

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**June 8, 2020**  
**6:00 p.m.**  
**Virtual (COVID-10) Meeting Google Meets**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Yoline Williams, President  
Jennifer Czachorski, Vice President  
Jennifer LaBombarbe, Secretary  
Connie Newlon, Trustee  
Allie Sparks, Trustee  
Laura VanZomeren, Trustee

**ADMINISTRATORS PRESENT**

Robert Jansen, Interim Superintendent  
Adam Blaylock, Human Resources Director  
Adam Snapp, Finance Director  
Vicki Coury, Communication & Information Director  
Karensa Smith, Curriculum & Instruction Director

**OTHERS PRESENT**

Due to live stream the individual names of viewers in attendance is unknown.

**1.0 CALL TO ORDER**

President Williams called the meeting to order at 6:02 p.m. in a virtual meeting in Google Meets due to COVID-19.

**2.0 ROLL CALL**

Roll call showed all Board Members were present with the exception of Thomas Rollins.

**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: 6

Nays: 0

Motion carried 6-0

**6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

**6.1 Superintendent's Report**

- Employee of the Month has been paused until we are able to meet in session in the future.
- Mr. Jansen thanked the Justice Training Team for working on making a positive change.

**6.2 Public Relations & Marketing Report**

Presented by Vicki Coury

- Increased communication has occurred compared to last year at this time and summer communications will be increased as well as we keep connected with families as plans become more concrete.

- Running advertisements for Kindergarten Roundup directing families to a video created by elementary schools highlighting each of our buildings. Ads are running through Cumulus Radio and MLive. We have added managed digital advertising on social media.
- Throughout the summer we will continue ads on social media and Mlive for school of choice. In the end of July, we will add additional radio through iHeart radio sponsoring traffic and weather reports.
- The summer events have been adjusted to keep everyone safe. Reading in the Park will transition to virtual storytelling for several days vs. single night event. We are working on a transition event for LMS. The bounce back is not going to be held this year, and we will support elementary open houses instead.

### 6.3 Curriculum and Instruction Report

Presented by Karensa Smith

- Summer school will begin June 22nd at all levels - elementary, MS, and HS; HS is 5 weeks and elementary/MS are 6; all levels are virtual; we have over 60 MS/HS students signed up and still reaching out to families
- AP students have been/will be emailed regarding AP work to be completed over the summer
- Curriculum Action Teams; using the Situation Appraisal protocol (SCAN acronym- see the issues, clarify the issues (more questions arise), assess the priorities, and make next steps), the CDC/PDC listed all of the issues/concerns from the staff survey and what the team has been hearing from their colleagues in terms of curriculum and professional learning in preparation for the 20-21 school year. Once all the concerns were listed and clarified, in teams, we prioritized the issues and made next steps. Those next steps included:
  - 4 sub action teams; there is an administrator facilitating each of the action teams
    - Professional Learning
      - Planning the type of professional learning that is needed to move us forward - i.e. effective pedagogy in a virtual environment, power standards/vertical alignment, what that looks like, time, dates, etc...
    - Google Classroom
      - Helping our students and families navigate the system, families understanding that new instruction will occur and count next year, finding consistent tools to use in the google classroom
    - Support staff
      - What will the three scenarios look like for support staff - Title, At-Risk, EL, Behavior Interventionists, high school specialized programs, etc...
    - Logistics
      - Thinking about all the logistics behind the three scenarios
      - Main focus right now is how do we support the families that do not want to send their children back to school face to face regardless of the Executive Order for whatever reason; having a program that is completely online to help support these families is being look into; will probably be bringing more detailed information back to the Board at the next meeting
- Survey
  - There was a parent survey that went home asking their thoughts and concerns about the fall with the three scenarios - in person school, hybrid, completely online; we will be analyzing the data to help make decisions for the fall
  - A staff survey will also be going out to our families
  - Vicki and Karensa will be working on a communication to go out to our families regarding the fall

### Grants

- Finalizing all the information due for the year end reports for grants that are due either by June 30th or July 15th
  - Section 31a/At-Risk
  - Section 41
  - School and district Program Evaluation Tool

- Reviewed the 19-20 Title I, II, III, IV, Section 41, Section 31a, the 35a(9) and 35a (5) budgets to help make plans for the 20-21 school year
- Finalizing all the information due for the grants for the 20-21 school year which are due July 1st
  - District Improvement Plan
  - Title I School Selection
  - Consolidated Application including Title I, II, III (EL and Immigrant), IV, and Section 41
- We will be working on the CARES Act grant which is due in September; this is the grant funds in response to COVID-19
- Karensa thanked all of the staff; the past three months of education have been unlike any other. What they have accomplished in the last three months is remarkable.

#### 6.4 Facilities & Maintenance Report

Presented by Phil Bongiorno

- Forming a safety and logistics plan for the District with an entry and reentry plan
- Renovated the Transportation Department & Maintenance Building with new carpet and paint.
- Renovated Childs main office are with new flooring and paint.
- Streamlining operations by moving shipping and receiving to the Maintenance Building, along with Phil's' office, custodial supervisor and all other aspects of the department being under one roof as an operations team.
- Old shipping and receiving space will be used for band trailer, booster storage and the other side for possible stadium use.
- Summer cleaning started in March and is still ongoing.
- We have purchased 6 Clorox disinfecting machines
- Cleaned and organized maintenance garage to increase and improve productivity.
- Finished painting projects and installed rubber stair tread at Brick
- Middle School replaced all gym lights with cost saving LEDs
- Planned Summer projects include:
  - Seclusion room at the High School
  - Counselors Suite at he High School

#### 7.0 PUBLIC COMMENT

- Sherry Smith, Paraprofessional at Lincoln Middle School: I am not in favor of the company to do advertising and scheduling. We are already looking at possible cuts for next year. I know they are asking for a 5% raise after the 1st year. I cannot tell you when the last time any group in the district received 5% raise. The building is not even built yet. As the new school starts, we don't even know how it will look. This contract will cost \$70,000. Before you vote please take time to think about this Indoor Training Facility Service Contract.

#### 8.0 BOARD REPORTS/CORRESPONDENCE

##### 8.1 Board Executive Committee Report

The Board Executive Committee met on June 1, 2020 and will meet next on June 15<sup>th</sup>.

##### 8.2 Board Performance Committee Report

Meetings have been postponed until the next regularly scheduled meeting September 21, 2020.

##### 8.3 Board Planning Committee Report

The next Planning Committee meeting is scheduled for August 10, 2020.

##### 8.4 Board Finance Committee Report

Next Finance Committee meeting is scheduled for June 22, 2020.

##### 8.5 Reports and Correspondence

- Lincoln High School Honors Night is scheduled virtually for June 10<sup>th</sup>.
- 8th grade recognition ceremony was Live of Facebook, great job!

#### 9.0 NEW BUSINESS

- 9.1 Resolution Urging for School Funding Stabilization  
Lincoln Consolidated Schools Board of Education calls for measures to stabilize school funding, including calling on the federal government to provide revenue replacement for states, freezing the 2020-21 pupil counts at Fall 2019 pupil count levels to minimize variability in budget planning, dedicating School Aid Funds to support pre-K through 12<sup>th</sup> grade programming, eliminating vendor-specific line items, and considering other revenue enhancing strategies to protect and preserve the future of our students, public schools, and communities across the state of Michigan.

It was moved by LaBombarbe and seconded by Sparks to approve the Resolution Urging for School Funding Stabilization as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- 9.2 2020-2021 Tax Levy Request  
Please review the 2020-2021 Tax Rate Request. Millage rates have not changed at the advice and recommendation of our advisor from Public Financial Management. Board action was requested due to time sensitive deadline.

It was moved by LaBombarbe and seconded by Newlon that we approve the 2020-2021 Tax Levy Request as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- 9.3 Michigan High School Athletics Association (MHSAA) 2020-2021 Resolution  
Enclosed is the 2020-2021 MHSAA Membership Resolution, which requires annual adoption. This was presented for information only; Board action will be requested at a subsequent meeting.

- 9.4 Food Service Contract Renewal  
Lincoln Consolidated Schools entered into a five-year contract with Aramark. The renewal of that contract would be good for one year ending June 30, 2021 and may be renewed by mutual agreement for three more additional one-year periods, this year being our third renewal. This was presented for information only; Board action will be requested at a subsequent meeting.

- 9.5 Athletic Training Services Contract  
All three vendors work with several schools across SE Michigan. Athletico is mostly in Lenawee county. As you may be aware, ATI is our current vendor, and has been with us for the past four years. MedSport is the other large presence in our area, and they are not interested/able to bid for our contract right now with a hiring freeze for Michigan Medicine.

Chris Westfall's recommendation is to stay with ATI for the next three years. The increase to the 40 hour coverage will support coverage for an increasing number of events, including support of additional events with the coming indoor facility. It will also allow for a wider span of time, as our ATC will be unburdened from additional time required in the ATI clinic to support his hours.

Probility:

- 2 years, 30 hours per week - \$31,020/yr.

- 3 years, 35 hours per week - \$36,190/yr.

Athletico:

- 3 years, 30 hours per week - \$27,720/yr.

- 3 years, 35 hours per week - \$32,340/yr.

ATI: (Recommended)

- 3 years, 40 hours per week

- Year One - \$30,235

- Year Two - \$31,142

- Year Three - \$32,076

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

9.6 Retirement Incentive

District administration has collaborated with the LEA to negotiate potential terms to allow for the voluntary separation of LEA staff from the District. District administration sees the potential for immediate savings in 2020-2021, and increased savings in future years, based upon the number of teachers who participate and their exact experience. Some accommodations have been made to allow the District flexibility in ensuring program continuity for difficult to fill positions. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve the Retirement Incentive for the LEA as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

**10.0 OLD BUSINESS**

10.1 Minutes of Previous Meeting

10.1.1 Regular Meeting May 11, 2020

10.1.2 Closed Session May 11, 2020

Enclosed are the minutes of the May 11, 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 May 11, 2020, Regular Meeting and Closed Session as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

10.2 Indoor Training Facility Service Contract

It is the recommendation of the bond team, made up of the district Finance Director, Athletic Director, Assistant Athletic Director, Facility Director and the Interim- Superintendent for the board of education to allow the bond team to move forward with negotiations with Total sports to manage the rental portion of the indoor training building. Currently Total sports owns, manages or partners with facilities in Wixom, Novi, Farmington Hills, Monroe, Rochester Hills, Ypsilanti, Washington Township, Auburn Hills, West Bloomfield, and Rossford, OH, and serves athletes, coaches, and families from all over the region, in sports that range from soccer to softball, to lacrosse to baseball to football. Over the years, ownership, including the exceptional staff of facility managers, department managers, coaches, trainers and administrators, has grown the reach of Total Sports and has continuously moved forward striving to provide exceptional facilities, high level leagues, tournaments and training programs for amateur athletes in all sports.

The recommendation would be for the bond team to move forward with drafting a Letter of Understanding that the Board of Education would approve something similar to a 2-3 year contract, a \$70,000 annual management fee, with a 5% annualized increase year over year. The annual terms is 17 weeks per November through March. Total sports rental hours would be Monday through Friday 5:45pm to 9:30pm, Saturday 8:00am until 8:00pm, and Sunday 8:00am until 6:00pm. There would also be additional incentives for Total Sports to build rental revenue with other Lincoln Athletic facilities.

It was moved by LaBombarbe and seconded by Newlon that we approve the Indoor Training Facility Service Contract awarded to Total Sports as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- Czachorski asked a series of questions relative to the costs and use of the building. Stating the Board of Education vote to approve was to enter negotiations with the vendor and the Board would vote again to approve the contract after negotiations were completed.

10.3 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Position/Building	Effective Date	Status	Major/Step
Rebecca Nowak	Art Teacher/Lincoln Middle School	5/25/2020	New Hire	BA/Step 1
Debby Seaton	Teacher/Childs Elementary	6/11/2020	Retirement	
Laurie Price	Director's Secretary/Curriculum Department	6/26/2020	Transfer - 12 month	
Name	Position/Building	Return to Work Date	Status	Approved/Not Approved
Olympia Pianpanagoulis	Bus Driver/Transportation	6/18/2020	Leave	

It was moved by LaBombarbe and seconded by Newlon that we approve the June 8, 2020, Personnel Transactions Summary as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.0 CLOSED SESSION

11.1 Negotiations

11.2 Superintendent Informal Evaluation

It will be necessary to enter closed session to discuss negotiations and the superintendent informal evaluation, not to return to open session.

A roll call vote will be necessary.

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

Ayes: 6 Czachorski, LaBombarbe, Newlon, Sparks, VanZomerren, and Williams

Nays: 0

Motion carried 6-0

12.0 ADJOURNMENT

Mrs. Williams declared the meeting adjourned to closed session at 7:19 p.m. not to return to open session.