

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
Monday, November 26, 2018
6:00 p.m.
Media Center- High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

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

ADMINISTRATORS PRESENT

Nicole Holden, High School Principal
Phil Bongiorno, Facilities Director
Adam Snapp, Finance Director
Kevin Upton, Curriculum Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Paula Robinette, Karen Cook, Leslie Schwegler and Dianna Hinderer.

1.0 CALL TO ORDER

Vice President Mrs. Czachorski called the meeting to order at 5:37 p.m. in the Media Center at the High School.
(Vice President Czachorski was acting President for the meeting, November 26, 2018)

2.0 ROLL CALL

Roll call showed all Board Members were present with the exception of 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 Rollin that we accept the agenda as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

6.0 PRESENTATIONS

6.1 Strategic Plan Goal #1-Academics

Presented by Kevin Upton

- Foster development of student-centered learning communities. Literacy work focused on small group instruction is being implemented and supported by the literacy coaches in the buildings.
- Create a data collection vehicle to identify and monitor needs. NWEA has been established as the benchmark assessment to collect data and monitor needs.
- Maintain and increase behavior support strategies for staff. DIP/SIP Committee has participated in an anti-bias training. Guidelines and reference materials were distributed to all of the SIP leadership teams

- Provide time to collaborate on vertical and horizontal curriculum alignment. Teaching staff are utilizing staff meeting times and ERPD time to meet as grade level teams.
- Invest in supplemental reading and math programs and activities. Summer School Academy is now a K-12 initiative that also includes elementary students.

6.2 AdvancEd Presentation

Presented by Kevin Upton

- Our accreditation review path has been a journey not an event.
- LCS has been consistently working towards addressing the required actions since the accreditation certification occurred in August 2014.
- Mr. Upton is helping the AdvancED, School Improvement Plan, and Early Release Professional Development work at Brick Elementary while the building is transitioning through leaders.
- The external review team will be onsite starting 3/3/19 and ending on 3/6/19. We are inviting friend in to see our continuous school improvement work. Review results and accreditation approval will not be immediately available. Coordination with the engagement services representative has already begun and a trainer will be on site for one day prior to the external review to support our team with planning logistics.

6.3 2018-2019 Budget Amendment

Presented by Adam Snapp

Explanation of revenue foundation changes:

- Decrease in reported Non-PRE taxable value by \$58 million (Augusta and Ypsilanti) changed the state share of foundation by \$263 (\$969,155)
- Increase in FTE's by about 40 kids (\$314,840)

Explanation of revenue changes:

- Special education costs (\$161,671)
- MPSERS offset (\$154,000)
- Other State revenue all net to \$0.00

Inter-District revenue:

- Act 18 – settlement check related to the 2017-2018 fiscal year. Check expected to come in December/January time frame for about \$570,000
- Act 18 – 2018-2019 forecasted amount less than original by about \$315,000
- Medicaid – decreased by \$200,000 for potential Medicaid audit finding

Explanation of expenditures:

- Increase in expenditures: staffing, MSPERS, general budget increase and grants
- Reduce equipment costs by \$234,270 for instructional technology to be purchased out of the bond.

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Chitty Chitty Bang Bang was a big hit for the High School Drama Department.
- Opening day of Varsity Basketball is November 26th at 8:30pm against Huron High School
- Long time Transportation Department employee, Mary Bowling, passed away over the weekend.
- High School Band concert is scheduled for, December 12th at 7:30 pm, High School Choir concert is December 19th at 7:00 pm and the Middle School Choir concert is December 17th at 7:00 pm

7.2 Finance Report

7.2.1 October 2018 Food Service Report
Report included in Board packet.

7.2.2 October 2018 Student Enrollment Report
Report included in Board packet

7.3 Curriculum & Instruction Report

- Mr. Upton is waiting to hear back about the application submitted for the Additional Instructional
- Time Early Literacy grant to help cover the \$50,000 Kids Read Now contract cost for the 2018-2019 school year. If awarded, the potential \$50,000 grant funding would eliminate the cost from the general fund and be active through September 30, 2019.
- During the November and December ERPD days the LHS staff will be participating in professional development activities focused on the effect of personal bias in schools. The training titled "Responding to Bias and Hate at School" has been designed to educate school administrators, teachers, staff, counselors, and students about the negative of bias related to race, class, gender, and religion.

7.4 Facilities & Maintenance Report

- Removed another 40 yards of scrap metal from the campus/district
- All chillers in the district have been winterized
- Winter Plans updated
 - All salters installed
 - All plows ready to go
 - Salt delivered to schools
 - All snow blowers have been serviced
 - Reviewed the bus lot with Transportation Director, will be moving lines and buses to old spaces to eliminate the tire tread pools
 - Salting & snow removal plans are being finalized, as to who will do what and when, for both in session and out of session days.
- Received 66 work orders and closed 32 work orders
- Restored lights on Rail Splitter Drive, from Whittaker to Middle school. New wire had to be run.

8.0 PUBLIC COMMENT

No public comment.

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report

The Board Executive Committee will meet next on December 3, 2018.

9.2 Board Performance Committee Report

The Board Performance Committee met on November 26, 2018, and has a tentative date of January 28, 2018, at 4:30 pm in the Superintendent's Conference Room.

9.3 Board Planning Committee Report

The Board Planning Committee will meet next on December 10, 2018, at 4:30 pm.

9.4 Board Finance Committee Report

The Board Finance Committee will meet next in January, date to be determined after the Organizational Meeting.

9.5 Reports and Correspondence

- Trustees Rollins, Czachorski, Williams and VanZomeran all mentions they attended Chitty Chitty Bang Bang and all expressed the marvelous job the staff and students did.
- Band Cookie Walk is scheduled for December 15th at 10:00 am

10.0 NEW BUSINESS

10.1 Annual Summer Tax Resolution

Enclosed in the Board packet is the Annual Summer Tax Resolution. School districts that previously authorized a summer tax levy and wish to continue with that authorization for the 2018 tax year must adopt this resolution to continue that levy. A copy of the approved resolution must be filed

with each township in the district before January 1, 2019. This was presented for information only; Board action will be requested at a subsequent meeting.

10.2 Sex Education Advisory Board (S.E.A.B.)

Board policy 2414 Reproductive Health and Family Planning and Administrative Guideline 2414 gives direction as follows: The Board shall appoint and shall determine terms of service for the Sex Education Advisory Board, the number of members to serve on the advisory board, and a membership selection process that reasonably reflects the District population, and shall appoint two (2) co-chairs for the Advisory Board, at least one (1) of whom is a parent of a child attending a school in the District.

At least one-half (1/2) of the members of the Sex Education Advisory Board shall be parents who have a child attending a school operated by the District, and a majority of these parent members shall be individuals who are not employed by the District. The Advisory Board shall include students of the District, educators, local clergy, and community health professionals.

The Superintendent recommends Carrie Melcher, to serve as one of the 2 co-chairs on the Sex Education Advisory Board (S.E.A.B.). This was presented for information only; Board action will be requested at a subsequent meeting.

10.3 Student Trips

10.3.1 High School Band Camp

Included in your Board packet is a request for High School Band to attend their annual band camp. Students learn the fundamentals of marching, music sectionals and the halftime show all in a location tailored to fit the band's needs. Information is included in your Board packet. This was presented for information only; Board action will be requested at a subsequent meeting.

10.3.2 High School Band-Chicago

Included in your Board packet is a request for High School Band to take an overnight trip to Chicago. This trip will include many site seeing opportunities as well as a band clinic at Vandercook College of Music. 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 November 12, 2018

Enclosed are the minutes of the November 12, 2018, Regular Meeting.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the minutes of the November 12, 2018, Regular Meeting as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.2 Flooring Bid

The scope of work includes the replacement of carpet with new flooring (LVT/Carpet) at Bishop, Brick, Childs, Model, Lincoln Middle School, & Lincoln High School.

There was one bid received from Northeastern Paint for installation and one bid for removal was received from DKI. Board action was requested.

It was moved by VanZomeren and seconded by Williams that we approve the Flooring Bid awarded to Northeastern Paint and DKI not to exceed the budgeted amount of \$1,071,000.00 paid for with 2018 Series A Bond funds as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.3 Asbestos Bid

The scope of work includes the asbestos abatement for preparation of new flooring at Brick, Model, & Lincoln High School. There were seven bids received. Lowest bid recommended – Trust Thermal \$88,000. Total project cost \$88,000. Board action was requested.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the Asbestos Bid awarded to Trust Thermal in the amount of \$88,000.00 paid for with 2018 Series A Bond funds as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.4 Roof Bid

The scope of work includes the replacement of the East side of the high school roof. There were three bids received for Lincoln High School. Lowest bid recommended – Beyer Roofing \$1,120,863, plus \$8,200 bond cost, minus deductions of \$65,888. Total project cost \$1,063,175.00

The scope of work includes the replacement of the Bishop roof. There were three bids received for Bishop. Lowest bid recommended – Superior \$283,000, plus \$2,200 bond cost, minus deductions of \$14,000. Total project cost \$271,200.00. Board action was requested.

It was moved by LaBombarbe and seconded by Rollins that we approve the Roof Bid at the High School awarded to Beyer Roofing in the amount of \$1,063,175.00 and the Roof Bid at Bishop awarded to Superior in the amount of \$271,200.00 00 paid for with 2018 Series A Bond funds as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.5 Band Instruments Bid

Scope of work includes the purchase of new instruments for the band program. There were four bids received with the lowest bid recommended – Washington Music Center \$83,690.85. Board action was requested.

It was moved by VanZomeren and seconded by Williams that we approve the Band Instruments Bid awarded to Washington Music in the amount of \$83,690.85 paid for with 2018 Series A Bond funds as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.6 Student Trips

11.6.1 High School-Costa Rica

A student trip has been requested to travel to Costa Rica for students taking Spanish classes in grades 9-12 that are interested. The trip would take place after the school year is complete. All trip information is included in the Board packet for your reference. Board action was requested.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the High School Coast Rica trip as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.6.2 Bishop Student Exchange-Madrid, Spain

Mr. Jansen is requesting the Board to approve a multicultural exchange trip where students from Madrid, Spain, would come to Lincoln for a week and students from Bishop

would travel to Madrid. Information on the student exchange is provided in the Board packet. Board action was requested.

It was moved by VanZomerer and seconded by LaBombarbe that we approve the Bishop Student Exchange trip to Madrid, Spain, as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.7 Curriculum Development Council

The Curriculum Development Committee shall be composed of a teacher member from each building one teacher member from special education, and the Curriculum Director. The teacher members of the committee shall be recommended by the Association for approval by the Board of Education for one year terms. The decision of the Board shall be final. Board action was requested.

Dominic Rosa-High School

Bob Stowe-Middle School

Amy Baxter-Childs

Abby Smith-Bishop

Cari Berecz-Brick

Amy Stamps- Special Education

It was moved by LaBombarbe and seconded by VanZomerer that we approve the recommendations for the Curriculum Development Council-CDC for the 2018-2019 school year as presented by the LEA.

Ayes: 5

Nays: 1 (Williams)

Motion carried 5-1

11.8 2018-2019 Budget Amendment

When the budget amendment was provided to the Board of Education for the meeting on November 12th, 2018, the November State Aid report was not released. Since that meeting, the November report was made available. There was also notification from the ISD of an Act 18 settlement check related to the 17/18 school year.

The main changes that are reflected in the revised budget amendment are as follows:

- Changes in foundation calculation because of Non-Pre TV decreases providing the District an additional \$969,155.
- Increase in FTE by 40 kids providing an additional \$314,840
- Special education revenue increase due to finalizing the SE-4094 and SE-4096 from the 17/18 fiscal year by \$161,671
- Received more is MPSERS offset than originally budgeted by \$154,000
- Changes in programs like At-risk, robotics and early literacy grants, and UAAL totaling \$381,500. This amount is offset by expenditures.
- Changes to Act 18 revenue from the ISD and settlement amounts received netting \$55,000
- Increase of budgeted expenditures due to staffing changes, UAAL, additional operations and maintenance, athletic, community services, legal, and transportation vehicle repairs.
- Removed IT costs out of the general fund that are being paid for by the bond - \$234,000
- Revenue and expenditures increased for grant related programs, i.e. IDEA, Title, and At-risk.

It moved by VanZomerer and LaBombarbe that we approve the 2018-2019 Budget Amendment as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- 11.9 High School Bowling Team
The Athletic Department is requesting adding Varsity Bowling to the athletic offerings roster. The intro meeting had interest from about 45 kids...25 boys and 19-20 girls. Chris Westfall anticipates having two full teams of 15- 20 and needing one Varsity coach to work with both teams, since they travel together and practice together. At a later date, if needed, adding a Junior Varsity team to the program. Board action was requested.
- It was moved by LaBombarbe and seconded by VanZomereren that we approve the Varsity High School Bowling Team as presented.
Ayes: 6
Nays: 0
Motion carried 6-0
- 11.10 Professional Development Committee
The Professional Development Committee shall be composed of a teacher member from each building and the Curriculum Director. The teacher member shall be recommended by the Association for approval by the Board of Education for one year terms. The decision of the Board shall be final. Board action was requested.
- Kariama Gonzeles-High School
Rebekah Ward-Middle School
Elizabeth Shubin-Childs
Jodi VanHevel-Brick
Paula Robinette-Bishop
Angie Cyrbok-Model
- It was moved by LaBombarbe and seconded by VanZomereren that we approve the recommendations for the Professional Development Committee-PDC for the 2018-2019 school year as presented by the LEA with the exception of removing Paula Robinette with replacement names later and all further changes brought the Board of Education for approval.
Ayes: 6
Nays: 0
Motion carried 6-0
- 11.11 October 2018 Finance Report
Enclosed are the October 2018, Financial Reports. The Superintendent recommends approval as presented.
- It was moved by VanZomereren and seconded by Rollins that we approve the October 2018, Financial Reports as presented.
Ayes: 6
Nays: 0
Motion carried 6-0
- 11.12 October 2018 Trust & Agency
Enclosed is the October 2018, Trust & Agency Report. The Superintendent recommends approval as presented.
- It was moved by LaBombarbe and seconded by VanZomereren that we approve the October 2018, Trust & Agency Report as presented.
Ayes: 6
Nays: 0
Motion carried 6-0
- 11.13 October 2018 Check Register
Enclosed is the October 1-31, 2018, check register in the amount of \$1,348,893.82. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the October 1-31, 2018, check register in the amount of \$1,348,893.82 as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.14 Personnel Transactions

ACTION ITEMS			
Name	Position/Building	Effective Date	Status
Somer Barnthouse	Brick/Noon Supervisor	11/7/2018	Resigned
Nicole Tundis	Bishop/Noon Supervisor	11/2/2018	Sub status
Sarah Stanley	Lincoln Middel School/Paraprofessional	11/12/2018	Transfer to Lincoln High School
Patricia Howard	Early Childhood/Paraprofessional	11/30/2018	Retired
Leslie Swafford	Brick/Noon Supervisor	11/15/2018	New Hire
Jacob Steiner	Bishop/Academic Interventionist	11/13/2018	Resigned
Susan Snow	Lincoln Middle School/Choir Acompianist	9/4/2018	Resigned
Tonya Taylor	Bishop/Paraprofessional	11/19/2018	Transfer to Lincoln Middle School
Thelma Squire	Brick/Noon Supervisor	11/15/2018	New Hire
Paula Robinette	Brick/Building Principal	12/3/2018	Transfer
Adam Blaylock	Human Resources/Director	12/3/2018	New Hire
Candy Ebeler	Transportation/Director	12/7/2018	Resigned

It was moved by VanZomerer and seconded by Williams that we approve the November 26, 2018, Personnel Transaction Summary as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

12.0 CLOSED SESSION

12.1 Superintendent's Evaluation

It will be necessary to enter closed session to discuss the Superintendent Evaluation, not to return to open session.

A roll call vote was necessary.

It was moved by Pursuant to Sections 8(a) of the Open Meetings Act, I move that we enter closed session to discuss the Superintendent Evaluation, not to return to open session.

Ayes: 6 VanZomerer, Williams, Czachorski, Rollins, LaBombarbe, Sparks

Nays: 0

Motion carried 6-0

13.0 ADJOURNMENT

Mrs. Williams declared the meeting adjourned to closed session at 6:54 p.m.