

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
December 9, 2019
6:00 p.m.
Media Center- High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Yoline Williams, President
Jennifer LaBombarbe, Secretary
Thomas Rollins, Treasurer
Connie Newlon, Trustee
Laura VanZomeren, Trustee (arrived 6:03 pm)

ADMINISTRATORS PRESENT

Adam Blaylock, Human Resources Director
Adam Snapp, Finance Director
Bob Merritt, Transportation Director
Robert Jansen, Bishop Principal
Nicole Holden, High School Principal
Nik Jackson, Technology Director
Karen Thomas, Food Service Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Sherry Smith, Melissa Palmquist, Julia Bryant, Julianna Merritt, Brenda Gonzalez, Karen Cook, Laurie Price, Kristen Rahn and Ronda Setler

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 VanZomeren.

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. (VanZomeren entered at 6:03 pm)

5.0 ACCEPTANCE OF AGENDA

It was moved by LaBombarbe and seconded by Newlon that we accept the agenda as presented.

Ayes: 4

Nays: 0

Motion carried 4-0

6.0 PRESENTATIONS

6.1 Employee of the Month

It's an honor to nominate Brenda Gonzalez for the Lincoln Consolidated Schools Employee of the Month. Maestra Gonzalez masterfully teaches a kindergarten/ first grade Spanish Immersion Multiage classroom here at Bishop Elementary.

Maestra Gonzalez is an extremely talented, dedicated, organized and caring educator. She is always looking for ways to extend her own learning for the benefit of her students, our Spanish Immersion Program and our entire Bishop School Community. She is a proven leader who serves on our school improvement team, mentors two non- tenured teachers, currently host a student teacher from Eastern Michigan, leads our bi-weekly Spanish Immersion meetings, serves on our cultural exchange committee, along with helping in

many other ways in our school community. Maestra Gonzalez will be traveling with 15 Bishop students to Madrid, Spain this spring.

Maestra Gonzalez is a true advocate for our Spanish Immersion program and deserves a great deal of credit for the programs many successes. She is so deserving of this recognition.

Nominated by Robert Jansen

6.2 Vendor of the Year

Benito's Pizza has been acknowledged as Lincoln Consolidated Schools 2019 Vendor of the Year

6.3 Transportation Update

Presented by Bon Merritt

- Bus fleet 2019-2020 include a total of 38 buses with 21 General Education and 12 Special Education
- Bus routes for 2019-2020 total 21 Secondary and 17 Elementary
- Improvements since the beginning of 2019-2020 school year
 - NO BUS HOLDS SINCE OCTOBER 15th
 - Department morale greatly improved
 - Absentee rate reduced to 1.9% average for the year
 - Updated information on transportation page of website
 - New camera system to be installed soon on all buses
 - Improved two-radio with digital repeater system that will extend from Port Huron to Jackson and down to Toledo
 - GPS added to all buses
 - Improved timekeeping and accuracy for payroll
 - Created tracking for problematic behavior on buses
- Problematic bus behavior continues to be the number one challenge regarding student safety, driver morale, and hiring, and is a significant concern for parents in the district.
- Training
 - Train the Trainer on Nov 13th, 2019
 - Washtenaw Director meetings
 - Beginner School Bus Driver Class in January
 - Transportation Supervisor Class in Lansing in Spring 2020
 - Autism De-Escalate Meltdowns Class
 - Creating training programs for drivers and aides
 - Created bus evacuation drills training and schedule
 - Researching student ridership and tracking through RFID technology that will have a parent portal

6.4 Middle School Government Trip Presentation

Presented by Julia Bryant and Middle School students

Middle School students presented to the Board of Education about their experience at Michigan Youth in Government trip to Lansing.

6.5 Aramark Food Service Presentation

Presented by Karen Thomas

- Getting to know what our students want by constantly monitoring participation with student surveys – National preference data and Student Advisory Committee
- Annual and continuous customer service training with employees
- Expand access to meals and continue communication with families regarding free & reduced availability. Monitor and expand Community Eligibility Provision
- Fiscal & regulatory responsibility by ensuring our program is fiscally sound and adhering to all USDA regulations required.
- 125 new recipes, 10 new FUEL promotions and 14 holiday and theme events.
- Lincoln 3% food waste.

6.6 Advance Ed Presentation

Presented by Kevin Upton

NWEA smart goals workshop in January

Presented the Board of Education with a plaque for five years of AdvancEd accreditation

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Mr. McNatt went over changes to the morning drop-off and afternoon pick-up with the Board of Education to be implemented and the High School and Middle School after students return in January.

7.2 Finance Report

- 7.2.1 November 2019 Food Service Report
Report provided in Board packet
- 7.2.2 November 2019 Enrollment Report
Report provided in Board packet

7.3 Human Resources

- 75 employees (16%) made changes to their benefits during open enrollment.
- Substitute teacher fill rate is improving.

7.4 Curriculum Report

- (TRAILS) program received a 5-year, \$2.5 million grant from the U.S. Department of Education to improve the academic engagement and performance of students at Lincoln Middle School and Lincoln High School by creating school-delivered student health and wellness programs structured around three tiers of service delivery – prevention, early intervention, and crisis response. The grant funding and people involved have already generated an impressive set wellness focused strategies and activities.

8.0 PUBLIC COMMENT

- Sherry Smith, paraprofessional, stated the substitute teacher pay increase did not address the support safe sub shortage.
- Melissa Palmquist, community member, stated she wrote a letter to the Board of Education on November 17, 2019 and commented at the November 25, 2019, Public Comment during the Board of Education meeting and has not received a response from the Board of Education.

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report

Board Executive Committee met on December 2, 2019; minutes will be forthcoming. Next meeting will be decided after the Organizational Meeting.

9.2 Board Performance Committee Report

Next meeting will be decided after the Organizational Meeting.

9.3 Board Planning Committee Report

Board Planning Committee met on December 9, 2019, and covered Vol 34 No. 1. Next meeting will be decided after the Organizational Meeting.

9.4 Board Finance Committee Report

Next meeting will be decided after the Organizational Meeting.

9.5 Reports and Correspondence

Split Dimensions preformed at the Detroit Pistons game.

10.0 NEW BUSINESS

10.1 Student Discipline

10.1.1 Student #5

The Board Discipline Committee met on November 26, 2019, to conduct a disciplinary hearing for Student #5 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #5 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.1.2 Student #6

The Board Discipline Committee met on December 4, 2019, to conduct a disciplinary hearing for Student #6 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #6 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.2 Organizational Meeting

A motion is requested Monday evening to schedule the Organizational Meeting for Monday, January 13, 2020.

It was moved by LaBombarbe and seconded by Newlon that we schedule the Board Organizational Meeting for Monday, January 13, 2020 at 6:00 PM.

Ayes: 5

Nays: 0

Motion carried 5-0

10.3 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 2019 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, 2020. Board action was requested.

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

Ayes: 5

Nays: 0

Motion carried 5-0

11.0 OLD BUSINESS

11.1 Minutes of Previous Meeting

11.1.1 Board Meeting November 21, 2019

11.1.2 Closed Session November 21, 2019

11.1.3 Board Workshop November 25, 2019

11.1.4 Closed Session November 25, 2019

Enclosed are the minutes of the November 21, 2019, Regular Meeting and Closed Session and November 25, 2019, Regular Meeting and Closed Session.

It was moved by VanZomeren and seconded by Rollins that we approve the minutes of the November 21, 2019, Regular Meeting and Closed Session and November 25, 2019, Regular Meeting and Closed Session as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.2 2019-2020 Budget Amendment

The proposed budget amendment accounts for changes in student count, foundation allowance increase, and additional special education/Medicaid funds from the ISD. The amendment also accounts for staffing

changes, settling three (3) union contracts, and increased insurance costs. Non-payroll increases include curriculum, transportation, and building budgets. Overall, the district projected a fund balance increase and we expect fund balance to continue to climb a little during the February, April, and June amendments. Board action is requested.

It was moved by Newlon and second by LaBombarbe that we approve the 2019-2020 Budget Amendment as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.3 Emergency Operations Plan

"A school district, intermediate school district, or public school academy that adopts and implements a statewide school safety information policy under section 1308 that meets the requirements under subsection (3) is in compliance with subsection (2)."
[http://www.legislature.mi.gov/\(S\(po1hgvpe1j0nrffxwiiwjjoo\)\)/mileg.aspx?page=GetObject&objectname=mc1-380-1308b](http://www.legislature.mi.gov/(S(po1hgvpe1j0nrffxwiiwjjoo))/mileg.aspx?page=GetObject&objectname=mc1-380-1308b) The guidance from MSP was updated 11/21/19 to provide a secondary option to adopt the statewide school safety information policy. However, the full legislation reads that, in order to adopt the policy you must already have adopted an EOP that meets criteria outlined in section 3 of the legislation. When we originally met to review the EOP, we compared our WISD formerly adopted document to the new template provided by MSP and realized we were missing the depth and breadth requested by MSP. Conversations with our Emergency Manager prior to the last round of MSP Competitive School Safety Grants further highlighted that our plans needed more depth before approval and, subsequently, before we could opt to use the statewide school safety information policy.

The document attached in the Board packet has been edited to say, Lincoln Consolidated Schools. Please take note; the final document will have each building within the District having their own Emergency Operations Plan and their school name on the document. Board action is requested.

It was moved by LaBombarbe and seconded by Newlon that we approve the Emergency Operations Plan as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.4 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 Rollins that we accept the Superintendent's rating as "Effective" for the 2019-2020 school year as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.5 Bond Performing Arts Center Shell

Bond – Performing Art Center Orchestra Shell:
Purchase of an acoustical performance orchestra Shell.

1 bid was received.

- Bid Recommended – Stage Right. Total \$151,855.

Bond Project Budget	\$153,000
Stage Right	(\$151,855)
Net Bond Total	(\$1,145) Under Budget

It was moved by VanZomeran and seconded by LaBombarbe that we approve the Bond Performing Arts Center Shell awarded to Stage Right in the amount of \$151,855.00 as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.6 Bond Musical Instruments
Purchase of a musical instruments for the band program.

3 bids were received.

- Bid Recommended – Music & Arts. Total \$39,467.
- Bid Recommended – Marshall Music, Inc – Total \$1,525

Bond Project Budget	\$147,000
Music & Arts (Current Bid Recommendation)	(39,467.00)
Marshall Music, Inc (Current Bid Recommendation)	(\$1,525.00)
Lone Star Percussion (Previous Awarded Amount)	(\$13,832.00)
Washington Music (Previous Awarded Amount)	(\$68,593.35)
Net Bond Total	(\$23,582.65) Under Budget

It was moved by LaBombarbe and seconded by Newlon that we approve the Bond Musical Instruments purchase awarded to Music & Arts in the amount of \$39,467.00 and Marshall Music, Inc. in the amount of \$1,525.00 as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.7 Bond Chromebooks and Charging Storage Carts
Seeking board approval to purchase 2090 Chromebooks and 28 charging and storage carts to house them to begin preparing a 1 for 1 initiative in the district. The goal is to purchase enough devices to equip each student from 3rd grade and above with a device they can utilize while on campus. We intend to have all devices fully enrolled in our management system and deployed to student over the course of the school year and into the summer of 2020. The breakdown includes:

LHS - 750 Chromebook / 9 carts (\$203,917.50)
LMS - 690 Chromebook / 6 carts (\$185,335.50)
Bishop - 200 Chromebook / 4 carts (\$55,970.00)
Brick - 250 Chromebook / 4 carts (\$68,967.50)
Childs - 200 Chromebook / 5 carts (\$56,965.00)
TOTAL = \$571,155.50

Each Chromebook will include a 3-year accidental damage warranty and we anticipate having about 30-40 in stock for immediate replacement in case of damages. Essentially the damaged Chromebook will be sent away for repair and we will use the in-stock system as an immediate replacement backfilling with the repaired one to ensure no student is without a device while they are away in repair status.

It was moved by LaBombarbe and seconded by Rollins that we approve the Bond Chromebooks and Charging Storage Carts awarded to CDW-G in the amount of \$571,155.50 as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.8 November 2019 Finance Report
Enclosed are the November 2019, Financial Reports. The Superintendent recommended approval as presented.

It was moved by Newlon and seconded by VanZomeren that we approve the November 2019, Finance Report as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

- 11.9 November 2019 Check Register
Enclosed is the November 1-30, 2019, check register in the amount of \$2,669,409.18. The Superintendent recommended approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the November 1-30, 2019, check register in the amount of \$2,669,409.18 as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

- 11.10 November 2019 Trust and Agency
Enclosed is the November 2019, Trust & Agency Report. The Superintendent recommended approval as presented.

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

Ayes: 5
Nays: 0
Motion carried 5-0

- 11.11 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Position/Building	Effective Date	Status	Major/Step
Arnituris Garland	Noon Supervisor/Lincoln High School	11/18/2019	New Hire	
Christine Grajczyk	Customer Services Specialist/Central Office	11/18/2019	Transfer	
Kelissia Stewart	Bus Driver/ Transportation	11/18/2019	New Hire	
Katelyn Todd	Speech and Language Pathologist/Model Elementary	12/2/2019	New Hire	
Aiden Lahtinem	Lifeguard/Community Education	11/15/2019	New Hire	

It was moved by Newlon and seconded by Rollins that we approve the December 9, 2019, Personnel Transactions Summary as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Newlon that we adjourn the meeting at 7:27 p.m.

Ayes: 5
Nays: 0
Motion carried 5-0