



Dr. Kelly Coffin
Interim Superintendent

Terri A. Weems
President
Donald Walker, Jr.
Vice President
Mable S. Fox
Secretary
Claudia T. Heinrich
Treasurer
Cheryl B. Blau
Trustee
Angie F. Smith
Trustee
David N. Turner
Trustee

**REGULAR MEETING
OF THE BOARD OF EDUCATION
Maxfield Education Center
32789 W. Ten Mile Rd.
Farmington, MI 48336
Tuesday, September 10, 2024
6:00 PM**

AGENDA

- I. **CALL TO ORDER**
 - A. Roll Call
 - B. Pledge of Allegiance
- II. **ITEMS FROM THE PRESIDENT**
 - A. Approval of the Agenda
 - B. Announcements
 - C. Board Goals
- III. **PUBLIC COMMENTS**
- IV. **ITEMS FROM THE SECRETARY**
 - A. Correspondence
- V. **LEGISLATIVE UPDATE**
- VI. **DISTRICT UPDATES**
 - A. Superintendent's District Update
 - B. Cobalt Survey
- VII. **REPORTS FROM BOARD COMMITTEES**
- VIII. **DISCUSSION ITEMS**
 - A. 2020 Bond Quarterly Update
 - B. Safety and Security Update
- IX. **PUBLIC COMMENTS**
- X. **ACTION ITEMS**
 - A. New Vehicle Purchase
 - B. MASB Delegate Assembly Designates
- XI. **CONSENT AGENDA**
 - A. Approval of Minutes
 - 1. August 13, 2024 Special Meeting
 - 2. August 13, 2024 Regular Meeting
 - 3. August 24, 2024 SM Board retreat

XII. **REPORTS FROM BOARD REPRESENTATIVES**

XIII. **ADJOURNMENT**

**PUBLIC COMMENTS are intended to provide individuals an opportunity to address the Board of Education. In the interest of fairness, the Board requests each speaker to limit his or her comments to three (3) minutes.*

ANY PERSON with a disability who needs accommodation for participation in this meeting should contact the Superintendent's office at 248-489-3338 at least three (3) business days in advance of the meeting to request assistance.

ALL MEETINGS, with the exception of closed sessions, are open to the public. Regular Board of Education meetings and most pre-meetings of the Board of Education are [live-streamed on the District's YouTube Channel](#).

The official minutes of the Board of Education are stored and available for inspection in the Lewis Schulman Administration Building of the Farmington Public School District.

September 10, 2024

Regular Meeting of the Board of Education

II. ITEMS FROM THE PRESIDENT

A. APPROVAL OF THE AGENDA

MOTION: I move that the Board of Education approve the September 10, 2024, Regular Meeting Agenda, as presented.

B. ANNOUNCEMENTS.

C. BOARD GOALS.

September 10, 2024

Regular Meeting of the Board of Education

IX. PRESIDENT'S STATEMENT BEFORE PUBLIC COMMENTS.

During the Public Comment portion of our Board meeting, members of the community are welcome to address the Board. Each community member will have up to [????] minutes to speak. A timer on the screen will display the [????]-minute countdown for each speaker during public comment to speakers containing their comments within the time allowed. Please address your comments to the Board. If your comment is related to a student or staff member, please use caution in stating names of individuals where protection of privacy would be appropriate.

The Board will respectfully listen to comments, but generally the Board does not respond to public comment. In some cases, it might be appropriate for someone to follow up with you to address concerns.

September 10, 2024

Regular Meeting of the Board of Education

IV. ITEMS FROM THE SECRETARY

The Board has received communications regarding the Wood Creek Building Update Clarification; The E-15 Plan; Unresolved grading concern; FPS Superintendent Search Process; Support our Kids!; FPS IB News and Views; After School Pick Up; Posting photos of our children on social media; Getting involved and the FHS IB - Five year evaluation invitation.

The Board acknowledges communications and responds when appropriate. A list of correspondents can be found in the Board packet, accessible on the Farmington Public Schools' website.

September 10, 2024

Regular Meeting of the Board of Education

IV. ITEMS FROM THE SECRETARY

A. Correspondence.

Date	From	Topic
08.13.24	S. Huvaere	Wood Creek Building Update Clarification
08.13.24	J. Fowler	E-15 Plan
08.15.24	S. Black	Unresolved grading concern
08.15.24	D. York	FPS Superintendent Search Process
08.16.24	D. Stanek	Support our kids!
08.24.24	T. Russell	FPS IB News and Views
08.26.24	B. Post	After School Pick Up
08.27.24	K. Barth	RESPONSE: After School Pick up
08.27.24	B. Sgriccia	Posting photos of our children on social media
09.04.24	M. Sadler	Getting involved
09.08.24	T. Russell	FHS IB - Five year evaluation invitation

September 10, 2024

Regular Meeting of the Board of Education

VI. DISTRICT UPDATES

A. SUPERINTENDENT'S DISTRICT UPDATE.

Presenter: Dr. Kelly Coffin, Interim Superintendent

B. COBALT SURVEY

Presenter: Diane Bauman, Director, School/Community Relations and Pupil Accounting

Community Engagement and Priority Assessment

July 2024



Methodology

- Survey sent by email (2 waves) to 10,737 parents, and survey also sent by mail (2 waves) to a random sample of 2,000 voters.
 - Valid response from 1,281 from the parent email and 280 from the voter mailing
 - Margin of error of +/- 2.6 percent and +/- 5.8 percent (95% confidence) for each group respectively (parents and voters)
 - In addition, there were 151 additional responses who did not include a survey ID number
 - Total feedback was from 1,712 individuals
- Data collected in May-June 2024
- Unique ID number used for each survey to ensure validity

Note: National surveys with a margin of error +/- 5% require a sample of 384 responses to reflect a population of 330,000,000

Bottom Line

Overall satisfaction has been stable compared to overall satisfaction in 2011 and 2015

- **Positive Impressions of FPS:** parents rate **responsive staff** at the top factor, while voters also **value effective communication**

Over 80 percent of parents and over 70 percent of voters would recommend FPS.

- Why they recommend: Diversity, extra-curricular options, educational quality, advanced classes, teachers, effective communication, fairness
- Why they would not recommend: Would like more after-school STEAM activities, stronger curriculum, bullying, declining support for teachers and communication
- Most important factors in choosing a school system: Academic performance, staff quality, curriculum, safety/security, class size, diverse student body and staff, welcoming and nurturing environment
- Most important improvements: Stronger summer school and STEAM programs, improvements around bullying and student behavior

Bonds

- Majority support for the following bonds: Support for fine arts, support for STEAM.
- On the fence for a sinking fund, but large group undecided/need more information
- Do not currently support a bond to support athletics, but large group undecided/need more information

Word Cloud:

Question 2: Please briefly explain why you would recommend the District?

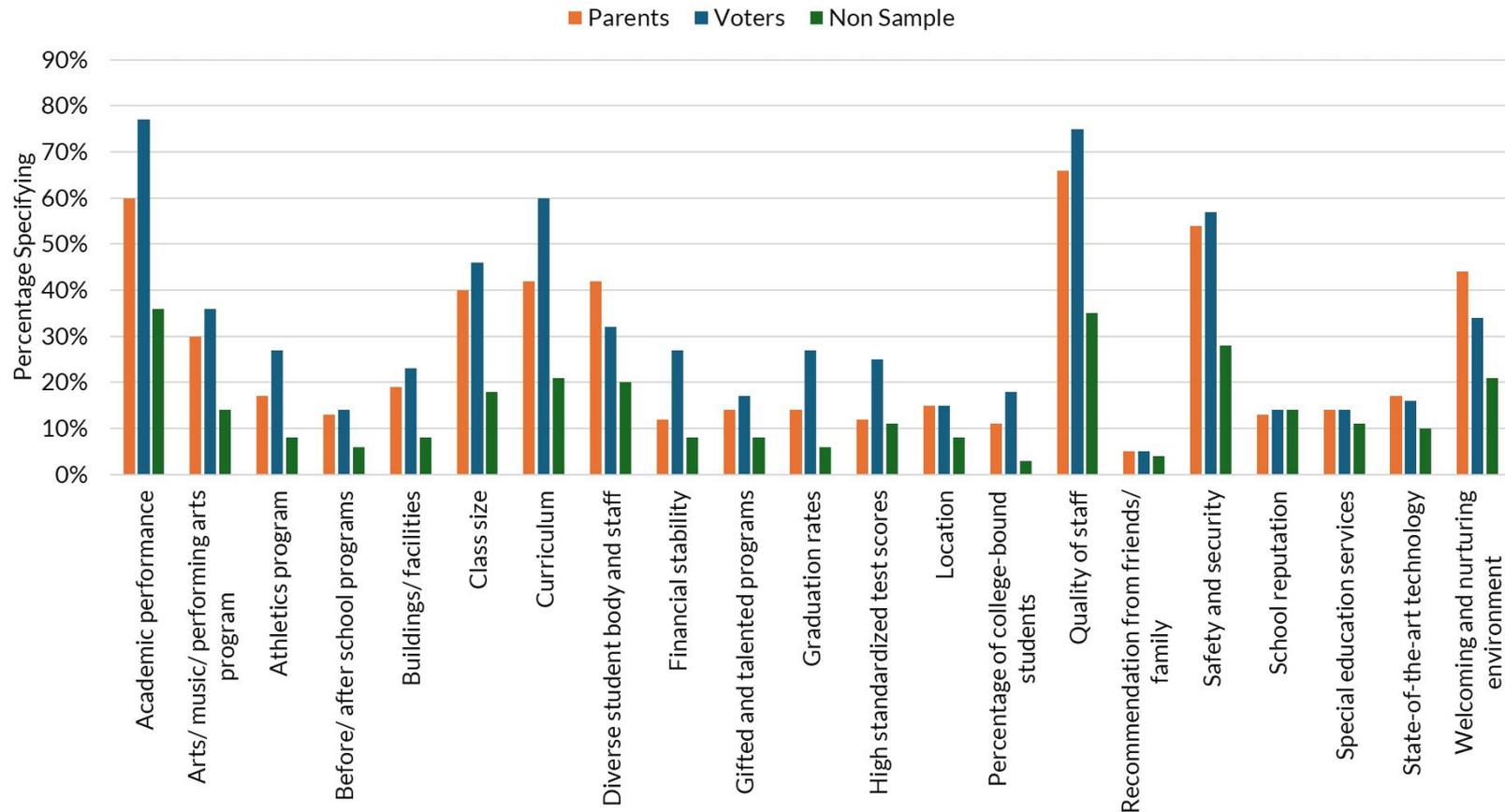
Top Themes:

1. **Student**- Respondents like the diversity of the district and the variety of extra-curricular activities. They also like that the district focuses on fairness and communication.
2. **District**- Respondents like the diversity of the student body, that they are getting quality education, and they have good focus on advanced classes.
3. **Teacher**- Parents like the quality of the teachers and the communication received from FPS.



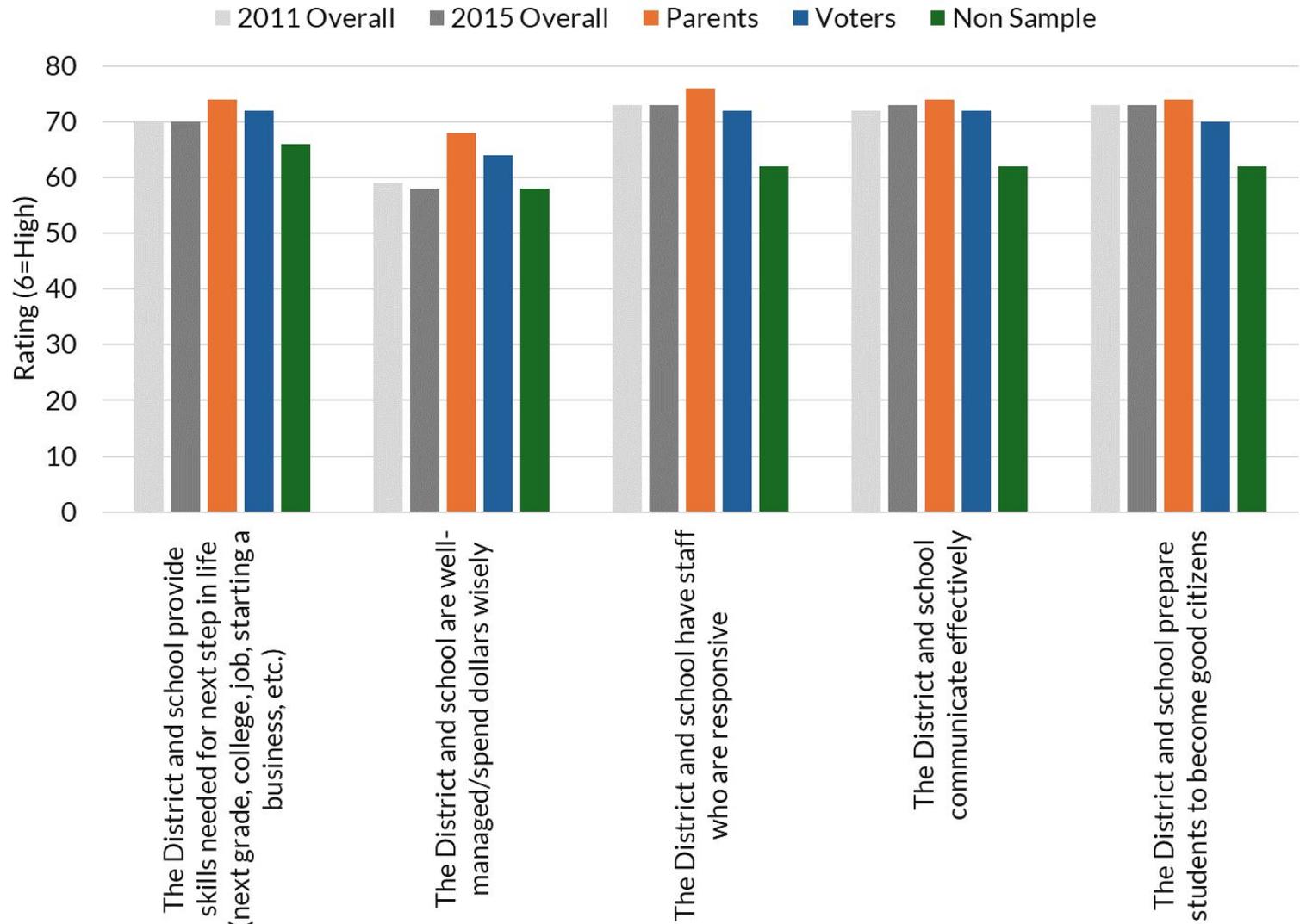
Note: See full list of comments for context

Question 4: What are the most important factors in choosing which school system a child should attend?



Note: Results may not equal 100% because of no response to the specific question and/or multiple responses available

Question 5: Rate your impressions of Farmington Public Schools.



September 10, 2024

Regular Meeting of the Board of Education

VIII. DISCUSSION ITEMS

A. 2020 Bond Quarterly Update

Presenter: Scott Smith, Plante Moran Realpoint

B. Safety and Security Update

Presenter: Allyson Robinson, Director of Athletics and School Safety



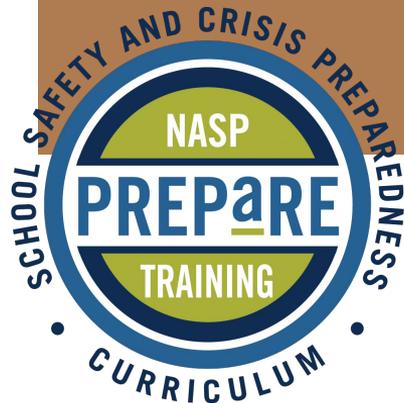
Farmington Public Schools' Safety Update

Tuesday, September 10, 2024



Training Initiatives

- Prepare 1 Training- All administrators and front-office secretaries
- ALICE Training-New teachers, elementary lunch aides
- ALICE/CPR/First Aid/STB- 4 dates throughout school year
- CPR/First Aid-Coach training
- Mi HEARTSafe Schools-Elementary certification this year



Building Safety

- SEC Site Assessments
- Stratasite Building Mapping
- Go Bucket Refresher
- Fourth SRO-Officer Evan Teed



Procedures and Policies

- Standard Response Protocol
- PA System Alignment
- Rally Points
- Crisis Response Teams
- Suicide/Risk Assessment

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

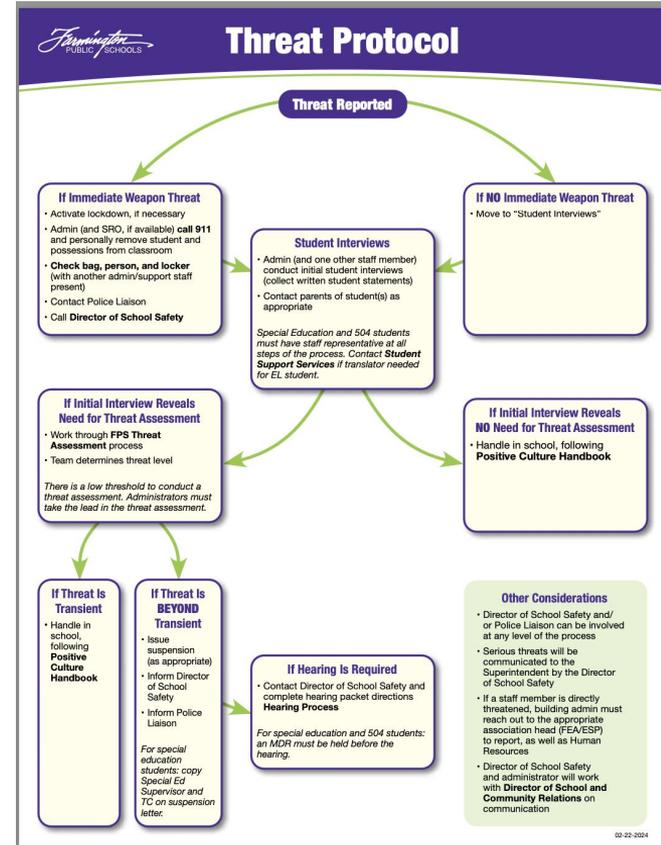
ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

Preventative Measures

- Threat Assessment Protocol
- Care Solace
- SRO presence-building relationships
- TEAM curriculum
- District Safety Team
- Student Welcome Meetings



Next Steps

- Relocation Planning
- Building Safety Plans
- Continued hazard training
- Capture/standardize policies and procedures
- Investigate other safety initiatives



September 10, 2024

Regular Meeting of the Board of Education

X. ACTION ITEMS

A. NEW VEHICLE PURCHASE

Presenter: Jon Barth, Director of Facilities Management and Transportation

This item was presented in detail at the August 6, 2024 FF meeting.

MOTION: I move that the Board of Education approve the purchase of a 2024 Chevrolet Silverado 3500HD 4x4 with a utility box as presented and outlined in the July 30, 2024, memo in the amount of \$61,851 from Todd Wenzel Chevrolet out of Hudsonville, Michigan, utilizing MIDeal pricing; funding to come from the District's general fund.

ROLL CALL VOTE

B. MASB DELEGATE ASSEMBLY DESIGNATES

Presenter: Terri Weems, Board President

MOTION: I move that the Board of Education certify _____ to serve as a delegate and _____ as the alternate at the October 24, 2024, MASB Delegate Assembly.

ROLL CALL VOTE

September 10, 2024

Regular Meeting of the Board of Education

XI. CONSENT AGENDA. I move that the Board of Education approve the September 10, 2024, Consent Agenda as follows:

A. APPROVAL OF MINUTES

1. August 13, 2024 Special Meeting
2. August 13, 2024 Regular Meeting
3. August 24, 2024 Special Meeting Board Retreat

**SPECIAL MEETING
OF THE BOARD OF EDUCATION
Maxfield Education Center
32789 W. Ten Mile Rd.
Farmington MI 48336
August 13, 2024
5:00 P.M.**

President Weems called the meeting to order at 5:01 p.m.

Present: Terri A. Weems, President
Donald Walker, Jr., Vice President
Claudia T. Heinrich, Treasurer
Mable S. Fox, Secretary
Cheryl B. Blau, Trustee
Angie F. Smith, Trustee

Absent: None

Also Present: Dr. Kelly Coffin, Jennifer Kaminski, and Brad Paddock, Assistant Superintendents, Diane Bauman; David N. Turner; Sandra Miles, notary and Rámona Mayberry, executive assistant; staff and community members.

1. PLEDGE OF ALLEGIANCE. President Weems led the pledge of allegiance.

2. ITEMS FROM THE PRESIDENT.

a. APPROVAL OF THE AGENDA. It was moved by Walker and supported by Heinrich to approve the special Board of Education meeting on Tuesday, August 13, 2024 as presented.

VOICE VOTE: **Ayes:** Weems, Walker, Heinrich, Fox, Blau, & Smith
 Nays: None

b. ANNOUNCEMENTS. President Weems shared that Board meetings are held in public for the purpose of full transparency; they are NOT public meetings. She also talked about the vacancy of the Board seat and the Superintendent position. Zach Rich resigned on July 24, 2024. The Board has 30 days to fill the vacancy.

Discussions were had about how the role of the Superintendent should be filled. Should it be by a majority vote of remaining members, should it be the same roles and responsibilities, should we cast a wide net? Do we restrict someone who has served prior? President Weems, reached out to all candidates and made them aware. Mr. David Turner is the candidate

selected to fill the vacancy created by Zach Rich's resignation. As it relates to the Superintendent role, we feel Dr. Coffin would be a great fit also providing stability. We do not want to rush the process of permanently filling the Superintendent role.

3. DISCUSSION ITEMS.

- a. Appointment of Board Member (Trustee)
- b. Appointment of Interim Superintendent

4. PUBLIC COMMENTS. Public comments were shared. No action taken.

5. ACTION ITEMS.

a. APPOINTMENT OF THE BOARD MEMBER (Trustee)

MOTION: It was moved by Smith and supported by Walker that the Board of Education appoint Dr. David N. Turner as the Board Trustee to fill the vacancy of Zach Rich's resignation.

ROLL CALL VOTE: Ayes: Weems, Walker, Heinrich, Fox, Blau & Smith **Nays:**
None

MOTION PASSED 6-0.

Sandra Miles, Notary, proceeded with the Oath of Acceptance with Dr. David Turner. The documentation was signed and notarized.

b. APPOINTMENT OF THE INTERIM SUPERINTENDENT

MOTION: It was moved by Walker and supported by Smith that the Board of Education appoint Dr. Kelly Coffin as the Interim Superintendent.

ROLL CALL VOTE: Ayes: Weems, Walker, Heinrich, Fox, Blau & Smith **Nays:**
None

MOTION PASSED 6-0.

6. ADJOURNMENT. The Board of Education, August 13, 2024, special meeting was adjourned at 5:16 p.m.

Mable S. Fox
Farmington Board of Education
Board Secretary

Proposed

**REGULAR MEETING
OF THE FARMINGTON BOARD OF EDUCATION
Maxfield Education Center
32789 W. Ten Mile Rd.
Farmington MI 48336
August 13, 2024**

President Weems called the meeting to order at 6:01 p.m.

ROLL CALL:

Present:

Terri A. Weems, President
Donald Walker, Jr. Vice President
Claudia T. Heinrich, Treasurer
Mable S. Fox, Secretary
Cheryl B. Blau, Trustee
Angie F. Smith, Trustee
David N. Turner, Trustee

Absent:

Also present: Acting Superintendent; Kelly Coffin, Jennifer Kaminski, and Brad Paddock, Assistant Superintendents; Jon Barth, Director of Facilities; Greg Smith, Director of Diversity and Inclusion; Rámona Mayberry, executive assistant; staff and community members

1. PLEDGE OF ALLEGIANCE.

President Weems led the pledge.

2. ITEMS FROM THE PRESIDENT

President Weems mentioned the appointment of Dr. David Turner, who is filling the vacancy of Zach Rich and congratulated him. Sandra Miles, notary, led Dr. Turner into the Oath of Office. President Weems also welcomed and congratulated Dr. Coffin for being appointed Interim Superintendent.

APPROVAL OF THE AGENDA.

Walker requested to amend the agenda to add an action item called D. Emergency E-15 Plan. It was supported by Turner to approve the agenda for the regular Board of education meeting on Tuesday, August 13, 2024, as amended and presented.

ROLL CALL:

Ayes: Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nays: None

MOTION UNANIMOUSLY APPROVED.

Motion to approve the revised agenda made by Walker and supported Smith.

ROLL CALL:

Ayes: Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nayes: None

MOTION UNANIMOUSLY APPROVED.**ANNOUNCEMENTS.**

President Weems, shared what occurred at the special meeting. Both appointments of Dr. Coffin and Dr. Turner. We want to ensure the District continues to move forward with growth and positive momentum. Earlier this year, I met with 20 community members to obtain feedback on student growth and achievement, multicultural experiences and the reputation of the District. I reached out to several groups and attendees including: The Beloved Community, F.A.M.E. Church of Farmington, FAAPN, Candidates of the Board of Education, teachers parents and regular attendees of these board meetings. We discussed how we should hold groups accountable, the importance of transparency and communication related to data among many other things. Thank you to everyone. President Weems also thanked Board members for assisting her. (Smith, Walker and Fox). Social Media - the Board does not make any posts to social media websites other than our Official District Website; I attended the MASB, legal update session and learned about the importance of the due process for both staff and students. We must give thought to how much information we can share and the timing of that information. The due process is very important. I've added a second PUBLIC COMMENT agenda item that will occur prior to the discussion items. She announced the committee & liaison assignments for this school year (published on the BOE website). Board Goals are very important. We will define our goals and define strategies; team development, cultivate a good climate culture; ensure the community feels heard and adopt a practice of responding to all correspondence within 24 hours and continue our community engagement. The Cobalt survey showed that 80% of the parents in the community are more than satisfied with FPS. We will also discuss restorative practices; DEI; and racial slurs.

MASB DELEGATE ASSEMBLY DESIGNATES.

MASB Delegate certifications are due by October 4, 2024. If you are interested please let me know. August 26th - Board candidate meeting to help individuals understand Board service and to be able to ask questions.

3. PUBLIC COMMENTS.

Public comments were shared. No action was taken.

4. CORRESPONDENCE.

Secretary Fox provided a report on correspondence during the period. Correspondence is acknowledged and responded to when appropriate. A list of correspondence and topics are available in the Board packet on the Farmington Public Schools website.

5. LEGISLATIVE UPDATE.

No update

6. DISTRICT UPDATES.

Dr. Coffin shared that we welcomed 40 new employees, who received their laptops and some training; the week of August 19th starts with our Back to School Celebration, Building level professional development; expansion on project based learning; and a day of belonging (DEI). Dr. Coffin also shared a letter written by Dr. Christopher Delgado.

7. REPORTS FROM BOARD COMMITTEES.

Mrs. Heinrich shared there was a discussion about the pre-audit process to include 3 stages. Final report will be in October 2024. We are highly rated every year. We have a new auditor. A new vehicle purchase is on the agenda being purchased through the state of MI which is only available to schools and governments.

8. DISCUSSION ITEMS.

A. NEW VEHICLE PURCHASE

Presenter: Jon Barth, Director of Facilities Management and Transportation
Recommendation to purchase a new vehicle. Currently using a 2008 F150 which is rusting and needs repairs. Mr. Barth shared a detailed powerpoint presentation with pictures of the damage. We would also like to initiate a vehicle replacement schedule in the near future.

The Board asked questions and had comments.

B. ALUMNI PATHWAYS PROJECT - IGA.

Presenter: Kelly Coffin, Acting Superintendent
Intergovernmental Agreement for Alumni Pathways. Dr. Delgado served as Chair of the K12 readiness committee, who are working in partnership with Oakland Schools and Lightcast. This allows the District to receive data reports provided by Lightcase to give us detailed insights about what our students choose to do post high school. This report gives more supplemental information over a 10-year period. We have multiple CTE pathways available. This information will help us make better decisions; knowing what our students are choosing for career paths as well as what programs and services we should be offering not only here at Farmington but Oakland Schools as well.

The Board asked questions and shared comments.

C. RECOMMENDED POLICY UPDATES (JUNE 2024) FROM MILLER JOHNSON (POLICY SERVICE PROVIDER).

Presenter: Donald Walker, Jr., Policy/Board Governance Committee Chair
Mr. Walker presented the policy update information recommended by Miller Johnson. We have 8 in total, however, today we will focus on four policies that will also be *action Items*. They are Policy #2007; Policy #1004; Policy #8007 and Policy #8009.

D. EMERGENCY 15 - E15 Plan

Presenter: Kelly Coffin, Acting Superintendent

The Emergency E-15 plan could be used to switch to virtual instruction on days due to a circumstance beyond the District's control. The caveat to this option is that the District must have a Board Approved Emergency E-15 plan in place, prior to the implementation (so prior to Aug 26). This is not the plan, however, we need to have something in place.

9. **PUBLIC COMMENTS.** Public comments were shared. No action was taken.

10. **ACTIONS ITEMS,**

A. African American History - New Course Approval and Textbook Adoption

Presenter: Greg Smith, Director, Diversity, Equity and Inclusion

MOTION: It was moved by Heinrich and supported by Walker that the Board of Education approves the adoption of this curriculum and text - African American History (book) - New Course as presented.

ROLL CALL:

Ayes: Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nayes: None

MOTION UNANIMOUSLY APPROVED.

B. Alumni Pathways Project - IGA

Presenter: Kelly Coffin, Acting Superintendent

MOTION: It was moved by Walker and supported by Smith that the Board of Education approves entering into an Intergovernmental agreement with Oakland Schools and Lightcast Pathways with no cost to the district.

ROLL CALL:

Ayes: Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nayes: None

MOTION UNANIMOUSLY APPROVED.

C. Recommended Policy Updates (June 2024) from Miller Johnson (Policy Service Provider)

Presenter: Donald Walker Jr., Chair, Policy/Board Governance Committee

MOTION: It was moved by Walker and supported by Smith that the Board of Education adopts the Policy updated recommendations as noted in the common section of Miller Johnson's policy manual update dated June 13, 2024 as presented for the following policies: #1004, #2007, #8007, and #8009.

President Weems stated that generally we like to have a 1st reading of policy then vote at a separate second meeting. In this case, as Mr. Walker explained, we didn't receive these policy updates from the Board Attorney until late in last school year which didn't give us an opportunity to act. And there are several suggested updates to policy. The suggestion is to only act on those that rise to the level of requiring to be changed because of law. We do have the authority to waive a first reading and we are doing that in this instance. I want to make sure the public understands that generally speaking we would have these over two meetings but we are going to pull out four of the recommendations that we think really ought to be in place before the beginning of the school year for us to act on today. Thank you Mr. Walker.

ROLL CALL: **Ayes:** Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nayes: None

MOTION UNANIMOUSLY APPROVED.

D. Emergency 15-E15 Plan

Presenter: Kelly Coffin, Acting Superintendent

MOTION: It was moved by Heinrich and supported by Walker that the Board of Education approves and adopts the Emergency E-15 plan as presented.

ROLL CALL: **Ayes:** Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nayes: None

MOTION UNANIMOUSLY APPROVED.

11. ITEMS FROM THE TREASURER.

MOTION: It was moved by Heinrich and supported by Turner that the Board of Education approve the expenditures as outlined in the expenditure printout dated August 13, 2024 as follows: (data corrected)

General Fund	\$22,752,416
General Fund - Athletics	\$170,255
Debt Fund	-
Capital Projects – Technology and Other Projects	-
Capital Projects – 2020 Bond Fund	\$1,717,017
Capital Projects – 2023 Bond Fund	\$3,129,324
Nutrition Services Fund	\$541,619
Benefit Stabilization Fund	\$2,265,627
TOTAL	\$ 30,576,258

ROLL CALL:

Ayes: Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nays: None

MOTION UNANIMOUSLY APPROVED.

12. CONSENT AGENDA.

A. Approval of Minutes

1. June 18, 2024 Regular/Organizational Meeting
2. July 25, 2024 Special Meeting
3. August 6, 2024 Finance/Facilities Committee

B. Personnel Items

MOTION: It was moved by Walker and supported by Smith that the Board of Education approves the August 13, 2024 agenda as follows, June 18, 2024 Regular/Organizational meeting, July 25, 2024 Special meeting, August 6, 2024 Finance/Facilities Committee meeting and B. Personnel items - Board Notes.

ROLL CALL:

Ayes: Weems, Walker, Turner, Smith, Fox, Heinrich, Blau

Nays: None

MOTION UNANIMOUSLY APPROVED.

13. REPORTS FROM THE BOARD REPRESENTATIVES.

Ms. Heinrich shared a report from the OCSBA, their annual awards banquet was June 19th. Dr. Blau was also there. I was also elected to the Board of Directors. Ms. Blau, Ms. Fox and Ms. Heinrich received awards for completing Level 3. Level 5 Master diamond award was awarded to Ms. Smith. The Board of Education received a Standard of Excellence award.

14. ADJOURNMENT.

The Board of Education, August 13, 2024, regular meeting was adjourned at 7:35 p.m.

Mable S. Fox
Farmington Board of Education
Board Secretary

Proposed

Board Retreat Minutes

August 24, 2024

The retreat/meeting began at 9:08 am, with Vice President Donald Walker calling the meeting to order. Claudia Heinrich made a motion for approval of the agenda, supported by Dr. Cheryl Blau. Board members present at the start of the meeting were:

1. Claudia Heinrich
2. Dr. Cheryl Blau
3. Mable Fox
4. Donald Walker

Members Terri Weems and Angie Smith arrived at approximately 9:20 am.

The following information was discussed by the members:

A. Development of Board Goals for 2024/2025

The board discussed and identified critical priorities for the upcoming school year. The conversation centered around areas such as student achievement, community engagement, and policy. Board members provided input on specific goals, with a consensus on setting measurable outcomes and timelines.

B. Development of Superintendent Goals for 2024/2025

The board collaborated on establishing the Acting Superintendent's goals, ensuring they align with the board's overarching objectives and the district's needs. Key areas of focus included enhancing and monitoring student performance and maintaining the consistency and direction of the district. The discussion also emphasized the importance of clear communication and regular progress updates.

C. Superintendent Evaluation Instrument Training (MASB)

The board participated in a training session conducted by the Michigan Association of School Boards (MASB) on the superintendent evaluation instrument. The training covered the purpose, process, and best practices for evaluating the superintendent's performance. Board members were guided through the evaluation criteria, scoring methods, and how to provide constructive feedback.

D. Protocols - Learnings from Legal Workshop, Communications with Each Other, with the Superintendent

The board reflected on the insights gained from a recent legal workshop. The discussion highlighted the importance of transparency and adherence to legal guidelines. The Board also discussed communication protocols among board members and with the Acting Superintendent.

Board Retreat Minutes
August 24, 2024

In addition to communicating any requests through the President to the Acting Superintendent, Dr. Coffin requested the practice of meeting with each board member individually as well.

The meeting was adjourned at 4:03 pm.

Proposed