

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR
MEETING
June 24, 2024
6:00 p.m.
District Boardroom-Lincoln High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Jennifer Czachorski, President
Jennifer LaBombarbe, Vice President
Thomas Rollins, Treasurer
Matthew Bentley, Trustee
Jason Moore, Trustee
Lauren Smith, Trustee

ADMINISTRATORS PRESENT

Paula Robinette, Human Resources Director
Adam Snapp, Finance Director
Karensa Smith, Assistant Superintendent Curriculum & Instruction

OTHERS PRESENT

Edgar Brown, Cassandra Coker and Robert W.

1.0 CALL TO ORDER

President Czachorski 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 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 PRESENTATIONS

- 5.1 PA of 2021 Section 98b Plan
Presented by Karensa Smith
- 5.2 Virtual Academy Presentation
Presented by Jessica James
Postponed to the July 22, 2024 Board meeting.
- 5.3 2024-2025 Budget Presentation
Presented by Adam Snapp
Details of the presentation are under 11.6 24-25 Budgets.

6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

- 6.1 Superintendent's Report
 - Summer Reading in the Park started on June 18th. Great turn out and lots of fun for the kids.
 - Century 21 end of the year recap and debrief meeting was held and lots of planning for next year.

- Meeting with EMU College of Education and Early Childhood partnership.

6.2 Student Services Report

- Rob Williams explained to the Board that he has lost staff to retirement that carried decades of experience and the challenges that may cause in the coming years for Special Education staff.

6.3 Finance Report

- 6.3.1 May Enrollment Report
Board report included in Board packet.
- 6.3.2 May Food Service Report
Board report included in Board packet.

7.0 BOARD REPORTS/CORRESPONDENCE

7.1 Board Executive Committee

The next Executive Committee meeting is scheduled for August 5th at 2:30pm.

7.2 Board Performance Committee Report

The next Performance Committee meeting is scheduled for September 23rd at 4:30pm.

7.3 Board Planning Committee Report

The next Planning Committee meeting is scheduled for August 12th at 4:30pm.

7.4 Board Finance Committee Report

The next Finance Committee meeting is scheduled for August 5th at 4:00pm.

7.5 Board Reports

- No reports

8.0 PUBLIC COMMENT

8.1 Response to Prior Public Comment

- No Prior Public Comment

8.2 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.

- No Public Comment

9.0 CONSENT AGENDA

9.1 Minutes of Previous Meeting

9.1.1 Regular Meeting June 10, 2024

9.1.2 Closed Session June 10, 2024

Enclosed are the minutes of the June 10, 2024, Regular Meeting and Closed Session as presented.

9.2 May 2024 Finance Report

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

9.3 May 2024 Check Register

Enclosed is the May 1-31, 2024, check register in the amount of \$3,183,062.96. The Superintendent recommends approval as presented.

9.4 May 2024 Trust and Agency

Enclosed is the May 2024, Trust & Agency Report. The Superintendent recommends approval as presented.

9.5 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Position/Building	Date of Hire	Effective Date	Status
Jaxsen Rice	Community Ed/LHS/Pool	6/11/2024		New Hire
Raymond Carr	Paraprofessional/Childs Elementary	11/14/1997	8/1/2024	Transfer (from HS to Childs)
Makayla Sperle	Community Ed/LHS/Pool	6/11/2024		New Hire
Carley Mahan	Bus Aide to Driver/Transportation	6/12/2024		New Hire
Alexis Droste	Community Ed/LHS/Pool	6/17/2024		New Hire
Medric Simms	Bus Aide to Driver/Transportation	3/8/2024	6/7/2024	Termination
Shannon Brown	Bus Driver/Transportation	5/1/2024	6/6/2024	Resignation
Rachel Towler	Noon Supervisor/Bishop Elementary	12/1/2022	6/5/20/24	Resignation
Cheryl Hein-Erickson	Noon Supervisor/Bishop Elementary	11/28/2022	6/5/2024	Resignation
Sue Brodie	Teacher/Bishop	10/21/2002	6/15/2024	Retirement
Mary Aldridge	Principal/Childs Elementary	09/08/1995	6/30/2024	Retirement
Dani Weathers	Teacher/Lincoln Middle School	9/1/1995	6/30/2024	Retirement
Craig Brann	Teacher/Bishop Elementary	8/22/2003	6/30/2024	Retirement
Chris Parmelee	Teacher/Lincoln Middle School	1/5/1998	6/30/2024	Retirement
Sheryl Doty	Teacher/Lincoln Middle School	10/9/2000	6/30/2024	Retirement
Margaret Jalilevand	Teacher/Lincoln High School	8/27/2016	6/7/2024	Retirement
Anne Stephens	Teacher/Childs Elementary	8/25/2000	8/24/2024	Retirement
Lynne Phillips	Secretary/Student Services	2/10/1998	8/1/2024	Retirement
Steve MacGregor	Teacher/Lincoln High School	8/26/2013	7/18/2024	Retirement

Emily Bolinger	Teacher/Childs Elementary	8/8/2021	6/7/2024	Resignation
Steffanie Levering	Teacher/Bishop Elementary	8/15/2023	6/7/2024	Resignation
Madison Dils	Teacher/Brick Elementary	8/15/2023	6/7/2024	Resignation
Jared Marcucci	Teacher/Bishop Elementary	8/23/2023	6/7/2024	Resignation
Kira Casey	Teacher/Bishop Elementary	8/15/2023	6/7/2024	Resignation
Keitha Biggers	Counselor/Lincoln Middle School	2/21/2023	6/7/2024	Resignation
Matthew Leffler	Teacher/Bishop Elementary	2/20/2024	6/7/2024	Resignation
Timothy Green	Principal/Lincoln Middle School	7/1/2017	6/30/2024	Resignation
Shane Malmquist	Principal/Lincoln High Schools	8/27/2019	6/30/2024	Resignation
Muthu Jayatissa	Assistant Building Secretary/Brick Elementary	8/23/2023	6/15/2024	Resignation
Name	Position/Building	Start Leave Date	Return to Work Date	Status
Ambi Dudash	Teacher/Lincoln Middle School	8/1/2024	25.26 School Year	Personal LOA

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

Ayes: 6
 Nays: 0
 Motion carried 6-0

10.0 NEW BUSINESS

10.1 Transfinder-Stopfinder

Purpose

The transportation department needs new software and tablets for each bus. This would allow us to offer turn-by-tum navigation for each employee as well as using student badges to scan on and off buses aka Student Ridership. Our current software company contract expires on February 20, 2025, however the company Synovia, now called Cal Amp, has filed for chapter 11 bankruptcy as of June 3, 2024. We will need to purchase all new devices as well as the supporting software for these devices.

Analysis

We currently have been in a contract with CaVAmp (formally known as Synovia) since February 2020. The company was bought out in September of 2023. Since this happened the service at CaVAmp has declined and it's been very difficult to get problems solved. The company has filed for bankruptcy now and we are Illlsure of the stability of this company currently. We have already purchased Transfinder (routing software) and they have released software that is capable of replacing every aspect ofCaVAmp. This software is called Wayfinder. It includes student ridership, GPS tracking, Navigation, and the parent app called Stopfinder. We feel that this would be the logical direction to tum since we are already using their routing software. This would ensure that we will NOT have communication issues between software's.

Recommendation

It is my recommendation to purchase the Wayfinder software and hardware for the amount of \$92,650.00 (initial investment) and pay a monthly service fee in the amount of approximately \$3754.50. We are currently paying \$2310.00 per month for Cal/Amp. This was presented for information only; Board action will be requested at a subsequent meeting.

10.2 Trinity Athletic Contract

Ryan Lucas has worked, and Trinity has billed us, just over 1800 hours this school year in service to our teams and our events. Proposing that we move our existing contract up to 2100 hours for the 2024-25

school year in order to replace Ryan with 1 ½ athletic trainers. The “lead” trainer will be a full 40 hour/week employee in service of Lincoln and our teams. The “assistant” trainer will supplement that schedule on a flexible basis to 1) provide care on days that we have multiple events at the same time; 2) add all Middle School teams and events to our service contract; and 3) provide a schedule that will not burn out our next trainer. Trinity Health is confident they can fill both positions and will supplement the second staff by scheduling their “non-Lincoln” hours in their physical therapy clinics.

The additional cost to us for the increase in services will be approximately \$9,500 and has been added to the Athletic Budget proposal by making cuts to funds dedicated to after school strength & conditioning services. Those cuts are to funds held in the athletic budget this year from funds dedicated to an outside strength coach. We’re ready to scale back any need for paying staff for after school strength & conditioning due to the huge participation increase to in-school classes - Coach Dillon and Coach Tucker are seeing a great number of athletes in PE classes, and the need for after school programming is greatly reduced. This was presented for information only; Board action will be requested at a subsequent meeting.

11.0 OLD BUSINESS

11.1 MHSAA 2024-25 Membership

Enclosed is the 2024-2025 MHSAA Membership Resolution, which requires annual adoption. Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we adopt the Michigan High School Athletics Association (MHSAA) Resolution for the 2024-2025 school year as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.2 Middle School Boys Baseball

Piloted Boys Baseball at the MS level in 2023-24. Great turnout this spring – had to cut to get to 15 players. Asking for 5.0% coaching stipend (currently \$1,832), matching MS Track, MS Softball, and possibly MS Soccer. This program will match the existing MS Softball program, in place for 7 or 8 years.

Additional equipment/uniform costs included in the existing Athletic Budget. Only other additional costs per season – officials for home contests (\$8-1200), and 5 – 8 potential bus trips. These costs offset by additional ticket revenue and participation fees – difficult to approximate how many “new” athletes soccer will bring vs. kids playing an additional sport after already paying a participation fee. Board action was requested.

It was moved by LaBombarbe and seconded by Bentley that we approve the addition of Middle School Boys Baseball as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.3 Middle School Boys and Girls Soccer

Piloted Boys & Girls Soccer at the MS level in 2023-24. A huge turnout for the boys in the fall – 32 participants. Only 9 girls in the spring, but significant interest in spring clinics show that the girls team should be viable next year. Asking for 5.0% coaching stipends (currently \$1,832), matching MS Track, MS Softball – one head coach in the fall (boys) and one head coach in the spring (girls).

Additional equipment/uniform costs included in the existing Athletic Budget. Only other additional costs per season – officials for home contests (\$6-800), and 5 – 8 potential bus trips. These costs are offset by additional ticket revenue and participation fees – difficult to approximate how many “new” athletes soccer will bring vs. kids playing an additional sport after already paying a participation fee. Board action was requested.

RECOMMENDED MOTION: I move that we approve the addition of Middle School Boys and Girls Soccer as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.4 High School MHSAA Cooperative Ice Hockey

Lincoln offered Ice Hockey in some cooperative form until the 2012-13 school year, when lack of participation dissolved the team shared by Lincoln & Belleville HS. Student/parent interest emails showed a small contingent of potential players, some of which are at the late elementary/early middle school ages. We anticipate a small number of players (Less than 5) participating in the next few years.

Adding Lincoln to the Ann Arbor Huron/Milan cooperative agreement would create the opportunity for students to play hockey again without the full number of students or financial resources needed to sponsor the team on our own. Team will be housed under the AA Huron Athletic Department. Currently, 62 of the 129 teams in MHSAA Ice Hockey are co-operative programs.

Financial commitment – only to help out with transportation – less than 5 trips a year. AA Huron is responsible for the coaches' salaries, and player fees support ice time. Ice Hockey across Michigan is mostly self-funded by the team, and this would be the same.

Lincoln Athletic Department staff will be asked to supervise 2-3 games a year. Hockey is mostly played on Monday/Wednesday/Saturday, and will not overwhelm the winter supervision schedule. Board action was requested.

It was moved by LaBombarbe and seconded by Bentley that we High School MHSAA Cooperative Ice Hockey as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.5 2023-24 Final Budget Amendment

Activity/Student Services & Custodial Fund
Revenues

- The revenue reported in this special revenue fund is actually money held by student groups that the District is required to show as a governmental fund. As there are about 100 student groups, it is impossible to provide an accurate estimate of what the income for the year will be. The original budget was determined using historical data. The amendment is based more on actual income with an estimated amount of income for the remainder of the year.

Expenditures

- The expenditures reported in this special revenue fund is actually use of money held by student groups that the District is required to show as a governmental fund. As there are about 100 student groups, it is impossible to provide an accurate estimate of what the expenditures for the year will be. The original budget was determined using historical data. The amendment is based more on actual usage with an estimated amount of expenditures for the remainder of the year.

Community Education

Revenue

- Overall revenue was pretty consistent from the prior year. There was an increase in revenue, overall, but still pretty consistent with the original budget.
- Indoor baseball/softball activity has stopped in the LAB due to damage happening inside the building

Expenditures

- Activities in the LAB caused salaries and benefits to be higher than expected.
- Contracted services cost increased during the year due to an increase in custodial presence needed and there was also several dates where security was needed on-site for large events held at the LAB
- Concessions were not sold in the LAB until the end of the year. Going forward, there is a plan in place to continue these operations.

- Indoor track maintenance was needed at the beginning of the year that was not expected in the original budget.

Food Service

Revenue

- Changes to federal revenue due to supply chain assistance grants, reimbursements from the State of Michigan for all students eat free, interest revenue, and increased participation in school meals.

Expenditures

- Operations/maintenance - Increased maintenance and installation costs for renovations related to the excess fund balance spend down.
- Management services - estimated change in costs increased due to an increase in student participation.
- Capital outlay - Purchase of service equipment during the year to comply with the excess fund balance spend down plan. Also purchase of equipment for Childs Elementary.

General Fund

Revenues

- Property tax revenue-small change based on property tax adjustments
- Local Sources- large increase in interest revenue and credits from the State from the submitted 941 reports
- State sources-small changes for categorical amounts
- Interdistrict sources-reduction for E-Rate revenue not expected to be applied in 23/24. This also included a reduction in corresponding expenditures.

Expenditures

Payroll costs-

- Reduction in vacant positions, terminations, new hires (\$150,000 (mainly instruction and added needs)
- Budgeting for summer school (30k)
- Increase in grant wages, homebound costs, and some staff moving from LEAO to LEA (140k)
- Increase in Admin sick payouts (15k)

Non-payroll costs

- Increase in sub costs based on usage (\$200k) (mainly instruction)
- Increase in curriculum budget for new/old curriculum costs that were not accounts for in the budget (139k)
- Reduction in cabbng, fuel, fuel, and contracted services costs from transportation (317k)
- General overall reduction in non-payroll accounts to cover current needs based on purchase orders (20k)

It was moved by LaBombarbe and seconded by Rollins that we approve 2023-2024 Budget Amendment as presented by the Finance Director.

Ayes: 6

Nays: 0

Motion carried 6-0

11.6 2024-25 Budgets

Activity/Student Services & Custodial Fund

Revenues

- Revenue is estimated based on the income received for 23/24 and historical data.

Expenditures

- Expenditures are estimated based on the expenditures for 23/24 and historical data

Community Education

Revenues

- Overall revenue is budgeted to be consistent with the 24/25 fiscal year. The District continues to look into ways to generate more revenue in the community ed and LAB programs.

Expenditures

- Expenditures are fairly consistent with the prior year in all departments w/in the community education fund.
- LAB costs were budgeted to include an increase in custodial and maintenance costs. There was also an amount budgeted for security services in 24/25 year.

Food Service

Revenue

- Local revenue- estimated based on revenue received for the 23-24 fiscal year.
- State revenue- Budgeted similar to the ending 23-24 year with a conservative estimate. Expected continuation of the additional state funding related to students eating for free.
- Federal Revenue- estimated based on 23-24 participation. Will need to monitor to see how student participation is the next year. The reimbursement rate is expected to remain consistent with the 23/24 fiscal year.

Expenditure

- Pupil Support - this is the estimated cost of district staff to monitor the cafeterias.
- Management services - This is estimated based on 23-24 costs and continued student participation.
- Capital outlay - Amount available for new equipment or renovations to be completed during the year. Plans to be provided to the Board when available. Capital outlay needs to be a continued budgeted expense to help maintain fund balance levels below the excess fund balance amount.

General Fund

Student count (Blended) - Decrease of 2% -		
May state aid status report (fall count)		3,388
		(68)
		3,320
Revenue budget highlights		
Foundation Allowance (24/25 = \$9,849) increase of \$241	\$	800,000
Budgeted loss of student FTE	\$	(670,000)
5 year average of Medicaid -		
(A reduction from \$2,329,015 received in 23/24)	\$	2,000,000
District transportation & enrollment stabilization -		
(A reduction from \$758,848 received in 23/24)	\$	600,000
5 year average of Act 18 settlement -		
(A reduction from \$1,221,437 received in 23/24)	\$	942,518
Note - these amounts have historically come in a bit higher. We will know in the November/December timeframe.		

- State revenue shows a significant decrease due to a budgeted loss of student FTE, removal of one-time money (22/23 31aa grant, educator compensation grant, and 31a using during 23/24 for professional development).
- 5% increase in insurance costs \$165,000
- Staffing levels have decreased, mainly through attrition. The District is continuing to review class sizes, sections, and positions.
- Maintenance budget has been put together to account for day-to-day activity for custodial, utilities, and regular maintenance expenditures. High priority projects have been included with this budget totaling \$200k for CTE, move virtual academy, secure HS vestibule, roof repair, Childs HVAC, and retention pond clean-up.
- New curriculum for district-wide ELA budgeted at \$800,000
- Remaining amounts of 22/23 safety grant and 31aa are included
- Transportation is purchasing 3 new buses for \$485k
- The expended fund balance percent of 10.77% includes the assigned fund balance amounts. In 23/24 that amount assigned was \$594,126. The expected amount for 23/24 will be an additional

\$619,284. Total assigned fund balance starting 24/25 year will be approximately \$1,213,410 (or 1.96% of expenditures)

- Building level budgets have been restored, but not to previous levels.
- Sub costs are expected to decrease after working with HR to identify some cost-cutting measures districtwide.

It was moved by LaBombarbe and seconded by Bentley that we approve the 2024-2025 Budgets as presented by the Finance Director.

Ayes: 6
Nays: 0
Motion carried 6-0

11.7 Sinking Fund Resolution

It was moved by LaBombarbe and seconded by Moore that we adopt the resolution for the Sinking Fund ballot proposal to be included in the November 2024 ballot, specifying a millage rate of 2 mills and a duration of ten years.

Ayes: 6
Nays: 0
Motion carried 6-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Rollins that we adjourn the meeting at 7:00 p.m.

Ayes: 6
Nays: 0
Motion carried 6-0

President Czachorski declared the meeting adjourned.