

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

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

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

ADMINISTRATORS PRESENT

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

OTHERS PRESENT

Edgar Brown, Jim Harless, Lori Price, Shane Malmquist and Christie Pinnou

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 Sparks and Williams.

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:5

Nays: 0

Motion carried 5-0

It was moved by LaBombarbe and seconded by Bentley that we add a Friendly amendment to the agenda by adding under New Business 11.6 Truck for Maintenance Department and 11.7 Middle School Speech and Language Providers.

Ayes:5

Nays: 0

Motion carried 5-0

6.0 BOARD OF EDUCATION WORKSHOP

- 6.1 Leading for Equity-Board of Education Learning Session (approximately 1 hour)
Presented by Dr. Shivers

Recess at 7:05pm return to Open Session at 7:15

7.0 BOARD BUSINESS/PRESENTATIONS

7.1 Employee of the Month Nominated by Regina Winborn

I cannot say enough about how much Antonio Clifton means to us at the high school. As we all know it is important for students to have connections with the adults in order to navigate the many trials and tribulations that face our young people. Cliff is that adult for so many of our students, not only in the high school, but throughout the Lincoln community. Cliff is not only a community assistant, he is a coach, a leader for our BSU, and an active member of his community where many of our students reside. Cliff takes his job as a leader in the community very seriously and wants the absolute best for our students. We are ever thankful for Cliff's presence in our building and in our students' lives.

7.2 Marketing & Enrollment Presentation Presented by Vicki Coury

- 628 Enrollments • 198 since first day of school • 186 during August before first day
- State/Federal Reporting -All databases talk with each other, so constant validation is needed.
 - MSDS (Count Day) General Collections -Fall, Spring, and EOY Special Education
 - At-Risk/Title I
 - English Learners
 - Reading Deficiency (3rdGrade Reading Law)
 - Third Grade Retention
- SRM (Student Records Maintenance) –at least Monthly
- TSDL (Teacher Student Data Link) -Annually
- GAD (Graduation and Drop Out) -Annually
- SID (School Infrastructure Database) –Annually
- REP (Registry of Education Personnel) –December and EOY
- Early Childhood Collections –Fall, Spring, and EOY
- CRDC (Civil Rights Data Collection) –Bi-annually
- Days & Clock Hours -Annually

How we communicate

- Back to School Communicator
- Direct Mail Postcards
- District and School Website
- Community Event Publicity
- Annual Reports
- Electronic Marquee
- District and School Marketing Materials
- Facebook
- Twitter
- School Messenger –Parent Access via PowerSchool Email
- Robo-calls
- SMS Text
- Events –Attendance –Announcements
- Surveys
- Community Forums
- School Messenger –Parent Access via PowerSchool Email
- Robo-calls
- SMS Text
- Events –Attendance –Announcements
- Surveys
- Community Forums

22-23 Recruiting/Retaining Efforts

- Direct Mail Postcards
- Mlive.com Sponsored Content and Banner Ads
- DigitalAds (Facebook, etc.)
- Radio Ads

- Television Streaming Ads
- Retail Display Ads
- 8thGrade Step Up Day
- 5thGrade Step Up Days
- Parent Information Nights
- Summer Events
- Kindergarten Roundup/ August Screening
- Superintendent Meetings
- Community Events
- Community Partnerships

Moving Forward

- Work with Community Stakeholders to develop the district Strategic Plan.
- Continue to look for opportunities to promote the district through positive storytelling, using both professional and social media channels.
- Provide opportunities with the greater Lincoln community to support the district through events and ambassadorship.
- Focus on retaining students at critical transition years through relationship building and positive interactions.
- Identify unique curricular programming and opportunities that will set up apart from our neighbors.
- Build alumni relationships.

7.3 Bishop/Spanish Immersion Presented by Abby Smith

- Bishop values-equality, equity, diversity and inclusion
- Bishop School Culture- Each student created a visual representation of what they believe makes them special as a person. We printed the posters in the office and have them displayed throughout the building.
- Bishop is: A safe and orderly environment. High expectations for student success. A principal who provides instructional leadership and communicates the vision of the school to staff, students, families, and the community stakeholders. A clear and focused vision. The opportunity to learn and a larger amount of student on task time. Frequent monitoring of student progress. Parental understanding of, and support for, the basic vision and parental participation in the school.
- Spanish Immersion- LSI started with one classroom in 2012 and has grown to 7 classrooms this year!
 - Current Spanish Immersion Classrooms:
 - 3 Lower House (Young 5's/Kindergarten/1st grade)
 - 2 Middle House (3rd/4th grade)
 - 2 Upper House (4th/5th grade)
 - LCS K-5 common curriculum
 - Spanish versions of Math Expressions & Journeys
 - Fall Enrollment- 481 50/50 boys and girls
 - 22-23 a total of 105 School of Choice
 - 194 Free and Reduced lunch

7.4 98c – Learning Loss Funding Presentation Presented by Karensa Smith

- If all Districts in the State apply and applications are accepted, the total funding per FTE is \$37 per student
 - Amount for Lincoln (based on estimated FTE of 3,550) is \$131,350
- Grant Timeline for Section 98c
- Detailed plan and budget to be approved by BOE
 - Application completed by November 30, 2022
 - Spending cannot occur before a plan is approved by the board (can be pre-November 30, 2022)
 - Final report to be submitted to MDE by July 14, 2023

- Funds must be encumbered by June 30, 2023, to be included in final report to MDE

Allowable uses of Section 98c funds

- Funds are to address learning loss among students of the LEA, including low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care by:
 - Administering high-quality, reliable assessments that can assess student academic progress and assist educators in meeting student needs, including by differentiating instruction
 - Implementing evidence-based activities to meet the comprehensive needs of students
 - Providing information and assistance to parents and families on ways to support students
 - Tracking student performance and engagement in distance learning

How is Section 98c being allocated

- Professional learning on:
 - universal screeners
 - diagnostic tools
 - evidence-based and research-based instructional practices
- Evidence-based activities and materials:
 - Prisms virtual reality
 - Strategic planning
 - High dosage tutoring
 - content area evidence-based and research-based instructional materials

7.5 2021-2022 Draft Audit Review

The 2021-2022 Audit Report will be presented during Presentations. Lewis & Knopf and Adam Snapp will be available for questions.

The audit for the year ending June 30, 2022, has been completed and the District has obtained an Unmodified opinion on the financial statements and audit of federal awards. This means that the auditors are giving reasonable assurance the financial statements are fairly presented.

The federal grants selected for audit were:

Child Nutrition Cluster

Education Stabilization Fund (ESSER Equity, ESSER Formula, ESSER II, Benchmark Assessment, Summer programming, Credit Recovery, ESSER III)

In total, \$7,406,589 of a \$9,993,941 of federal expenditures were audited.

The District used one-time money in 21/22 of \$5,006,730 (ESSER II & ESSER III). Most of the remaining amount of ESSER III (\$3.7 million) is expected to be used in the 22/23 fiscal year. There will be a revenue gap to fill after the ESSER funds are used up.

There were no identified findings or comments included with the financial statements or single audit.

8.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

8.1 Superintendent's Report

- Thanked Board of Education for their support and hard work.
- Strategic Planning in underway. A core team with start the process
- The safety audit has been completed and we are waiting on the results.
- Prisms of Reality is an up-and-coming math and science virtual reality program the District is testing and hopefully implementing

8.2 Finance Report

8.2.1 September 2022 Food Service Report

- Report was included in Board packet.
- 8.2.2 September 2022 Enrollment Report
Report was included in Board packet.

8.3 Human Resources Report

- Thank you to Board for being flexible related to SLP agenda item. Reality that we will need to be flexible and move quickly with some of our staffing gaps.
- Thank you to Business Office for Red Rover implementation. We went over our list of "questions" this morning and the list keeps getting shorter and shorter every payroll.
- EMU-WISD Student Teacher/Substitute Program. Mr. Jansen, Ms. Smith, and Mr. Blaylock all participated in a meet and greet with EMU and WISD stakeholders and EMU students. We are hopeful this will help provide some additional support in our buildings, and WISD is paying the students for their support.

8.4 Public Relations & Marketing Report

- Work has started on the 2023-24 calendar. We are identifying high-performing, comparable districts to look at implementing calendar elements that contribute to high performing organizations. We will look at their school hours as well.
- In October 2024, Lincoln will be celebrating 100 years. Our community will be celebrating throughout the 2024-2025 school year and we'll need many volunteers to make it a spectacular year. We are starting to solicit interest from our staff and community for volunteers to serve on this planning committee. The committee will come together in November to start planning for this milestone year!
- We have identified some issues with a couple of our data transfer processes. With the help of the WISD data team, we are working to resolve the problems.

9.0 BOARD REPORTS/CORRESPONDENCE

9.1 Board Executive Committee Report

The next Executive Committee will meet on November 11, 2022, at 5:30pm in the Pittman Room.

9.2 Board Performance Committee Report

The Performance met last on October 24, 2022 and will meet next on November 28th.

9.3 Board Planning Committee Report

The Planning Committee will meet next on November 14, 2022 at 4:30pm in the Pittman Room

9.4 Board Finance Committee Report

The Finance Committee will meet next on December 5, 2022.

9.5 Reports and Correspondence

- MASB Conference will be attending by four Board Members of Czachorski, LaBombarbe, Sparks and Bentley.

10.0 PUBLIC COMMENT

10.1 Response to Prior Public Comment

- No prior Public Comment

10.2 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.
- Christie Pinnou, employee, stated she is not happy with the change to the roll of her position of the math interventionalist at the Middle School.

11.0 NEW BUSINESS

11.1 Student Discipline

11.1.1 Student #2

The Board Discipline Committee met on October 3, 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:5

Nays: 0

Motion carried 5-0

11.1.2 Student #3

The Board Discipline Committee met on October 3, 2022, 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 Bentley that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #3 as presented.

Ayes:5

Nays: 0

Motion carried 5-0

11.2 Student Trips

11.2.1 Middle School Walleye Game

This is yearly trip for 7th grade students. The cost of the trip for students is \$10 which includes their ticket and lunch. Lincoln busing will be used, however the cost of transportation will be reimbursed by the Walleye Education Foundation. This was presented for information only; Board action will be requested at a subsequent meeting.

- 11.3 Cameras High School, Middle School and Childs
Pricing in the attached proposals are from the Spring of 2022 and do not accurately reflect current pricing for the devices nor the services. We are in the process of obtaining updated quotes from each vendor. This was presented for information only; Board action will be requested at a subsequent meeting.
- 11.4 Prisms of Reality Curriculum
Prisms of Reality is a virtual reality pilot program that is developing curriculum for secondary students in math and science. Lincoln Consolidated Schools has the opportunity to be one of the first schools in the State of Michigan to implement the Prisms of Reality program. The District is working with teacher leaders to identify the right opportunity for implementation. The Board of Education authorizes Mr. Jansen or his delegee to negotiate with the vendor regarding the terms and implementation of the Prisms of Reality system. Board action was requested.

It was moved by LaBombarbe and seconded by Bentley that the Board of Education authorizes Mr. Jansen or his delegee to negotiate with the vendor regarding the terms and implementation of the Prisms of Reality system.

Ayes:5
Nays: 0
Motion carried 5-0

- 11.5 2021-2022 Audit Report
The 2021-2022 Audit Report will be presented during Presentations. Lewis & Knopf and Adam Snapp will be available for questions.

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The federal grants selected for audit were:

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There were no identified findings or comments included with the financial statements or single audit.

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

- 11.6 Truck for Maintenance Department
The facilities department is requesting the purchase of a new/used work truck to support the needs of the district. The district facilities fleet is getting outdated with an average age of 15 years and currently does not have enough equipment for users during the winter plowing season. The purchase of a new/used facilities truck to add to the district's fleet not to exceed \$60,000 for the 2022-2023-school year. It is also a recommendation for the board of education to consider budgeting funds for the purchase of a new facilities vehicle every 3 years to keep the fleet newer and reduce the cost of maintenance. This was presented for information only; Board action will be requested at a subsequent meeting.

Tabled until November 14, 2022 Board of Education agenda. Need more information on make, model and purpose of vehicle

- 11.7 Middle School Speech and Language Providers
37.5 hours a week at \$97 an hour for two individuals 1 at 1.0 FTE and the other at .5 for a total of 1.5 FTE Board action was requested.

It was moved by LaBombarbe and seconded by LaBombarbe and seconded by Bentley that we approve the contract for Middle School Speech and Language Providers at the Middle School as presented.

Ayes:5
Nays: 0
Motion carried 5-0

12.0 OLD BUSINESS

- 12.1 Minutes of Previous Meeting
12.1.1 Regular Meeting September 26, 2022
12.1.2 Board Workshop October 10, 2022
Enclosed are the minutes of the September 26, 2022, Regular Meeting and the October 10, 2022, Board Workshop.

It was moved by that we approve the minutes of the September 26, 2022, Regular Meeting and the October 10, 2022, Board Workshop as presented.

Ayes:5
Nays: 0
Motion carried 5-0

- 12.2 Miller Johnson Policy Update
Please read the attached documents from Miller Johnson policy updates. The Planning Committee has met to discuss the changes. Board action was requested.

It was moved by LaBombarbe and seconded by Bentley that we approve The Miller Johnson Policy Update as presented,

Ayes:5
Nays: 0
Motion carried 5-0

- 12.3 September 2022 Finance Report
Enclosed are the September 2022, Financial Reports. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Moore that we approve the September 2022, Finance Report as presented.

Ayes:5
Nays: 0
Motion carried 5-0

- 12.4 September 2022 Check Register
Enclosed is the September 1-30, 2022, check register in the amount of \$1,896,457.92. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Bentley that we approve the September 1-30, 2022, check register in the amount of \$1,896,457.92 as presented

Ayes:5
Nays: 0
Motion carried 5-0

12.5 September 2022 Trust and Agency

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

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

Ayes:5

Nays: 0

Motion carried 5-0

12.6 Personnel Transactions

ACTION ITEMS				
Name	Position/Building	Effective Date	Status	Major/Step
Katie Blanton	Kindergarten Teacher/Brick Elementary	9/28/2022	New Hire	BA Step 3
Braylynn Kelly	Lifeguard/Community Education	9/26/2022	New Hire	
Jessica Jansen	Second Grade Teacher/Brick Elementary School	10/5/2022	New Hire	MA Step 10
Martin Fields	Bus Driver/Transportation	10/3/2022	New Hire	
Collette Drew	Noon Supervisor/Childs Elementary School	10/7/2022	New Hire	
Sheyanne Ball	Noon Supervisor/Model Elementary School	10/11/2022	New Hire	
Richard Bancroft	Bus Aide/Transportation	10/11/2022	New Hire	
Daryl Bowen Jr.	Bus Aide/Transportation	10/17/2022	New Hire	
Michelle Johnson	Bus Aide/Transportation	10/19/2022	New Hire	
William Montague	Special Education Teacher/Lincoln Middle School	11/1/2022	New Hire	MA Step 10
Jakob Henriksen	Router/Transportation Department	10/17/2022	Resigned	
Sarah Hickman	Teacher/Brick Elementary School	10/5/2022	Resigned	
Heidi Holt	Paraprofessional/Lincoln High School	9/30/2022	Resigned	
Kathleen Hurley	Special Education Teacher/Lincoln Middle School	9/30/2022	Retirement	
Ron Thorton	Teacher/Lincoln Middle School	9/30/2022	Retirement	
Ashley McKenzie	Teacher/Lincoln High School	9/23/2022	Resigned	
Miles Crain	Lab Receptionist/LAB	9/16/2022	Termination - File Clean-up	
Hannah Hoffman	Lab Receptionist/LAB	9/16/2022	Termination - File Clean-up	
Jacob Muhammed-Kolesar	Lab Receptionist/LAB	9/16/2022	Termination - File Clean-up	
Sara Workman	Lab Receptionist/LAB	9/16/2022	Termination - File Clean-up	
James Clock	Lifeguard/Comm Ed	9/12/2022	Termination - File Clean-up	
Matthew Hirsch	Teacher/Brick Elementary School	8/1/2022	Resigned	
Latifah Cooley	Bus Driver/Transportation	8/15/2022	Resigned	
Kenyetta Melton	Bus Driver/Transportation	9/1/2022	Resigned	
Donish Howell	Bus Aide/Transportation	9/12/2022	Resigned	

Keny toda Jones	Bus Driver/Transportation	8/26/2022	Resigned	
Richard Knowles	Mechanic/Transportation	8/8/2022	Retirement	
Name	Position/Building	Return to Work Date	Status	Approved/ Not Approved
Nicole Swidan	Teacher/Childs	1/9/2023	FMLA - Consecutive	Approved
Ann Voelker	Social Worker/Childs	1/9/2023	FMLA - Consecutive	Approved

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

Ayes:5

Nays: 0

Motion carried 5-0

13.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Rollins that we adjourn the meeting at 9:23 p.m.

Ayes: 5

Nays: 0

Motion carried 5-0