

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
July 25, 2022
6:00 p.m.
District Boardroom-Lincoln High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Jennifer Czachorski, President
Jennifer LaBombarbe, Vice President
Matthew Bentley, Trustee
Jason Moore, Trustee

ADMINISTRATORS PRESENT

Robert Jansen, Superintendent
Adam Blaylock, Human Resources Director

OTHERS PRESENT

Edgar Brown, Jim Harless and Chris Westfall

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 with the exception of Williams, Sparks and Rollins.

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 Moore that we accept the agenda as presented.

Ayes:4

Nays: 0

Motion carried 4-0

6.0 PRESENTATIONS

6.1 Community Education Presentation

Presented by Chris Westfall

Revenue Sources

1. Community Education
 - Youth Programs
 - Rec Basketball
 - Rec Soccer
 - LYFCC
 - Pool Activities
 - Swim Lessons
 - Riptides
 - Community Programs
 - Youth Enrichment
 - Safety Town
 - Karate

- Dance
2. Lincoln Athletic Building (LAB)
 - Rental Groups
 - Total Sports
 - Baseball Invites
 - Team Rental
 - College Track
 - Sport Hosting
 - Indoor Track
 - LAB Memberships
 3. LCS Athletic Rentals and Lincoln Athletics hosting events

Rec Millage Board

Tax funding through the millage is distributed to three entities: Community, Lincoln Seniors, and Youth Sports

Member ship rates to remain the same for 22-23 school year.
Rental rates proposed to increase by \$25 to \$100

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

- 7.1 Superintendent's Report
 - Summer School in all building will be wrapped up by the end of the week
 - Transportation Department is still looking for drivers.
 - Zachary Roberts from Chartell was in attendance to be introduced to the Board or Education
- 7.2 Finance Report
 - 7.2.1 June 2022 Enrollment Report
Report was included in Board packet.
- 7.3 Student Services Report
No report given

8.0 BOARD REPORTS/CORRESPONDENCE

- 8.1 Board Executive Committee Report
The Board Executive Committee will meet next on August 1, 2022, in the Pittman Room at 5:30pm.
- 8.2 Board Performance Committee Report
The Performance Committee will meet next on September 26, 2022, in the Pittman Room at 5:00pm.
- 8.3 Board Planning Committee Report
The next Planning Committee meeting is scheduled for August 8, 2022, in the Pittman Room at 4:30pm.
- 8.4 Board Finance Committee Report
Next Finance Committee meeting will be held on August 4, 2032.
- 8.5 Reports and Correspondence
No reports given.

9.0 PUBLIC COMMENT

- 9.1 Response to Prior Public Comment
 - No previous 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.
- No Public Comment.

10.0 NEW BUSINESS

10.1 HVAC Service Contract Proposal

Purpose:

To provide a customized HVAC service plan for the District by providing improvements to the Districts HVAC systems in the most cost effective manner possible.

Summary:

Over the last three years the facilities department has made great strides improving HVAC systems within the district. The District has experienced Improved preventative maintenance, expedited response time, and a vast reduction in open work order tickets, along with continuity of services. The previous service provider was no longer able to meet the needs of the district with a dedicated service technician on site daily Monday through Friday and found the contract to not be cost effective for their business model.

After separation from the previous contractor, the facilities department utilized two different vendors that previously serviced the district so a proper proposal could be provided to the Superintendent and Board of Education; Goyette Mechanical, and Campbell Mechanical Services. During the trial period, Campbell Mechanical Services proved to be the most responsive, coupled with a full-service team to support the district needs in both Mechanical and building automation.

The Campbell Mechanical contract would provide an on-site technician Monday through Friday forty hours a week at a monthly labor cost, plus truck charges of \$15,750. This individual will be directed

by the District's Facilities department to assist with preventative maintenance, and HVAC work order tickets. Campbell Mechanical will also assist the district with support with capital improvement plans related to HVAC systems, building automation control needs, large repair estimates above the scope of the contracted services, and sourcing parts in the most cost-effective manner for the District.

A long-term service contract would best suit the district with continuity of work on extremely complex systems. Along with the benefit of continuity of services, locking into a fixed rate in a ever shifting economy could prove to be the most prudent measure at this time.

Options:

1. **1 year service agreement with Campbell Mechanical Services with a 2 year renewal options – \$189,000 (includes truck charges)**
 - a. **Year 2 - \$197,670 (includes truck charges)**
 - b. **Year 3 - \$200,510 (includes truck charges)**

Recommendation:

The recommendation to the Superintendent and Board of Education is to approve the proposal to move forward with Campbell Mechanical Services for the 1 year service agreement with a multiple year renewal option.

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

10.2 CIPA Compliance Statement

We are required to confirm the district's compliance with CIPA (Children Internet Protection Act) at a public meeting on an annual basis. Supporting documentation is enclosed in your packets. This was presented for information only; Board action will be requested at a subsequent meeting.

10.3 School Bond Loan Fund Application

The District is applying to draw funds from the Treasury Department through the School Bond Loan Fund. The District applies for this every year as the property tax revenue for debt payments is not enough to cover our annual principal and interest payments. It is expected that the District will need to borrow approximately \$2 million for the 22/23 fiscal year. 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 June 27, 2022

Enclosed are the minutes of June 27, 2022, Regular Meeting.

It was moved by LaBombarbe and seconded by Moore that we approve the minutes of the June 27, 2022, Regular Meeting as presented.

Ayes:4

Nays: 0

Motion carried 4-0

11.2 June 2022 Check Register

Enclosed is the June 1-30, 2022, check register in the amount \$2,469,141.65. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Bentley that we approve the June 1-30, 2022, check register in the amount of \$2,469,141.65 as presented.

Ayes:4

Nays: 0

Motion carried 4-0

11.3 June 2022 Trust and Agency

Enclosed is the June 2022, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Moore that we approve the June 2022, Trust & Agency Report as presented.

Ayes:4
Nays: 0
Motion carried 4-0

11.4 Personnel Transactions

ACTION ITEMS				
Name	Position/Building	Effective Date	Status	Major/Step
Karen Lavery	Teacher/Brick Elementary	7/8/2022	Resignation	

It was moved by LaBombarbe and seconded by Bentley that we approve the July 25, 2022, Personnel Transactions Summary as presented.

Ayes:4
Nays: 0
Motion carried 4-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Moore that we adjourn the meeting at 7:25 p.m.

Ayes: 4
Nays: 0
Motion carried 4-0