

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
November 22, 2021
6:00 p.m.
District Boardroom-Lincoln High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Yoline Williams, President
Jennifer Czachorski, Vice President
Thomas Rollins, Treasurer
Allie Sparks, Trustee (entered at 6:06pm)
Matthew Bentley, Trustee
Jason Moore, Trustee

ADMINISTRATORS PRESENT

Robert Jansen, Superintendent
Karensa Smith, Assistant Superintendent of Curriculum and Instruction
Adam Blaylock, Human Resources Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Julia Bryant, Patricia Barthwell, Nicole Mikel, Paula Robinette and Robert Merritt

1.0 CALL TO ORDER

President Williams called the meeting to order at 6:00 pm.

2.0 ROLL CALL

Roll call showed all Board Members were present with the exception of LaBombarbe and Sparks.

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 Czachorski and seconded by Rollins that we accept the agenda as presented.

Ayes:5

Nays: 0

Motion carried 5-0

6.0 PRESENTATIONS

- 6.1 MISEC- BRITE Presentation
Ray Telman, Executive Director
MCEA Middle Cities Education Association
MISEC Michigan Schools Energy Cooperative
BRITE Bringing Renewable Innovation to Education

(Sparks entered at 6:06pm)

- 6.2 2021-2022 Budget Amendment

Revenue - Explanation of Changes

- **Property tax revenue** - increase due to taxable value increase within the District borders. Calculation completed using these values and the Districts operating millage rates.

- **State sources** - increase in state revenue is driven mainly from the foundation allowance increase of \$589 versus the \$250 that was originally projected. The district also saw a slight increase in students versus the 25 student decrease that was budgeted for. Other changes in state aid was an increase in special education and at-risk funding, and the UAAL rate stabilization. There was also a decrease in the MPSERS offset.
- **Federal sources** - the increase to federal revenue is to account for carryover Title grants and also the final use of the 20/21 Title grants that were spent from 7/1/2021 - 9/30/2021. The District is still using roughly \$4.7 million of ESSER II & ESSER III money. After this year, the District expects to have almost \$4.2 million of ESSER III funding remaining.
- **Interdistrict revenue** - the main change to interdistrict revenue is the expected increase of reimbursement related to the E-rate project (network upgrade), which also comes with an increase in related expenditures. Interdistrict revenue also increased due to the change in the GSRP contract.

Expenditures - Explanation of Changes

- One of the main drivers to the increase in expenditures are payroll related costs. The District had settled contracts with 3 groups (LEA, LAA, LEAO) after the original budget was approved by the Board in June. There were also changes to the N/A contract. These costs resulted in significant increases above the original budget.
- The MPSERS UAAL rate stabilization increased by nearly \$550,000 from the original budget. These costs are offset by the additional revenue from the State.
- The purchase of additional interactive smart boards, chrome books, desktops, monitors, and additional E-rate costs significantly increased the expected technology costs for the year.
- The original budget did not account for the custodial sanitization to continue for the 21/22 fiscal year. Additional funds have been budgeted for these costs, along with additional HVAC, general maintenance, Brick and Middle School projects, and some utility increases.

Other Notes

- There is approximately \$800,000 of unfilled positions included in this budget amendment.
- The ESSER II & III funding is one-time funding. The amount used in the current year makes up 9% of the District budgeted revenue.
- This amendment leaves fund balance at \$4,990,566 or 8.9%. While the net change in fund balance does not reflect a 3.5% decrease, the District has increased its budgeted expenditures by \$8.5 million over the 20/21 fiscal year, causing the sharp decline in fund balance % of expenditures.

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Thanked Board of Education and staff for their continued hard work.
- Vaccine clinic and booster clinic scheduled for the coming days.
- We are beginning the process to update the Strategic Plan.

7.2 Facilities & Maintenance Report

Custodial

- As with all other areas, we are focused on filling staffing vacancies, and holding positions within our custodial department.

Maintenance

- Since January we have closed 859 work orders and have 389 open work orders.
- PA system at Bishop updated to allow in room calls
- Several roof repairs completed at Childs due to vandalism

- Electrical repairs made to the parking lot and street light poles on Lincoln Trail and behind the middle school.
- HVAC
 - Working on pricing for several major HVAC repairs at the middle school.
 - Boiler repairs made at the high school, and bishop
- Security Cameras
 - replacement plan being priced out at the High school
 - adding new cameras at Transportation and Facilities
 - expanding cameras at Brick
 - future plans to expand cameras in other areas throughout the district.
- Looking to add exterior door monitoring systems at the high school, then looking to expanding system to the middle school.
- Continued plans to add water bottle filling stations throughout the district 3 on order in next round for Brick.
- Painting Projects
 - 200,300,400,500,700 halls painted at the high school, with new cove base added
 - Painted the East Kitchen
- Renovated the sheriff's office at the high school (new carpet, painted and furniture)

Grounds

- All areas winterized for the winter (irrigation, and outbuildings)
- Team is ready for the winter season
 - Trucks, plows, salt, salters, and plans all in place

Upcoming Project Plans

- Putting together project plans for restroom renovations at Brick
- Renovations starting soon to transition room 700 at the high school to a new counselors suite.
- Exploring pricing to renovate the West locker rooms by the pool (male and female)

7.3 Curriculum & Instruction Report

Curriculum

PLC updates

- Our Curriculum Leaders are doing a nice job of facilitating their PLC meetings. As a curriculum leaders' team, we are engaged in monthly planning meetings as well as monthly professional learning that is tying nicely into the work they are doing ensuring we have a guaranteed and viable curriculum in our district

ERPD updates

- Our ERPD days are tying in well with our district initiatives of Equity and SEL. At our last session, Dr. Terry Flennaugh discussed being culturally and historically responsive in our teaching and learning by having us understand Ghody Muhammed's skill and intellect. This ties in perfectly to the work we are doing in PLCS of deconstructing power standards. Dr. Yolanda Sealey-Ruiz discussed Educating for Equity and Hope During and After Covid-19 and touched on two more of the 5 SEL competencies of Social Awareness and Relationship Skills. This was in conjunction with critical reflection, critical humility, and critical love.

MTSS (Multi-Tiered System of Supports) Update

- LCS is receiving support from the MiMTSS TAC (Michigan's Multi-Tiered System of Supports Technical Assistance Center) to help us put an MTSS Framework in place. We have created a District Implementation Team composed of various stakeholders to help with this framework. At the DIT's first meeting, we completed a District Capacity Assessment which identifies what parts of our MTSS system are already in place, what needs to be improved, and what still needs to be done. The results of this assessment will help ensure we will implement a sustainable system.

Grants

Consolidated Application

- The Consolidated Application which is normally opened in May and due July 1st is finally open! This is where I request/submit the budgets for Title I, Title II, Title III EL and Immigrant, and Title IV to be approved.

- 2021-22 Benchmark Assessment Reporting and Funding Application, applied for the Benchmark Assessment grant through MDE. The purpose of this grant is to provide funds to districts for MDE approved benchmark assessments in reading and mathematics which was purchased for administration to K-8 students during the 2021-22 school year. We administer the NWEA which is an approved MDE assessment. If we are awarded the grant, we should receive approximately \$27,000 to go towards the cost of administering the NWEA assessment to our K-8 students.

- 7.4 Finance Report
- 7.4.1 October 2021 Food Service Report
Included in the Board packet
- 7.4.2 October 2021 Enrollment Report
Included in the Board packet

8.0 BOARD REPORTS/CORRESPONDENCE

- 8.1 Board Executive Committee Report
The Board Executive Committee met on November 15, 2021; minutes will be forthcoming. Next meeting is scheduled for December 6, 2021.
- 8.2 Board Performance Committee Report
The Board Performance Committee met on November 22, 2021, for their last meeting of the calendar year. The Committee's next meeting is tentatively scheduled for January 24, 2022.
- 8.3 Board Planning Committee Report
No report given the next Planning Committee meeting is scheduled for December 13, 2021.
- 8.4 Board Finance Committee Report
The next Finance Committee meeting is scheduled for December 6, 2021.
- 8.5 Reports and Correspondence
No reports.

9.0 PUBLIC COMMENT

- 9.1 Response to Prior Public Comment
No 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.

- Patricia Barthwell, employee, addressed the Board of Education about topics at the middle school including classification of Dean of Students and personnel issues.

10.0 NEW BUSINESS

10.1 2021-2022 Budget Amendment

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

10.2 Emergency OSHA Temporary Standards

The Board of Education authorizes the Superintendent or designee to establish testing and vaccination protocols to comply with MIOSHA Emergency Temporary Standards in accordance with the law, and revise such protocols in the future as appropriate, with notice to the Board. Board action was requested.

It was moved by Czachorski and seconded by Rollins that the Board of Education authorizes the Superintendent or designee to establish testing and vaccination protocols to comply with MIOSHA Emergency Temporary Standards in accordance with the law, and revise such protocols in the future as appropriate, with notice to the Board.

Ayes:6

Nays: 0

Motion carried 6-0

11.0 OLD BUSINESS

11.1 Minutes of Previous Meeting

11.1.1 Regular Meeting November 8, 2021

Enclosed are the minutes of the November 8, 2021, Regular Meeting.

It was moved by Czachorski and second by Sparks that we approve the minutes of the November 8, 2021, Regular Meeting as presented.

Ayes:6

Nays: 0

Motion carried 6-0

11.2 Curriculum Leaders

K-5:

K - Gretchen Guck (Bishop)

1 - Danielle Cole (Bishop)

2 - Cari Berecz (Brick)

3 -TBD

4 - Elizabeth Hollowell (Childs)

5 - Michael Hotchkiss (Childs)

6-8:

Social Studies - Kim Atkins

Math - Jennifer Pocock

Eng - Andrea Adams

Sci - Shannon Yarocho

9-12: Subject Matter department heads (English, Math, Soc Studies, Science) (4 total)

Social Studies - Mark Lowe

Math - Steve McGregor
English - Theodora Robinson-Jones
Sci - Vinti Pathak

World Languages K-12: (1 total)

TBA

Other Electives K-12: 1 Elementary & 1 Secondary

Secondary - Leslie Schwegler (MS and HS)
Elementary - Laura Angel (Childs)

Special Education & Ancillary Staff (Counselors, Behavior Specialists, Interventionists, etc...): 1 Elementary & 1 Secondary (2 total)

Secondary - Andrea Jurk (MS and HS)
Elementary - Courtney Simko (Bishop)

Compensation-Curriculum Leaders will be paid at a rate of \$4,000 per year.

Duration of Assignment-Committee appointments will be for a three-year period.

Expectations -The Assistant Superintendent of Curriculum & Instruction will prepare and share PLC expectations on or before the first day of school each year.

Curriculum Leaders will replace the CDC and the PDC. Board action was requested.

It was moved by Czachorski and seconded by Sparks that we approve the Curriculum Leaders as presented by the Assistant Superintendent of Curriculum and Instruction and the LEA as presented.

Ayes:6
Nays: 0
Motion carried 6-0

11.3 Annual Summer Tax Resolution

Enclosed is the Annual Summer Tax Resolution. School districts that previously authorized a summer tax levy and wish to continue with that authorization for the 2021 tax year must adopt this resolution to continue that levy. A copy of the approved resolution must be filed with each township in the district before January 1, 2022.

It was moved by Czachorski and seconded by Sparks that we approve Annual Summer Tax Resolution as presented.

Ayes:6
Nays: 0
Motion carried 6-0

11.4 October 2021 Finance Report

Enclosed are the October 2021, Financial Reports. The Superintendent recommends approval as presented.

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

Ayes:6
Nays: 0
Motion carried 6-0

11.5 October 2021 Check Register

Enclosed is the October 1-31, 2021, check register in the amount of \$3,192,263.49. The Superintendent recommends approval as presented.

It was moved by Czachorski and seconded by Sparks that we approve the October 1-31, 2021, check register in the amount of \$3,192,263.49 as presented.

Ayes:6
Nays: 0
Motion carried 6-0

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

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

Ayes:6
 Nays: 0
 Motion carried 6-0

- 11.7 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Position/Building	Effective Date	Status	Major/Step
Alec Bongiorno	LAB Receptionist	11/5/2021	New Hire	
Emma Casteel	LAB Receptionist	11/5/2021	New Hire	
Katie Root	Noon Supervisor/Childs Elementary School	11/8/2021	New Hire	
Catherine Tabor	LAB Receptionist	11/9/2021	New Hire	
Alexis Pleasant	LAB Receptionist	11/9/2021	New Hire	
Adrianna Kitchen	LAB Receptionist	11/9/2021	New Hire	
Jesse Davis Jr.	LAB Receptionist	11/9/2021	New Hire	
Katrina Durr	Noon Supervisor/Bishop Elementary School	11/10/2021	New Hire	
Trey Richey	LAB Receptionist	11/11/2021	New Hire	
Allanah Barber-Allen	LAB Receptionist	11/12/2021	New Hire	
Carol Post	Bus Aide/Transportation	11/15/2021	Resignation	

It was moved by Czachorski and seconded by Sparks that we approve the November 22, 2021, Personnel Transactions Summary as presented.

Ayes:6
 Nays: 0
 Motion carried 6-0

12.0 CLOSED SESSION

- 12.1 Superintendent Evaluation

It was necessary to enter closed session to discuss the Superintendent Evaluation, not to return to open session.

A roll call vote was necessary.

In pursuant to Sections 8(a) of the Open Meetings Act, it was moved by Czachorski and seconded by Bentley that we enter closed session to discuss the Superintendent Evaluation, not to return to open session.

Ayes: 6 Williams, Moore, Sparks, Bentley, Rollins and Czachorski
 Nays: 0
 Motion carried 6-0

13.0 ADJOURNMENT

President Williams declared the meeting adjourned to closed session at 7:32 p.m. not to return to open session.