

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR
MEETING
February 26, 2024
6:00 p.m.
District Boardroom-Lincoln High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Jennifer LaBombarbe, Vice President
Allie Sparks, Secretary
Thomas Rollins, Treasurer
Matt Bentley, Trustee
Jason Moore, Trustee
Lauren Smith, Trustee

ADMINISTRATORS PRESENT

Robert Jansen, Superintendent
Karensa Smith, Curriculum & Instruction Assistant Superintendent
Paula Robinette, Director of Human Resources

OTHERS PRESENT

Edgar Brown, Jim Harless, Abby Smith and Cassandra Coker

1.0 CALL TO ORDER

Vice President LaBombarbe 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 Czachorski.

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 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

5.1 Superintendent's Report

- Above and Beyond morning emails have been going out daily to staff. A reminder of fellow staff member who have gone above and beyond to make a difference in the lives of others.
- Our Strategic Plan is finished and posted on the website.
- Abby Smith, Bishop Principal and Superintendent Jansen gave an overview and explained the "why" behind Bishop's possibility of moving from Multi-Age to Looping in the Fall of 2024

5.2 Curriculum & Instruction Report

Grants

- Karensa Smith has been doing a lot of grant work these past couple of weeks:
 - 97j needs to be modified - Karensa
 - Purchase and implementation of tools that provide a common way of identifying and collecting early behaviors that could require intervention to prevent abuse, self-harm, or violence in schools
 - 23g is waiting on the budget to be approved

- The MI Kids Back on Track grant funds will support programs provided before school, during school, after school, or during the summer. These funds are designed to address unfinished learning, get students to grade-level academic standards, provide additional academic assistance to students at risk of falling behind their peers, or help high school students prepare for postsecondary education.
- Based on per pupil amount, should have been award a little over \$200,000 but thanks to Mr. Jansen’s connections, we were awarded \$517,615
- 35j was submitted February 23rd - Amy and Karensa
 - Improve literacy instructional practices for grades PreK-5th by investing in quality, research-based best practices and professional learning
 - Approximately \$300,000
- Future Proud Michigan Educator EXPLORE grant - Vicki and Karensa
 - Intended to foster an interest in educational careers for students in grades 6-12
 - \$10,000 for staffing and materials
- 23h - Improving Mathematics Teaching and Learning
 - Section 23h of the 2023-2024 School Aid Bill provides \$25,000,000 to support mathematics teaching and learning in 4 areas:
 - Continued system development, capacity building, and networking spaces for early math specialists in districts and intermediate districts.
 - Incentives and supports for K-5 schools in the purchasing and implementation of high-quality mathematics instructional materials programs to engage students in equitable high-quality mathematics learning experiences through a guided adoption process through intermediate districts.
 - Supports for the expansion of math recovery specialists statewide through intermediate school districts.
 - Supports for secondary schools in offering supplemental just-in-time, personalized support programs in mathematics.
 - With support from the ISD, we are applying for the secondary portion for our middle and high schools. Tim and Shane are in the conversations.
- Our District Equity Planning Committee continues to meet to put in place an equity plan for the district.

5.3 Finance Report

- 5.3.1 January Enrollment Report
Report was included in Board packet.
- 5.3.2 January Food Service Report
Report was included in Board packet.

6.0 BOARD REPORTS/CORRESPONDENCE

- 6.1 Board Executive Committee
The next Executive Committee meeting will be held on March 4th at 5:30pm in the Pittman Room.
- 6.2 Board Performance Committee Report
The next Performance Committee meeting will be held on March 5th at 4:30pm in the Pittman Room.
- 6.3 Board Planning Committee Report
The next Planning Committee meeting will be held on March 11th at 4:30pm in the Pittman Room.
- 6.4 Board Finance Committee Report
The next Finance Committee meeting will be held on March 18th at 3:00pm in the Pittman Room.
- 6.5 Board Reports
 - The WASB Board of Directors is looking for several board members across the WISD to participate in the nominating process for this year’s Board of Directors elections. There is a need

for one or two members. Anyone who is willing to serve on the committee can contact Thomas Rollins or Naomi Norman directly. Also, coming soon, the WISD Board of Directors will be offering professional development. Please watch for more information.

7.0 PUBLIC COMMENT

7.1 Response to Prior Public Comment

- No Public Comment

7.2 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.

8.0 CONSENT AGENDA

8.1 Minutes of Previous Meeting

8.1.1 Regular Meeting February 12, 2024

Enclosed are the minutes of the February 12, 2024, Regular Meeting as presented.

8.2 Student Trip

8.2.1 Brick 5th Grade Camp

The Howell Nature Center is a hands-on total immersion learning center. "The Great Outdoors" makes science and related curriculum come alive, and significantly more relevant, for each student. Information on camp is provided in your Board packet.

8.3 January 2024 Finance Report

Enclosed are the January 2024 Financial Reports. The Superintendent recommends approval as presented.

8.4 January 2024 Check Register

Enclosed is the January 1-31, 2024, check register in the amount of \$2,618,289.92. The Superintendent recommends approval as presented.

- 8.5 January 2024 Trust and Agency
 Enclosed is the January 2024, Trust & Agency Report. The Superintendent recommends approval as presented.

8.6 Personnel Transactions

ACTION ITEMS					
Name	Position/Building	Date of Hire	Effective Date	Status	Major/Step
Octavia Pulliam	Bus Driver/Transportation	2/21/2024		New Hire	
Denise Case	Assistant Coordinator/Golden Age Senior Center	2/20/2024		New Hire	
Sonia Light	Bus Aide/Transportation	2/22/2024		New Hire	
Trey Richey	LAB receptionist/LAB	11/11/2021	1/4/2024	Resignation	
Robin Reynolds	Paraprofessional/Lincoln High School	2/13/2001	1/31/2024	Retirement	
Desiree Jarvis	Bus Aide/Transportation	12/11/2023	2/13/2024	Resignation	
Kevin Tachar	Noon Supervisor/Childs Elementary	3/10/2022	2/9/2024	Resignation	
Cody Burke	Noon Supervisor/High School	1/26/2024	2/9/2024	Terminated - No Show	
Name	Position/Building	Start Leave Date	Return to Work Date	Status	Approved/Not Approved
David Samuels	Paraprofessional/Brick Elementary School	01/31/2024	4/1/2024	FMLA	
Gretchen Guck	Teacher/Bishop Elementary School	3/11/2024	8/19/2024	FMLA	
Tammy Szubielak	Teacher Consultant/Bishop Elementary School	2/21/2024	INTERMITTENT	FMLA	

It was moved by Bentley and seconded by Rollins that we accept the Consent Agenda as presented.

Ayes: 6
 Nays: 0
 Motion carried 6-0

9.0 NEW BUSINESS

- 9.1 Lewis & Knopf Contract Extension
 It is recommended that the District approve the 3-year extension for Lewis & Knopf. The 3 year extension keeps the annual increase to \$1000 per year (starting at \$24,000 for the first year) with an additional \$4,000 charge each year for the separate audit of the expenditures of federal awards. Approval of the 2 year extension would leave the door open for a larger increase if another extension was requested. Going out to bid would likely lead to a higher annual charge as new firms coming in would need extra time to learn the Districts processes and controls. This was presented for information only; Board action will be requested at a subsequent meeting.
- 9.2 Publicly Funded Health Insurance Contribution Act, Public Act 152 of 2011
 The publicly funded health insurance contribution will need yearly approval and will be added to the Organizational Meeting going forward. The Board resolves that it shall comply with Section 4 of the Act by paying not more than 80% of the total annual costs of all of the medical benefit plans it contributes to for our employees. This resolution shall remain in full force and effect unless and until the Board resolves that it shall comply with Section 3 of the Act. This was presented for information only; Board action will be requested at a subsequent meeting.
- 9.3 Non-Affiliate Contract Extension
 Recommendations for Non-Affiliate Contract Extensions will be available at the subsequent meeting. Currently the contract extension would include through June 30, 2025.

- 9.4 LAA Individual Contract Extension
Recommendations for LAA Individual Contract Extensions will be available at the subsequent meeting. Currently the contract extension would include through June 30, 2025.
- 9.5 E-Rate Fiber Maintenance
This year for our E-Rate bid under Category 1 we submitted a request for fiber maintenance up to \$30,000.
Fiber is delicate and is susceptible to damage and breaks. Fiber maintenance bids allow us to leverage our category 1 E-Rate discount of 80% on these repair, maintenance, and preventive costs each year. Therefore, if we choose to leverage these services we have \$30,000 worth of work we can hire at a discounted rate of 80% (\$6000). We will pick a vendor once we have the fiber construction bid submitted. This was presented for information only; Board action will be requested at a subsequent meeting.
- 9.6 E-Rate Core Switches
Approval for Sentinel Technologies as the vendor selected for our E-Rate Category 1 core switch bid of 4 switches and their associated components, installation, warranties, and project management. This year for our E-Rate bid under Category 1 we submitted a request for proposal on 4 core switches to replace our current outdated and end of life units. These switches are what connect Lincoln's internal network to the Internet. The total price on the project is \$40,974.00 (base bid) + alternate 1 which extends the warranty to 5 years for an additional \$9,812 leading to a total project cost of \$50,786. As this is an E-Rate category 1 project, we are covered for 80% of the project which leads to a total cost to the district for \$10,157.20. This was presented for information only; Board action will be requested at a subsequent meeting.

10.0 OLD BUSINESS

- 10.1 MASB Board of Directors
Each district will receive ONE ballot and all terms are for three-years. Candidates' bios are included in your Board packet. There are five candidates running for Michigan Association of School Boards (MASB) Board of Directors. The Board of Education will vote for one candidate to represent Region 7 for a three-year term on the MASB Board of Directors; their bios are enclosed Board action was requested.

It was moved by Bentley and seconded by Rollins that the Board of Education place their vote for Michael McVey for District 7, Michigan Association of School Boards (MASB) Board of Directors

Ayes: 6

Nays: 0

Motion carried 6-0

- 10.2 Testing Chromebooks
To purchase 150 Chromebooks specifically to be used for testing during the 2023-2024 school year, but will go into general circulation for the 2024-2025 school year. There would be 250 general non-touch models and 50 of the touch models. The estimated cost is above \$100,000 for this project. Quote attached to Board packet.

We are unsure if we can adequately provide enough devices for the SAT testing come this April as it's moving online. The shortage comes from units being damaged, not adequately charged devices, and students failing to bring the devices. There are new updated quotes included in the Board packet. Board action was requested.

It was moved by Bentley and seconded by Moore that we approve the purchase of Testing Chromebooks as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- 10.3 Technology Fiber Construction E-Rate Project
E-Rate has two categories: 1 and 2. Category 1 has to deal with our connectivity with the Internet. Any equipment that deals with that connectivity qualifies. What we are focusing on with this project is both resiliency and modernization. We are looking to undertake a massive project this year because E-Rate Cat

1 covers 80% of our expenses and this year, the State of Michigan has some additional grants we can apply for to cover the remaining 20%. The goal here is to be covered 100% otherwise we will not go forward with the project. These projects are extremely expensive and even a small percentage expense could deeply impact the district.

Modernization in upgrading our connectivity significantly so that our buildings will not be bottlenecked. This will cover every building's connectivity to the high school which is our primary hub.

However, for resiliency we are looking for options from our vendors on how we can ensure if our current line goes down what we can have in place to ensure the district does not go offline. Right now on our bid its requesting resilient pathways to go from LCS to WISD and also from LCS to Monroe ISD in case our county line experiences issues.

The vendors have come for the walkthrough and I will be responding to their questions. Their bids are due to the district by March 4. Only two vendors showed up though it's unclear who will actually be bidding. Ideally, the board can be made aware of the project and its implications. Then on March 11 they can vote on the final bid for this part of our E-Rate bids.

This is an approval for the Technology Fiber Construction E-Rate Project only. The approval for the chosen vendor will be on the agenda for approval on March 11, 2024.

It was moved by Bentley and seconded by Moore that we approve the Technology Fiber Construction E-Rate Project as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

10.4 WISD Parent Advisory Committee (PAC)

The Department of Student Services is proud to recommend Regina Winborn as Lincoln's Parent Advisory Committee representative to Washtenaw Intermediate School District.

Regina has a range of experience supporting children with needs as a parent and a career educator. She will bring a nuanced blend of experience to this committee and be an excellent representative for Lincoln Consolidated Schools. Board action was requested.

It was moved by Bentley and seconded by Rollins that we approve Regina Winborn as Lincoln's Parent Advisory Committee representative to Washtenaw's Intermediate School District's Parent Advisory Committee (PAC) as recommended.

Ayes: 6
Nays: 0
Motion carried 6-0

11.0 CLOSED SESSION

11.1 Attorney Client Privilege

It was necessary to enter closed session to discuss the Attorney Client Privilege, not to return to open session.

Pursuant to Sections 8(e) of the Open Meetings Act, it was moved by Bentley and seconded by Moore that we enter closed session to discuss the Attorney Client Privilege, not to return to open session. A roll call vote was necessary.

Ayes: 6 Sparks, LaBombarbe, Rollins, Bentley, Smith and Moore
Nays: 0
Motion carried 6-0

12.0 ADJOURNMENT

It was moved by Sparks and seconded by Bentley that we adjourn the meeting at 6:54 p.m.

Ayes: 6

Nays: 0
Motion carried 6-0

Vice President LaBombarbe declared the meeting adjourned.

What is a consent agenda?

A consent agenda groups the routine, procedural, informational, and self-explanatory non-controversial items typically found in an agenda. These items are then presented to the board in a single motion for an up or down vote after allowing anyone to request that a specific item be moved to the full agenda for individual attention. Other items, particularly those requiring strategic thought, decision making or action, are handled as usual.

Why would an organization want to use a consent agenda? Consent agendas are popular with many organizations because they help streamline meetings and allow the focus to be on substantive issues.

What does it mean if we adopt a consent agenda?

- Documentation for consent items must be provided to the board prior to meetings so that directors feel confident that their vote reflects attention to their duty of care.
- Board members are encouraged to ask prior to the meeting all the questions that they want related to consent agenda items. • If it is determined that an item on the consent portion of the agenda actually requires action or a decision that item should be removed from the consent portion of the agenda and raised later in the meeting.
- Any board member can request that an item be moved to the full agenda.
- A vote on the single motion applies to all the items on the consent portion of the agenda.