

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
May 13, 2019
6:00 p.m.
Media Center- High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Yoline Williams, President
Jennifer Czachorski, Vice President
Jennifer LaBombarbe, Secretary
Laura VanZomeren, Trustee
Allie Sparks, Trustee

ADMINISTRATORS PRESENT

Adam Blaylock, Human Resources Director
Robert Williams, Students Services Director
Adam Snapp, Finance Director
Nik Jackson, Technology Director
Nicole Holden, High School Principal
Mary Aldridge, Childs Elementary Principal

OTHERS PRESENT

Edgar Brown, Jim Harless, Karen Cook, Christina Funk, Carol Jordan, Katie Wilms, Penny Wilms, Jon Wilms, Laurie Price, Monieka Callarino, Jeff Vernon, Charlotte Allum, Lesley Johns, Kathryn Prater, Heidi Matts, Denise Fenben, Mike Weathers, Jennifer Tachar, Ronda Selter, Shaloea Harrison, Brandi Huff, Coretta Foster, JC Kelley, Jamie Mayo, Kathryn Mutschler, Lori Clark, Maggie Mitchell, Jacquelyn King, Teresa Johnson, John Riedisser, Donnelle Lemke, Sandra Black, Angela Lee, Lloyd Ingram, Sidianna Murphy, Sherry Smith and Deidre Burns

1.0 CALL TO ORDER

President Williams called the meeting to order at 6:00 p.m. in the Media Center at the High School.

2.0 ROLL CALL

Roll call showed all Board Members were present with the exception of Newlon 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 Sparks that we accept the agenda as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

6.0 PRESENTATIONS

6.1 Employee of the Month

When I think of the definition for the "ultimate multi-tasker", I think of Anna Marie Allen. She is a mother, grandmother, nurse, caregiver, counselor, problem solver, friend and so much more to all that know her. Anna Marie currently serves as Administrative assistant for Bishop Elementary. On a daily basis, Mrs. Allen sets a positive tone for our school community. She continually helping kids, parents, family members, staff and especially her principal. She is continually finding ways to help our office run more efficiently to meet

the needs of our school community. It's an honor to nominate Mrs. Anna Marie Allen as Employee of the Month.

Robert Jansen, Bishop Principal

6.2 E3 Awards

Bishop Elementary Spanish Cultural Exchange Program

6.3 High School Presentation

Presented by Nicole Holden and Regina Winborn

- LHS provides service for grades 9-12. We currently coordinate programs on our main campus as well as the South and West Washtenaw Consortium (SWWC), Washtenaw Alliance for Virtual Education (WAVE), Early College Alliance (ECA), Wi-Hi, Regional Career Technical Center (RCTC), Michigan Institute of Aviation and Technology (MIAT) and Washtenaw Community College (WCC), and Prospect Park. Building Enrollment: 1011 (down 11) Total Enrollment: 1310 (Up 11)
- Demographics-Economically Disadvantaged Students: 40.5%, Free/Reduced lunch eligibility 57.6%, Students with Disabilities: 19%, English Language Learners: 2%, 31-A (At-Risk): 80%
- School Improvement Plan: Continue to use SAT Data, Reaching Higher Grant data, and student perception survey data. This year, we are excited to add our needs assessment data from our grant partnership with TRAILS and U of M. We have 3 goals: literacy/numeracy, engagement and problem-solving skills. We continued our Disciplinary Literacy work and invested time in exploring social justice and cultural competency.
- School Improvement work on social and emotional learning:
 - Cognitive Behavior Therapy (CBT): Partnered with U of M Depression Center to develop tier 2 support groups, counselors all trained in the TRAILS model for CBT groups, ran 2 support groups for this year; will repeat/expand next year
 - Peer to Peer: Partnership with U of M Depression Center, counselors support student-led depression awareness initiatives, their campaign this year included posters in bathrooms and around the school, mental health resource business cards with various places students could contact if they are in crisis, stress keychains, wristbands and stress balls and bringing the Corner Health Theatre Group to LHS to perform a mental health awareness theatrical performance in the winter.
 - No Place for Hate Campaign: This is a certification for the school from the Anti-Defamation League, to become certified we:
 - Did cultural awareness and team building activities were done during 4th hour classes on early release professional development days
 - Had all students sign a "Resolution of Respect" to abide by the tenets put forth by the ADL.
 - Staff participation was voluntary, but we had a high participation rate.
 - LCS is participating in the Washtenaw County Attendance & Truancy Initiative: Attendance Matters.
- Attendance Protocol: School Messenger calls for all unexcused absences each day (Since 2014-15), Letters sent home for multiple absences (Since S2 2015-2016), after the 15th day, the student is reported to the ISD through the attendance portal. Only students who are under 17 and residents of Washtenaw County are reported. We are working to establish lines of communication within Wayne County. After the 3rd attempt at communication with no response, students are dropped for non-attendance.
- Earlier this year, we noticed that the information on MiSchoolData seemed inaccurate. Corrections have been made after review of pupil accounting.
- Behavior date 2018-2019: Skipping is the most common referral type 18-19: 18% of referrals. The trend of increasing incidents with decreasing overall number of students shows a continued and increasing need for tier 2 and 3 supports. There's been a significant increase in substance use/possession, inciting, and fighting.
- Homework request process: Request earlier this year to ensure better response from staff when students are absent. Powerschool notation that is accessible to teachers, students, counselors, secretaries, administrators and parents was developed. Currently being implemented daily (teachers have 48 hours to upload information) based on the email notification about suspensions, as well as in response to requests from parents for other excused absences.
- SAT College Readiness is 16.6% for 2016, 15.5% for 2017 and 22.1% for 2018.
- 4-year Graduation Rate went from 86.2 % to 88.81% to 86.12% to 91.2% over the last 4 years.

- Drop-Out Rate went from 5.7% to 6% <5% to 8.16% to 3.6% over last 5 years.

6.4 Childs Presentation

Presented by Mary Aldridge

- Demographics: Enrollment: 509, Boys: 249, Girls: 260, Students with disabilities: 115 (22%), English language learners: 15 students (3%). Ethnicity: African American – 23%, Caucasian – 59%, Hispanic – 1%, Multi-racial – 14%
- Enrollment is down 4 students from the 2017-2018 school year
- Average daily attendance is 95%
- Suspensions are down from 17 in 2017-2018 school year to 9 in the 2018-2019 school year.
- School Improvement: reading, math and behavior are the three key areas of focus.
- Points of Pride: Building Grade Level Meetings, Teacher Leadership, 5th grade Battle of the Books, PALS, Literacy Night, Math Night, Recycling Club, Book Groups, 2nd grade Opening Day, Pennies for Pasta, Fall/Spring Dances, Mentoring EMU students, Veterans Celebration and Second Grade Sing

6.5 Dollars for Scholars

Executive Director for Dollars for Scholars, Christa Funk

- Five counties in Southeast Michigan served, 13 partner high schools ranging between urban, suburban and rural, serving over 350 students annually between 10th through 12th grades
- Lincoln partner since 2012 with 23 student participants in 2019, \$15,000.00 in 4 scholarships awarded in 2019.
- Preparing students in breaking down barriers in academics, social-emotional and financial.
- Helping students succeed by unlocking opportunities, building relationships, gaining confidence and celebrating success.
- Graduation rate of Dollars for Scholars participants is 99% and the State of Michigan rate is 73%
- Projected graduation rate 68% and the State of Michigan is 18%

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- The last day of school will be June 14, 2019, for the 2018-2019 school year.
- We are in the homestretch with only 22 days of school left.
- May 31, 2019 is Lincoln High School graduation.
- Brick Elementary as a building whole will receive free/reduced lunch.

7.2 Finance Report

7.2.1 April 2019 Student Enrollment Report
Report included in Board packet.

7.2.2 April 2019 Food Services Report
Report included in Board packet.

7.3 Human Resources Report

Adam Blaylock

- Human Resources will be looking at ways to reduce paper use in the department.
- Attendance data is being analyzed.
- Evaluation component of student growth has been lowered from 40% to 25%.
- CPR training available to paraprofessionals.

7.4 Technology Report

Nik Jackson

- The technology department is seeking board approval to purchase and implement a print management system for the district. This system will enable Lincoln to accurately determine the cost of and tracking of printing throughout the entire district. This system will additionally bring about modern features and convenience for teachers and staff such as follow me printing; or card reading print job releases. This will reduce printing waste and will help reduce the cost of printing to the district.
- The middle school's network infrastructure upgrade in the next two years; technology is developing a plan to deploy enough mobile devices to each student throughout the district. Introducing over 3000 devices burdens the network infrastructure requiring increased network bandwidth and

services; the aging network infrastructure must be upgraded in order to meet this demand. Leveraging E-Rate we are looking at a 2 phased plan for schools years 2019-2020 and 2020-2021 to completely overhaul and upgrade all the network switches in each building across the district starting with the middle school.

- Upgrade 2 of 3 network server hosts with bond funds this will include upgrading the storage area network (SAN). These 2 hosts are nearing 10 years in age; 4 years beyond their recommended service date and 3 years beyond the manufacturer's end of life support. These systems host several of the districts network services to include the HVAC system, staff/teacher storage drives, printer services, meal magic services, transportation services, among several other systems. These systems are critical in keeping Lincoln's operations functional. Working with several vendors to acquire multiple quotes, this would serve better to not RFP or bid out due to the very specific needs of the district; so working directly with vendors; the technology department is able to properly articulate those unique needs to each vendor to ensure they provide quotes for suitable equipment to meet those unique district needs. Technology will ensure all bids will be fiscally competitive and compare and contrast with all current market prices for equipment provided.

7.5 Curriculum Report Kevin Upton

- In-district summer training opportunity titled "Building Belonging in the Classroom". This training is a CFG institute that will serve as a powerful opportunity for seasoned LCS CFG Coaches to build new skills.
- Registration is open for the Critical Friends Group New Coaches Institute that will be held at the Lincoln Consolidated Schools. The CFG New Coaches Institute is a 5-day, intensive, hands-on professional development experience. The institute will be useful for school leaders who want to hone their facilitative leadership skills and move their school toward becoming a stronger professional learning community.
- The M-STEP testing season is proceeding smoothly. I would like to recognize all of the administrators, building testing coordinators, and staff that have helped to make the testing season as smooth as possible for our students.

Recess at 7:51 p.m. to resume at 8:01 p.m.

8.0 PUBLIC COMMENT

- Sherry Smith, paraprofessional, has asked for more training on how to deal with violent students. She is concerned with student behavior and realizes it is also happening in other districts.
- Jason Jarvis, bus driver, read a letter from Candie Wilson. Letter was not presented to the Board of Education at the time of the regular meeting.
- Laurie Price read a letter she wrote to the Board of Education addressing her concerns with transportation privatization.
- Mark Gaffney, Teamsters Representative, addressed the turnover in management in the Transportation Department, not enough drivers and not enough sub-drivers.
- Maggie Mitchell stated; Lincoln should look at other solutions other than privatizing of the Transportation Department.
- Latricia Lawson, bus aid, stated her supports of the Transportation Department.

9.0 BOARD REPORTS/CORRESPONDENCE

- 9.1 Board Executive Committee Report
The Board Executive Committee will meet next June 3, 2019.
- 9.2 Board Performance Committee Report
The Board Performance Committee will meet next June 24, 2019.
- 9.3 Board Planning Committee Report
The Board Planning Committee met May 13, 2019; next meeting will be June 10, 2019.
- 9.4 Board Finance Committee Report
No report.

- 9.5 Reports and Correspondence
No report

10.0 NEW BUSINESS

10.1 Student Discipline

10.1.1 Student #7

The Board Discipline Committee met on May 7, 2019, to conduct a disciplinary hearing for Student #7 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 Czachorski that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #7 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.2 WISD 2019-2020 Budget Resolution

Attached is the 2019 Budget timeline, the General Education Original Budget Package, the Special Education Original Budget Package, the WISD Budget Resolution for Board adoption and the Power Point presentation that was presented at the Washtenaw Association of School Boards, Board of Directors Budget Review Meeting on April 25.

June 1, 2018 is the deadline for local district response to the WISD General Fund budget. The local district Boards of Education must consider a resolution of support for or disapproval of the proposed general fund budget by June 1 of each year and may indicate specific recommendations for changes by June 1, 2018.

It was moved by LaBombarbe and seconded by Czachorski that we approve the WISD Budget Resolution indicating support for the proposed 2019-2020 budgets as presented with concerns to be addressed with the WISD.

Ayes: 5

Nays: 0

Motion carried 5-0

*President Williams addressed concerns over the marginalized treatment Lincoln receives from the WISD and hopes moving forward the District will be treated differently, more valued and respected. She asked Mr. McNatt to write a letter to the WISD on behalf of the Board of Education and the District to express the concerns stated and present the letter with the Budget Resolution to the WISD.

10.3 Pediatric Therapy Associates Contract

Lincoln Consolidated Schools has partnered with Pediatric Therapy Associates since 2000 to provide additional ancillary support staff. Pam Curtis, the owner of Pediatric Therapy Associates provides staffing solutions across Washtenaw County at competitive rates.

Ancillary support staff are speech language providers, occupational therapists, and physical therapist. These roles are required for the implementation of special education services across the district. These services provide much of our Medicaid revenue. As such, they are funded through Act 18 special education funds and not IDEA. This was being presented for information only; Board action will be requested at a subsequent meeting.

10.4 Digital Transportation Radios

The estimate to move the buses to digital radios and to increase the amount of handheld radios within the district. The coverage maps attached show the improved coverage of area moving from analog to digital without the need of a repeater.

For improved and added coverage of communication; Replace 39 analog bus radios, with digital units; Add 25 additional digital radios within the district for communication between buildings, transportation, and crisis management.

Customized estimate recommended – EMI Electrocomm, \$20,406.36 bus radios; \$8,181.00 handheld radios. This was presented for information only; Board action will be requested at a subsequent meeting.

10.5 Model Roof

Emergency roof repairs needed on section of roof around the media center area. Tear off all wet/saturated roofing materials to the deck and replace with new insulation in thickness to match surrounding roof areas with new Duro-last membrane, breather vents, pipe/curb flashings, termination bar, and 24ga. two-piece metal edge. Duro-Last warranty for 20 years. 2-Quotes were received and the recommended bidder– Beyer Roofing, \$45,536

It was moved by LaBombarbe and seconded by VanZomereren that we approve the Model Roof repairs in the amount of \$45, 536 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

10.6 LEA Tentative Agreement

The LEA membership voted in favor of the tentative agreement between the LEA and the district by a vote of 72-0. We have a tentative agreement to settle the opener within the LEA 2018-2019 contract.

It was moved by LaBombarbe and seconded by Czachorski that we approve the LEA Tentative Agreement as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.0 OLD BUSINESS

11.1 Minutes of Previous Meeting

11.1.1 Board Meeting April 22, 2019

11.1.2 Closed Session April 22, 2019

Enclosed are the minutes of the April 22, 2019, Regular Meeting and Closed Session.

It was moved by Czachorski and seconded by Sparks that we approve the minutes of the April 22, 2019, Regular Meeting and Closed Session as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.2 Childs Pals Student Trip

A purposed trip for students from Childs Elementary PALS group to attend a MudHens game as a group in Toledo. This trip will reinforce the program's goals of having students with special needs work together and develop relationships with their general education peers. Board action was requested.

It was moved by LaBombarbe and seconded by VanZomereren that we approve the Childs Pals Student Trip as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.3 Middle School Band Trip

The purposed trip for students from the Middle School Band and Choir to attend Cedar Point in Sandusky, Ohio. This is a reward trip for students completing a successful year in 7th and 8th grade band or choir. Board action was requested.

It was moved by LaBombarbe and seconded by VanZomereren that we approve the Middle School Band Trip as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.4 Board Policy Revision

Attached is Vol. 33 No. 2, for your reference. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve Board Policy Revision Neola Vol 33 No 2 as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.5 Transportation

Based on the difficulty the school district continues to experience with the shortage of available bus drivers and the strain it has placed on our families, we are faced with tough decisions on the viability of student transportation moving forward. The district has unsuccessfully been able to recruit and retain the necessary staffing to provide reliable student transportation and therefore, it is recommended that the district outsource student transportation starting with the 2019-20 school year. A Request for Proposal RFP is to be prepared for the purpose of outsourcing the district student transportation services and to include staffing of the department administration and bus drivers. The RFP will not include the mechanic positions or the sale of the bus fleet. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the Transportation Request for Proposal-RFP as presented.

Ayes: 4

Nays: 1 (Sparks)

Motion carried 4-1

11.6 Vans

The District wants to purchase 2 vans to help with transportation of students to school events. The vans do not require the driver to have a Commercial Driver's License that is needed for larger vehicles. These are 10 passenger vans, including the driver. The cost for these vans on MiDeal is \$28,100, for a total cost of \$56,200. Gene Butman Ford total price for the two vans quoted was \$58,598.24. Butman is a local dealer and has donated approximately \$40,000 to the District. The District expects to have funds available related to the utility savings from the energy project that would cover the cost of these vehicles. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the purchase of 2- 10 passenger vans from Butman Ford in the amount of \$58,598.24.

Ayes: 5

Nays: 0

Motion carried 5-0

11.7 Renaming of Central Office Conference Room

The Planning Committee has reviewed Board Policy 7250 and in accordance with the policy and with the recommendation of the Superintendent, recommend naming the Central Office Conference Room; Marvin S. Pittman Conference Room. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the Renaming of Central Office Conference Room to Marvin S. Pittman Conference Room as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

11.8 Audit

Lewis and Knopf have prepared the District audit for the last five years and the experience has been positive. Lewis and Knopf have provided an agreement for a 1, 2 and 3 year extension to continue with their services. Board action was requested.

It was moved by LaBombarbe and seconded by Czachorski that we approve the 2-year contract extension with Lewis and Knopf to continue with their audit services as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

- 11.9 WISD Biennial Election
 At the 5:45 Special Meeting on May 8, 2019, the Board approved LaBombarbe and Czachorski (alternate) as the representative of this Board for the electoral body, which body will elect 2 candidates to the vacancies on the WISD Board on Monday, June 3, 2019.

It was moved by LaBombarbe and seconded by Czachorski that we further direct LaBombarbe, designate representative and Czachorski, alternate to cast a vote on the WISD Biennial Election ballot Monday, June 3, 2019, on behalf of this Board in support of Diane Hockett and Mary Jane Tramontin.

- 11.10 April 2019 Trust & Agency Report
 Enclosed is the April 2019, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the April 2019, Trust & Agency Report as presented.

Ayes: 5
 Nays: 0
 Motion carried 5-0

- 11.11 April 2019 Check Register
 Enclosed is the April 1-30, 2019, check register in the amount of \$1,989,465.80. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Czachorski that we approve the April 1-30, 2019, check register in the amount of \$1,989,465.80 as presented.

Ayes: 5
 Nays: 0
 Motion carried 5-0

- 11.12 March & April Finance Report
 Enclosed are the March & April 2019, Financial Reports. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by VanZomeren that we approve the March & April 2019, Financial Reports as presented.

Ayes: 5
 Nays: 0
 Motion carried 5-0

- 11.13 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Buildng/Position	Effective Date	Status	Major/Step
Jen Tachar	LHS/Paraprofessional	4/22/2019	Transfer	
Logan Gorman	Athletics/Swim Lesson Instructor/Aide	4/9/2019	New Hire	
Lesley Johns	Transportation/Bus Driver	5/1/2019	New Hire	
Donald Daugherty	Transportation/Bus Driver	1/14/2019	Resignation	
Shannon Huddleston	Childs/Paraprofessional	4/25/2019	Resignation	
Jenna Bush	Athletics/Swim Lesson Instructor/Aide	5/2/2019	New Hire	
Courtney Simko	Bishop/SE Teacher	5/13/2019	New Hire	Step 3/MA+
Alexis Hoffman	Athletics/Swim Lesson Instructor/Aide	5/11/2019	New Hire	
Gregory Brown	Bishop/SE Teacher	5/17/2019	Resignation	
Sid Murphy	Childs/Paraprofessional	5/13/2019	Transfer	
Name	Position/Building	Return to Work Date	Status	Approved/Not Approved

Ana Katirai	Teacher/LHS	5/14/2019	FMLA	Yes
Karen Nowak-Rochford	Counselor/LHS	8/30/2019	FMLA	Yes

It was moved by LaBombarbe and seconded by Czachorski that we approve the May 13, 2019, Personnel Transactions Summary as presented.

Ayes: 5

Nays: 0

Motion carried 5-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 9:04 p.m.

Ayes: 5

Nays: 0

Motion carried 5-0