



# **Regular Meeting**

**August 10, 2020**

**Electronic Packet**

**LINCOLN CONSOLIDATED SCHOOLS  
Ypsilanti, Michigan**

**BOARD OF EDUCATION MEETING**

**August 10, 2020  
6:00 p.m.  
(Virtual Meeting-Google Meets)**

**AGENDA**

- 1.0 CALL TO ORDER**
- 2.0 ROLL CALL**
- 3.0 ESTABLISHMENT OF QUORUM**
- 4.0 PLEDGE TO FLAG**
- 5.0 ACCEPTANCE OF AGENDA**
- 6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**
  - 6.1 Superintendent's Report
  - 6.2 Human Resources Report
- 7.0 PUBLIC COMMENT**
- 8.0 BOARD REPORTS/CORRESPONDENCE**
  - 8.1 Board Executive Committee Report
  - 8.2 Board Performance Committee Report
  - 8.3 Board Planning Committee Report
  - 8.4 Board Finance Committee Report
  - 8.5 Reports and Correspondence
- 9.0 OLD BUSINESS**
  - 9.1 Minutes of Previous Meeting
    - 9.1.1 Regular Meeting July 20, 2020
    - 9.1.2 Special Meeting August 3, 2020
  - 9.2 Personnel Transactions
- 10.0 ADJOURNMENT**

**TO: Board of Education**

**FROM: Robert Jansen, Superintendent**

**DATE: August 4, 2020**

**SUBJECT: Board of Education Meeting  
August 10, 2020  
6:00 p.m.  
Media Center-High School  
(Virtual Meeting-Google Meets)**

**AGENDA/EXPLANATORY NOTES**

**1.0 CALL TO ORDER**

**2.0 ROLL CALL**

**3.0 ESTABLISHMENT OF QUORUM**

**4.0 PLEDGE TO FLAG**

**5.0 ACCEPTANCE OF AGENDA**

**6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

6.1 Superintendent's Report

6.2 Human Resources Report  
Presented by Adam Blaylock

**7.0 PUBLIC COMMENT**

**8.0 BOARD REPORTS/CORRESPONDENCE**

8.1 Board Executive Committee Report

8.2 Board Performance Committee Report

8.3 Board Planning Committee Report

8.4 Board Finance Committee Report

8.5 Reports and Correspondence

**9.0 OLD BUSINESS**

9.1 Minutes of Previous Meeting

9.1.1 Regular Meeting July 20, 2020

9.1.2 Special Meeting August 3, 2020

Enclosed are the minutes of the July 20, 2020, Regular Meeting and August 3, 2020 Special Meeting.

**RECOMMENDED MOTION: I move that we approve the minutes of the July 20, 2020, Regular Meeting and the August 10, 2020 Special Meeting as presented.**

9.2 Personnel Transactions

<b>ACTION ITEMS</b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Tasha Rogowski	Noon Supervisor/Childs Elementary	6/30/2020	Resignation	
Janessa Young	School Social Worker/Model Elementary	8/24/2020	New Hire	MA/Step 1
Marielle Bellow	Special Education Teacher/Brick Elementary	8/24/2020	New Hire	BA/Step 2
Sarah Pelc	Teacher Young 5/Childs Elementary	8/24/2020	New Hire	BA/Step 1
Connie Henry	Secretary/Lincoln High School	7/27/2020	Resignation	
Tammy Hoops	Paraprofessional/Model Elementary	8/17/2020	Resignation	
Taylor Hudson	Kindergarten Teacher/Childs Elementary	8/24/2020	New Hire	BA/Step 1
Donovan Steudle	Teacher Business & Marketing/Lincoln High School	8/24/2020	New Hire	BA/Step 1
Vickey Priest	Teacher 5th grade/Brick Elementary	8/24/2020	New Hire	MA/Step 5
Theodora Robinson-Jones	ELA Teacher/Lincoln High School	8/24/2020	New Hire	BA/Step 3
Abigail Smith	Principal/Bishop Elementary School	8/10/2020	Transfer	

**RECOMMENDED MOTION: I move that we approve the August 10, 2020, Personnel Transactions Summary as presented.**

**10.0 ADJOURNMENT**

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**July 20, 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  
Thomas Rollins, Treasurer  
Connie Newlon, Trustee  
Allie Sparks, Trustee  
Laura VanZomeren, Trustee (joined meeting at 6:11 pm)

**ADMINISTRATORS PRESENT**

Robert Jansen, Superintendent  
Adam Blaylock, Human Resources Director  
Phil Bongiorno, Facilities 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 6:00 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 Laura VanZomeren (joined meeting at 6:11 pm).

**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**

- Celebration of the Class of 2020 was a great success! Thanks to everyone that helped pull off a great day to remember for students.
- Lots of work is being done behind the scenes in preparation of completion of the Return to School Roadmap.

**6.2 Finance Report**

**6.2.1 June 2020 Food Service Report**

Report provided in Board packet.

6.2.2 June 2020 Enrollment Report

Report provided in Board packet.

- State of Michigan is decreasing funding by \$175 per pupil and funding an additional \$350 per pupil in COVID-19 related expenses.
- Business Office is preparing for audit in August.
- 

(VanZomeren joined meeting at 6:11 pm)

6.3 Student Services

Presented by Robert Williams

- Staff has provided special education programming, instructional, social, and emotional support to 830 students with IEPs from March 13th through the end of the year. They did this in the absence of significant state/federal guidance and without the opportunity for significant preparation to provide remote instruction. Many of them did this while supporting their own children's needs. Mr. Williams thanked the district for the opportunity to work with dedicated individuals.

Looking ahead to the 2020-2021 school year

- Aligning LCS special education completing Roadmap approval.
- Coordinating PPE needs required for Phase 4 and 5 of the Roadmap.
- Prepare special education response for multiple Roadmap scenarios.
- Compliance requirements will return. Regardless of Phase, Special education workloads will be significant for the year ahead.

6.4 MI Return to School Roadmap

- Presented by Karensa Smith

Every district must develop and adopt a COVID-19 Preparedness and Response Plan ("Preparedness Plan") that is informed by Michigan's 2020-21 Return to School Roadmap ("Return to School Roadmap") from the COVID-19 Task Force on Education and Return to School Advisory Council.

**7.0 PUBLIC COMMENT**

- No public comment.

**8.0 BOARD REPORTS/CORRESPONDENCE**

8.1 Board Executive Committee Report

The next Executive Committee will meet August 3, 2020 at 5:30 p.m. virtually.

8.2 Board Performance Committee Report

The next Performance Committee is scheduled virtually for September 21, 2020 at 4:30 pm.

8.3 Board Planning Committee Report

The Planning Committee is scheduled to meet virtually August 10, 2020 at 4:30 pm

8.4 Board Finance Committee Report

The next schedule Finance Committee will be held virtually on August 17, 2020 at 4:30 pm.

8.5 Reports and Correspondence

Thanked volunteers for helping to coordinate the Class of 2020 Senior Parade!

**9.0 NEW BUSINESS**

9.1 School Bond Loan Fund (SBLF)

Included in the board packet is the expected School Bond Loan Fund (SBLF) borrowing for the 20/21 fiscal year. It is expected that the District will need to borrow approximately \$6.7 million to help pay the \$14.6 million in long-term debt. The District needs to borrow from the school bond loan fund to be able to make the principal and interest payments on November 1, 2020 and May 1, 2021. This is a standard procedure for the District. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve the annual Loan/Repayment Activity Application for participation in the School Bond Qualification and Loan Program as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

9.2 2020-2021 Master Calendar Update

In order to provide additional professional development opportunities prior to the start of the school year, it is recommended that the 2020-2021 master calendar be adjusted to reflect the following changes which meet the state mandated days and hours requirements. Board action was requested.

August 21 New Teacher Professional Development/Orientation  
August 24 Opening Day-Teacher Work Day  
August 25 Staff Professional Development

Remove Early Release/Professional Development days, and students report for a full day on January 15, February 12, and May 7.

It was moved by LaBombarbe and seconded by Czachorski that we approve the 2020-2021 Master Calendar changes as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

9.3 COVID-19 PPE Cintas Masks

Cintas provides cloth masks that will be used one mask per day and then placed in bins when students/staff leave the school or exit the bus. The next day students/staff will select a new cloth mask when they enter the building or board the bus. One time per week Cintas will drop off 22,000 cloth masks for staff and student use that have been washed per CDC guidelines and arrive in packages of 50. The cost is \$.115 cents per mask with anticipated cost of \$250,000 for the year assuming face to face instruction is in place for 180 days with all staff and students using these masks. It is anticipated that some families/staff may opt to provide their own mask The contract allows flexibility for adjusting the number of masks with the understanding that Cintas is taking on costs for the producing the masks and making them available. Given the uncertainty of pandemic and the global PPE supply and our obligation to provide masks for Phase 4 and 5, this contract provides required PPE in a manner that allows adjustments in the event we are in Phase 1-3 in a manner that supports our internal logistics for storing and distributing the masks. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve COVID-19 Cintas Mask order as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

**10.0 OLD BUSINESS**

10.1 Minutes of Previous Meeting

- 10.1.1 Regular Meeting June 22, 2020
- 10.1.2 Closed Session June 22, 2020
- 10.1.3 Budget Meeting June 29, 2020

Enclosed are the minutes of the June 22, 2020, Regular Meeting and Closed Session also the minutes from the Budget Meeting, June 20, 2020.

It was moved by LaBombarbe and seconded by Newlon that we approve the minutes of the June 22, 2020, Regular Meeting and Closed Session and the Budget Meeting, June 29, 2020 as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

10.2 June 2020 Check Register

Enclosed is the June 1-30, 2020, check register in the amount of \$2,836,075.98. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the June 1-30, 2020, check register in the amount of \$2,836,075.98 as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

10.3 June 2020 Trust and Agency

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

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

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

10.4 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>
Shelly Boyd	Teacher/Childs Elementary	6/30/2020	Retirement	
Sonia Haynes	Teacher/Lincoln Middle School	6/30/2020	Retirement	
Dianna Hinderer	Teacher/Lincoln Middle School	6/30/2020	Retirement	
Bruce Jewel	Teacher/Brick Elementary	6/30/2020	Retirement	
Mark Kirkpatrick	Teacher/Lincoln High School	12/31/2020	Retirement	
Pam Lopez	Teacher/Lincoln High School	6/30/2020	Resignation	
Lori Minthorn	Teacher/Lincoln High School	6/30/2020	Retirement	
Mike Bargardi	Teacher/Lincoln High School	6/30/2020	Retirement	
Leslie Cassel-Bonilla	Teacher/Bishop Elementary	6/30/2020	Retirement	
Corinne Schat	Teacher/Brick Elementary	1/31/2021	Retirement	
Kim Porter	Teacher/Childs Elementary	6/30/2020	Retirement	
Kelly Allen-Grubb	Teacher/Brick Elementary	6/30/2020	Retirement	
Jo Lynette Watts	Teacher/Model Elementary	1/31/2021	Retirement	
Jennifer Hansen	Accompanist/Lincoln Middle School	6/30/2020	Resignation	

It was moved by LaBombarbe and seconded by Newlon that we approve the July 20, 2020, Personnel Transactions Summary as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

11.0 **ADJOURNMENT**

It was moved by LaBombarbe and seconded by Czachorski that we adjourn the meeting at 6:39 p.m.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / SPECIAL MEETING**  
**August 3, 2020**  
**7:00 p.m.**  
**Virtual (COVID-10) Meeting Google Meets**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Yoline Williams, President  
Jennifer Czachorski, Vice President  
Jennifer LaBombarbe, Secretary  
Thomas Rollins, Treasurer  
Connie Newlon, Trustee  
Allie Sparks, Trustee (exited meeting at 9:00 pm)  
Laura VanZomeren, Trustee

**ADMINISTRATORS PRESENT**

Robert Jansen, 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 7:00 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. (Rollins exited meeting at 9:00 pm)

**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: 7

Nays: 0

Motion carried 7-0

**6.0 PRESENTATIONS**

**6.1 COVID-19 Preparedness and Response Plan**

A presentation was given by Superintendent Jansen, the Administration team, and the following staff members: Rebekah Ward, Abigail Smith, Regina Winborn, Amanda Pringle and Puga Mullins. The COVID-19 Preparedness and Response Plan will begin the 2020-2021 school year in a virtual platform due to COVID-19.

(Rollins exited meeting at 9:00 pm)

It was moved by Czachorski and seconded by VanZomeran to approve the COVID-19 Preparedness and Response Plan as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

**7.0 PUBLIC COMMENT**

- Michelle Engelbert asked her question through Google Forms and wanted to know while teaching virtually do we know if teachers will be working from school or home?

**8.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 9:11 p.m.

Ayes: 6

Nays: 0

Motion carried 6-0

**LINCOLN CONSOLIDATED SCHOOLS  
PERSONNEL TRANSACTIONS SUMMARY**

<b>ACTION ITEMS</b>				
Name	Position/Building	Effective Date	Status	Major/Step
Tasha Rogowski	Noon Supervisor/Childs Elementary	6/30/2020	Resignation	
Janessa Young	School Social Worker/Model Elementary	8/24/2020	New Hire	MA/Step 1
Marielle Bellow	Special Education Teacher/Brick Elementary	8/24/2020	New Hire	BA/Step 2
Sarah Pelc	Teacher Young 5/Childs Elementary	8/24/2020	New Hire	BA/Step 1
Connie Henry	Secretary/Lincoln High School	7/27/2020	Resignation	
Tammy Hoops	Paraprofessional/Model Elementary	8/17/2020	Resignation	
Taylor Hudson	Kindergarten Teacher/Childs Elementary	8/24/2020	New Hire	BA/Step 1
Donovan Steudle	Teacher Business & Marketing/Lincoln High School	8/24/2020	New Hire	BA/Step 1
Vickey Priest	Teacher 5th grade/Brick Elementary	8/24/2020	New Hire	MA/Step 5
Theodora Robinson-Jones	ELA Teacher/Lincoln High School	8/24/2020	New Hire	BA/Step 3
Abigail Smith	Principal/Bishop Elementary School	8/10/2020	Transfer	
Name	Position/Building	Return to Work Date	Status	Approved/Not Approved