

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
June 28, 2021
6:00 p.m.
In Person-Performing Arts Center-Lincoln High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Jennifer Czachorski, Vice President
Jennifer LaBombarbe, Secretary
Thomas Rollins, Trustee
Allie Sparks, Trustee
Jason Moore, Trustee

ADMINISTRATORS PRESENT

Robert Jansen, Superintendent
Adam Blaylock, Human Resources Director
Adam Snapp, Finance Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Robert Merritt, Deborah Brunell, Candi Wilson, Julianna Merritt, Karensa Smith, Kysa Smith, Stacey Kind, Melissa Palmquist, Robin Kind, Bob Dunigan, Jason Jarvis, Joe Weaver, Laurie Price

1.0 CALL TO ORDER

Vice President Czachorski called the meeting to order at 6:40 pm.

2.0 ROLL CALL

Roll call showed all Board Members were present with the exception of Williams and Bentley.

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 Sparks that we accept the agenda as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

6.0 PRESENTATIONS

- 6.1 Bond Update
Presented by Phil Bongiorno
Bond Overview
- Completed projects
 - Projects in-process
 - Projects pending approval
 - Outstanding projects
 - Year to date project grid
- Completed Project Since Last Update
- Indoor field house
 - Baseball/Softball irrigation
 - Baseball/Softball press box

- Baseball/Softball Scoreboards
- Approved Projects In-Process
- Current In-Process Construction Approved Projects:**
- New Baseball/Softball complex
 - Punch list items to be completed
 - Fence toppers
 - New parking lot and lighting
 - Finish layer to go on in July
 - Site Work
 - Finish grading still to take place
 - Pump system installed/connected to the county drain lines
 - Track and fields events
 - Shot put, pole vault, discus areas
 - Walkways from the PAC/Pool parking lot to the baseball & softball
 - fields/LAB/Stadium
 - Flooring replacement
 - Childs – demo completed, installation starting July 1st
 - LMS – demo completed, installation starting July 1st
- Stadium Building
- Project on hold due to construction material costs and design modifications

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

- 7.1 Superintendent's Report
- Reading in the Park dates are scheduled for July 18th and August 10th.
 - Virtual Academy Open House was held on June 3rd.
 - Thanked the Board of Education for their support and leadership
 - Thanked employees that are working over the Summer for their dedication.
- 7.2 Human Resources Report
- Lots of interviews in the Human Resources Department trying to fill all vacancies for the upcoming school year.
 - REP report is finished and submitted.
- 7.3 Finance Report
- 7.3.1 May 2021 Student Enrollment Report
Report was included in Board packet.
- 7.3.2 May 2021 Food Service Report
Report was included in Board packet.

8.0 BOARD REPORTS/CORRESPONDENCE

- 8.1 Board Executive Committee Report
The next Board Executive Committee meeting is scheduled for August 2, 2021.
- 8.2 Board Performance Committee Report
Board Performance was canceled on June 28th and will be rescheduled at a later date.
- 8.3 Board Planning Committee Report
Board Planning Committee's next meeting is scheduled for August 9, 2021, and the Committee will continue meeting discussing Miller Johnson policy changeover.
- 8.4 Board Finance Committee Report
Finance Committee minutes will be forthcoming in the next Board packet.
- 8.5 Reports and Correspondence
- No reports

9.0 PUBLIC COMMENT

9.1 Response to Prior Public Comment

- Stacy Kind, parent, addressed the Board of Education about mask procedures and several other points regarding Lincoln and the pandemic. President Williams & Superintendent Jansen responded via email.
- Deidre Burns, employee, addressed the Board supporting the 3-tier busing approach and was appreciative of all the hard work the department has put into coming up with a plan. Mr. Blaylock responded to Ms. Burnes on June 17, 2021, thanking her for her public comment.

9.2 Public Comment

Board of Education Public Comment Statement:

This is the time set aside by the Board to hear from you, the members of our community. We invite you to address the Board with comments, questions or concerns regarding board actions, policies, or other issues not resolved through appropriate administrative channels. The Board may not immediately respond to concerns presented at this meeting; however, we will respond to inquiries on or before the next board meeting.

Please sign in completing your contact information. Limit individual comments to 5 minutes or less. Comments with respect to the performance of specific district employees are not appropriate during public comment.

Rules for Public Comment:

1. The Board of Education reserves the right to limit the total public comment to 30 minutes in any meeting
2. The Board of Education will limit each speaker to one opportunity to speak during any public comment period
3. The Board of Education President, or the President's delegee (such as the Superintendent or another District administrator) will respond to your comment
4. The Presiding officer may: A) prohibit public comments which are frivolous, repetitive, or harassing; B) interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant; C) request any individual to leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct of the meeting; D) request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting, and; E) call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

- Stacey Kind, parent, addressed the Board of Education with concerns over curriculum used in the classroom and presented the Board with a letter for permanent record.
- Melissa Palmquist, parent, addressed the Board of Education with her concerns about 3-Tier busing.

10.0 NEW BUSINESS

10.1 State Aid Note (SAN)

The District is participating in the State Aid Note program, through the Michigan Finance Authority. The District needs to borrow \$7,250,000 to meet its cash flow needs for the 21/22 fiscal year. The District is paying back \$3,500,000 through 5 set-aside payments (March - July), with a final payment of \$3,750,000 due upon maturity (August 2022). The District has participated in this program for many years. Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we adopt the resolution authorizing the issuance of the State Aid Note and name Allison Sparks as acting secretary to execute the resolution as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.2 Organization Restructure

Lincoln Consolidated School will undergo an organizational restructure promoting Karensa Smith to Assistant Superintendent Curriculum and Instruction as presented by the Superintendent. This was presented for information only; Board action will be requested at a subsequent meeting.

10.3 3-Tier Start Times

- Lincoln High School:
 - Normal Day: 7:10-2:07
 - ERPD Release: 7:10-11:54 (PD Time: 12:15-2:15)
 - Half Day Release: 7:10-10:07
- Lincoln Middle School:
 - Normal Day: 8:00-2:57
 - ERPD Release: 8:00-12:41 (PD Time: 1:15-3:15)
 - Half Day Release: 8:00-10:51
- Childs Elementary:
 - Normal Day: 8:00-2:51
 - ERPD Release: 8:00-12:41 (PD Time: 2:00-4:00) (Staff Meeting 12:50-1:50)
 - Half Day Release: 8:00-10:51
- Brick Elementary/Bishop Elementary/Model Early Childhood Center:
 - Normal Day: 9:00-3:51
 - ERPD Release: 8:00-1:41 (PD: 2:00-4:00)
 - Half Day Release: 9:00-11:51

It was moved by LaBombarbe and seconded by Rollins that we approve the 3-Tier Start Times as agreed upon by the LEA and the Superintendent as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

* Review process approximately at the end of September and the end of December.

10.4 Bus Purchase

The transportation department is seeking to purchase three(3) used buses from Midwest Transit Equipment, Inc. The buses are all model year 2019 IC SPED passenger buses for \$83,602.00 each, totaling \$250,806.00. The goal of the transportation department is to remove buses from operation that are 2004 and 2006 buses. By purchasing used and new school buses we are able to go from three SPED buses to four SPED buses. There is a great need to decrease the age of our equipment and decrease the amount of repairs and repair cost by getting our fleet closer to the ten year old buses as possible. In addition, it is important to keep our parts inventory as low as possible by continuing to purchase the same equipment type so we are having as few of parts on hand as possible. By purchasing used and new buses, we are able to get an additional bus. Our oldest bus will be three 2009 school buses that will be replaced next year. By continuing this path in the 2022-2023 school year, we will have the entire fleet less than 10 years old, which has been our plan.

RECOMMENDATION

It is my recommendation to purchase these used buses and continue to improve the overall age of our bus fleet. The Superintendent recommends the purchase of the three (3) school buses from Midwest Transit Equipment, Inc. at a total cost of \$250,806.00

Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the purchase of three (3) buses from Midwest Transit Equipment, Inc. totaling \$250,806.00 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.0 OLD BUSINESS

11.1 Minutes of Previous Meeting

11.1.1 Regular Meeting June 14, 2021

Enclosed are the minutes of the June 14, 2021, Regular Meeting.

It was moved by LaBombarbe and seconded by Sparks that we approve the minutes of the June 14, 2021, Regular Meeting as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.2 Student Trips

11.2.1 High School Band

Included in your Board packet is a request for High School Band to attend their annual band camp. Students learn the fundamentals of marching, music sectionals and the halftime show all in a location tailored to fit the band's needs. Information is included in your Board packet. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the High School Band student trip as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.3 Michigan High School Athletics Association (MHSAA) Resolution

Enclosed is the 2021-2022 MHSAA Membership Resolution, which requires annual adoption. Board action was requested.

It was moved by LaBombarbe and seconded by Rollins that we adopt the Michigan High School Athletics Association (MHSAA) Resolution for the 2021-2022 school year as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.4 2020-2021 Budget Amendment

General Fund Final Amendment 20/21:

- Revenue increases related to state aid adjustments since February and additional funding from WISD related to ACT 18 money.
- Expenditures reduction for unfilled positions and unused supply funds in the buildings. Most of the covid funding was budgeted in maintenance & operations as well as transportation. Maintenance budgeted expenditures increased because of these covid expenditures from the CRF grants and needed repairs around the District. This is presented for information only; Board action will be requested at a subsequent meeting.

Food Service Final Amendment 20/21:

- Adjustments to reduce revenue and expenditures to match expected actuals. Meals were provided at no cost to students this year which affected the Districts normal sources of revenue.

Community Education Amendment 20/21:

- Overall programming for community ed was significantly down due to COVID, however, the additional LAB revenue made the overall amendment small. The general fund also transferred funds to cover the assistant athletic director (from CRF money)
- Expenditures also decreased significantly due to the lack of programming happening during the 20/21 year, but there were still expenditures related to the LAB to get it going from February to April.

Custodial Fund Amendment Final 20/21:

- Revenues and expenditures adjusted to match expected outcome for this year. Activity in this fund was significantly reduced due to COVID.

Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we approve the 2020-2021 Budget Amendment as presented by the Finance Director and appoint Allison Sparks as acting secretary to execute as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.5 2021-2022 Budgets

General Fund Original Budget 21/22

- Projected revenue based on foundation increase of \$250 and a loss of 25 kids from current FTE. The District is recognizing all of ESSER II (\$2.7 million) and a portion (\$1.5 million of ESSER III). Property tax revenue is calculated based on the taxable value of the District, but other local revenue (athletics & interest) is reduced as the effects of COVID on next year is still unknown.
- Expenditures projections include regular pay increases for all staff on current pay schedules, staff increases for 5 interventionists and for reduction in class sizes (using ESSER III money), and transportation increases to address transportation issues (using ESSER III money). Budget also includes money for technology, maintenance, curriculum, and transportation for needed items. Will be included in the presentation on the 28th

Food Service Original Budget 21/22:

- Revenue projected to account for full reimbursement from the State of Michigan for all meals. Minimal revenue is expected from actual sales of food.
- Expenditure projection is based on cost of services needed during the year (including potential increases for the food service contract).

Community Education Original Budget 21/22:

- Revenues are projected to be more in-line with what a typical year would look like for the community education programs, but still reduced as it is unknown what effect COVID will have. The LAB revenue is mainly projected based on LAB expenditures. As this will be the first (somewhat normal year), the revenue generated with the LAB will be monitored and provided to the board on a regular basis.
- Expenditures are projected to be more in-line with a typical year. Full time positions and programs are expected. This will be monitored throughout the year and information provided to the board (for the LAB side) and the Rec Committee (for programming).

Custodial Funds Original Budget 21/22:

- Revenue and expenditures projected based on a normal year, but reduced due to COVID. As school comes back in the 21/22 fiscal year, this activity will be monitored and adjustments can be made as necessary.

Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we approve the 2021-2022 Budgets as presented by the Finance Director and appoint Allison Sparks as acting secretary to execute as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.6 Pediatric Therapy Associates, LLC Contract

Lincoln Consolidated Schools has partnered with Pediatric Therapy Associates since 2000 to provide additional ancillary support staff. Pam Curtis, the owner of Pediatric Therapy Associates provides staffing solutions across Washtenaw County at competitive rates.

Ancillary support staff are speech language providers, occupational therapists, and physical therapist. These roles are required for the implementation of special education services across the district. These services provide much of our Medicaid revenue. As such, they are funded through Act 18 special education funds and not IDEA. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve Pediatric Therapy Associates, LLC Contract for the 2021-2022 school year as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

- 11.7 May 2021 Finance Report
Enclosed are the May 2021, Financial Reports. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the May 2021, Finance Report as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

- 11.8 May 2021 Check Register
Enclosed is the May 1-31, 2021, check register in the amount of \$2,338,142.56. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the May 1-31, 2021, check register in the amount of \$2,338,142.56 as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

- 11.9 May 2021 Trust & Agency Report
Enclosed is the May 2021, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the May 2021, Trust & Agency Report as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

- 11.10 Personnel Transactions

ACTION ITEMS				
Name	Position/Building	Effective Date	Status	Major/Step
Karen Cook	Paraprofessional/Brick Elementary	6/30/2021	Retirement	
Gretchen Ardner	Paraprofessional/Lincoln High School	6/16/2021	Retirement	
Teresa Lewis	Summer School Math Teacher/Lincoln Middle School	6/21/2021	New Hire	
Amy Baxter	Early Literacy Coach/Elementary	7/1/2021	Transfer	
Shane Malmquist	Principal/Lincoln High School	7/1/2021	New Hire	Step 1

It was moved by LaBombarbe and seconded by Sparks that we approve the June 28, 2021, Personnel Transactions Summary as presented.

Ayes: 5
Nays: 0
Motion carried 5-0

12.0 CLOSED SESSION

- 12.1 Negotiations
It was necessary to enter closed session to discuss negotiation, not to return to open session.

A roll call vote was necessary.

It was moved by LaBombarbe and seconded by Rollins 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, Moore, Sparks, Rollins and LaBombarbe

Nays: 0

Motion carried 5-0

13.0 ADJOURNMENT

Vice President Czachorski declared the meeting adjourned to closed session at 7:15 p.m. not to return to open session.