,328 Per Diem: \$462 Total: \$4,542	IB Coordinators (2) One IB Coordinator never trained and the other requires new subject updates.

Trip Details	Estimated Cost	Focus
Event: International Baccalaureate Diploma Programme Location: New York, New York Dates: July 8 – 11, 2019 Department: Cass Technical High School Participants: 5	Registration: \$6,475 Transportation: \$2,130 Lodging: \$3,403 Per Diem: \$910 Total: \$ 12,918	3 Visual Arts Teachers who have never been trained in visual arts 1 Chinese Teacher who has never been trained 1 French Teacher who has been trained, but the subject has been completely revamped
Event: International Baccalaureate Diploma Programme Location: Las Vegas, Nevada Dates: August 16 – 19, 2019 Department: Cass Technical High School Participants: 3	Registration: \$2,232 Transportation: \$1,763 Lodging: \$3,354 Per Diem: \$642 Total: \$ 7,991	2 History Teachers who have never been trained 1 Biology Teacher who has never been trained.

**Gap Analysis:**

Renaissance and Cass Technical High School are the only two high schools in the district offering the IB Diploma Programme for student acceleration. Professional development is required to prepare teachers with strategies to address the level of complexity of each course ultimately preparing students to pass the necessary assessments to earn the IB diploma. Professional development is also specific to content levels and required to acquire and maintain schoolwide IB certification.

As the District prepares for the fall, the necessary professional development courses do not occur in a single location over the next several months but instead require the IB team to attend trainings in multiple locations to complete each professional development opportunity.

**Previous Outcomes:**

12 teachers previously attended conferences in NM, GA, and CA.

**Expected Outcomes:**

Participants will be provided professional development in content specific strategies to implement the IB curriculum for their content area. Teacher professional development will lead to an increased number of students who earn an IB diploma.

**Alignment to Strategic Plan:**

Whole Child Commitment  
 Outstanding Achievement

**Financial Impact:**

\$55,338 from Title IV (\$29,887) and General Funds (\$25,451).

**Contact for Item:**

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**Supporting Documents/Attachments:****Administrative Content**



**Executive Content**



**Agenda Item Details**

Meeting Jun 18, 2019 - Regular Board Meeting  
 Category 14. Consent Agenda (Administrative Items)  
 Subject 14.08 Out-of-State Travel Request to School Nutrition Association's Annual National Conference (July 13-16, 2019)  
 Access Public  
 Type Action  
 Recommended Action Motion to approve out of state travel to the School Nutrition Association's Annual National Conference for the period of July 13, 2019 through July 16, 2019 in the amount not-to-exceed \$1,428.

**Public Content**

**Recommendation:**

That the School Board approve out-of-state travel for the period of July 13, 2019 through July 16, 2019 in the amount not-to-exceed \$1,428.

**Description and Background:**

This item was approved by the Finance Committee on May 24, 2019.

The School Nutrition Association's Annual National Conference (ANC) provides strategies and resources for those in the field of school nutrition. Members of the Office of School Nutrition (OSN) obtain necessary training in four core areas of the USDA: Nutrition, Operations, Administration and Communications and Marketing. Each attendee will attend sessions that support OSN's current initiatives.

Trip Details	Estimated Cost	Comments
Event: 2019 School Nutrition – Annual National Conference  Location: St. Louis, Missouri  Dates: 7/13/19 – 7/16/19  Department: Office of School Nutrition  Participants: 1 Assistant Directors, and 1 District Chef  Funding Source: Rebates*, National School Lunch Program	Registration: \$0.00 (Cost is covered through Kitchen Circle Promotion) Transport: \$900 Lodging: \$0.00 (Cost is covered through Kitchen Circle Promotion) Per Diem: \$528 Total: \$1,428	*The Kitchen Circle Promotion grants points earned through our food purchasing program as a rebate program to be used specifically to help pay only for attendance to child nutrition industry conferences.

**Gap Analysis:**

Chiefly, OSN seeks to increase the number of students eating breakfast and lunch everyday. This conference convenes the nation's leading experts in the field and provides opportunity for collaboration, research, training, and introduction to new developments and trends. It provides single week offerings to support OSN's efforts.

**Previous Outcomes:**

OSN staff last attended the ANC conference during the 2017-18 school year during which attendees connected with resources and vendors that allowed for several operational improvements and cost savings through new product sourcing and participating in manufacturers discount programs. During the conference OSN members were able to source new items such as the new beef and bean burrito and beef patty which replaced the less popular brand served. District staff members were also introduced to food carts used for the popular grab-n-go breakfast program.

**Expected Outcomes:**

It is expected that each attendant participate in every scheduled session and garner resources and information to share with the entire OSN team. A comprehensive plan based on OSN's core initiatives will be generated listing goals and benchmarks derived from conference sessions.

**Alignment to Strategic Plan:**

Whole Child Commitment

**Financial Impact:**

National School Lunch Program (Grant Funds): \$1,428

**Contact for Item:**

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**Administrative Content**

**Executive Content**