

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
March 9, 2020
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

ADMINISTRATORS PRESENT

Robert Jansen, Interim Superintendent
Adam Blaylock, Human Resources Director
Robert Williams, Student Services Director
Adam Snapp, Finance Director
Mary Aldridge, Childs Principal
Paula Robinette, Brick Principal

OTHERS PRESENT

Edgar Brown, Jim Harless, Rosemary Krumrer, Laticia Rankins, Edgar Brown, Shirly Brodie, Scott Brodie, Ronda Shelter, Jennifer Harless, Sherry Smith, Laurie Price, Jamie Lehto, Briana Jones and Lindsay F.

1.0 CALL TO ORDER

President Williams called the meeting to order at 6:02 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 Sparks and VanZomerem.

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

6.1 Employee of the Month

It's an honor to nominate Mrs. Sue Brodie for the Lincoln Consolidated Schools Employee of the Month. Mrs. Brodie serves as an At- Risk teacher and Literacy Coach at Bishop Elementary. Along with masterfully teaching her students, she serves on our school improvement team, serves as our Language Arts chair, building testing coordinator, as well as taking on many other leadership roles for Bishop and the district. You will often find Mrs. Brodie helping out with before or after school events. She organizes our literacy nights, helps with the musical and assists with the majority of our BRAVO events. Through her Literacy Coach lens, Mrs. Brodie is someone our staff frequently relies on as an expert in the educational field. Along with coaching and mentoring individual staff, Mrs. Brodie has put together some high-level Professional Development opportunities for many of our staff. Sue is a leader in the Washtenaw area in the

implementation of the KRA assessments. She is often contacted by other buildings and districts for her expertise as an educator. Mrs. Sue Brodie is truly a dedicated, organized, gifted and caring educator. Mrs. Brodie is extremely deserving of this recognition. She is a true treasure to the Bishop Multi-age Community and our district.

6.2 Brick Elementary
Presented by Paula Robinette

Brick facts:

- Built in 1924
- 496 Students
- 65 Staff Members
- STEM Programming-Young 5s to Grade 5
- School-Wide Title I Building
- Free Breakfast and Lunch for all students
- AdvancED Accreditation
- Certified Emerald Green School

Demographics

- Total Enrollment: 496
- Males: 266
- Females: 230
- Free and Reduced: 60%
- Special Education: 24%
- ELL: 4%

NWEA, MSTEP and Behavior Data graphs provided in packet showing trends of improvement in NWEA and MSTEP with an increase in behavior.

School Improvement-Reading, Math and Behavior

- Reading-Literacy Coaches, PD for the 10 Essentials of Reading, using Journeys with fidelity and accessing resources, LLI and online resources
- Math-Math Coaches, using Math Expressions with fidelity and accessing resources
- Behavior-PBiS, Behavior Specialis

School Improvement STEM

- New collaboration with UniteSTEM Lab
- Looking at STEM differently
- Reviewing Engineering is Elementary Kits
- Planning for the future
- Professional Development Opportunities

6.3 Bond Update
Presented by Phil Bongiorno

Completed Projects:

- Classroom door locking devices
- Flooring replacement (Bishop, Model and LHS)
- Roof replacement (Bishop and LHS)
- Fence around Bishop playground
- Seven new buses
- New band instruments
- New stadium turf field
- New fence to secure stadium field
- New choir room
- New cheer room

Approved Projects in Process

- Current Construction Approved Projects:
 - Secure entryways (Bishop, Brick, Childs, Model, LMS, and LHS)
 - Cross corridor security doors
 - Security cameras (Brick, Model, Bishop, and Childs)
 - Instructional technology
 - Renovate existing drama practice room to band room
 - Renovate existing drama practice room to drama room

Spring 2020 Approved Projects:

- New Baseball/Softball complex with irrigation
 - Construction of training field house
 - Renovate existing band room to weight room
- Summer 2020 Approved Projects:
 - Flooring replacement (Childs's and LMS)
 - Replace Railsplitter Dr.
 - Childs bus loop replacement
 - New parking lot and lighting
 - Renovate existing weight room to wrestling room
 - Acoustical shell Performing Art Center
 - Baseball/Softball concession/press box

Projects Outstanding

- Athletic Equipment (weight room, field house and track/field)
- Fitness center weight equipment
- Playground equipment Bishop
- Construction of stadium building
- Indoor training building bleachers
- Additional band instruments

Bond grid up to date at Lincoln12.org

6.4 Goal #4-Facilities

Presented by Phil Bongiorno

Updates:

- New field house, and softball/baseball concessions work will begin in Spring of 2020. Stadium clubhouse still in final planning stages.
- New Baseball/softball fields construction will start in Spring 2020.
- Working on new and improved ground plan for the district.
- Working with the marketing department to upgrade banners along Railsplitter Drive and Lincoln trail.
- Curbs, parking lots and roadways-need to secure new funding for this plan, funds unavailable in the bond at this time.
- We have deployed 330 Chromebooks in 11 carts to Bishop. It took a little over two weeks to accomplish and we'll use what we learned in this first wave to improve efficiencies going forward.
- Chromebook Carts Deployment Schedule (subject to change):
 - Brick March 2 - 6
 - Childs March 16 - 20
 - LMS March 30 - April 17
 - LHS April 27 – TBD
- Tech Committee will work as a group to provide directives on:
 - Maintenance of Chromebooks
 - Accountability of Chromebooks
 - Asset Management of Chromebooks (for annual auditing)
 - Care of Chromebooks while in the classroom
 - The Board will be asked to approve the purchase of 60 additional IFP (interactive flat panels) to be installed over the summer in April.
 - Working with the Tech Committee and building administrators, classrooms will be identified for the additional IFPs installations.
- LMS and Childs flooring replacement planned for summer of 2020.
- Yellow, Blue and purple hallways painted; statue, bus loop, and ramp stairwells painted.
- New Choir room completed
- New Cheer room completed
- New drama room and new band room construction in process right now.
- New weight room and wrestling room scheduled for summer of 2020.
- Plans are being made to move the athletic offices/counseling, working on layout, location and budget.
- Repairs needed to gym lights at LMS, replacing all drivers to LED. Projected annual energy savings of \$4,500.

- Railsplitter Dr., child's bus loop, and new parking lot planned for summer 2020.

6.5 2019-2020 Budget Amendment

Presented by Adam Snapp

An increase in revenues as indicated in the March 2020 budget amendment include significant changes to state aid and inter-district revenue. The largest increase is for Medicaid funds received to reimburse the District from last year's expenditures. Last year was the first full year of the District having both teachers and para's document services for Medicaid. This resulted in almost double the amount of Medicaid revenue the District would typically receive. The state aid increase considers both positive and negative changes and additional grants that were received during the year, like the early learning literacy grant.

When reviewing expenditures there was a concentration on the non-payroll related items, although, the Interim Superintendent and Curriculum Director were considered, which take place in the instructional support and general administration line items. Instruction and added needs increase due to projected sub costs. Instruction also increase due to an email from the ISD notifying the District of increased WEOC program costs.

Central costs increased to workers comp service fees (Broadspire) and Technology costs that have come up from all of the upgrades. However, it is expected that there will be budget remaining at the end of the year.

Operations and maintenance increased due to thinking that the Model roof invoice was already paid when the November budget amendment was created.

The increase in transportation costs related to the assumed purchase of a new (used) special education bus. Also, the fuel and parts budget appear to be overstated, so that helped offset some of the bus costs.

Because of the driver shortage, transportation does not believe it will be able to meet the needs of athletic events. A discussion is in place as to how to transport kids for spring sports, but \$30k was included in that line item as a precaution. The District will do what it can to minimize these costs.

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Michigan State Police audit all buses passed
- Introduced Karensa Smith, Director of Curriculum & Instruction.
- COVID-19 is being discussed daily and plans are starting to form in the event schools close.

7.2 Finance Report

7.2.1 February 2020 Food Service Report
Reports provided in Board packet.

7.2.2 February 2020 Enrollment Report
Reports provided in Board packet.

7.3 Human Resources

Presented by Adam Blaylock

- Next staffing meeting will take place prior to Spring Break.
- Probationary and Tenure recommendations will be on the next Board agenda

7.4 Facilities & Maintenance

Presented by Phil Bongiorno

- 484 work orders
- Entering mowing season soon
- Pool in currently shutdown for repair
- Disinfecting and cleaning all buildings every night

8.0 PUBLIC COMMENT

- Sherry Smith, Paraprofessional, addressed the Board of Education about student lunches

- Jamie Lehto, Teacher, addressed the Board of Education about food service.

9.0 BOARD REPORTS/CORRESPONDENCE

- 9.1 Board Executive Committee Report
Board Executive Committee met on March 2, 2020 and will meet next April 6, 2020.
- 9.2 Board Performance Committee Report
Canceled meeting to be schedule in the future.
- 9.3 Board Planning Committee Report
Next Planning Committee meeting is scheduled for April 13, 2020.
- 9.4 Board Finance Committee Report
April 6, 2020 is the next schedule Finance Committee meeting.
- 9.5 Reports and Correspondence
The Board of Education presented Adam Blaylock with a card anticipating the birth of his new baby.

10.0 NEW BUSINESS

10.1 Student Discipline

10.1.1 Student #12

The Board Discipline Committee met on February 11, 2020, to conduct a disciplinary hearing for Student #12 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 #12 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.1.2 Student #13

The Board Discipline Committee met on February 11, 2020, to conduct a disciplinary hearing for Student #13 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 Rollins that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #13 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.1.3 Student #14

The Board Discipline Committee met on February 14, 2020, to conduct a disciplinary hearing for Student #14 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 #14 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.1.4 Student #15

The Board Discipline Committee met on February 14, 2020, to conduct a disciplinary hearing for Student #15 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 Rollins that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #15 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.1.5 Student #16

The Board Discipline Committee met on February 24, 2020, to conduct a disciplinary hearing for Student #16 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 #16 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.2 Student Trip

10.2.1 5th Grade Camp-Childs

A proposed student trip for 5th grade students at Childs Elementary to have an overnight camp to Howell Conference and Nature Center. This was presented for information only; Board action will be requested at a subsequent meeting.

10.3 Special Education Bus

The 3-year old SPED bus that is currently on hold from Midwest International is too good of deal to pass on. The bus was a used bus from Gibraltar Schools that was purchased on a 3-year lease program. The Gibraltar Schools mechanic brought copies to transportation of all the maintenance done on the bus to show how well maintained the bus was while in their fleet.

This new SPED bus will replace a 19-year-old bus currently still being driven in our fleet. The recommendation is spending a portion of the 2020-2021 bus purchase budget now to purchase this 3-year-old bus for around \$66,000. A new SPED bus runs around \$130,000 to \$140,000 depending on the configuration. Board action was requested.

It was moved by LaBombarbe and seconded Newlon that we approve the recommendation of the Transportation Director and Interim Superintendent to purchase one Special Ed bus spending a portion of the 2020-2021 bus purchase budget as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.4 2019-2020 Budget Amendment

Information was presented during 6.5 2019-2020 Budget Amendment.

This was presented for information only; Board action will be requested at a subsequent meeting.

10.5 Non-Affiliate Contract Extensions

Below are recommendations for Non-Affiliate contract extensions. This was 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, 2021, school year.

Robert Williams	Director, Student Services
Vicki Coury	Director, Communication & Information Services
Adam Blaylock	Human Resources Director
Bob Merritt	Transportation Director
Kaitlin Moffett	Assistant Athletic Director
Ty Smith	Administrative Assistant to the Superintendent
Phil Bongiorno	Facilities Director

- 10.6 LAA Individual Contract Extensions
Below are recommendations for LAA contract extensions. This was 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, 2021, school year.

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

- 10.7 Food Service Contract (RFP)
Due to the desire of the District to investigate options for food services the Business Office will prepare the RFP for food services for the 2020-2021 school year. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the food services Request For Proposal-RFP as presented

Ayes: 5

Nays: 0

Motion carried 5-0

- 10.8 2020-2021 Master Calendar
The 2020-2021 Master Calendar has been agreed upon by the LEA and the Superintendent and meets the 1098 clock hours, 180 plus days requirements as mandated by the State of Michigan Superintendent recommends approval as presented. 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 Regular Meeting February 10, 2020
11.1.2 Closed Session February 10, 2020
11.1.3 Board Workshop February 24, 2020
Enclosed are the minutes of the February 10, 2020, Regular Meeting and Closed Session and the February 24, 2020, Board Workshop.

It was moved by LaBombarbe and seconded by Newlon that we approve the minutes of the February 10, 2020, Regular Meeting and Closed Session and the February 24, 2020 Board Workshop as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

- 11.2 LincBots Student Trip
A proposal High School and Middle School LincBots to attend three separate competitions each contingent upon placement at the previous competition. All three proposals are overnight trip and trip documentation is attached in the Board packet. Board action was requested.

It was moved by Newlon and seconded by Czachorski that we approve Linc-Bots student trip as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.3 Summer School 2020 High School

The proposals are essentially the same as in past years with one important difference we are moving from a 5-week program to a 4-week program in **all three buildings**. Instead of Monday-Thursday summer schools will run Monday-Friday for four weeks.

- 5-day weeks allow for more condensed instructional delivery. Students have 5 consecutive days of learning allowing more opportunities to extend learning on a particular topic or unit of study, without interjecting a 3-day hiatus every week.
- It increases consistent contact for students in their learning environment and affords instructors an additional day in the week's plans to offer enrichment and intervention programming.
- It may serve to increase attendance, as families might be less inclined to attempt weekend vacations that inevitably impact students returning to school on Mondays/ attending on Thursdays.
- Parents have expressed concerns about time for family vacations. The possibility of an earlier end to the summer program might encourage families to make vacation plans accordingly while still being able to prioritize their children's educational plan.
- HS students have expressed that they would like to have additional availability for their summer employment for post-secondary transition. Some of our students also attend camp as counselors/campers to develop additional life-skills. This also benefits our students that are athletes who participate in the community.
- Finally, the new time-frame for the summer program aligns with the possibility of starting schools before Labor Day and allowing students to decompress for mental health benefits.

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 is requested.

It was moved by LaBombarbe and seconded by Newlon that we approve Summer School 2020 High School as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.4 Summer School 2020 Middle 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 is requested.

It was moved by Newlon and seconded by Czachorski that we approve Summer School 2020 Middle School as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.5 Summer School 2020 Elementary 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 is requested.

It was moved by LaBombarbe and seconded by Newlon that we approve Summer School 2020 Elementary School as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

11.6 February 2020 Finance Report

Enclosed are the February 2020, Financial Reports. The Superintendent recommends approval as presented.

It was moved by Newlon and seconded by Rollins that we approve the February 2020, Finance Report as presented.

Ayes: 5
 Nays: 0
 Motion carried 5-0

11.7 February 2020 Check Register

Enclosed is the February 1-29, 2020, check register in the amount of \$2,444,617.92. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the February 1-29, 2020, check register in the amount of \$2,444,617.92 as presented.

Ayes: 5
 Nays: 0
 Motion carried 5-0

11.8 February 2020 Trust and Agency

Enclosed is the February 2020, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Newlon by that we approve the February 2020, Trust & Agency Report as presented.

Ayes: 5
 Nays: 0
 Motion carried 5-0

11.9 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Position/Building	Effective Date	Status	Major/Step
Tammy Hoops	GSRP Paraprofessional/Model Elementary	3/13/2020	Resigned	Step 1
Kenny Wilson	Bus Aide/Transportation	1/31/19	Resigned	
James Wilson	Bus Aide/Transportation	2/5/2020	Re-hire	
Debra Elliott	Special Education Paraprofessional/Brick Elementary	2/10/2020	Transfer	Step 7
Kujawa Dukes	Bus Aide/Transportation	2/7/20	Resigned	
Erin Podgorski	Title I Teacher/ Brick Elementary	3/2/20	New Hire	
Eric Howard	Mechanic/Transportation	2/26/2020	Termination	
Maria Barragan-Barajas	Spanish Immersion Teacher 2-3 grade/Bishop Elementary	3/2/2020	New Hire	
Marques Johnson	Community Assistant .5/Lincoln Middle School	3/2/2020	New Hire	Step 1
Karensa Smith	Curriculum Director	3/16/2020	New Hire	
Lamanzar Williams-Smith	Bus Driver/Transportation	2/14/2020	Resigned	
Claudia Fernandez-Martinez	Spanish Immersion Teacher 2-3 grade/Bishop Elementary	2/28/2020	Resigned	

It was moved by LaBombarbe and seconded by Newlon that we approve the March 9, 2020, Personnel Transactions Summary as presented.

Ayes: 5
 Nays: 0
 Motion carried 5-0

12.0 CLOSED SESSION

12.1 Negotiations

It will be necessary to enter closed session to discuss negotiation, not to return to open session.

A roll call vote will be necessary.

It was moved by LaBombarbe and seconded by Czachorski in pursuant to Sections 8(c) of the Open Meetings Act, I move that we enter closed session to discuss the negotiations, not to return to open session.

Ayes: 5 Czachorski, LaBombarbe, Newlon, Williams and Rollins

Nays: 0

Motion carried 5-0

13.0 ADJOURNMENT

Mrs. Williams declared the meeting adjourned to closed session at 7:20 p.m. not to return to open session.