

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**Monday, January 8, 2018**  
**6:00 p.m.**  
**Community Center- Brick Elementary**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Yoline Williams, President  
Jennifer Czachorski, Vice President  
Jennifer LaBombarbe, Secretary  
Thomas Rollins, Treasurer  
Allison Sparks, Trustee  
Laura VanZomeran, Trustee

**ADMINISTRATORS PRESENT**

Sean R. McNatt, Superintendent

**OTHERS PRESENT**

Edger Brown and Jim Harless

**1.0 CALL TO ORDER**

President Mrs. Williams called the meeting to order at 6:03 p.m. in the Community Center in Brick Elementary.

**2.0 ROLL CALL**

Roll call showed all Board members present, with the exception of Connie Newlon.

**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 Czachorski that we accept the agenda as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

**6.0 PUBLIC COMMENT**

No public comment.

**7.0 ORGANIZATIONAL ITEMS**

**7.1 Statement of Organization**

It was moved by LaBombarbe and seconded by Czachorski that we declare the official name of the school district to be Lincoln Consolidated Schools, Washtenaw County and the district operates as a general powers school district. It was further moved that we approve the Bylaws as contained in Section 0000 of the Board Policy Manual and seven Board members, each serving six-year terms, are the governing body of the district.

Ayes: 6

Nays: 0  
Motion carried 6-0

7.2 Election of Officers

**President**

Czachorski nominated Yoline Williams for the office of President of the Board of Education. Rollins supported the nomination.

With no further nominations, it was moved by Czachorski and seconded by Rollins that we close nominations and elect Yoline Williams to the office of President of the Lincoln Board of Education by acclamation.

**Vice President**

VanZomeran nominated Jennifer Czachorski for the office of Vice President of the Board of Education. Sparks supported the nomination.

With no further nominations, it was moved by VanZomeran and seconded by Sparks that we close nominations and elect Jennifer Czachorski to the office of Vice President of the Lincoln Board of Education by acclamation.

**Secretary**

Czachorski nominated Jennifer LaBombarbe for the office of Secretary of the Board of Education. Sparks supported the nomination.

With no further nominations for the office of Secretary, it was moved by Czachorski and seconded by Sparks that we close nominations and elect Jennifer LaBombarbe to the office of Secretary of the Board of Education by acclamation.

**Treasurer**

Czachorski nominated Thomas Rollins for the office of Treasurer of the Board of Education. Sparks supported the nomination.

With no further nominations for the office of Treasurer, it was moved by Czachorski and seconded by Sparks that we close nominations and elect Thomas Rollins to the office of Treasurer of the Board of Education by acclamation.

**WASB (Washtenaw Association of School Boards) Representative**

Czachorski nominated Sparks to serve as the Lincoln representative for the Washtenaw Association of School Boards. Rollins supported the nomination.

With no further nominations for WASB Representative, it was moved by Czachorski and seconded by Rollins that we close nominations and elect Allison Sparks to serve as the Lincoln WASB Representative by acclamation.

**LRN (Legislative Relations Network) Representative**

Czachorski nominated Laura VanZomeran to serve as the Lincoln representative for the Legislative Relations Network. Sparks supported the nomination.

With no further nominations for LRN Representative, it was moved by Czachorski and seconded by Sparks that we close nominations and elect Laura VanZomeran to serve as the Lincoln LRN Representative by acclamation.

The final slate of officers included:

Yoline Williams, President  
Jennifer Czachorski, Vice President  
Jennifer LaBombarbe, Secretary  
Thomas Rollins, Treasurer  
Connie Newlon, Trustee  
Allison Sparks, Trustee & WASB Representative  
Laura VanZomeren, Trustee & LRN Representative

- 7.3 Designation of Meeting Dates, Times, and Place  
Board members were provided with the resolution establishing the schedule of 2018 Board meetings.

It was moved by LaBombarbe and seconded by Czachorski that we adopt the resolution establishing the 2018 Board meetings as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

- 7.4 Establishment of Legally Required Committees  
It was moved by Czachorski and seconded by Sparks that we establish standing Board committees to include the Board Executive Committee, Board Planning Committee, Board Performance Committee, and Board Finance Committee.

Ayes: 6

Nays: 0

Motion carried 6-0

Mrs. Williams finalized committee and other appointments as follows:

**Board Executive Committee**

Yoline Williams, Chair  
Jennifer Czachorski  
Jennifer LaBombarbe

**Board Planning Committee**

Jennifer LaBombarbe, Chair  
Thomas Rollins  
Allison Sparks

**Board Performance Committee**

Jennifer Czachorski, Chair  
Connie Newlon  
Laura VanZomeren

**Board Finance Committee**

Thomas Rollins, Chair  
Jennifer Czachorski  
Yoline Williams

**School Improvement Teams**

Connie Newlon	Brick Elementary
Jennifer Czachorski	Childs Elementary
Allison Sparks	Bishop Elementary
Laura VanZomeren	Model Elementary
Thomas Rollins	Middle School
Jennifer LaBombarbe	High School
Yoline Williams	District

**Student Reinstatement Committee**

Jennifer LaBombarbe  
Allison Sparks  
Thomas Rollins

- 7.5 Designation of School Legal Counsel  
It was moved by Czachorski and seconded by LaBombarbe that we designate Beier Howlett and Thrun Law Firm to serve as the district's legal counsel as recommended.  
Ayes: 6  
Nays: 0  
Motion carried 6-0
- 7.6 Designation of District Auditors  
It was moved LaBombarbe by and seconded by Czachorski that we appoint the accounting firm Lewis & Knopf to perform the annual audit as recommended.  
Ayes: 6  
Nays: 0  
Motion carried 6-0
- 7.7 Designation of Depositories  
It was moved by LaBombarbe and seconded by Rollins the below indicated agencies are designated as the depositories for the funds and (accounts) as indicated:

**MICHIGAN LIQUID ASSET FUND**

General Operating Fund (Checking/Savings)  
General Operating Fund (Payroll Checking)  
General Operating Fund-Flex Spending/Employee Healthcare (Checking)  
Community Services Fund (Savings)  
Debt Retirement Funds (Savings)  
School Service Fund-Athletics (Checking/Savings)  
School Service Fund-Food Service (Savings)  
Capital Projects Funds (Savings)  
Trust/Agency Fund (Checking)  
General Operating Fund Investments  
Debt Retirement Funds Investments  
Capital Projects Fund Investments  
Trust/Agency Fund Investments

**KEY BANK NATIONAL ASSOCIATION**

Investments

**FEDERATED FUND (KEY BANK)**

Savings

Ayes: 6  
Nays: 0  
Motion carried 6-0

- 7.8 Designation of Signatories  
Board members were provided with a resolution designating signatories.  
  
It was moved by LaBombarbe and seconded by Sparks that we adopt the resolution designating signatories as presented.  
Ayes: 6  
Nays: 0  
Motion carried 6-0

- 7.9 Appointment of School Administrator to Administer School Elections  
Constitutional Oath of Office Elections Administrator was administered to Mr. Sean R. McNatt, Superintendent.

It was moved by LaBombarbe and seconded by Czachorski that we appoint Sean R. McNatt to serve as administrator for school elections.

Ayes: 6

Nays: 0

Motion carried 6-0

- 7.10 Appointment of School Administrator to Assume Specified Responsibilities of the Board Secretary  
It was moved by VanZomeren and seconded by Czachorski that we appoint the Administrative Assistant to the Superintendent to assume specified responsibilities of the Board Secretary as recommended.

Ayes: 6

Nays: 0

Motion carried 6-0

- 7.11 Determination of Fee Charged to Individuals Requesting Notice of Board Meetings  
It was moved by Czachorski and seconded by LaBombarbe that we utilize the FOIA fee structure to charge individuals requesting notice of Board meetings as recommended.

Ayes: 6

Nays: 0

Motion carried 6-0

- 7.12 Designation of Electronic Transfer Officer (ETO)  
It was moved by LaBombarbe and seconded by VanZomeren that we designate the Director of Finance to serve as the District Electronic Transfer Officer (ETO) as recommended.

Ayes: 6

Nays: 0

Motion carried 6-0

## 9.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Czachorski that we adjourn the meeting at 6:20 p.m.

Ayes: 6

Nays: 0

Motion carried 6-0