

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**July 22, 2019**  
**6:00 p.m.**  
**Media Center- High School**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Yoline Williams, President  
Jennifer LaBombarbe, Secretary  
Thomas Rollins, Treasurer (arrived 6:03)  
Laura VanZomeren, Trustee  
Allie Sparks, Trustee

**ADMINISTRATORS PRESENT**

Adam Blaylock, Human Resources Director  
Robert Williams, Students Services Director  
Adam Snapp, Finance Director  
Nik Jackson, Technology Director  
Nicole Holden, High School Principal

**OTHERS PRESENT**

Edgar Brown, Jim Harless, Karen Cook, Ronda Setter, Leslie Schwegler and Sarahanne Nelson

**1.0 CALL TO ORDER**

President Williams called the meeting to order at 6:01 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 Czachorski and 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 Sparks that we accept the agenda as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

**6.0 PRESENTATIONS**

(Rollins arrived at 6:03 p.m.)

**6.1 Strategic Plan Goal #2-Finance**

Presented by 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. First year completed with success!
- Staffing was adjusted during the summer to prepare for the 18/19 fiscal year. Adjustment are made continuously to accommodate student need.
- The District was awarded \$563,793 MSP grant to upgrade safety and security within the District.
- The new welcome area was open to start the enrollment process for the 18/19 fiscal year.

**7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

7.1 Superintendent's Report

- Middle School Block Party is scheduled for July 30, 2019, from 6:00-8:00 p.m.
- Transportation Director position had 61 applicants, interviews will be July 24 & 25, 2019.
- Turf on the football field has been started and along with new flooring in the High School, Model and Bishop.
- Middle School Assistant Principal position is posted.

7.2 Finance Report

- 7.2.1 June 2019 Student Enrollment Report  
Report was included in Board packet.
- 7.2.2 June 2019 Food Service Report  
Report was included in board packet.

7.3 Student Services

- Michigan has improved its rating from Needs Intervention to Needs Assistance on special education compliance and outcomes. This means Michigan has improved on several IDEA factors and is no longer in jeopardy of additional sanctions from Office of Special Education Programs.
- Federal special education compliance monitors will review randomly selected districts and ISDs in September.
- Washtenaw County continues to focus on improving graduation rates for students with IEPs. The focus for 19-20 is the documentation of accommodations
- Washtenaw County is rated at risk for disproportionately suspending students IEPs for the second year. If 19-20 suspension trends for the county continue, Washtenaw may be required by MDE to implement a county-wide Coordinated Early Intervention Services plan. This would allocate 15% of the county-wide IDEA grant to elementary programs to reduce special education eligibility.

**8.0 PUBLIC COMMENT**

No public comment.

**9.0 BOARD REPORTS/CORRESPONDENCE**

9.1 Board Executive Committee Report

Executive Committee minute are included in the Board packet with next meeting scheduled for August 5, 2019

9.2 Board Performance Committee Report

No report given.

9.3 Board Planning Committee Report

Planning Committee will meet next on August 15, 2019.

9.4 Board Finance Committee Report

Board Finance Committee will meet next on August 19, 2019.

9.5 Reports and Correspondence

- Former Lincoln standout Matthew Moorer ran the third leg of the USA 4x400 relay team that set a world record at the 2019 Pan American U20 Championships.

**10.0 NEW BUSINESS**

10.1 Customer Service Position

With the forthcoming bond work and the creation of the new Training Facility, it will become increasingly important that the District have staff assigned to interface with the public on various District matters. We recommend the creation of a new, non-affiliated position. This position will receive benefits similar to those of other non-affiliates. The expected wage rate for this position is estimated to be approximately \$21-22 per hour, at a total cost to the District estimated at \$61,000. This was presented for information only; Board action will be requested at a subsequent meeting.

- 10.2 Pool Coordinator  
The Lincoln Consolidated Schools pool will require additional, more management in order to allow both our athletic teams and our community education team to expand and become even more successful. We recommend the creation of a new (currently .25), non-affiliated position, which will manage, schedule, and otherwise operate the Lincoln Consolidated Schools pool. In addition, this full-time position will oversee the District's swim instructors and pool related community education programming. This position will receive compensation similar to those of other non-affiliates. The expected wage rate for this position is an hour wage of approximately \$19.23. With salary and benefits, the total expected cost of the position is \$54,000. This is a community education program which may be subsidized by the general fund. This was presented for information only; Board action will be requested at a subsequent meeting.
- 10.3 Community Ed Clerk  
The Community Education Clerk is currently overseen by the Athletic Director, but the position is housed in Central Office with significant distance between the evaluating administrator and the staff member. As a result, the Community Education Clerk will be moved to the Athletic Office. The Athletic Department will continue to evaluate the Community Education Clerk and evaluate staffing levels as needed in the future. The District expects that the evaluation of staffing levels will result in a reduction in this position in the future. This item is for information only because it relates to the other agenda items in this packet.
- 10.4 Assistant Athletic Director  
The District recognizes the contributions the Coordinator of Athletics makes towards our overall operations. The District proposes expanding the job duties of the current Coordinator of Athletics and implementing a change in title to Assistant Athletic Director. The Assistant Athletic Director will be charged with adding and growing middle school athletic programs, including soccer, baseball, and softball. In addition, the Assistant Athletic Director will be responsible for beginning youth sports and youth travel sports programs. The Assistant Athletic Director's compensation will be increased to reflect the increase in roles and responsibilities. Additional costs associated with the increase are expected to be slightly more than \$25,000.00. The position is currently split 70/30 between the general fund and community education. In the future, the split is expected to be a 50/50 split. 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 June 24, 2019  
It was moved by LaBombarbe and seconded by VanZomeren that we approve the minutes of the June 24, 2019, Regular Meeting as presented.  
Ayes: 5  
Nays: 0  
Motion carried 5-0
- 11.2 Bond Elementary Schools Security Cameras  
Security cameras for Child's, Model, Brick, and Bishop Elementary Schools.  
  
2 bids were received. Bid Recommended – Presidio Networked Solutions Group, LLC, \$97,471.21.  
  
It was moved by LaBombarbe and seconded by VanZomeren that we approve the Bond Elementary Schools Security Cameras awarded to Presidio Networked Solutions Group, LLC, in the amount of \$97, 471.21 as presented.  
Ayes: 4  
Nays: 0  
Motion carried 4-0
- 11.3 Bishop 5<sup>th</sup> Grade Camp  
Included in your packet in the information for fifth grade students at Bishop to attend 5<sup>th</sup> grade camp at Camp Storer. Board action was requested.  
  
It was moved by LaBombarbe and seconded by VanZomeren that we approve Bishop 5<sup>th</sup> Grade Camp to attend Camp Storer as presented.  
Ayes: 4

Nays: 0  
Motion carried 4-0

- 11.4 South West Washtenaw Consortium Contract-SWWC  
Included in your packet in a copy of the South West Washtenaw Consortium Contract-SWWC 2019-2026. Board action was presented.

It was moved by LaBombarbe and seconded by VanZomerer that we approve the South West Washtenaw Consortium Contract-SWWC as presented.

Ayes: 4  
Nays: 0  
Motion carried 4-0

- 11.5 High School Band and Choir Florida Trip  
Included in your Board packet in information on the High School Band and Choir trip to Florida. This trip takes place once every four years. Board action was presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the High School Band and Choir Florida Trip as presented.

Ayes: 4  
Nays: 0  
Motion carried 4-0

- 11.6 Print Management System  
The recommendation of the technology department is to purchase of this system labeled PaperCut. It is a standard cost and price variation are almost non-existent as they are the only product offered that is able to deliver on all the features we want to implement (auditing, secure printing, access control and paper use analysis. The technology department is asking board approval to purchase and implement a print management system for the district. This system will enable Lincoln to accurately determine cost of and tracking of printing throughout the entire district. This system will additionally bring about modern features and convenience for teachers and staff such as follow me printing; or card reading print job releases. These types of features will reduce printing waste and will help reduce the cost of printing to the district. This system's one-time implementation cost is \$19,153.70. With a 3-year licensing, maintenance and tech support cost of \$4,975.76. This licensing will require renewal every 3 years. The total cost is \$24,129.46. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the Print Management System awarded to PaperCut in the amount of \$24,129.46 as presented.

Ayes: 4  
Nays: 0  
Motion carried 4-0

- 11.7 E-Rate Middle School Network Infrastructure Upgrade  
It is the recommendation of the technology department to put forward Sentinel as the vendor for this project. They are not only knowledgeable about our infrastructure, but they are also recommending a proper upgrade with switching equipment with the next generation of Cisco products. All other vendors fell short on either installation, offering last to current generation equipment or non-Cisco products. Asking board approval for the middle school's network infrastructure upgrade. In the next two years; technology is developing a plan to deploy enough mobile devices to each student throughout the district. Introducing over 3000 devices burdens the network infrastructure requiring increased network bandwidth and services; the aging network infrastructure must be upgraded in order to meet this demand. Leveraging E-Rate we are looking at a 2 year phased plan for schools years 19-20 and 20-21 to completely overhaul and upgrade all the network switches in each building across the district starting with the middle school and adding redundant power systems to assist in continual power availability through power outages. Please see attachments for details. Board action was requested

It was moved by LaBombarbe and seconded by Sparks that we approve E-Rate Middle School Network Infrastructure Upgrade awarded to Sentinel as presented.

Ayes: 4  
Nays: 0

Motion carried 4-0

11.8 Upgrade Network Hosts and SAN Storage

Nik Jackson also recommends Sentinel as the vendor for this project and the NetApp product. Not only is this product cheaper but it also serves all the same functionality as the competing products in Hewlett-Packard and Nimble. Additionally, it has a cloud interface allow technology to securely manage this system from anywhere. Asking board approval to upgrade 2 of 3 network server hosts with bond funds. This will include upgrading the storage area network (SAN). These 2 hosts are nearing 10 years in age; 4 years beyond their recommended service date and 3 years beyond the manufacturer's end of life support. These systems host several of the districts network services to include the HVAC system, staff/teacher storage drives, printer services, meal magic services, transportation services, among several other systems. These systems are critical in keeping Lincoln's network operations and services functional. Please see attachments for details. Board action was requested.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the Upgrade Network Hosts and SAN Storage awarded to Sentinel as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

11.9 June 2019 Trust & Agency Report

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

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

Ayes: 4

Nays: 0

Motion carried 4-0

11.10 June 2019 Check Register

Enclosed is the June 1-30, 2019, check register in the amount of \$2,343,443.11. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the June 1-30, 2019, check register in the amount of \$2,343,443.11 as presented

Ayes: 4

Nays: 0

Motion carried 4-0

11.11 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>
Ana Katirai	Teacher/Lincoln High Schools	6/30/2019	Retired	
Jada Guinn	Lifeguard/Community Ed.	6/19/2019	New hire	
Jenna Bush	Lifeguard/Community Ed.	6/19/2019	New hire	
Deb Wilkerson	Noon Supervisor/Childs	6/30/2018	Resigned	
Sarahanne Nelson	Asst. Bldg. Sec./Bishop	8/25/2019	New hire	
Jeff Petzak	Asst. Principal/Lincoln Middle School	7/11/2019	Retirement	
Donna Marshall	Bus Driver/Transportation	6/11/2019	Resigned	
<b>Name</b>	<b>Position/Building</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>
Gretchen S. Contreras	Teacher/Lincoln High School	7/1/2019	FMLA	

It was moved by LaBombarbe and seconded by Sparks that we approve the July 22, 2019, Personnel Transactions Summary as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

**12.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 6:30 p.m.

Ayes: 4

Nays: 0

Motion carried 4-0