

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
Monday, May 14, 2018
6:00 p.m.
Community Center- Brick Elementary

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Yoline Williams, President
Jennifer Czachorski, Vice President
Jennifer LaBombarbe, Secretary
Thomas Rollins, Treasurer
Connie Newlon, Trustee
Allison Sparks, Trustee
Laura VanZomeren, Trustee (arrived at 6:54 p.m.)

ADMINISTRATORS PRESENT

Sean R. McNatt, Superintendent
Adam Snapp, Finance Director
Julia Butler, Human Resources Director
Kevin Upton, Curriculum & Instruction Director
Nik Jackson, Technology Director
Robert Jansen, Bishop Elementary Principal
Tim Green, Middle School Principal
Mary Aldridge, Childs Elementary Principal
Nicole Holden, High School Principal
Carrie Wollam, Assistant High School Principal
Regina Winborn, Assistant High School Principal

OTHERS PRESENT

Jim Harless, Edgar Brown, Jamie Mayo, Dianna Hinderer, Colleen Brohl, Amy Wilhelm, Kim Atkins, Leslee CasselOBonilla, Peri Stone-Palmquist, Melissa Palmquist, Jennifer Arnold, Judith Kline, Laurie Price, Karen Cook, Charlotte Allum and Mike Weathers

1.0 CALL TO ORDER

President Mrs. Williams called the meeting to order at 6:01 p.m. in the Community Center in Brick Elementary.

2.0 ROLL CALL

Roll call showed all Board Members were present, with the exception of Laura VanZomeren. (arrived at 6:54 p.m.)

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 Newlon that we accept the agenda as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

6.0 PRESENTATIONS

6.1 Employee of the Month

Nominated by Tim Green

Kim Atkins has been teaching at Lincoln Consolidated Schools for 24 years. Over her time at the middle school she has served tirelessly on too many committees to count. Most recently she brought the idea #whyyoumatter to Lincoln and formed a committee to photograph 840 students plus staff and display their photos around the school to promote positive self-image. Kim's infectious enthusiasm helps to create an environment that is genuine, warm, and caring. She loves her students, and works hard to create positive relationships with the community and the families that she serves. Kim Atkins is the model of professionalism and veteran and novice teachers alike are better for working with her. Lincoln Middle School couldn't ask for a finer example of an educator.

6.2 Student Recognition

High School Choir students sang and received certificates from Mr. McNatt for their outstanding representation of Lincoln.

6.3 High School Presentation

Presented by Nicole Holden, Carrie Wollam and Regina Winborn

- LHS provides service for grades 9-12. We currently coordinate programs on our main campus as well as the South and West Washtenaw Consortium (SWWC), Washtenaw Alliance for Virtual Education (WAVE), Early College Alliance (ECA), Wi-Hi, Regional Career Technical Center (RCTC), Michigan Institute of Aviation and Technology (MIAT) and Washtenaw Community College (WCC), and Forest.
- Demographics at the High School: Economically Disadvantaged Students: 40.5%, Free/Reduced lunch eligibility 57.6%, Students with Disabilities: 19%, English Language Learners: 2% and 31-A (At-Risk): 67%
- We have 3 goals: literacy/numeracy, engagement and problem-solving skills. Strategies for these goals center around relationship-building and engagement strategies as a bridge to achievement and improved school climate.
- Over the course of the school year, staff participated in teacher-led professional development related to strategies that would allow their students to engage with literacy skills specific to their content areas/disciplines.
- New World Language curriculum: With a grant from MEEMIC as well as support from our curriculum office, our World Language teachers attended training on April 19 and 20. The focus of training was literacy, comprehensible input, student engagement and brain-based learning strategies to increase language acquisition.
- Dialectic Behavioral Therapy (DBT): Counselors attended intensive 8-day training with other counselors from across the county at the start of the school year and have incorporated what they learned into professional development for staff and tier 2 and 3 interventions with students.
- Peer to Peer: In partnership with U of M Depression Center, counselors formed a student-led depression awareness group. Their campaign included posters in bathrooms, a positive message art project, wristbands and stress balls, and a mental health awareness assembly for all students 9-12. Faculty leaders include Emmy Baker and Janette Shinavier.
- Reach Higher Grant: \$10,000 over 2 years to support and systematically improve the college-going culture at Lincoln High School. The Reach Higher Program earned the E3 Award this spring. Goal: All students will complete at least one college application, file the FAFSA and complete one scholarship application by the end of October.
- Improving attendance included: The addition of the at-risk counselor, Luke Moore to oversee attendance letters, parent meetings, student conferences, and county truancy meetings. A comprehensive system put in place with the help of the communication and information supervisor to ensure accurate data and report creation.
- Discipline data: The trend of increasing incidents with decreasing overall number of students shows a need for tier 2 and 3 supports. We work with student teams including administration, counselors, teachers, parents and students to design behavior plans and contracts.
- Restorative Practices were put into place with the following: Regina Winborn and Luke Moore attended a Restorative Justice and Restorative Circle conference. Administration and counseling offices have implemented these practices when offenses fall within the restorative practices guidelines. Administration has also coordinated with county departments and services to help identify areas of need and assistance for high school students.
- 4 year Graduation Rate went from 87.6% to 86.2 % to 88.81% to 86.12% over the last 4 years.

- Drop-Out Rate went from 12.7% to 5.7% to 6% <5% to 8.16% over last 5 years.
- This year is the third year we've administered PSAT 9, PSAT 10, SAT and M-Step Science and Social Studies. When results are shared for the 2017-18 testing cycle, we will begin to look for trend data.
- Highlights at Lincoln High School:
 - All choir groups, 1st division ratings at the MSVMA District Solo and Ensemble, 2 years standing
 - The Splitter Express school store continues to grow in their full walk-in store offering Lincoln spirit wear and other merchandise as well as snacks and beverages.
 - The Lincoln High School DECA chapter qualified 11 students to compete at the DECA State Leadership Conference in Detroit in March this year, showing growth from the 7 students that qualified last year.
 - Bands participated in MSBOA District Festival with Varsity and Symphonic Bands receiving a I and Concert Band receiving a II.
 - Our goal is to provide a safe and welcoming space to discuss social justice topics (race, gender, sexual identity, etc.), to spread awareness, and to engage more participants in the dialogue.
 - Theatre Department had many performances and accomplishments this year highlighted by Drew Bos will be attending the Carnegie Mellon University Theatre Department - It has a 1% acceptance rate.
 - Key Club Packaged over 1000 food bags for the Kids Coalition Against Hunger
 - Linc-Bots plan to have students mentor FIRST Lego League Teams at Elementary level starting in the Fall of 2018
 - The Congressional Art Competition is a nationwide annual event, established by Members of the House of Representatives, to showcase student artist and their work. Our own Kira Taylor was gifted the Michigan Congressional Arts Award Scholarship to Center for Creative Studies in the amount of \$8000.

Laura VanZomeran entered 6:54 p.m.

6.4 Childs Elementary Presentation

Presented by Mary Aldridge

- Demographics: Enrollment: 513 (Fall) 530 (Spring) with Boys 272 and Girls 258, Students with disabilities: 117 (22%), English language learners: 11 students (2%)
- Enrollment shows a slight decrease from the 2016-2017 school year
- Average daily attendance went from 96% in 2016-2017 school year to 95% for the current year.
- Suspensions are up by 10 incidents from the 2016-2017 school year to the current year.
- NWEA testing showed growth in all subject areas. The building overall had outstanding growth in science with the 5th grade having the greatest improvement.
- School Improvement continues to focus on reading, math, behavior and attendance.
- Points of Pride Include:
 - Building Grade Level Meetings
 - District Grade Level Meetings
 - Critical Friends Group
 - NGSS training
 - PALS
 - Peer Mediation
 - Literacy Night, Math Night, Reading Night
 - Service Projects/Recycling Club
 - Book Groups
 - Gardening Club
 - Pennies for Pasta
 - Fall/Spring Dances
 - Mentoring EMU students
 - Veterans Celebration

6.5 Strategic Plan-Goal 4 Leadership

Presented by Nicole Holden

Student Recognition events are consistent and well received, parent groups provide valuable input for school improvement initiatives, Critical Friends Group trained staff are leading professional development

this year and are very well received, elementary student councils are operational, professional growth in leadership opportunities include teacher leader training, administrator training and central office training.

6.6 E3 Awards

- The Reach Higher Program at the High School earned the E3 Award this spring.

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Our waiver from the Michigan Department of Education was approved for the additional inclement weather day and there will be no need to extend the school year.
- High School RAHS clinic is all moved to their new location and the clinic is in operation.
- Thirteen dead trees have been removed throughout the district.
- Mrs. Jennifer LaBombarbe is recognized for achieving the Award of Distinction which is awarded to an individual who has completed Levels 1 and 2 with a total of four advanced (200-300 Level) Certified Board Member Award classes and a minimum of 208 education credits.
- Mr. Thomas Rollins is recognized for the accomplishment of achieving Level 1 Certification. An individual is awarded Level 1 certification by completing all 100-Level Certified Board Member Award classes.
- Bounce Back to School will be held August 23rd from 4-7 p.m.
- An additional Senior Walk has been added for the seniors on May 29, 2018, to walk through the halls and in front of the elementary students at Childs and at the bus loop in celebration of their accomplishments.
- District PTO minutes were handed out to Board member for their reference.

7.2 Finance Report

- 7.2.1 April 2018 Student Enrollment Report
Reports were provided in the Board packet
- 7.2.2 April 2018 Food Services Report
Reports were provided in the Board packet

7.3 Human Resources Report

Presented by Julia Butler

- Job descriptions for the non-affiliates are nearing completion.
- REP report is 65% complete
- Working on staffing with administration has been going well for the 2018-2019 school year.

7.4 Technology Report

Presented by Nik Jackson

- Technology has received 3 bids for the wireless and network upgrade in Bishop, Brick, Childs and Model schools. This will include replacing all the wireless access points in these schools with the latest wireless standards which increases speed and density. Replacing several of the older switching equipment will increase the network speed (from 1GB to 10GB); this plan also includes replacing the uninterruptable power supplies that this equipment is attached to; which increases continuity and prevent damage to networking equipment in case of a power outage. This project is E-Rate qualified and the expected compensation will be from 75% to 80% for total cost of hardware. Any licensing will have to covered by the district.
- Looking to replace staff computers for the upcoming school year (2018-2019), approximately 400 desktop computers for staff in all schools across the district. The current projected costs will be approximately \$220,000.00. This does not include new monitors; just the base desktop system which includes the computer, keyboard and mice.

7.5 Curriculum Report

Presented by Kevin Upton

- The M-STEP testing season is proceeding smoothly. Mr. Upton recognized all of the administrators, building testing coordinators, and staff that have helped to make the testing season as smooth as possible for our students.

- The second round of Summer School Academy invitations are being collected. The elementary Summer School staffing roster is being finalized.
- All building school improvement teams have submitted their draft plans for the 2018-2019 school year.
- Registration is still open for the Critical Friends Group training sessions. The CFG New Coaches Institute is a 5-day, intensive, hands-on professional development experience. The institute will be geared toward teacher-leaders and other educators who are interested in facilitating a Critical Friends Group; it will also be useful for school leaders who want to hone their facilitative leadership skills and move their school toward becoming a stronger professional learning community. Any educator and administrator that is interested in deepening his or her practice and becoming a more reflective educator will benefit.

8.0 PUBLIC COMMENT

No public comment

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report

The next Executive meeting will be held on June 4, 2018, at 1:00 p.m.

9.2 Board Performance Committee Report

The May 29, 2018, Performance Committee has been canceled. The next meeting will be held on June 25, 2018.

9.3 Board Planning Committee Report

The Planning Committee met on May 14, 2018, and reviewed policy 2414 with minutes forthcoming.

9.4 Board Finance Committee Report

The next Finance Committee meeting will be held June 4, 2018, at 4:30 p.m.

9.5 Reports and Correspondence

- Connie Newlon stated she also completed her Level one certification.
- Congratulation to our track team for breaking records!

10.0 NEW BUSINESS

10.1 Student Discipline

10.1.1 Student #10

The Board Discipline Committee met on April 11, 2018, to conduct a disciplinary hearing for Student #10 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #10 as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

10.1.2 Student #11

The Board Discipline Committee met on April 18, 2018, to conduct a disciplinary hearing for Student #11 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #11 as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

10.1.3 Student # 12

The Board Discipline Committee met on April 25, 2018, to conduct a disciplinary hearing for Student #12 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

Parent of Student #12 requested closed session on the outcome of the Discipline Committee's recommendation. Board of Education entered into closed session at 7:55 p.m. A roll call was necessary.

A roll call vote was taken.

Ayes: 7 Newlon, LaBombarbe, Czachorski,
 Williams, VanZomeren, Sparks, Rollins

Nays: 0

Motion carried 7-0 (return to Regular Meeting at 8:48 p.m.)

It was moved by LaBombarbe and seconded by Czachorski that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #12 as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

10.2 WISD 2018-2019 Budget Resolution

Included in the Board packet was the 2018 Budget timeline, the General Education Original Budget Package, the Special Education Original Budget Package, the WISD Budget Resolution for Board adoption and the Power Point presentation that was presented at the Washtenaw Association of School Boards Board of Directors Budget Review Meeting on April 26.

June 1, 2018 is the deadline for local district response to the WISD General Fund budget. The local district Boards of Education must consider a resolution of support for or disapproval of the proposed general fund budget by June 1 of each year, and may indicate specific recommendations for changes by June 1, 2018. Board action was requested

It was moved by LaBombarbe and seconded by Czachorski that we adopt the WISD Budget Resolution indicating support for the proposed 2018-2019 budgets as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

10.3 Bishop Student Trip

Bishop is requesting approval for an overnight trip to Camp Storer in November 2018. This was presented for information only; Board action will be requested at a subsequent meeting.

10.4 Teamsters Memorandum of Understanding

A Memorandum of Understanding between the International Brotherhood of Teamsters #214 and the Board of Education addressing fieldtrips and/or extracurricular activity trips has been negotiated. This was presented for information only; Board action will be requested at a subsequent meeting.

11.0 OLD BUSINESS

11.1 Minutes of Previous Meeting

11.1.1 Board Meeting April 9, 2018

11.1.2 Board Workshop April 23, 2018

Enclosed are the minutes of the April 9, 2018, Regular Meeting and April 23, 2018, Board Workshop.

It was moved by LaBombarbe and seconded by Newlon that we approve the minutes of the April 9, 2018, Regular Meeting and April 23, 2018, Board Workshop as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

11.2 2017-2018 Budget Amendment

The increase in budgeted revenue is related to changes in the taxable value due to the State of Michigan properly assessing the Wolverine Power, Inc. Once this happened, the District received more in property tax revenue, but then less in state aid.

The decrease in budgeted expenditures is related to the district not having to spend as much as expected in legal expenses, abated taxes, contractual agreements, and maintenance costs in transportation and O&M. The district did have to increase budgeted expenditures for curriculum due to text book purchases and also in special education for pediatric therapy.

The increase to revenue is \$33,275 and the decrease to expenditures is \$105,150
Overall, the District is increasing its fund equity by \$138,425. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the 2017-2018 Budget Amendment as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

11.3 LAA Individual Contract Extensions

Below are recommendations for LAA contract extensions. Board action was requested.

Listed below are recommendations for LAA contract extensions through the June 30, 2019, school year.

Mary Aldridge, Elementary Principal
Nicole Holden, High School Principal
Robert Jansen, Elementary Principal
David Northrop, Elementary Principal
Jeffery Petzak, Middle School Assistant Principal
Kerry Shelton, Model Principal
Christopher Westfall, Athletic Director
Regina Winborn, High School Assistant Principal
Carrie Wollam, High School Assistant Principal
Tim Green, Middle School Principal

It was moved by LaBombarbe and seconded by Newlon that we extend the individual contracts for LAA administrators through June 30, 2019 as recommended by the Superintendent.

Ayes: 5
Nays: 2
Motion carried 5-2

11.4 Non-Affiliate Individual Contract Extensions

Below are recommendations for Non-Affiliate contract extensions. Board action was requested.

Listed below are recommendations for Non-Affiliate contract extensions through the June 30, 2019, school year.

Robert Williams	Supervisor, Student Services
Vicki Coury	Supervisor, Communication & Information Services
Sherry Gerlofs	Administrative Assistant, Human Resources
Julia Butler	Human Resources Director
Candy Ebeler	Transportation Director
Kaitlin Moffett	Coordinator for Athletics & Sports Development

Diane Russell	Administrative Assistant, Business Office
Ty Smith	Administrative Assistant to the Superintendent
Phil Bongiorno	Facilities Director
Jeannie Baber	Dispatcher

It was moved by LaBombarbe and seconded by Newlon that we extend the Non-Affiliate contracts to June 30, 2019 as recommended by the Superintendent.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.5 WISD Professional Development Contract
The WISD Professional Development Contract for the 2018-2019 school year was included in the Board packet. The contract with the WISD is for 31 days or less of professional development and will not exceed this year's cost of \$20,677.00. Travel cost will be paid by the WISD. Board action was requested

It was moved by LaBombarbe and seconded by Czachorski that we approve the WISD Professional Development contract at the cost of \$20,677.00 as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.6 Title I Technology Purchase
LCS BOE approval of Title I funding (\$110,025.00 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 125 laptops, 4 securable laptop carts, 130 headphones, and 140 mice. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the Title I Technology Purchase as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.7 Tenure and Continuing Probation Recommendations
Included in the Board packet are the 2018-2019 probationary and tenure teacher recommendations from administration. Board action was requested.

It was moved by LaBombarbe and Newlon that we approve the Tenure and Continuing Probation Recommendations as presented by Administration.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.8 Resolution Calling Special Bond Election
The resolution was prepared by Thrun Law Firm and the resolution includes official ballot language. The Department of Treasury, School Loan Revolving Fund, approving preliminary qualification has been received.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the Resolution Calling Special Bond Election as presented by legal counsel.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.9 Board of Education Policy 4140 Revision
A change in wording to Policy 4140 in the first paragraph from "may" to "shall". Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the Board of Education Policy 4140 Revision as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.10 Middle School Band & Choir Trip
This proposal is a reward trip for the 7th and 8th grade band and 8th grade choir that participated in Festival and the Memorial Day parade to attend Cedar Point in Sandusky, Ohio. Board action was requested.

It was moved by Newlon and seconded by VanZomeren that we approve the Middle School Band & Choir Trip as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.11 WISD Registered Nurse Contract
An agreement between the WISD and Lincoln Consolidated Schools for the district nurse contract for the 2017-2018 school year is due to expire June 30, 2018. The draft contract for 2018-2019 is included in your packet for the amount of \$9,729.00. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve the WISD Registered Nurse Contract for the 2018-2019 school year as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.12 April 2018 Trust & Agency Report
Included in the Board packet was the April 2018, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the April 2018, Trust & Agency Report as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.13 April 2018 Check Register
Included in the Board packet was the April 1-30, 2018, check register in the amount of \$1,468,280.27. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the April 1-30, 2018, check register in the amount of \$1,468,280.27 as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.14 March & April Finance Report
Included in the Board packet was the March and April 2018, Financial Reports. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the March & April 2018, Financial Reports as presented.

Ayes: 7
Nays: 0
Motion carried 7-0

- 11.15 Personnel Transactions Summary

<u>ACTION ITEMS</u>				
Name	Position/Building	Effective Date	Status	Major/Step
Angelina Brown	Paraprofessional/HS	5/14/2018	New Hire	N/A
Cristin Cline	Teacher/Bishop	6/30/2018	Retirement	N/A
Jacqueline Cruse	Bus Aide/Transportation	5/15/2018	Resignation	N/A
Barbara Espinoza	Social Worker/Childs	5/16/2018	New Hire	BA+60w/Master's/Step 6
Lisa Genoa	ECSE Teacher/Model	5/8/2018	New Hire	MA/Step 6
Shawn Harmon	Teacher/Brick	4/30/2018	New Hire	MA/Step 5
Marcela Shine	Paraprofessional/Childs	4/26/2018	Resignation	N/A
Taylor Williams	Paraprofessional/HS	4/27/2018	New Hire	N/A
Name	Position/Building	Status	Leave End Date	Approved/Not Approved
Lisa Brown	Teacher/Brick	Leave	6/14/2018	Approved
Lloyd Ingram	Bus Driver/Transportation	Leave	5/30/2018	Approved
Jennifer Kegley	Bus Driver/Transportation	Leave	6/14/2018	Approved
Vonda Roll	Secretary/Childs/Transportation	Leave	6/21/2018	Approved

It was moved by LaBombarbe and seconded by Newlon that we approve the May 14, 2018, Personnel Transactions Summary as presented.

Ayes: 7
 Nays: 0
 Motion carried 7-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Czachorski that we adjourn the meeting at 8:57 p.m.

Ayes: 7
 Nays: 0
 Motion carried 7-0