

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**September 14, 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

**ADMINISTRATORS PRESENT**

Robert Jansen, Superintendent  
Adam Blaylock, Human Resources Director  
Robert Williams, Student Services 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.

**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 Newlon and seconded by Czachorski 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**

- Locating ALL Lincoln students and will be making home visits this week. We will leave no Lincoln student behind.

ECOL plans goals-

- **Goal 1** - All students and all subgroups (K-8) will increase their RIT growth (A RIT score is an estimation of a student's instructional level and also measures student progress or growth in school) in Reading from Fall to Spring as measured by NWEA
  - Results from Reading/ELA benchmark assessments, local Reading/ELA summative assessments, and formative assessment will be continuously discussed and analyzed by staff.

- **Goal 2** - All students and all subgroups (K-8) will increase their RIT growth (A RIT score is an estimation of a student's instructional level and also measures student progress or growth in school) in Math from Fall to Spring as measured by NWEA
  - Results from Math benchmark assessments, local Math summative assessments, and formative assessment will be continuously discussed and analyzed by staff.

6.2 Human Resources Report

- Edustaff Sub Staffing for building subs is on the Board agenda for first read.
- Covid-19 Advisory Team will meet on September 16<sup>th</sup>

6.3 Student Services Report

- Total Special Education numbers as of 9/14 are 775 students with active IEPs.
- Reviewing staffing needs across district. Shifting support to LCS VA.
- SE staff are updating Contingency Learning Plans and amending IEPs.
- Reviewed process for determining SE eligibility during remote instruction.
- LCS VA students with IEPs will have a new IEP for change in placement.
- Need for balancing students with disabilities in hybrid.
- CPI training expiration date moved 2021. Opportunities for in person CPI training will be reviewed dependent on Phase.

6.4 Facilities & Maintenance Report

COVID-19

- Hand sanitizer bottles added to each elementary school classroom/office doorways
- Signage for social distancing, hand washing, and masks
- Door signs on all doors as a visual to see that the area has been used and when it was sanitized.
- Sneeze guards installed in every office area and in the process of adding them in all food services areas
- Addressing drop off/parking concerns for Model and Brick.
- Ordered 6 new Clorox 360 machines
- Hiring 6 additional custodial staff members for cleaning and sanitizing.
- Getting an estimate on UV lighting for HVAC systems in all buildings which will kill a variety of harmful bacteria and mold.
- Working with all buildings administrators to finalize plans for in-school learning.

Custodial

- Cleaning and sanitizing expectations documented
- Custodial staff moved adjusted to accommodate building virtual learning

Maintenance

- 589 work orders open throughout the district - 138 closed since last meeting
- District Wide
- Light bulbs replaced on parking lots and streetlights
- Filter replacements and updated filters (MERV) ordered moving forward
- Bleacher, fire systems, fire

Grounds

- Athletic fields maintenance behind high school- rolled, seeded, and fertilized
- Playground mulch added in all schools
- All parking lots and roadways restriped
- All main office entry points landscaping had mulch added

Other

- Looking into Solar energy for all buildings
- No cost to district for installation
- Proposal being created especially for our district
- Cost savings after 10 year

Cost Savings

- Moved 4 custodians to grounds work in April, saving the district app 50K over the last four months.

Thomas Rollins has internet connectivity issues and lost connection at 6:21 p.m. and reconnected at 6:28 p.m. all during agenda item 6.4.

## **7.0 PUBLIC COMMENT**

- Melissa Palmquist, LCS parent. On August 24th I submitted a letter, regarding 8th grade medals and yearbooks, for public comment. President Williams asked Superintendent Jansen to look into it and get back to me. I have not heard anything yet and am wondering when I can expect communication?
- Charlotte Allum, Childs Para and Taxpayer. When are the buildings going to be "deep cleaned" as promised in March? Lockers are dirty, carpets not cleaned, dead bugs and cobwebs found all over, bathrooms have for lack of a better word crud in the corners like it has not been mopped, and when furniture is moved bits of trash found underneath as if nothing was moved and vacuumed.

## **8.0 BOARD REPORTS/CORRESPONDENCE**

- 8.1 Board Executive Committee Report  
Board Executive Committee met on September 8, 2020. Next meeting is scheduled for September 21, 2020, in the Pittman Room.
- 8.2 Board Performance Committee Report  
Board Performance Committee will meet September 21, 2020 in the Pittman Room.
- 8.3 Board Planning Committee Report  
The Planning Committee met on September 14, 2020, in the Pittman Room to discuss Bond update and policy revisions.
- 8.4 Board Finance Committee Report  
The Finance Committee is scheduled to meet on October 5, 2020, in the Pittman Room.
- 8.5 Reports and Correspondence  
No reports.

## **9.0 NEW BUSINESS**

- 9.1 Student Reinstatement Hearing
- 9.1.1 Student "A"
- The Board Reinstatement Committee met on August 28, 2020, to conduct a reinstatement hearing for Student "A" and their recommendation is included in your packet. The Superintendent recommends approval as presented.
- It was moved by LaBombarbe and seconded by Rollins that we approve the recommendation of the Board Reinstatement Committee relative to Student "A" as presented.
- Ayes: 6  
Nays: 0  
Motion carried 6-0
- \* Board of Education asked Principal Holden to address some wording in the recommendation memo as directed.
- 9.2 EduStaff Sub Staffing  
Given substantial changes related to COVID19, the Human Resources Office has determined our traditional method of providing substitute teachers is unworkable for the 2020-2021 school year. Enclosed in the Board Packet is a short memorandum summarizing the rationale for implementing a "building substitute" model which would allocate the existing EduStaff budget to a different model of providing substitute teachers. This was presented for information only; Board action will be requested at a subsequent meeting.
- 9.3 InformedK12 Contract  
The Human Resources Office and Business Office have collaborated to implement new systems using a software system called InformedK12. Enclosed in the Board Packet is a short memorandum summarizing the

proposal to shift from the "pilot" model to the unlimited form model. Since this spring, we have moved our onboarding, status change, and leave of absence request process entirely online, and plan to use InformedK12 to improve both staff-facing and community-facing experience as we shift to the unlimited form model. This was presented for information only; Board action will be requested at a subsequent meeting.

9.4 CIPA Compliance Statement

We are required to confirm the district's compliance with CIPA (Children Internet Protection Act) at a public meeting on an annual basis. Supporting documentation is enclosed in your packets. This was presented for information only; Board action will be requested at a subsequent meeting.

9.5 Extended Continuity of Learning Plan (ECOL) Update

District/PSA educational goals written for all students and all subgroups must be established no later than September 15, 2020 and submitted in their Plan to the ISD or Authorizing Body, as applicable, not later than October 1, 2020 for approval. ISDs and PSAs will transmit the approved plan to the state superintendent of public instruction and the state treasurer. This was presented for information only; Board action will be requested at a subsequent meeting.

**10.0 OLD BUSINESS**

10.1 Minutes of Previous Meeting

10.1.1 Regular Meeting August 24, 2020

Enclosed are the minutes of the August 24, 2020, Regular Meeting.

It was moved by LaBombarbe and second by Rollins that we approve the minutes of the August 24, 2020, Regular Meeting as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

10.2 Personnel Transactions

<b>ACTION ITEMS</b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Francisco Olivares	Math Teacher/Lincoln High School	8/27/2020	New Hire	BA Step 1
April Barnier	Science Teacher/Lincoln High School	9/1/2020	New Hire	MA Step 1
Paul Wellman	ELA Teacher/Lincoln High School	9/1/2020	New Hire	MA Step 4
Matt VanHam	Teacher Band/Technology/Lincoln Middle School	9/2/2020	New Hire	BA Step 2
Cassie Oswald	4 & 5 Grade Teacher/Bishop Elementary	9/2/2020	New Hire	BA Step 2
Rachel Gowman	Special Education/LCS Virtual Academy	9/3/2020	Resignation	
<b>Name</b>	<b>Position/Building</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>
Denna Pena	Special Education/Lincoln Middle School	9/25/2020	Continuous	Approved
Monica Maury	ECSE/Model Elementary	11/30/2020	Continuous	Approved
Mary Boivin	Special Education/Lincoln High School	1/1/2021	Continuous	Approved
Bobbi Boles	Title/Brick Elementary		Intermittent	Approved
Kelly Huling	Secretary/Lincoln Middle School		Intermittent	Approved
Denise Burton	Paraprofessional/Childs Elementary		Intermittent	Approved

It was moved by LaBombarbe and seconded by Sparks that we approve the August 24, 2020, Personnel Transactions Summary as presented.

Ayes: 6  
Nays: 0  
Motion carried 6-0

**11.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Czachorski that we adjourn the meeting at 6:44 p.m.

Ayes: 6  
Nays: 0  
Motion carried 6-0