LINCOLN
CONSOLIDATED SCHOOLS

Regular Meeting

August 14, 2017

Electronic Packet

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan

BOARD OF EDUCATION MEETING

Monday, August 14, 2017
6:00 p.m.
Community Center-Brick Elementary

AGENDA

1.0 CALL TO ORDER

2.0 ROLL CALL

3.0 ESTABLISHMENT OF QUORUM

4.0 PLEDGE TO FLAG

5.0 ACCEPTANCE OF AGENDA

6.0 PRESENTATIONS

6.1 Student Recognition

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

7.2 Finance Report

8.0 PUBLIC COMMENT

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report

9.2 Board Performance Committee Report

9.3 Board Planning Committee Report

9.4 Board Finance Committee Report

9.5 Reports and Correspondence

10.0 NEW BUSINESS

10.1 School Bond Loan Fund Borrowing

10.2 Baseball Cloverleaf Pavilion

11.0 OLD BUSINESS

11.1 Minutes of Previous Meetings

11.1.1 Board Meeting July 24, 2017

11.2 Personnel Transactions

12.0 CLOSED SESSION

12.1 Confidential Attorney-Client Communication

12.2 Superintendent Informal Evaluation

13.0 ADJOURNMENT

TO: **Board of Education**

FROM: **Sean R. McNatt, Superintendent**

DATE: **August 10, 2017**

SUBJECT: **Board of Education Meeting**
August 14, 2017
6:00 p.m.
Community Center-Brick Elementary

AGENDA/EXPLANATORY NOTES

1.0 CALL TO ORDER

2.0 ROLL CALL

3.0 ESTABLISHMENT OF QUORUM

4.0 PLEDGE TO FLAG

5.0 ACCEPTANCE OF AGENDA

6.0 PRESENTATIONS

6.1 Student Recognition
High School Varsity Softball team

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

7.2 Finance Report

8.0 PUBLIC COMMENT

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report

9.2 Board Performance Committee Report

9.3 Board Planning Committee Report

9.4 Board Finance Committee Report

9.5 Reports and Correspondence

10.0 NEW BUSINESS

10.1 School Bond Loan Fund Borrowing
Attached is the Annual Loan/Repayment Activity Application for participation in the School Bond Qualification and Loan Program. Approval is required this evening.

RECOMMENDED MOTION: I move that we approve the Annual Loan/Repayment Activity Application for participation in the School Bond Qualification and Loan Program as presented.

10.2 Baseball Cloverleaf Pavilion

Lucas Snook came to address the Board of Education on June 12, 2017, on wanting to build a pavilion at the cloverleaf area by baseball fields for his Eagle Scout Project. This is presented for information only; Board action will be requested at a subsequent meeting.

11.0 OLD BUSINESS

11.1 Minutes of Previous Meetings

11.1.1 Board Meeting July 24, 2017

Enclosed are the minutes of the July 24, 2017, Regular Meeting.

RECOMMENDED MOTION: I move that we approve the minutes of the July 24, 2017, Regular Meeting as presented.

11.2 Personnel Transactions

ACTION ITEMS

Name	Position/Building	Effective Date	Status	Major/Step
Andrea Ayotte	Special Education Teacher-HS	08/29/17	Resignation	N/A
Beth Little	Asst. Building Secretary-Bishop	08/28/17	New Hire	N/A
Luke Moore	At-Risk Counselor-HS-.80 FTE	08/28/17	New Hire	MA-Step 1

RECOMMENDED MOTION: I move that we approve the August 14, 2017, Personnel Transactions Summary as presented.

12.0 CLOSED SESSION

12.1 Confidential Attorney-Client Communication

12.2 Superintendent Informal Evaluation

It will be necessary to adjourn to closed session to discuss Confidential Attorney-Client Communication and the Superintendent's Informal Evaluation. A roll call vote will be necessary.

RECOMMENDED MOTION: Pursuant to Section 8(e) and (a) of the Open meetings Act, I move that we enter closed session for the purpose of discussing Confidential Attorney-Client Communication and the Superintendent's Informal Evaluation, not to return to open session.

13.0 ADJOURNMENT

LINCOLN
CONSOLIDATED SCHOOLS
8970 Whittaker Road, Ypsilanti, Michigan 48197
www.lincolnk12.org

Board Executive Committee Meeting Minutes

Monday, July 17, 2017

Central Office Conference Room

5:30pm

Attendees: Yoline Williams, Jennifer Labombarbe, Jennifer Czachorski, Sean McNatt, Julia Butler

I. Call to Order at 5:41pm

II. Acceptance of Agenda - all

III. Public Comment - none

IV. July 24, 2017 Board of Education Meeting Agenda – reviewed and approved

V. Discipline Data Review – Performance committee will continue to review detailed data. Performance has not met since last executive update. This reviewed data will be brought back to executive and to full Board of Education early fall, 2017.

VI. Other – Revised discipline laws effective August 1, 2017. YW to send to the full BoE with all documents and information that JL and JC reviewed and updated after attending educational seminar on Disciplinary Guidelines. All LCS documents updated and sent to full BoE. All of these items are to be reviewed and utilized by all BoE members participating in disciplinary hearings.

VII. Adjournment – 6:20pm

Next Meeting: August 9, 2017 at 5:30pm in Central Office Conference Room

8970 Whittaker Road, Ypsilanti, Michigan 48197
www.lincoln.k12.mi.us

Finance Committee Minutes

July 17 , 2017
4:30 pm Superintendent's Conference Room

Attendees – Sean Mcnatt, Jennifer Czachorski, Thomas Rollins, , Julia Butler

1. Call to order - **4:41pm**

2. Approve agenda – **Yes under old business remove Ad hoc report (executive). Under new business add technology purchases**

3. Public comments - **None**

4. Old Business
   a. Budget update – **Nothing new to report on budget. Asked Supt. McNatt to bring updates to projected enrollment, per pupil funding, and staffing to the August finance meeting for review.**
   b. JSC Update – **Nothing new to report. Working to return meetings back to their original regular dates and meeting time. Also looking to review JSC agenda prior to meeting to just focus on JCS topics.**

5. New Business
   a. Technology purchases – **WISD made a paperwork mistake when filing for federal funds to help cover technology purchases. Because there would have been a increase in costs Supt. McNatt switched to option 2 which would have been best option for district.**

Adjournment – **5:17**

Next meeting is Monday August 8/17/2017 4:30pm

AUTHORITY: Act 92, 2005, as amended
COMPLETION: Required
Due Date: August 1, 2017

Bureau of Bond Finance
School Loan Revolving Fund
430 W. Allegan
Lansing, MI 48922

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

School Loan Revolving Fund
Annual Loan Application
Cover Transmittal

School District Name Lincoln Consolidated School District
District Code 81-070
___ **Winter Levy** _x_ **Summer/Split Levy**

PURPOSE: Use this form as a cover sheet and checklist when returning your Annual Loan Activity Application. (Please check off indicated items)

____ School Board certified resolution (with board votes recorded on page 2)
____ Annual Loan Worksheet
____ Copy of ***Reconciled*** Bank Statements

CONTACT PERSON IF CHANGED: Person to whom questions and correspondence concerning this application should be directed.

Name: Adam Snapp
Title: Executive Director of Finance
E-Mail Address: snappa@lincolnk12.org
Telephone #: 734-484-7081
Fax #: 734-484-1212

Certification: I have reviewed the application for the purpose of assuring that borrowing from the School Loan Revolving Fund has been minimized through proper allocation of the debt levy. I certify that the information contained in this application is complete and accurate in all respects.

_____ _____ _____
(Signature of Authorized Officer) (Title) (Date)
refer to section 5 of the board resolution

MAILING INSTRUCTIONS:
Return ONE copy by August 1, 2017 to TREASURY at the above address.

Direct questions to:
Cathy Clark, School Bond Loan Auditor
Telephone: 517-373-3962 Fax: 517-241-1233

For Treasury Use Only:
Borrow (Repay) _____

School Bond Qualification and Loan Program
School Loan Revolving Fund
Bureau of Bond Finance
Michigan Department of Treasury
430 W. Allegan
Lansing, MI 48922

ANNUAL LOAN/REPAYMENT ACTIVITY APPLICATION
For Participation in the School Bond Qualification and Loan Program

Legal Name of School District	District Code No.	County
Lincoln Consolidated School District	81-070	Washtenaw County

CERTIFICATE

I, the undersigned, Secretary of the Board of Education, do certify hereby that the following constitutes a true and complete copy of a resolution adopted by the Board of Education of this School District, at a [regular or special] meeting held on the _____ day of _____, _____, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with Act 267 of the Public Acts of 1976 (Open Meetings Act).

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, _____.

_____ (Type or Print Name of Secretary)

_____ (Signature of Secretary)

_____ (Type or Print Name of Treasurer, Board of Education)

_____ (Signature of Superintendant of Schools)

RESOLUTION

A meeting was called to order by _____, President.

Present: Members _____

Absent: Members _____

The following preamble and resolution were offered by Member _____

and supported by Member _____

WHEREAS:

1. Act 92 of the Public Acts of Michigan, 2005, enacted pursuant to Article IX, Section 16, of the Michigan Constitution of 1963, provides the procedure, terms and conditions for obtaining a loan from the Michigan School Loan Revolving Fund.

2. Pursuant to Executive Order No. 1993-19, the state activities related to bond qualification and state borrowing functions for the provision of loans by the State of Michigan to school districts were transferred from the Department of Education to the Department of Treasury. The State Treasurer is responsible for prescribing the forms and procedures regarding the application for loan from the School Loan Revolving Fund.

3. This district has taken all necessary actions to comply with all legal and procedural requirements for borrowing from the School Loan Revolving Fund.

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The district approves the estimated amount to be borrowed from or repaid to the School Bond Qualification and Loan Program and certifies the amount of qualified debt millage to be levied in accordance with the following:

Qualified bond debt millage (Tax Year 2017)	7.35	
Combined beginning balance owed to the SBLF and/or SLRF 06/30/2017		$ 6,445,538.52
Estimated amount to borrow from or repay to the SBLF and/or SLRF		5,236,004
Estimated accrued interest		584,007.13
Estimated combined ending balance owed the SBLF and/or SLRF 06/30/2018		$12,265,619.65

2. The district agrees to levy the debt millage tax as indicated above in the current tax year and to levy the debt millage tax required by law on the taxable valuation of the district for each subsequent year until all loans are repaid in full to the State of Michigan.

3. The district agrees to take actions and to refrain from taking any actions as necessary to maintain the tax exempt status of tax exempt bonds or notes issued by the State or the Michigan Finance Authority for the purpose of financing loans to school districts.

4. The district agrees to file a draw request with the State Treasurer not less than 30 days prior to the time when disbursement proceeds will be necessary in order to pay maturing principal or interest or both and to provide any other pertinent facts which may be required to be included in the request.

5. The (title of authorized officer) Finance Director is authorized and directed to file with the Department of Treasury the Annual Loan/Repayment Activity Application and any draw request documents necessary for borrowing from the SLRF.

6. In the event that the district fails to perform any actions as identified in this application or required by law, the district will submit to the State Treasurer a board approved resolution which indicates the actions taken and procedures implemented to assure future compliance.

7. The district board members have read this application, approved all statements and representations contained herein as true to the best knowledge and belief of said board, and authorized the Secretary of the Board of Education to sign this application and submit same to the State Treasurer for his review and approval.

Ayes: Members

Nayes: Members

Lucas Snook
23771 Sherwood Road
Belleville MI 48111-9322
734-461-3308
SnickerzDrear8@gmail.com

June 12, 2017

Dear Sponsor,

I am Lucas Snook a Life scout in Boy Scout Troop 243 out of Ypsilanti. I have chosen to pursue the highest rank in scouting, Eagle Scout. To achieve that rank I must plan and execute a service project that will benefit the community. My planned project is a 16' tall by 50' long by 42' wide, open air pavilion at the cloverleaf baseball fields behind Lincoln High School.

This pavilion is useful to the Lincoln Little League community and the school. The pavilion would protect many people from foul balls, give people a safe place to eat out of the weather and it would provide everyone protection from thunder/lightning storms. It would also provide an area to get out of the heat for not only the players, but for spectators young and old.

I have been to two businesses to obtain estimates on materials. Both estimates for project materials came in at approximately $10 thousand dollars. I am seeking financial support to help purchase the material needed for the project. Some of the materials are treated wood support posts, engineered wood trusses, metal sheeting for the roof, gutters and other miscellaneous items. I will also have to rent some equipment to put the trusses into place and for other aspects of the build. Lastly, I will need funds to feed my volunteers.

I hope to build in the summer of 2018.

At this time, I am offering local businesses the opportunity to support your community while helping a scout obtain the highest rank in scouting. The following page lists different levels of sponsorship. In the event I am unable to complete the build listed above, I am asking for authorization to use the funds for an alternate project at the same location.

Sincerely,

Lucas Snook

Lucas Snook
Boy Scout Troop 243
Eagle Project, Sponsorship Form
734-461-3308

Grand Slam Sponsor	$2,500 or More
Home Run Sponsor	$1,000 - $2,499
Triple Sponsor	$700 - $999
Double Sponsor	$300 - $699
Single Sponsor	Under $300

Sponsor Company: _____

Contact Person: _____

Contact Phone Number: _____

Company Address: _____

City/State/Zip Code: _____

Donation:

Authorization to use donation for alternate project: YES or NO

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
Monday, July 24, 2017
6:00 p.m.
Community Center- Brick Elementary

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Jennifer Czachorski, Vice President
Jennifer LaBombarbe, Secretary
Thomas Rollins, Treasurer
Allison Sparks, Trustee
Laura VanZomeren, Trustee

ADMINISTRATORS PRESENT

Sean R. McNatt, Superintendent
Julia Butler, Human Resources Director

OTHERS PRESENT

Edger Brown, Jim Harless and Dianna Hinderer

1.0 CALL TO ORDER

Vice President Mrs. Czachorski called the meeting to order at 6:00 p.m. in the Community Center in Brick Elementary.

2.0 ROLL CALL

Roll call showed all Board Members present, with the exception of Yoline Williams and Connie Newlon.

3.0 ESTABLISHMENT OF QUORUM

A quorum was established.

4.0 PLEDGE TO FLAG

The Pledge of Allegiance was recited by Board and audience members.

5.0 ACCEPTANCE OF AGENDA

It was moved by LaBombarbe and seconded by Rollins that we accept the agenda as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

6.0 PRESENTATIONS

6.1 Strategic Plan Goal 5-Instruction
Kevin Upton presented:

- Staff members in three out of the five buildings were submitting formal lesson plans to building principals. Staff members in all five buildings are now submitting lesson plans.
- Standards based vertical and horizontal alignment work is ongoing in all buildings.
- Elementary specials teachers are curriculum mapping their respective courses.
- During the 2017-2018 school year the elementary and secondary curriculum cycle teams will be reviewing K-12 science and secondary english language arts materials.

6.2 Professional Development
Kevin Upton presented:

- ELL and Spanish Immersion staff attended the 2016 Michigan Association for Bilingual Education (MABE) conference. The staff members will also be attending the 2017 MABE conference.
- Elementary and secondary staff members have participated in SIOP training.
- New district administrators have completed the Danielson Model training.
- All K-8 staff has received training in the areas of NWEA administration, report generation, and data dialogue facilitation.
- Six staff members will complete SIOP training during August.
- 18 staff members will complete Critical Friends Group training during July and August.
- Six PreK-3 staff members will complete The Study of Early Literacy training in August.
- Two full day Illuminate training dates have been reserved for secondary staff.
- Two full day Journeys training dates have been reserved for all elementary staff. Additional training time will be scheduled after the district calendar has been finalized.
- Sixteen staff members have completed the Changing the Equation Through Intel Mathematics training.
- Changing the Equation Through Intel Mathematics lesson studies are being planned for staff during the 2017-2018 school year.
- All buildings have participated in culture and diversity training during the 2016-2017 school year. This work will continue during the 2017-2018 school year.

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- New bus had been delivered and was available for everyone to tour after the Board of Education meeting.
- August 24, 2017 will be Bounce Back to School for all Kindergarten-Fifth grade students.
- Car Show in Augusta Township August 27, 2017.

7.2 Finance Report

7.2.1 June 2017 Food Service Report
Food Service reports were included in the Board packet.

7.2.2 June 2017 Student Enrollment Report
Student Enrollment reports were included in the Board packet.

7.3 Human Resources

- Julia Butler presented:
- CPI awareness training will be online for completion on August 28, 2017.
- Job descriptions have been a focus in Human Resources and currently the LAA are being written.
- Spanish Immersion position has been filled.

7.4 Curriculum

- Kevin Upton stated improvement and expected growth in grades 3-8 for NWEA.

8.0 PUBLIC COMMENT

No public comment

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report
Board Executive Committee met on July 17, 2017, minutes forthcoming in Board packet.

9.2 Board Performance Committee Report
Board Performance Committee did not meet in July and will reconvene on August 28, 2017.

9.3 Board Planning Committee Report
Planning Committee met on July 24, 2017, and discussed Lucas Shook's Eagle Scout project that will be on the agenda August 14, 2017, for the first read and again on August 28, 2017 for Board approval.

9.4 Board Finance Committee Report

Board Finance Committee met on July 17, 2017, minutes will be forthcoming.

9.5 Reports and Correspondence
Mrs. VanZomeren mentioned a former Lincoln student has been accepted into the Ross School of Business.

10.0 OLD BUSINESS

10.1 Minutes of Previous Meetings

10.1.1 Board Meeting June 26, 2017
Included in the Board packet were the minutes of the June 26, 2017, Regular Meeting.

It was moved by LaBombarbe and seconded by Rollins that we approve the minutes of the June 26, 2017, Regular Meeting as presented.
Ayes: 5
Nays: 0
Motion carried 5-0

10.2 Title I Technology Purchase
LCS BOE approval of Title I funding ($113,152,32) to cover the purchase of additional technology equipment that will be used to support Title I students during regular instruction, before/after school tutoring, and focused interventions in the core content areas. The funds will be used to purchase at least 132 laptops, 16 securable laptop carts, 132 headphones, and 132 mice. Board action was requested.

It was moved by LaBombarbe and seconded by Rollins that we approve Title I Technology Purchase is the amount of $113,152.32 as presented.
Ayes: 5
Nays: 0
Motion carried 5-0

10.3 Lacrosse
The Athletic Department is looking to add Lacrosse as a JV and Varsity sport to the roster of Lincoln athletics. The JV position would only be filled if numbers warranted a JV team. Additional assistants could be fundraised for if necessary. There would be start up equipment costs of $7,500. This initial amount of equipment would be one time only, to help supplement helmets/uniforms. After year one, equipment budget could be absorbed into the existing general equipment budget, and supplemented with fundraising like all other sports. Total costs: - Head Coach (11% - $3992.12)
- JV Coach (9% - $3266.28) – Transportation 8-10 trips a season, average cost of trip $75-$100. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the addition of Lacrosse to the athletic roster as presented.
Ayes: 5
Nays: 0
Motion carried 5-0

10.4 Technology Purchase Revision
Recognizing the Board of Education approved the technology bid on June 12, 2017, in the amount of $553,799.57 and that cost was reduced to $226,156.24. We are reallocating those approved funds to cover the cost of upgrading all of the student workstations in the district for a total of 415 computers. The distribution and deployment for these computers will be; Bishop will receive 33; Brick will get 40; Childs will get 38; Model will get 26; Middle School will receive 105; and the High School will receive 172. The quotes consist of two systems that will be used in all the computer labs and media centers; with 40 high end models used for instructional technologies classes that require a higher processing power to run more sophisticated software. The total cost for this purchase is $221,582.45. This includes all keyboards and mice however, no monitors (which the current monitors in place are compatible). Board action was requested.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the technology purchase to upgrade student work stations throughout the district as presented by the Technology Department.

Ayes: 5
Nays: 0
Motion carried 5-0

10.5 2017 June Trust and Agency Report

Enclosed is the June 2017, Trust & Agency Report. The Superintendent recommended approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the June 2017, Trust & Agency Report as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

10.6 2017 June Check Register

Enclosed is the June 1-30, 2017, check register in the amount of $2,419,539.19
The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the June 1-30, 2017, check register in the amount of $2,419,539.19 as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

10.7 Personnel Transactions

ACTION ITEMS

Name	Position/Building	Effective Date	Status	Major/Step
Nancy Kopytko	6th Grade-SS/ELA-MS	08/28/17	New Hire	MA-Step 6
Jessica Lietaert	7th Grade-LA/Science-MS	08/28/17	New Hire	BA-Step 1

It was moved by VanZomeren and seconded by LaBombarbe that we approve the July 24, 2017, Personnel Transactions Summary as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Rollins that we adjourn the meeting at 6:47 p.m.

Ayes: 5
Nays: 0
Motion carried 5-0

LINCOLN CONSOLIDATED SCHOOLS
PERSONNEL TRANSACTIONS SUMMARY
August 14, 2017

ACTION ITEMS

Name	Position/Building	Effective Date	Status	Major/Step
Andrea Ayotte	Special Education Teacher-HS	08/29/17	Resignation	N/A
Beth Little	Asst. Building Secretary-Bishop	08/28/17	New Hire	N/A
Luke Moore	At-Risk Counselor-HS-.80 FTE	08/28/17	New Hire	MA-Step 1

Name	Position/Building	Status	Approved/Not Approved