



# SOUTHFIELD PUBLIC SCHOOLS MINUTES

MEETING: Special Board Meeting/Study Session	DATE: March 24, 2026	TIME: 6:00 p.m.	LOCATION: John W. English Administrative Center
BOARD MEMBERS PRESENT:			
<input checked="" type="checkbox"/> Talisha Belk, President	<input checked="" type="checkbox"/> Leslie Love Smith-Thomas Vice President	<input checked="" type="checkbox"/> Yvette Ware-DeVaul, Secretary	<input checked="" type="checkbox"/> Nicole Denson, Treasurer
<input checked="" type="checkbox"/> Amani Johnson, Trustee	<input checked="" type="checkbox"/> Jillian Holloway, Trustee	<input checked="" type="checkbox"/> Jenae' Anderson, Trustee	
ADMINISTRATORS PRESENT:			
<input checked="" type="checkbox"/> Jennifer Green, Ed.D. Superintendent	<input checked="" type="checkbox"/> Lanissa Freeman, Deputy Superintendent	<input checked="" type="checkbox"/> James Jackson, Chief of Staff	<input checked="" type="checkbox"/> Devaughn Stephens, Chief of Talent Mtg
<input checked="" type="checkbox"/> Marc Ingram, Chief Financial Officer	<input type="checkbox"/> Paula Lightsey, Executive Director of Academic Advisement & SEL	<input checked="" type="checkbox"/> Sommer Caldwell-Carruthers, Executive Director of Instruction	<input checked="" type="checkbox"/> Joseph Corace, Chief Operations Officer
<input checked="" type="checkbox"/> April Rogers, Exe. Dir., State and Federal Programs	<input checked="" type="checkbox"/> Angela Smith, Exec. Director of ISSN	<input checked="" type="checkbox"/> Minutes: Carolyn Foster, Executive Assistant to the Superintendent and the Board of Education	Student Board Representatives: <input type="checkbox"/> Paris Whitman, SA&T <input type="checkbox"/> Chidi Nnaji, UK12

## 1. Opening of Meeting

The meeting was called to order by Board President Belk at 6:04 p.m. Board President Belk read the opening statement and Trustee roll call was taken. All Trustees were present. All the EDN Team and members of the Instructional Team were present. Trustee Denson stepped out at 7:15 p.m. and returned at 7:25 p.m.

## 2. Information Items

### a. Report 64-62 Plante Moran Standard Operating Procedure – Phase 2

- **Scope of Services** will consist of a comprehensive gap analysis between department-level administrative guidelines, departmental-level standard operating procedures (“SOPs”), and the Southfield Public Schools Board of Education Policies Manual (“Board policies”). The analysis will consist of: engaging key stakeholders via interviews to understand current practices; examining administrative guidelines, SOPs, and Board policy documents for each in-scope section outlined below; identifying non-compliance with Board policies, conflicting or redundant procedures, gaps in internal controls, and unclear responsibilities; performing minor to moderate updates to existing SOPs.
- **Deliverables** – Gap analysis memo outlining: summary of compliance gaps and conflicts; prioritized, actionable recommendations for alignment with Board policies and updates to SOPs where applicable.
- **Fees and Timing** work is available to begin on April 6, 2026. The work will begin with the Finance Department then continue with other departments as the department leaders complete their applicable administrative guidelines. Plante Moran’s target completion date for all consulting activities is July 31, 2026, and Plante Moran will work closely with the SPS team to ensure timelines remain achievable. Plante Moran’s fee for this engagement, subject to the terms and conditions of the agreement, will be based on the value of the services they provide. They estimate the fees for Policy gap analysis for an estimated 300 hours is not to exceed the \$60,000 fee.
- Phase 2 is designed to produce both diagnostic clarity and actionable system improvements across all major operational areas of the district.

- Phase 2 was split into two parts. Due to the timing of the audit, Dr. Green signed off on that portion so that the work can begin. It totaled \$18,000. This second portion is for the SOPs. We are bringing this before you again for information.
- Phase 2 directly targets inefficiencies that drive unnecessary cost and operational inconsistency:
  - Elimination of redundancies and conflicts
  - Strengthen internal controls
  - Standardization across departments
  - Improved decision-making
  - Reduced operational risk
- Report 64-62 Plante Moran Standard Operating Procedure – Phase 2 was presented as information and it will appear on the April 14, 2026, Regular Board Meeting as an action item.
- b. Report 64-63 Asbestos Abatement – City Abatement Services, LLC at Thompson K-8: Bond Funds**
- Sealed bids for asbestos abatement activities at Thompson K-8. 2026 abatement were received on Tuesday, March 10, 2026, and opened by Southfield Public Schools. AEG has determined that the submitted bid was inclusive and correct. AEG requests that the contractor City Abatement Services LLC with the contract amount of \$127,225.00.
- Trustee Johnson moved to open and approve Report 64-63 Asbestos Abatement – City Abatement Services, LLC at Thompson K-8 and supported by Vice President Smith-Thomas.
- There was no discussion.

President Belk asked Secretary Ware-DeVaul to call for the vote.

Ayes: Trustee Anderson, Trustee Belk, Trustee Denson, Trustee Holloway, Trustee Johnson, Trustee Smith-Thomas, Trustee Ware-DeVaul

Nays: Nil

Motion carried unanimously.

**c. Report 64-64 Curriculum Budget for 2026-27 SY – Sommer Caldwell-Carruthers & Instructional Team**

- Mrs. Caldwell-Carruthers introduced her Instructional Team.
- **Proposed Spending Summary by Instructional Area** consist of English Language Arts, Science, Mathematics, Social Studies, Assessment & Data, Curriculum & Technology, English Language Learners, Career & CTE (NAF), and PD Platform (TalentEd) with a Total Proposed Budget of \$2,346,554 of multiple funding sources.
- **New & Initial Implementations (2026-2027)** are Amplify CKLA (K-5 ELA Curriculum), Experience Science K-5 Kits & Materials, HeyTutor Virtual Tutoring (6-12), Adult ESL Classes (Newcomer Families), and Secondary Science of Reading PD (6-12) with multiple funding sources.
- **Key Notes for Board Consideration: Funding Diversification** – majority of high cost items are grant or categorical-funded (35M, 31A, Title funds, Section 41), reducing General fund exposure; **Science of Reading Alignment** – CKLA adoption and secondary SOR PD directly respond to Michigan literacy mandates and district improvement goals; **MTSS & Intervention Infrastructure** – Panorama, i-Ready, IXL, and Ellevation collectively supports a fully tiered MTSS system from screening through progress monitoring; and **College Career Readiness** – Dual enrollment (\$180K), AP exam support, NAF Academy fees, and Pre-AP/AP materials sustain rigorous postsecondary pathways.
- Recommendation: we recommend the full adoption of Amplify CKLA for Grades K-5. This curriculum provides a coherent, evidence-based Tier 1 solution that addresses our district's specific literacy needs.

- Strategic Alignment: Science of Reading – systematic phonics & background knowledge. Michigan Law: meets all state standards for reading instruction. Equity: Ensures all student access high-quality, complex text.
- CKLA builds vocabulary through rich content domains across grade levels. Grade K: Plants, Grade 1: Astronomy, Grade 2: Ancient Greece, Grade 3: Ecology, Grade: Empires in the Middle Ages, and Grade 5: The Maya, Aztec, and Inca
- Funding & Sustainability – Strategic Investment: Section 35m: Funds eligible for High-Quality Instructional Materials (HQIM). Section 35a(5): supports literacy staffing and implementation coaching. Sustainability: this is a multi-year investment. Initial costs cover materials and intense PD, while maintenance costs are lower in subsequent years.
- Board Recommendation: approve adoption of Amplify CKLA for Grades K-5. Commit to district-wide structured literacy implementation. Advance Southfield's equity and achievement goals. Leverage state funding to improve early literacy outcomes.
- Experience Science Pilot (K-5) – Executive Summary: Spring Pilot Plan – we are piloting Experience Science for Grades K-5 to align with the science content taught in grades 6-12. This curriculum provides students with mini grade level lessons in multiple ways such as hands on experiences, reading, videos, and digital interactivities.
- Pilot Rationale: Phenomena Based: Real world phenomena that is engaging, fun and inclusive. Math and Literacy Support: Hands on literacy and STEAM activities that promote sensemaking. Vertical Alignment: Purposeful, standards based materials that support learning from K-12.
- Participating Southfield Elementary Schools – Stevenson: Grades 2, 4 and 5; Thompson K-8: Grades 2, 3 and 5; University K12: Grades 2, 4 and 5.
- With the curriculum team getting into the classroom, staff is more likely to use the curriculum material.
- We are still using MEG for foreign language at Thompson K-8,
- Schoology is not being used as efficiently and effectively as it should be. Our principals use it. It is used more frequently by the upper grades levels.
- We have a grading protocol where two grades a week have to be posted. We need a policy for grading as it relates to Schoology.
- We need a policy for usage accountability for the systems we are paying for.
- Most of our systems have remained the same. Technology is changing very fast, which makes some of our teachers uncomfortable. They are not sharing that they are not aware or that they do not know how to do something so that we can assist them.
- The academic standards set forth by the State of Michigan has remained the same.
- The team is bringing forth curriculum resources but the curriculum stays the same.
- We need a full science curriculum resource.
- i-Ready goes to up to 8<sup>th</sup> grade.
- Vice President Smith-Thomas moved to open and approve Report 64-64 Curriculum Budget for 2026-27 SY and it was supported by Trustee Johnson.
- Vice President Smith-Thomas is asking that over the summer the professional developments are as mandatory as possible so that when the teachers get the materials actually take the time to learn them.

President Belk asked Secretary Ware-DeVauil to call for the vote.

Ayes: Trustee Holloway, Trustee Denson, Trustee Smith-Thomas, Trustee Belk, Trustee Anderson, Trustee Johnson, Trustee Ware-DeVauil

Nays: Nil

Motion carried unanimously.

**d. Report 64-65 New, Revised, Rescinded, and Reissued Policies – First Read**

- Policy 0100
  - Policy 1623
  - Policy 2210
  - Policy 2260.01
  - Policy 2370.01
  - Policy 2412
  - Policy 2417
  - Policy 2418
  - Policy 3120.09
  - Policy 3123
  - Policy 3362
  - Policy 4120.09
  - Policy 4123
  - Policy 5120
  - Policy 7541
  - Policy 8402
  - Policy 8655
- This is the first read for these policies. The only policies highlighted with the exception of po1410 are listed for the first read.

**e. Report 64-66 Recommendation for Mitigating Structural Deficit**

- These are some of the mitigating factors we have to take into account to address the structural deficit.
- The State Funds provided to the district.
- The decrease of students in the district and right size the district.
- We want to keep the structuring away from the classroom as much as possible.
- We are looking to amend the contracts of our third party vendors such as transportation, lawn services, custodial and etc.
- We will be looking at minimizing, reducing or eliminating any duplication of services we may have.
- 80% of our budget is personnel. The end of this month we will be sending out notification for non-renewals. We have identified approximately eight positions. This will occur at the unaffiliate level.
- We will be looking to right sizing the class sizes in the district.
- We have an excessive amount of substitute teachers being utilized throughout the district in the form of building substitute teachers.
- There are two other school districts in Oakland County that have eliminated their transportation with the exception of special education services. We were looking to do regional stops to help transition families. Transportation is a big component as it relates to move management.
- The electric buses belong to First Student. We applied for the grant for the electric buses but they would belong to First Student.
- We will need to spend some money to retain our students and gain additional students.

**3. Public Participation**

- There was no public participation.

**4. Action Items**

**a. Report 64-67 Personnel Action Report**

- Trustee Johnson moved to open and approve Report 64-47 Personnel Action Report and it was supported by Trustee Holloway.

- There was no discussion.

President Belk asked Secretary Ware-DeVaul to call for the vote.

Ayes: Trustee Anderson, Trustee Ware-DeVaul, Trustee Smith-Thomas, Trustee Johnson, Trustee Holloway, Trustee Belk

Nays: Nil

Absent: Trustee Denson

Motion carried.

**5. For the Good of the Order**

- All of the student board representative candidates have been notified. The candidates that were not selected would be added to Dr. Green’s Superintendent Advisory Council.
- Our deepest gratitude to the administrators at SA&T and UK12 for preparing the scholars for their interviews.
- We are looking to add some of our 8<sup>th</sup> graders to the Superintendent’s Advisory Council to bridge the gap with the transitional period.
- President Belk’s son has a bachelor’s degree and he is returning back to school to get his master’s degree in teaching.
- There was discussion about student life – clubs and transportation.
- There are two football coach candidates that Dr. Green and Mr. Stephens will meet with tomorrow.
- Farewell – March 26, 2026 McIntyre Elementary
- Farewell – March 28, 2026 Southfield-Lathrup Campus – there will be a run of show for this event.
- There was discussion about a symposium – Dr. Green spoke. There were people coming up to positively speak about our schools.
- We need to bring awareness to the different clubs we have here in the district when we are marketing our schools.

**6. Future Meetings**

- Thursday, March 26, 2026, McIntyre Celebration @ 5:00 p.m. – 7:00 p.m.
- Saturday, March 28, 2026, Southfield-Lathrup Building Farewell Alumni Event @ 12:00 p.m. – 2:00 p.m.
- Monday, March 30 – April 3, 2026, Spring Recess – NO SCHOOL
- Tuesday, April 14, 2026, Regular Board Meeting @ 7:00 p.m.

**7. Adjournment**

- President Belk adjourned the Special Board Meeting/Study Session at 7:35 p.m.

**Approved on: May 12, 2026**

**Yvette Ware-DeVaul, Board Secretary**