

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
Monday, December 10, 2018
6:00 p.m.
Media Center- High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Yoline Williams, President
Jennifer Czachorski, Vice President
Jennifer LaBombarbe, Secretary
Connie Newlon, Trustee
Laura VanZomeren, Trustee
Allison Sparks, Trustee

ADMINISTRATORS PRESENT

Adam Snapp, Finance Director
Robert Williams, Student Services Director
Nicole Holden, High School Principal
Kerry Shelton, Model Early Childhood Principal
Robert Jansen, Bishop Principal
Paula Robinette, Brick Principal
Karen Thomas, Food Service Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Holly Delgado, Derek Kirchmer, Karen Lavery, Dawn Johnson, Marie Scott, Denise Allee, Tia Garrett, Violeta Vasquez, Keyla Shillingford, Lauren Warner, Jessica Petty, Ronda Setter, Melinda Cutliff, Mike Weathers, Suzanne Kapica, Jamie Mayo, Shelby Rogge, Mark Lemon, Karen Cook and Steven Mitchell

1.0 CALL TO ORDER

President Williams called the meeting to order at 6:00 p.m. in the Media Center at the High School.

2.0 ROLL CALL

Roll call showed all Board Members were present with the exception of Thomas Rollins.

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 Czachorski that we accept the agenda as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

6.0 PRESENTATIONS

6.1 Employee of the Month

I am writing this letter to nominate Gladys Potter, the day shift custodian at the high school, for employee of the month. She is a fabulous employee, a huge asset to Lincoln, and is so deserving of this award and recognition.

In my opinion Gladys is one of the most dedicated and hard-working employees on staff at Lincoln. She is dependable, conscientious and meticulous in her work. She takes care of this school as if it were her home. She even refers to the cafeteria as her “dining room”. It is rare to see an employee take such pride in their work like Gladys does. She has a positive attitude even when she has to do work that another shift should have completed. Gladys can always be depended on to get the job done.

It has been a privilege to work with Gladys. I can think of no one more deserving for the award of employee of the month than her.

Thank you for allowing me the opportunity to recognize the work that Gladys does.

Anna Warford

Social Studies Teacher

Lincoln High School

- 6.2 Vendor of the Year
Presented by Mr. McNatt
DTE Energy-Nexus, represented by Derek Kirchner
- 6.3 Strategic Plan Goal #2-Finance
Presented by Finance Director, Adam Snapp
- The District received a grant award of \$93,340 for the Head Start program located in Model Elementary. This will help kids at an earlier age and give the District a better chance of maintaining those kids when they start kindergarten.
 - Staffing was adjusted during the summer to prepare for the 2018-2019 fiscal year. Adjustments are made continuously to accommodate student need.
 - The District was awarded \$563,793 Michigan State Police grant to upgrade safety and security within the District. The District will make some kind of announcement to the community.
 - The new welcome area was open to start the enrollment process for the 2018-2019 fiscal year. While the District lost some students, the decrease was not as large as budgeted for. It is also noted that the number of complaints made by parents regarding the enrollment process has decreased.
- 6.4 Model Presentation
Presented by Principal, Kerry Shelton
- Early Childhood Special Education (ECSA) services for children ages 3-5 who qualify under the Individuals with Disabilities Act (IDEA).
 - Head Start is federally funded preschool for 3 and 4 year olds. Families qualify based on income and other qualifying factors.
 - Great State Readiness (GSRP) is a state-funded preschool program for children who are 4 years old by December 1.
 - Grant funded programs from 2013 and years prior GSRP was only offered as a ½ day program at Lincoln. In 2014 we offered one full day classroom as well as a ½ day option. Full day was a popular option that best met the needs of our families and children and 2015 we began offering only the full day option.
 - We added transportation in the Fall of 2016 to the GSRP program
 - Community based services are for children ages 3-5 who live in our community and are brought to Model for a specific service, usually speech.
 - Model also offers Bemis Farms preschool and extended care which is tuition based Preschool for 3 and 4 year olds. Model also houses before and after school care for students at Bishop and Brick.
- 6.5 Spanish Immersion Presentation
Presented by Principal, Robert Jansen
- 90/1- Model in the Spanish Immersion classroom where beginning K/1: 90% of the day is spoken in Spanish and 10% in English, Specials (Physical Education, Music, Art, Technology, Media) taught in English. English starts at about 30 minutes a day in grades 2/3 and increases progressively through fifth grade.
 - Lincoln Consolidated Schools has received 10 Spanish Immersion interest forms for Fall 2018 through the LCS website.

- Spanish Immersion Padres are planning for preschool and daycare visits in February!
- Spanish Immersion Information Nights are planned for the spring!
- Our 2nd group of Bishop students will be traveling in to Madrid in March!
- Spanish Immersion has extended this incredible opportunity past elementary school into Lincoln Middle School.
- The program has created a 3 year plan and will be meeting again before winter break to modify.

6.6 Aramark-Food Service

Presented by, Karen Thomas

- The impact of the program and meal participation continue to be the focus of food service.
- Financial results show that participation is up by just over 1% from last school year.
- October 2018 District was at 48.4% Free or Reduced down from October 2017 District was at 49.6% Free or Reduced.
- Annual Student View Point Survey had a new survey format this year that will give Aramark better insight into students' preferences. Survey ran from November 5th – December 7th.
- This year's student committee is made up of 6 student volunteers. The first meeting was November 1st, but we will meet a few more times during the school year to discuss likes/dislikes, ideas, and concerns with the Food Service Program. Their suggestions will drive menu development.
- As the early childhood programs grow at Model, this year we needed to have on-site meal preparation. During this past Summer, the Model kitchen was gutted, renovated, and new equipment purchased.
- We are continuously working with the Model team to appropriately build menus for the specific age range of the children there.
- Additional kitchen added at Model

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Transportation appreciation was a great success with all buildings participating by delivering food and thank you gifts to the department.
- Better Lesson teachers from Brick discussed their Better Lesson coaches and how grateful they are to be part of initial implementation of the program.
- Band Cookie Walk in December 15, 2018.

7.2 Finance Report

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

7.2.2 November 2018 Student Enrollment Report
Report included in Board packet.

7.3 Human Resources

- Adam Blaylock thanked everyone for a warm welcome to Lincoln.
- Open enrollment period for MESSA is over and is officially online.

8.0 PUBLIC COMMENT

No public comment

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report

Minutes from the previous meetings will be forthcoming and the next Executive Committee Meeting will be after January 14, 2019.

9.2 Board Performance Committee Report

Board Performance Committee met on November 29, 2018, the next meeting will be held tentatively January 28, 2019.

- 9.3 Board Planning Committee Report
Board Planning Committee met on December 10, 2018, discussions involving the door locking systems that will be presented to the Board at the January 28, 2019, meeting for a first read action item.
- 9.4 Board Finance Committee Report
The Board Finance Committee will meet after the Board calendar is determined for the 2019 calendar year.
- 9.5 Reports and Correspondence
Professional Development training planned responding to hate and bias at High School with students.

10.0 NEW BUSINESS

- 10.1 Student "A" Reinstatement Hearing Recommendation
The Board Reinstatement Committee met on November 30, 2018, to conduct a reinstatement hearing for Student "A" and their recommendation is included in your packet. The Superintendent recommended approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the recommendation of the Board Reinstatement Committee relative to Student "A" as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- 10.2 Organizational Meeting Date
A motion was requested to schedule the Organizational Meeting for Monday, January 14, 2019.

It was moved by Newlon and seconded by Sparks that we schedule the Board Organizational Meeting for Monday, January 14, 2019.

Ayes: 6

Nays: 0

Motion carried 6-0

11.0 OLD BUSINESS

- 11.1 Minutes of Previous Meeting
11.1.1 Board Meeting November 26, 2018
11.1.2 Closed Session November 26, 2018
Included in the packet were the minutes of the November 26, 2018, Regular Meeting and Closed Session. A friendly amendment was made by Jennifer Czachorski to add Yoline Williams' name to Board Meeting Minutes 11.7 Curriculum Development Council as a Nay vote.

It was moved by LaBombarbe and seconded by Newlon that we approve the minutes of the November 26, 2018, Regular Meeting and Closed Session as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- 11.2 Annual Summer Tax Resolution
Enclosed 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. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve Annual Summer Tax Resolution as presented.

Ayes: 6

Nays: 0
Motion carried 6-0

- 11.3 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.) and parent representative Suzanne Kapica as the other chair. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve Carrie Melcher, High School Assistant Principal and Suzanne Kapica, parent, to serve as co-chairs of the Sex Education Advisory Board (S.E.A.B.) as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.4 Student Trips

11.4.1 High School Band Camp

Included in the Board packet was 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. Board action was requested.

It was moved by Newlon and seconded by Sparks that we approve the High School Band Camp proposal as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.4.2 High School Band-Chicago

Included in the Board packet was 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. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve the High School Band Trip to Chicago as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.5 Professional and Curriculum Development Committee Replacements

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 is requested.

Dominic Rosa-High School
Nathan Soos-Middle School (**change**)
Amy Baxter-Childs
Abby Smith-Bishop

Cari Berecz-Brick
Amy Stamps- Special Education

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 is requested.

Kariama Gonzeles-High School
Rebekah Ward-Middle School
Elizabeth Shubin-Childs
Jodi VanHevel-Brick
Danielle Cole-Bishop **(change)**
Angie Cyrbok-Model

It was moved by LaBombarbe and seconded by VanZomeren that we approve the recommended changes for the Professional Development Committee-PDC by replacing Paula Robinette with Danielle Cole and the Curriculum Development Committee-CDC by replacing Bob Stowe with Nathan Soos for the 2018-2019 school year as presented by the LEA.

Ayes: 6
Nays: 0
Motion carried 6-0

- 11.6 November 2018 Finance Report
Included in the Board packet were the November 2018, Financial Reports. The Superintendent recommended approval as presented.

It was moved by VanZomeren and seconded by Sparks that we approve the November 2018, Financial Reports as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

- 11.7 November 2018 Trust & Agency
Included in the Board packet were the November 2018, Trust & Agency Report. The Superintendent recommended approval as presented.

It was moved by Newlon and seconded by Czachorski that we approve the November 2018, Trust & Agency Report as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

- 11.8 November 2018 Check Register
Included in the Board packet was the November 1-30, 2018, check register in the amount of \$2,767,698.64. The Superintendent recommended approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the November 1-30, 2018, check register in the amount of \$2,767,698.64 as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.9 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Position/Building	Effective Date	Status	Major/Step
Robert Rowland	Mechanic/Transportation	11/19/2018	New Hire	Part time
Deborah Wynn	Transportation/Bus Aide	6/30/2018	Resignation	
Joyce Mamp	Transportation/Bus Driver	12/31/2018	Retirement	
Trisha McQuillin	Lincoln High School/Noon Supervisor	11/28/2018	New Hire	
Jessica Trela	Bishop/Spanish Elective Teacher	12/3/2018	New Hire	
Shalonda Young	Transportation/Bus Aide	11/23/2018	Resignation	

It was moved by LaBombarbe and seconded by Newlon that we approve the December 10, 2018, Personnel Transactions Summary as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 7:32 p.m.

Ayes: 6

Nays: 0

Motion carried 6-0