

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**March 11, 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  
Connie Newlon, Trustee  
Laura VanZomeren, Trustee  
Allie Sparks, Trustee

**ADMINISTRATORS PRESENT**

Adam Blaylock, Human Resources Director  
Paula Robinette, Brick Principal  
Phil Bongiorno, Facilities Director  
Adam Snapp, Finance Director  
Chris Westfall, Athletic Director

**OTHERS PRESENT**

Edgar Brown, Jim Harless, Rose Krumrer, Laticia Rankins, Marcia Cannon, Dawn Johnson, Dave Benard, Jeffery Vernon, Lloyd Ingram, Latricia Lawson, Lol Hammar, Karen Lavery, Pam Flucks, Mike Weathers, Michelle Cox, Laurie Price, Karen Cook, Kelly Curtis, Steven Mitchell, Jamie Lehto, Shirley Sundlinger, Debbie Berunell, Sandy Ferri, Sonia Neal and Norman Holman

**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.

**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: 7

Nays: 0

Motion carried 7-0

**6.0 PRESENTATIONS**

**6.1 Employee of the Month**

Katie Moffett

Please consider Katie Moffett, Coordinator for Athletic & Sport Development, for the Employee of the Month award.

Katie's work with students, faculty, staff, and community is exceptional, and she is known throughout our district for her tireless work ethic, commitment to our community, and unwavering belief in our students. She has been a crucial part of so many of our programs, athletically and academically, as you can find her with working athletes on the field or finding time for tutoring in the office. Our students know that she cares and can always count on her to be in their corner. She has been the leader on countless community projects as well, from our community "Domestic Awareness" nights, our cancer research fundraisers, or our school spirit drives.

In the athletic department, we are so proud of our community, of the ability and promise of our students, and of the positive role that athletics and "team" can play in the lives of our kids. Katie Moffett is, quite simply, the heart of the "Splitter Nation."

Chris Westfall  
Athletic Director

## 6.2 Brick Presentation

Presented by Paula Robinette

- Highlights:
  - Built in 1924
  - 503 Students
  - STEM Programming - Young 5s to grade 5
  - School-Wide Title I Building
  - Diverse Educational Setting
  - Total Enrollment: 503 Students-Males: 265 (53%) and Females: 237 (47%)
  - Free & Reduced: 60%
  - Special Education: 20%
- Enrollment trends for the 2018-2019 school year show a decline from the 2018-2018 school year.
- Behavior data shows an increase from 2017-2018 however a decrease from 2016-2017.
- NWEA shows growth in some areas and in other areas there is room for improvement.
- Points of Pride: Community Action Network, Green School, Maker Space, Department of Defense Grant, STEM Tutoring, UM Collaboration, EMU Athletes, MSU, Pennies for Patients, K-KIDS, Student Council, Community Outreach and Better Lesson
- 2019 Brick Student Council member 5<sup>th</sup> grader from Mrs. Johnson's Room, Caroline Bernard spoke about projects and monthly themes.
- Better Lesson update on coaching, strategies, reflection and future goals.

## 6.3 Strategic Plan-Goal #4 Facilities

Presented by Phil Bongiorno

Updates listed:

- Bond Project Planning stage – Field layout designed, Baseball/Softball concession stand & restroom building designed, Stadium building designed, Indoor training building designed.
- Field layout designs complete. Baseball/Softball complex to move to cloverleaf design with concessions/restroom building in the middle of the complex. The plan relocated the track and field event areas to allow the opportunity to double the number of event areas and to provide for proper distances needed for the events. The plan added a new practice football/lacrosse/soccer field between the baseball/softball & stadium complex. The turf field design is complete. The work is out for bid, with a bid opening date of March 12th.
- Bid Package #4 includes decorative barricades similar to the ones used by the playground at Brick Elementary school to be placed three feet from the shoulder of the road starting near the Performing arts parking lot, on the North and South sides of Rail-splitter Dr., to go all the way to the four way stop where Rail-splitter Dr. and Lincoln Trail meet, where there are no curbs present. Additional decorative barricades will then be added on the north and south sides of Lincoln Trail from the four way stop side to the curve on Lincoln trail.
- Technology Committee Priorities:

Staff Desktop Replacement	Mar-May 2019
Teacher Desktop Replacement	Jun-Aug 2019
Interactive displays (70 inch)	(2 yrs.) 2019-2020
Document Cameras	(all schools) Feb 2020
iPad Carts (Lower Elementary)	Aug 2019
Chromebooks (all schools)	2020

Chromebook One for One Beta Test	Pilot Jul-Sep 2019
Chromebook Insurance One for One	Pilot Jul-Sep 2019
SAN Server System	May-Jun 2019
Zulu Desk MDM	2019

- Bishop, Model and the classrooms at the high school will start June 2019.
- Childs & LMS are planned for 2020. Currently reviewing and revising the current plan to seek ways to decrease the square footage to try to reduce costs.
- Working with DTE to create a strategic energy plan to add detailed information regarding energy consumption per building to include electric, gas and water usage. The plan will detail areas of risk and will provide resources to minimize usage/risk.
- Currently pulling data for DTE and working to create a baseline year.
- Lincoln High School painted Third Floor hallway (Orange Hallway), and stairway near main office 2/25 in preparation for Kindergarten open house.
- Improve High School logistics and usage to be designed completed, Bid's received, currently reviewing estimates to budget.
  - Work to start April 8, 2019
  - Auditorium/stage to new band room & drama areas
  - Drama Storage to new choir room
  - Work to start June 14, 2009
  - Current band room to Weight room
  - Current choir room to cheer room
  - Current weight room to wrestling room
  - Current piano room to athletic meeting room
  - Current band storage to Athletic offices
- Capital Outlay Planning: designs completed bids to go out for roadways and bus loops end of March/early April.

## 7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

### 7.1 Superintendent's Report

- Middle School production of Willy Wonka is March 15-16 at the Performing Arts Center
- Constellation has donated \$7,500.00 toward the purchase of band uniforms
- Lincoln High School to host Robotics completion March 21-23
- Kindergarten roundup at Childs March 12<sup>th</sup>

### 7.2 Finance Report

#### 7.2.1 February 2019 Food Service Report

Reports were included in Board packet.

#### 7.2.2 February 2019 Student Enrollment Report

Reports were included in Board packet.

### 7.3 Facilities and Maintenance Report

#### Custodial Update:

- Custodial team has assisted in the monitoring and cleanup of 5 pipe breaks in the district. It has been their consistency and follow through that has saved the district thousands of dollars. 3 LHS, 1 LMS, & 1 Model.
- Received several compliments on service during the Regional Basketball games

#### Grounds Update:

- Continued focus on salting and snow removal

#### Maintenance Update:

- Made repairs to 5 pipe breaks throughout the district – 3 LHS, 1 LMS, 1 Model (4 of them were after hour repairs)
- Addressed 35 HVAC classroom & building work orders in the last 2 months
- Completed a major repair to the Boilers at Bessie Hoffman
- Restored power to the Wrestling room hallway, Special Ed department, IT, and Curriculum area that have been offline for over 15 years.
- Working with a vendor on a filter replacement program for the district for semi-annual replacements & unit inspections.

- Open Work Orders – 271 Entire District

7.4 Human Resources Report

- 474 active employees with 300 of those being Messa enrolled.
- Safety training will be scheduled for maintenance staff.
- 172 emails removed from the Lincoln All email list as non-Lincoln employees.

**8.0 PUBLIC COMMENT**

- Jeff Vernon stated his displeasure with the Transportation Department and the continued late buses.
- Sue Allen, Lincoln Bus Driver, read a letter from Jason Jarvis, Lincoln Bus Driver, that was unable to attend the Board of Education meeting to address his concern within the department. Sue Allen, also presented the Board of Education with a letter that was signed by the majority of the Transportation Department. Ms. Allen did not want to read the letter in Open Meeting.
- Mary Jo Callan and Mary Jane Tramontin from the WISD Board of Education presented the Lincoln Board of Education information on Partners in Education, Washtenaw Intermediate School District Educational Equity Policy and the year-end WISD Board of Education report for 2017-2018.

**9.0 BOARD REPORTS/CORRESPONDENCE**

9.1 Board Executive Committee Report

The Board Executive Committee will meet next on April 1, 2019, at 5:30 p.m. in the Superintendent's Conference Room.

9.2 Board Performance Committee Report

The Board Performance Committee met on March 5, 2019, with minutes forthcoming. Committee will meet again on April 22, 2019.

9.3 Board Planning Committee Report

The Board Planning Committee met on March 11, 2019, with minutes forthcoming. Next meeting to be held April 8, 2019.

9.4 Board Finance Committee Report

The next Finance Committee meeting is scheduled for April 1, 2019, in the Superintendent's Conference Room.

9.5 Reports and Correspondence

- Linc-bots placed 9<sup>th</sup> out of 40 teams and had the highest score of their match.
- The Board of Education's Operating Procedures are now posted to the website
- The Board wanted to thank all the staff that have helped with crowd control at the recent basketball games.
- Thanked staff and Kevin Upton for the Advance Ed review and all the work that went into the three days.

**10.0 NEW BUSINESS**

10.1 Non-Affiliate Contract Extensions

Below are recommendations for Non-Affiliate contract extensions. This is being presented for information only; Board action will be requested at a subsequent meeting.

Listed below are recommendations for Non-Affiliate contract extensions through the June 30, 2020, school year.

Robert Williams	Director, Student Services
Vicki Coury	Director, Communication & Information Services
Adam Blaylock	Human Resources Director
Kaitlin Moffett	Coordinator for Athletics & Sports Development
Ty Smith	Administrative Assistant to the Superintendent
Phil Bongiorno	Facilities Director

- 10.2 LAA Individual Contract Extensions  
Below are recommendations for LAA contract extensions. This is being presented for information only; Board action will be requested at a subsequent meeting.

Listed below are recommendations for LAA contract extensions through the June 30, 2020, school year.

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

## 11.0 OLD BUSINESS

- 11.1 Minutes of Previous Meeting  
11.1.1 Board Meeting February 25, 2019  
Enclosed are the minutes of February 25, 2019, Regular Meeting.
- It was moved by Newlon and seconded by VanZomerem that we approve the minutes of the February 25, 2019, Regular Meeting as presented.  
Ayes: 7  
Nays: 0  
Motion carried 7-0
- 11.2 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. Board action was requested.
- It was moved by Czachorski and seconded by Newlon that we approve the 2019 Elementary Summer School proposal as presented.  
Ayes: 7  
Nays: 0  
Motion carried 7-0
- 11.3 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. Board action was requested.
- It was moved by Czachorski and seconded by VanZomerem that we approve the 2019 Middle School Summer School proposal as presented.  
Ayes: 7  
Nays: 0  
Motion carried 7-0
- 11.4 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. Board action was requested.
- It was moved by Newlon and seconded by Czachorski that we approve the 2019 High School Summer School proposal as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

- 11.5 February 2019 Finance Report  
 Enclosed are the February 2019, Financial Reports. The Superintendent recommends approval as presented.

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

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

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

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

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

- 11.7 February 2019 Check Register  
 Enclosed is the February 1-28, 2019, check register in the amount of \$1,499,815.98. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the February 1-28, 2019, check register in the amount of \$1,499,815.98 as presented

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

- 11.8 Personnel Transactions

<b><u>ACTION ITEMS</u></b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Patience Johnson	Noon Supervisor/Bishop	6/30/2017	Resigned	
Josephine Joubert	Noon Supervisor/Brick	3/20/2018	Resigned	
Steve Marshall	Noon Supervisor/LMS	10/30/2016	Resigned	
Dana Martin	Noon Supervisor	4/30/2015	Resigned	
Lydia Newton	Noon Supervisor/LMS	9/10/2018	Transferred to LMS	
Robin Brezeale	Noon Supervisor/LMS	9/10/2018	Transferred to LMS	
Cindy Ellsworth	Noon Supervisor/LMS	10/1/2018	Transferred to LMS	
Judy Fleming	Noon Supervisor/Brick	6/30/2018	Resigned	
Sarah Papple	Sub Noon Supervisor/Childs	2/19/2019	Resigned	
Amanda Partain	Noon Supervisor/Childs	6/30 2017	Resigned	
<b>Name</b>	<b>Position/Building</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>
Ada Ochoa	Paraprofessional	3/25/2019	Leave of Absence	Approved
Kim Bogrow	Teacher	8/1/2019	Leave of Absence	Approved
Lisa Brown	Teacher	UNKNOWN	Leave of Absence	Not Approved

It was moved Czachorski and seconded by VanZomeren that we approve the March 11, 2019, Personnel Transactions Summary as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

**11.9 Superintendent Contract**

The Superintendent's current contract is July 1, 2018, through June 30, 2020.

It was moved by LaBombarbe and seconded by Czachorski that the District does not renew the Contract Term of the superintendent for the additional one (1) year period pursuant to the Evergreen clause in Section 1 of the Superintendent's Contract and therefore will provide the Superintendent with notice of nonrenewal of the Term by March 31, 2019.

Ayes: 6

Nays: 1 (Newlon)

Motion carried 6-1

**12.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Czachorski that we adjourn the meeting at 7:37 p.m.

Ayes: 7

Nays: 0

Motion carried 7-0