

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**January 24, 2022**  
**6:00 p.m.**  
**District Boardroom-Lincoln High School**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Jennifer Czachorski, President  
Jennifer LaBombarbe, Vice President  
Allie Sparks, Secretary  
Thomas Rollins, Treasurer  
Yoline Williams, Trustee  
Matthew Bentley, Trustee  
Jason Moore, Trustee

**ADMINISTRATORS PRESENT**

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

**OTHERS PRESENT**

Edgar Brown, Mary Aldridge, Chris Erickson, Paula Robinette, Dan Makarewich, Barb Makarewich, Jamaica Barry, James Harless, Lara Lane, Andy Lane, Jeremy Lane, Ryan Lane, Robert Merritt, Leslie, Schwegler, Jason Jarvis, Deidre Burns, and Laurie Price

**1.0 CALL TO ORDER**

President Czachorski called the meeting to order at 6:02 pm.

**2.0 ROLL CALL**

Roll call showed all Board Members were present.

**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 Rollins that we accept the agenda as presented.

Ayes:7

Nays: 0

Motion carried 7-0

**6.0 PRESENTATIONS**

**6.1 School Board Appreciation Month**

Gifts and cards were presented to the Board of Education by staff in celebration of School Board Appreciation Month.

**6.2 Employee of the Month**

Congratulations to Jessica Smith, LMS Teacher, for being named LCS employee of the month for January 2022.

- 6.3 Eagle Scout Recognition  
Jeremy Lane presented an update of his finished Eagle Scout Project a handicap accessible ramp at Lowden Schoolhouse.
- 6.4 Lowden Schoolhouse Presentation  
Daniel Makarewich presented information about the Lowden Schoolhouse and the great historic important to the District.
- 6.5 Curriculum & Instruction Presentation  
Presented by Karensa Smith  
MICIP goals
- **Equity; Sub-committee lead is Andrea Adams**
    - Focus Activities:
      - Implement processes/procedures for how ODRs are handled (i.e minor vs. major infractions)
      - Input the discipline data correctly in the system based on procedures/processes in the handbook
      - Other equity implementations:
        - LCS' Equity for Justice Team
        - ERPD with Dr. Terry Flenbaugh, MSU Professor, who is tying in equity to the guaranteed and viable curriculum work that we are doing within the PLCs
        - Some staff are attending the Social Justice cohort sponsored by the WISD
        - We are participating in MASA's equity grant which will help put systems in place
        - Curriculum Leaders - Teaching the Standards in a Socially Just Classroom
        - The Board will be participating in "Leading for Equity: Understanding Diversity and Social Justice from the Governance Role"
  - **SEL (Social-Emotional Learning); Sub-committee leads are Sarak Kraemer and Puja Mullins**
    - Focus Activities:
      - Put processes in place for how and when to use the SEL resources
      - Time to teach SEL
      - Train all of the staff in the 5 SEL competencies
    - Other SEL implementations:
      - SEL committee sends out information and strategies to staff and families about the competency of the month
      - ERPD with Dr. Yolanda Sealey-Ruiz, educator, poet, activist, interrupter, who is tying together SEL and equity
      - We are participating in MDE's SEL grant which will help put systems in place
      - ALL Secondary staff is getting trained on TRAILS Tier I curriculum so SEL lessons will be taught to our students
      - ALL elementary staff is getting trained/refresher on the Zones of Regulations which will help students use strategies to build awareness and help self-regulate their feelings and internal state
  - **Math; Sub-committee lead is Jennifer Pocock**
    - Strategy: Guaranteed and Viable Curriculum
    - Focus Activities:
      - Continue work identifying and deconstructing power standards
      - Vertical and horizontal alignment of power standards
    - Strategy: Teacher Collaborative Routines
    - Focus Activities:
      - Implement regularly scheduled PLCs to assess, analyze, and implement the cycle
      - Training on the 4 PLC questions
    - Strategy: Embedded Formative Assessment
    - Focus Activities:
      - Research the most effective assessment tool; Illuminate or Performance Matters
    - Other SEL implementations:
      - MS Math Department - updated training on their math program and support system ConnectEd and ALEKS
      - Elementary interventionist researching math intervention programs

- **ELA (English Language Arts); Sub-committee lead is Amy Baxter**
  - Strategy: Essential Instructional Practices
  - Focus Activities:
    - Phonemic Awareness Training
    - Training on the Science of Reading
    - MS Essential Instructional Practices training/resource review
  - Strategy: Teacher Collaborative Routines
  - Focus Activities:
    - Implement regularly scheduled PLCs to assess, analyze, and implement the cycle
    - Training on the 4 PLC questions
    - Vertical and horizontal alignment of power standards
  - Other SEL implementations:
    - HS ELA Department training on Actively Learn - new ELA resource last year

MTSS (Multi-Tiered System of Supports)

- District Capacity Assessment
- Developing effective and efficient team meeting structures
- Research-supported practices for high-quality implementation
- Developing a high-quality process for recruiting and selecting staff to support the implementation of MTSS
- Developing processes and procedures to ensure staff have access to high-quality professional learning for MTSS

PLC (Professional Learning Communities)

- LCS has a Curriculum Leader at each grade level (Kdg-5th) and core content area (6th-12th) as well as electives and Special Education
- Curriculum Leaders meet once/month for professional learning for the ISD on Teaching the Standards in a Socially Just Classroom and once/month to plan their PLC meeting
- PLC meetings occur twice a month - identifying and deconstructing the power standards
- Vertical alignment has occurred within each level; will occur in March/April for MS and HS; plans are being made for alignment between elementary and middle school
- Curriculum Leaders and administrators will be attending the [Solution Tree Professional Learning Communities at Work Institute](#) this summer in Grand Rapids; a conference protocol will be used to ensure we have plans in place to implement what we learn

6.6 Bond Update

Presented by Phil Bongiorno  
Approved Projects In-Process

**Current In-Process Construction Approved Projects:**

- Punch List Items-Team is working on finishing punch list items
- Site Work
  - Baseball/Softball repairs to warning track and Track and field events
  - Pole vault runway materials scheduled for Spring
  - Football Scoreboard

**Projects Still Outstanding**

Stadium Building

- Project on hold due to construction material costs and design modifications
  - Concept drawing shared with planning committee
  - Plans given out to contractors for cost estimates
  - Project bid out in 2022, with construction starting Spring 2023

**7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

7.1 Superintendent's Report

- Happy Board of Education Appreciation Month!
- January 7, 2022, ALICE Training was successful and recorded for future employees.
- The process of A Portrait of a Graduate started with Administrative Council.

7.2 Finance Report

7.2.1 December 2021 Food Service Report  
Report included in the Board packet.

7.2.2 December 2021 Enrollment Report  
Report included in the Board packet.

7.3 Human Resources Report

- Covid tracking is only proceeding in high-risk situations.
- Staffing issues continue to surface in some department and building.
- Bargaining season is approaching with all units.

7.4 Technology Report

Since the Fall the Technology Department has:

- Upgraded the entire high school network infrastructure
- Deployed new interactive monitors across the district
- Deploying new desktop monitors to classrooms
- Fielded over 1700 requests for assistance
- Updated our staff laptops to new models
- Deployed hundreds of new Chromebooks to students
- Round 2 of the flat panels is nearing completion with the high school and middle school being the final two buildings.
- The number of reported broken and damaged devices have fallen significantly since the start of the school year and we are extremely thankful for families, staff and students responding to the new culture of having 1 to 1 devices.
- Illness and staffing shortages have also affected the technology team and has made our ability to respond to tickets more slowly. We are in the midst of hiring and balancing the team to ensure adequate coverage.

**8.0 BOARD REPORTS/CORRESPONDENCE**

8.1 Board Executive Committee Report

Last Executive meeting was held on January 17, 2022, and the minutes are included in the Board packet. Next meeting is scheduled for February 7, 2022, in the Pittman Room.

8.2 Board Performance Committee Report

The first meeting of the new year for the Performance Committee is scheduled for February 28, 2022, in the Pittman Room.

8.3 Board Planning Committee Report

The first meeting of the new year for the Planning Committee is scheduled for February 14, 2022, in the Pittman Room.

8.4 Board Finance Committee Report

The first meeting of the new year for the Finance Committee is scheduled for February 7, 2022, in the Pittman Room.

8.5 Reports and Correspondence

- Allison Sparks commented on the Legislative Coffee she attended.

**9.0 PUBLIC COMMENT**

9.1 Response to Prior Public Comment

- No prior 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.

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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.

- James Harless, resident, commented on supporting the Transportation Department initiative and wanting to include secretaries and paraprofessionals.
- Jason Jarvi and Bob Merritt, employees, thanked the Board of Education for their support and dedication.
- Jason Jarvis, employee, stated the need to enforce stop signs rules for cars and following road rules.
- Jamaica Barry, parent, addressed the Board of Education about a fight and communication form the school.

## 10.0 NEW BUSINESS

### 10.1 Student Discipline

#### 10.1.1 Student # 2

The Board Discipline Committee met on January 4, 2022, to conduct a disciplinary hearing for Student #2 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #2 as presented.

Ayes:7

Nays: 0

Motion carried 7-0

#### 10.1.2 Student #3

The Board Discipline Committee met on December 15, 2021, to conduct a disciplinary hearing for Student #3 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #3 as presented.

Ayes:7

Nays: 0

Motion carried 7-0

10.2 Board of Education Committee Meeting Schedule

The Superintendent and Committee Chairs recommend approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the Board of Education Committee Meeting Schedule for 2022 as presented.

Ayes:7

Nays: 0

Motion carried 7-0

10.3 High School Course Proposals

10.3.1 Environmental Science

10.3.2 United States History in Film-Wars

10.3.3 AP Environmental Science

AP Environmental Science:

- This change is only a change in the prerequisites

US History in Film - Wars:

- Students will challenge students to question and evaluate their perception of significant events in United States history and how their understanding of history is affected by the manner in which they choose to learn about it; main focus will be on wars through debates, panel discussions, analysis papers, projects, and presentations
- The course would start the 22-23 school year pending interests, staffing, etc..
- Course is a semester long course for juniors/seniors without any prior prerequisites
- No additional FTE is needed; must have a CB or CC social studies endorsement which we already have staff that do
- Approximately \$700 for resources/materials to get the course up and running with no annual fees

Environmental Science:

- Students will have an introduction to the environmental issues we are facing today, globally, and locally. It will examine inter-relationships of the natural world, identify environmental problems both natural and human made, and solutions for solving/preventing them
- This course would start the 22-23 school year pending interests, staffing, etc...
- Course would be a yearlong course for 11th and 12th graders with a C+ or better in biology
- No additional FTE is needed
- About \$15,000 to get the course up and running with an annual consumable fee of \$500

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

10.4 School Trips

10.4.1 Brick-Howell Conference and Nature Center

Brick Elementary School Student Trip Proposal is an out-of-town overnight request to Howell Nature Center in Howell, Michigan. Information is provided in your packet. This was presented for information only; Board action will be requested at a subsequent meeting.

10.4.2 High School Band-Mackinaw Island

Traveling provides real world experience for our students to explore other geographical areas. Students will be exploring several iconic and historical landmarks in Michigan including Lake Superior, Shipwreck Museum, Soo Locks, Mackinaw City, Mackinac Island, Tahquamenon Falls, ect. We will perform in the Memorial Day Parade. Traveling conducting themselves appropriately away from school. Information is provided in your packet. Board action was requested.

It was moved by LaBombarbe and seconded by Williams to approve the High School Band-Mackinaw Island trip as presented.

Ayes:7

Nays: 0

Motion carried 7-0

10.4.3 High School-Drama Theatre Festival

A High School Theatre Department overnight trip proposal to attend MIFA (Michigan Interscholastic Forensics Association) and Mid-Michigan Theater Festival in Essexville, Michigan in February is included in the Board packet. This is time sensitive and Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the High School Drama Theatre Festival as presented.

Ayes:7

Nays: 0

Motion carried 7-0

10.5 WISD Technology Proposal

Please read the attached document provided by the WISD. This was presented for information only; Board action will be requested at a subsequent meeting.

10.6 Middle School Calculator Quote

Please read the attached document provided by the Curriculum Department. This was presented for information only; Board action will be requested at a subsequent meeting.

10.7 Additional Security Cameras

Security Camera Additions:

To add security cameras to the Facilities building, Transportation building, and additional cameras at Brick Elementary school. The additional cameras will require an additional server for video storage.

Proposal Cost:

Facilities Building Cost: \$7,454.96

Transportation Cost: \$29,788.58

Brick Elementary School Cost

\$15,288.94

Additional Server Cost: \$20,623.09

Total Project Cost: \$73,155.57

Recommendation:

It is recommended by the Director of Facilities that the Superintendent and Board of Education move forward with the new security cameras at the facilities and transportation buildings, along with the additional security cameras at Brick Elementary School and additional server.

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

10.8 Transportation Attendance Initiative

The transportation department is recommending the adoption of the following recommendations contained in the report dated January 04, 2022, to the Superintendent of the Lincoln Consolidated School District.

1. **PURPOSE**

The transportation department recommends an attendance bonus be put into place immediately due to the shortage of bus drivers and bus aides. There is a national shortage that is getting worse due to the Covid Pandemic. We are now at a staffing level that will have service failures and routes canceled due to any employee calling off work. We have had staff retire, pass away, and job hop for more money that has now put us in a place that will take months to dig out of.

2. **OPTION**

A. I recommend instituting the attendance bonus that is structured as a per hour increase of \$3 per hour that will give me the selling opportunity to new hires to be competitive with the hourly rate to our neighboring schools if they work all shifts for the entire week. The bonus will be on a week-to-week basis and managed by myself and Becky Miller through a shared

spreadsheet for accuracy. Adam Snapp created a spreadsheet, which is attached to this proposal highlighting the cost.

**3. RECOMMENDATION**

By having this bonus retroactively starting on January 03, 2022, we are hopefully to have every employee come in daily, so we do not have service issues transporting the students within the pandemic environment.

It is recommended that:

1. The Superintendent approves the attendance bonus for the \$3.00 per hour for each transportation employee that works all their shifts for the entire week. By structuring the attendance bonus this way, we can eliminate the need for ongoing pay increases while still being competitive in the job marketplace. The entire cost of the attendance bonus is approximately \$126,553 as shown on the attached page.

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

**11.0 OLD BUSINESS**

11.1 Minutes of Previous Meeting

11.1.1 Regular Meeting December 13, 2021

11.1.2 Organizational Meeting January 10, 2022

Enclosed are the minutes of the December 13, 2021, Regular Meeting and January 10, 2022, Organizational Meeting as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the minutes of the December 13, 2021, Regular Meeting and January 10, 2022, Organizational Meeting as presented.

Ayes:7

Nays: 0

Motion carried 7-0

11.2 December 2021 Finance Report

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

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

Ayes:7

Nays: 0

Motion carried 7-0

11.3 December 2021 Check Register

Enclosed is the December 1-31, 2021, check register in the amount of \$3,502,326.19. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the December 1-31, 2021, check register in the amount of \$3,502,326.19 as presented.

Ayes:7

Nays: 0

Motion carried 7-0

11.4 December 2021 Trust and Agency

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

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

Ayes:7

Nays: 0

Motion carried 7-0



11.5 Personnel Transactions

Name	Position/Building	Effective Date	Status	Major/Step
Nancy Sizemore	Noon Supervisor/Bishop Elementary	8/30/2021	EOY File Clean-up	
Mary Rougeau	Noon Supervisor/Brick Elementary	8/30/2021	EOY File Clean-up	
William Simms	Interim Principal/Lincoln High School	8/30/2021	EOY File Clean-up	
Lydia Newton	Noon Supervisor/Lincoln Middle School	8/30/2021	EOY File Clean-up	
Teresa Lewis	Summer School Teacher/Lincoln Middle School	8/30/2021	EOY File Clean-up	
Beth Hone	Noon Supervisor/Childs Elementary	8/30/2021	EOY File Clean-up	
Willinda Fletcher	Noon Supervisor/Brick Elementary	8/30/2021	EOY File Clean-up	
Kendall Adams	Paraprofessional/Lincoln Middle School	8/30/2021	EOY File Clean-up	
Jennifer Brose	Interventionist/Brick Elementary	8/30/2021	EOY File Clean-up	
Rubie Marshall	Bus Driver/Transportation	8/30/2021	EOY File Clean-up	
Sharon Phillips	Summer School Teacher/Lincoln Middle School	8/30/2021	EOY File Clean-up	
Gabriela Hopkins	Special Education Paraprofessional/Model	12/13/2021	New Hire	
Brooke Tkach	Special Education Teacher/Lincoln High School	1/3/2022	New Hire	
Joseph Weaver	Dispatcher/Transportation	12/9/2021	Resignation	
Jerome Cry	Bus Driver/Transportation	12/10/2021	Passed Away	
Jennifer Kegley	Bus Driver/Transportation	1/5/2022	Retirement	
Shean Conlon	Social Studies Teacher/Lincoln High School	1/10/2022	New Hire	
Dawn Wolf	Bus Driver/Transportation	1/4/2022	Retirement	
April Krey	Head Start Associate Teacher/Model	1/31/2022	New Hire	
Nicole Clarke	Bus Aide/Transportation	1/21/2022	New Hire	
Jack Radcliffe	Noon Supervisor/Brick Elementary	1/25/2022	New Hire	
Name	Building/Position	Return to Work Date	Status	Approved/Not Approved
Hughes, Dawn	Virtual Academy/Teacher	12/15/2021	Consecutive	Approved
Satarino, Lamae	Lincoln Middle School/Teachers	N/A	Intermittent	Approved
Neal, Sonia	Bishop Elementary/Behavior Interventionist	1/17/2022	Consecutive	Approved
Ramey, Jona	Human Resources/Assistant	1/31/2022	Consecutive	Approved
Codere, Ellen	Lincoln Middle School/Ancillary Staff	N/A	Intermittent	Approved
Ferguson, Lori	Lincoln Middle School/Administrators	N/A	Intermittent	Approved
Mayville, Roxanne	Lincoln High School/Secretary/Clerical	N/A	Intermittent	Approved
Soos, Nathan	Lincoln Middle School/Teacher	N/A	Intermittent	Approved
Griffin, Daneya	Childs Elementary/Interventionist	3/7/2022	Consecutive	Approved

It was moved by LaBombarbe and seconded by Sparks that we approve the January 24, 2022, Personnel Transactions Summary as presented.

Ayes: 7  
Nays: 0

Motion carried 7-0

**12.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Williams that we adjourn the meeting at 7:59 p.m.

Ayes: 7

Nays: 0

Motion carried 7-0