

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
February 25, 2019
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 (arrived 6:04 p.m.)
Connie Newlon, Trustee
Allison Sparks, Trustee
Laura VanZomeren, Trustee (arrived 6:01 p.m.)

ADMINISTRATORS PRESENT

Nik Jackson, Technology Director
Robert Williams, Student Services Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Dawn Jounhson, Juliane McNeal, Michelle Cox, Dianne Vargo, Karen Cook, Kerri McKelvey, Melissa Downey, Mike Weathers, Jennifer Harless, Paula Robinette, Sally Noud, Tom and Gail Burdette, Jennifer Dressell, Karen Wlody Chalk and Dan Komray

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 (arrived 6:04 p.m.) and Laura VanZomeren (arrived 6:01 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: 5

Nays: 0

Motion carried 5-0

6.0 PRESENTATIONS

(Laura VanZomeren 6:01 p.m. and Thomas Rollins 6:04 p.m. both arrived during presentation)

6.1 Employee of the Month

The staff at Brick Elementary would like to nominate Ms. Pamela Flucks for Employee of the Month. Pam has been a driving force and the backbone of Brick Elementary for over 22 years. She works tirelessly to ensure that the business of educating students (and staff) at Brick runs smoothly. Pam is more than an administrative assistant. She is also a nurse, therapist, mediator, first aid giver, tech person, and an amazing resource for a new principal! No one knows Brick like Pam does, and no one appreciates her more than the staff here at Brick Elementary. We are thrilled that her hard work and dedication can be recognized by the entire Lincoln Community. Pam is Team Lincoln, through and through!

Sincerely,
The Staff at Brick Elementary

6.2 Student Services

Presented by Robert Williams

- Washtenaw County cited by MDE for Special Education graduation rates, September 2018
- WISD and locals meet to review graduation rates, certificate, and personal curriculum rates. Identifying areas to improve
- WISD and locals review Mi-Access data. Two show most gains, WISD and Lincoln, with a drop of .6%
- Data indicated over-reliance on Special Education transportation to improve student behavior and developed guidelines.
- Emphasized the importance of providing behavioral support to Transportation staff and as of February 2019, have reduced Special Education footprint by 35.5% CPI training now includes 4 trainers and reducing need for substitute.
- All Special Education paraprofessionals have been trained on Medicaid billing and is implemented across the district.
- As of 2/22/19, Lincoln has 789 students with IEPs, 11.9% of county and second highest SE population in county.
- Trends include: Overall total numbers of Special Education students are declining, ASD population has grown from 108 in 2015 to 121 in 2018-2019 and Elementary numbers are increasing as secondary numbers decrease.
- Building number percentage of Special Education population
 - Bishop 29.26%
 - Brick 19.28 %
 - Childs 22.11%
 - Model 54.64 % (this number includes community-based students)
 - Middle School 20.24 %
 - High School 17.04 %

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report
Superintendent was absent

7.2 Finance Report
7.2.1 January 2019 Food Service Report
Report included in Board packet.
7.2.2 January 2019 Student Enrollment Report
Report included in Board packet.

7.3 Student Services Report

- The State of Michigan audits three schools in the WISD each year and in the last two years Lincoln has not been chosen as one of those schools. It is anticipated that that may happen this year.
- STAND report is complete with two findings.

8.0 PUBLIC COMMENT

- Daniel Komray, parent, addressed the Board of Education with his continued displeasure with the Transportation Department. His son's bus is late every day and he would like to see other buses be late and not the same one daily.

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report
Board Executive Committee met on February 22, 2019.

9.2 Board Performance Committee Report

Board Performance Committee will meet on March 5, 2019, at 4:30 pm in the Superintendent's Conference Room.

- 9.3 Board Planning Committee Report
Board Planning Committee met on February 22, 2019, at 2:00 pm to discuss Bid packet #2 of the Bond
- 9.4 Board Finance Committee Report
The Finance Committee met on February 19, 2019, minutes will be forthcoming in the Board packet.
- 9.5 Reports and Correspondence
- Boys Varsity Swim Relay Team will be attending the State Swim Meet
 - Boys Varsity Basketball to start Districts February 27, 2019.
 - 2 High School students participated in the indoor State meet.
 - Band Festivals will be Saturday, March 2, 2019, with 5 Lincoln Bands participating.

10.0 NEW BUSINESS

- 10.1 2019 Elementary Summer School
Proposal for Elementary School Summer School program to provide at-risk students with the opportunity to maintain and improve skills taught during the previous school year and increase their academic achievement level in targeted language arts and math instruction in grades 1-5 NWEA deficit areas district wide. This was presented for information only; Board action will be requested at a subsequent meeting.
- 10.2 2019 Middle School Summer School
Proposal for Lincoln Middle School Summer School program to maintain and improve skills taught during the previous school year and increase their academic achievement level in targeted language arts and math instruction in grades 6-8 NWEA deficit areas district wide. This was presented for information only; Board action will be requested at a subsequent meeting.
- 10.3 2019 High School Summer School
Proposal for Lincoln High School Summer School program to provide at-risk students the opportunity to recover lost credit and improve academic skills. Proposed courses will include Language Arts, Science, Math and Social Studies for grades 9 – 12. This was presented for information only; Board action will be requested at a subsequent meeting.
- 10.4 MASB Board of Directors Official Ballot
There are two candidates running for Michigan Association of School Boards (MASB) Board of Directors. The Board of Education will vote for one candidate to represent Region 7 for a three-year term on the MASB Board of Directors their bios are enclosed. Board action was requested due to a March 6th deadline.

It was moved by Czachorski and seconded by Sparks that the Board of Education place their vote for Guillermo Lopez for District 7, Michigan Association of School Boards (MASB) Board of Directors.

Ayes: 7

Nays: 0

Motion carried 7-0

11.0 OLD BUSINESS

- 11.1 Minutes of Previous Meeting
- 11.1.1 Board Meeting February 4, 2019
- 11.1.2 Closed Session February 4, 2019
- 11.1.3 Board Workshop February 11, 2019

It was moved by LaBombarbe and seconded by Newlon that we approve the minutes of the February 4, 2019, Regular Meeting and Closed Session and the February 11, 2019, Board Workshop as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.2 Copier Bid

We expect this next round of Multi-Function Printers to last anywhere from 8-10 years in the district. I would give my recommendation to the product that I trust most and would expect the least amount of issues over time. I've supported and used Konica based systems in a variety of environments and have found them to be the most consistent and reliable product on the market today. Thus, my recommendation is based on my experience in working with and on their products. Applied Imaging's Canon printers are a close second on quality however, Konica is including ID scanners with each machine, which will help us attain our long-term goal in creating a managed and controlled print environment. This will ultimately help us reduce our overall printing costs. Leader Business had a truly competitive quote however, my unfamiliarity with the Kyocera brand made me reluctant to offer my recommendation. And because we expect to employ these machines longer than the typical 5 year lease lifetime; the rental option from UTEC will prove more costly over time as we'll have to continue to pay for rental of machines beyond 5 years; where with all others we have the \$1 buyout option. And finally, with Ricoh, though they initially came in as the highest quote and rescinded with a lower quote, their current track record of being unable to sustain or maintain a couple of their machines that are currently in district at just 7 years of age is proof enough that I cannot in good conscious recommend their products for fear of the same repeated expectations and questionable functional longevity.

As for the Konica price difference, they come equipped with card readers (ID card scanners) that cost \$118.68 a month. All other quotes do not include this equipment which I feel is critical to the function of a new print management system. These card readers will act as release mechanism for print jobs (printing will not occur until the request is scanned by the original ID card) which will cut down on printing waste (sending the same job twice because they were not there to retrieve their prints the first time, and someone else coming in and throwing away those prints or removing them, causing the sender to re-send the same job). This will also give the district audit capabilities on print volume tied to ID cards.

It was moved by LaBombarbe and seconded by Czachorski that we approve the Copier Bid awarded to Konica as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.3 Brick Student Trip

Brick Elementary School Student Trip Proposal is an out of town overnight request to Howell Nature Center in Howell, Michigan. Information is provided in your packet. Board action was requested.

It was moved by Newlon and seconded by VanZomeren that we approve the Brick Student Trip to Howell Nature Center as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.4 Curriculum Development Committee (CDC) High School Course Proposal

The proposed course proposals are for courses to be added to the Lincoln High School 2019-2020 Course Description Book. Courses include: Anatomy and Physiology, Computer Science Discoveries A, Computer Science Discoveries B, Computer Science Principles A, Computer Science Principles B and Spanish V. The proposals have been reviewed and approved by the Curriculum Development Committee. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the Curriculum Development Committee (CDC) High School Course Proposal as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.5 Revisions to Board Policies

Attached is Vol. 33 No. 1 for your reference. The Superintendent and Planning Committee have reviewed and recommend approval. Board action was requested.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the revisions to Board Policies Vol. 33 No. 1 as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.6 Michigan State Police Grant Security Systems

Scope – As outlined in the Michigan State Police Grant, the district was awarded \$563,793 towards the safety and security of the staff, students, and Lincoln Consolidated School District community. Part of the awarded amount is for the purchase of an exterior door locking system, security app, secure cross corridors, new employee badge system, and updated fire/intrusion alarm system. The purpose of all of these items working in concert with each other is essential to the overall success of the system. The items recommended to the board of education meet the State of Michigan guidelines and budget set within the grant.

An approved vendor for the State of Michigan was selected to conduct the work. Sonitrol (Vendor ID CV0039454), \$366,591 estimated cost, not to exceed \$384,868.76, which includes installation. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve the Michigan State Police Grant Security Systems awarded to Sonitrol, not to exceed \$384,868.76 as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.7 Michigan State Police Grant Evacuation Displays

Scope: As outlined in the Michigan State Police Grant, the district was awarded \$563,793 towards the safety and security of the staff, students, and Lincoln Consolidated school district community. Part of the awarded amount is for the purchase of Emergency Evacuation Displays. The proposal recommendation includes the following items: Emergency Evacuation & Supporting Signage framing; Classroom evacuation displays, “V” shaped “fire Alarm” signage, “V” shaped “fire extinguisher” signage; Single sided “severe weather shelter area” signage; Emergency Employee Pamphlets full color folding “pocket inserts”; Fire department Pre-Plan prints 6 school sets.

1 Bid was received through the State of Michigan Bid Process. Bid Recommended – Fire Safety Displays Co, \$70,307.50 (3% discount with 50% deposit - \$2,109.22 savings) Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the Michigan State Police Grant Evacuation Displays awarded to Safety Displays Co, in the amount of \$70,307.50 as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.8 2018 Bond Budget Amendment Performing Arts Department

Scope: The Facilities, Lincoln High School administration and performing arts department are recommending the adoption of a budget increase for the work to be completed in the new performing arts wing. The addition of the requested budget increase will, greatly improve each area, set them up for future growth, and provide each department the appropriate space needed to have successful programs. The group is recommending increasing the original estimated budget of \$160,000 not to exceed \$350,000. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the 2018 Bond Budget Amendment for the Performing Arts Department as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

11.9 Superintendent Evaluation

The Board of Education evaluated the Superintendent using the Michigan Association of School Board’s Evaluation Tool and the State of Michigan required component of student growth. The outcome of the evaluation resulted in an “Effective” rating for the Superintendent. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we accept the Superintendent’s rating as “Effective” for the 2018-2019 school year as presented.

Ayes: 7
 Nays: 0
 Motion carried 7-0

11.10 January 2019 Finance Report

Enclosed are the January 2019, Financial Reports. The Superintendent recommends approval as presented.

It was moved by VanZomeren and seconded by Newlon that we approve the January 2019, Financial Reports as presented.

Ayes: 7
 Nays: 0
 Motion carried 7-0

11.11 January 2019 Trust & Agency

Enclosed is the January 2019, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by Newlon and seconded by LaBombarbe that we approve the January 2019, Trust & Agency Report as presented.

Ayes: 7
 Nays: 0
 Motion carried 7-0

11.12 January 2019 Check Register

Enclosed is the January 1-31, 2019, check register in the amount of \$2,239,394.38. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the January 1-31, 2019, check register in the amount of \$2,239,394.38 as presented.

Ayes: 7
 Nays: 0
 Motion carried 7-0

11.13 Personnel Transactions

<u>ACTION ITEMS</u>				
<u>Name</u>	<u>Position/Building</u>	<u>Effective Date</u>	<u>Status</u>	<u>Major/Step</u>
Lyle Culp	Model/Noon Supervisor	2/13/2019	New Hire	
Pete Eckhardt	Transportation/Mechanic	1/22/2019	Resigned	
Nicole Eldridge	Lincoln Riptides Swim Coach/Community Education	2/8/2019	Resigned	
Patience Johnson	Bishop/Noon Supervisor	6/1/2017	Resigned	
Amandy Partain	Childs/Noon Supervisor	9/1/2017	Resigned	
<u>Name</u>	<u>Position/Building</u>	<u>Return to Work Date</u>	<u>Status</u>	<u>Approved/Not Approved</u>
Lori Clark	Transportation/Bus Driver		FMLA Leave of Absence	Approved

It was moved by VanZomeren and seconded by Czachorski that we approve the February 22, 2019, 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 6:54 p.m.

Ayes: 7
Nays: 0
Motion carried 7-0