

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**April 13, 2020**  
**6:00 p.m.**  
**Virtual (COVID-10) Meeting Google Hangouts**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Yoline Williams, President  
Jennifer Czachorski, Vice President  
Jennifer LaBombarbe, Secretary  
Thomas Rollins, Treasurer (Connected at 6:03 pm)  
Connie Newlon, Trustee (Connected at 6:02 pm)  
Allie Sparks, Trustee  
Laura VanZomeren, Trustee

**ADMINISTRATORS PRESENT**

Robert Jansen, Interim Superintendent  
Adam Blaylock, Human Resources Director  
Robert Williams, Student Services Director

**OTHERS PRESENT**

Due to live stream the individual names of viewers in attendance is unknown.

**1.0 CALL TO ORDER**

President Williams called the meeting to order at 6:01 p.m. in a virtual meeting in Google Meets due to COVID-19.

**2.0 ROLL CALL**

Roll call showed all Board Members were present.

**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: 5

Nays: 0

Motion carried 5-0

**6.0 PRESENTATIONS**

**6.1 Gratitude to Lincoln Staff**

Bob Jansen thanked the staff at Lincoln for all working together during these unprecedented times and making him proud.

(Rollins connected at 6:03 pm)

(Newlon connected at 6:03 pm)

**6.2 Goal #2-Finance**

Presented by Adam Snapp

- The District received a grant award of \$93,340 for the Head Start program located in Model Elementary. This will help kids at an earlier age and give the District a better chance of maintaining those kids when they start kindergarten.

- Staffing was adjusted during the summer to prepare for the 18/19 fiscal year. Adjustments are made continuously to accommodate student need.
- The District was awarded \$563,793 MSP grant to upgrade safety and security within the District.
- The new welcome area was open to start the enrollment process for the 18/19 fiscal year.

### 6.3 COVID-19 Response Plan & Continuity of Learning Plan

Presented by Karensa Smith

Points of importance of the COVID-19 Response Plan & Continuity of Learning Plan explained to the Board of Education.

- 1000 Chromebook deployed to students the first two pick-up dates
- Virtual and paper packets available for all students
- Professional Development for staff on how to use Google Classroom

## 7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

### 7.1 Superintendent's Report

- District Response Plan has been submitted and approved
- Device distribution to students and staff went very well
- Print packets are being created and pick up will begin on Wednesday, April 15 from 10am - 1pm.
- School of Choice is open now to February 10, 2021 and the application form has been moved to a google form to allow families to apply online.
- Plans for 2020/2021 student recruitment are being developed including additional Kindergarten Roundup appointments.
- Our community has a lot of positive support for the LHS 2020 Highlights and COVID-19 FRONT LINE HEROES, LINCOLN EDITION on our Facebook page. Kudos to Trustee VanZomeran for her work on these posts!

### 7.2 Finance Report

7.2.1 March 2020 Food Service Report  
Report provided in Board packet.

7.2.2 March 2020 Enrollment Report  
Report provided in Board packet.

### 7.3 Finance Report

- The business office has worked with the HR and food service departments to apply for two grants. The first is from United Way to help with the expenses related to getting devices out to students and trying to provide internet for some who do not have reliable access. This grant will hopefully cover \$15,000 of costs the District will incur. The second is a food service equipment assistance grant for \$20,000 toward renovating the middle school serving area to provide more space for students to access foods.
- Due to Covid-19, timesheets are now going to be done electronically through eSuite. If all goes well, we intend on using this method going forward.
- 20/21 Budget – Due to the state-wide shutdown there is going to be a negative impact on the State's budget for next year. Sales tax revenue is going to come in less than projected. We are currently working with all departments on their budget for next year as well as having the conversation of what can be taken out if the District does not receive an increase in foundation allowance. We are also not confident that a budget from the State of Michigan will be available before June 30 and we could potentially be looking closer to September 30. The business office will keep the finance committee updated on any guidance/expectations we are aware of from the State along with providing multiple scenarios for projections.

## 8.0 PUBLIC COMMENT

No public comment

## 9.0 BOARD REPORTS/CORRESPONDENCE

### 9.1 Board Executive Committee Report

Next virtual meeting is scheduled for April 20, 2020.

- 9.2 Board Performance Committee Report  
Performance Committee will suspend until further notice.
- 9.3 Board Planning Committee Report  
Planning Committee has suspended meetings until Bond work is released to begin again.
- 9.4 Board Finance Committee Report  
Next Finance Committee is scheduled to meet on June 1, 2020.
- 9.5 Reports and Correspondence  
Congratulations to the following Lincoln students on receiving All State honors.
- Tate Mackenzie- football (3rd year)
  - Jacob Gorman- 100 m breaststroke
  - Emoni Bates-basketball (2nd year), All American, Gatorade Player of the Year
  - Braelon Green- basketball
  - DC Temple- basketball

## 10.0 NEW BUSINESS

- 10.1 Student Discipline  
10.1.1 Student #4  
The Board Discipline Committee met on March 10, 2020, to conduct a disciplinary hearing for Student #4 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

The Superintendent's Office was notified by Robyn McCoy that Student #4 had requested Closed Session.

It was necessary to enter closed session to discuss student discipline, to return to open session. A roll call vote was necessary.

It was moved by LaBombarbe and seconded by Czachorski in pursuant to Sections 8(b) of the Open Meetings Act, I move that we enter closed session to discuss the student discipline, to return to open session.

Ayes: 7 Williams, Newlon, Rollins, Sparks, Czachorski, LaBombarbe, VanZomeran  
Nays: 0  
Motion carried 7-0

It was moved by LaBombarbe and seconded by Czachorski that we approve the recommendation with revisions of the Board Discipline Committee relative to disciplinary sanctions for Student #4 as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

- 10.2 Tenure and Continuing Probation Recommendations  
Enclosed are the 2020-2021 probationary and tenure teacher recommendations from administration. This was presented for information only at this time; Board action will be requested at a subsequent meeting.
- 10.3 Title 31A iPad Purchase  
Due to school closure beyond April 13th, and to achieve maximum impact for distance learning, our grades Kindergarten through Second, require using district owned iPads. In order to meet this requirement, the district will need approximately 800 iPads. Technology proposes using title 31A (At-Risk Funds) to purchase 800 Apple iPads that were intended to meet the original 1 for 1 initiative and prepare them for home use in the possibility of distance learning. Seeking board approval to purchase 800 iPads, with 3 year AppleCare warranty, 800 mobile device management licenses and 800 cases for a total not to exceed \$325,960.00 from Apple Computers. Board action was requested.

It was moved by LaBombarbe and seconded by Newlon that we approve the purchase of 800 iPads from Apple Computers using Title 31A funds as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

10.4 Superintendent McNatt Resignation

It was moved by LaBombarbe and seconded by Newlon that the Board of Education accept Superintendent Mr. McNatt's resignation.

Ayes: 7  
Nays: 0  
Motion carried 7-0

10.5 Interim Superintendent Jansen Contract

It was moved by LaBombarbe and seconded by Czachorski that the Board of Education approve the Interim Superintendent Contract with Mr. Jansen as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

10.6 Superintendent Search

Three motions were presented to the Board of Education: Motion for Targeted Search, Motion for Contract Extension and Motion for Appointment. After a discussion, the Board of Education made the following motion.

**Recommended Motion for Appointment:**

It was moved by LaBombarbe and seconded by Newlon that we authorize President Williams or her delegee, to enter contract negotiations with Mr. Robert Jansen, pending positive outcome of interview and negotiations, appoint Mr. Robert Jansen as permanent Superintendent of Lincoln Consolidated Schools.

Ayes: 7  
Nays: 0  
Motion carried 7-0

**11.0 OLD BUSINESS**

11.1 Minutes of Previous Meeting

11.1.1 Regular Meeting March 9, 2020

11.1.2 Closed Session March 9, 2020

Enclosed are the minutes of the March 9, 2020, Regular Meeting and Closed Session.

It was moved by LaBombarbe and seconded by Newlon that we approve the minutes of the March 9, 2020, Regular Meeting and Closed Session as presented.

Ayes: 7  
Nays: 0  
Motion carried 7-0

11.2 2019-2020 Budget Amendment

Enclosed is the 2019-2020 Budget Amendment. Adam Snapp will be available to answer questions and provide additional information. An increase in revenues as indicated in the March 2020 budget amendment include significant changes to state aid and inter-district revenue. The largest increase is for Medicaid funds received to reimburse the District from last year's expenditures. Last year was the first full year of the District having both teachers and para's document services for Medicaid. This resulted in almost double the amount of Medicaid revenue the District would typically receive. The state aid increase considers both positive and negative changes and additional grants that were received during the year, like the early learning literacy grant.

When reviewing expenditures there was a concentration on the non-payroll related items, although, the Interim Superintendent and Curriculum Director were considered, which take place in the instructional support and general administration line items. Instruction and added needs increase due to projected sub

costs. Instruction also increase due to an email from the ISD notifying the District of increased WEOC program costs.

Central costs increased to workers comp service fees (Broadspire) and Technology costs that have come up from all of the upgrades. However, it is expected that there will be budget remaining at the end of the year.

Operations and maintenance increased due to thinking that the Model roof invoice was already paid when the November budget amendment was created.

The increase in transportation costs related to the assumed purchase of a new (used) special education bus. Also, the fuel and parts budget appear to be overstated, so that helped offset some of the bus costs.

Because of the driver shortage, transportation does not believe it will be able to meet the needs of athletic events. A discussion is in place as to how to transport kids for spring sports, but \$30k was included in that line item as a precaution. The District will do what it can to minimize these costs.

Board action is requested.

It was moved by LaBombarbe and seconded by Rollins that we approved the 2019-2020 Budget Amendment as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

#### 11.3 Non-Affiliate Contract Extensions

Below are recommendations for Non-Affiliate contract extensions. Board action is requested.

Listed below are recommendations for Non-Affiliate contract extensions through the June 30, 2021, school year.

Robert Williams	Director, Student Services
Vicki Coury	Director, Communication & Information Services
Adam Blaylock	Human Resources Director
Bob Merritt	Transportation Director
Kaitlin Moffett	Assistant Athletic Director
Ty Smith	Administrative Assistant to the Superintendent
Phil Bongiorno	Facilities Director

It was moved by LaBombarbe and seconded by Czachorski that we approved the Non-Affiliate Contract Extensions through June 30, 2021 as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

#### 11.4 LAA Individual Contract Extensions

Below are recommendations for LAA contract extensions. Board action is requested.

Listed below are recommendations for LAA contract extensions through the June 30, 2021, school year.

Nicole Holden, High School Principal  
Tim Green, Middle School Principal  
Robert Jansen, Elementary Principal  
Paula Robinette, Elementary Principal  
Mary Aldridge, Elementary Principal  
Kerry Shelton, Model Principal  
Regina Winborn, High School Assistant Principal  
Carrie Melcher, High School Assistant Principal  
Lori Ferguson, Middle School Assistant Principal  
Christopher Westfall, Athletic Director

It was moved by LaBombarbe and seconded by Czachorski that we approved the LAA Individual Contract Extensions through June 30, 2021 as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

11.5 2020-2021 Master Calendar

The 2020-2021 Master Calendar has been agreed upon by the LEA and the Superintendent and meets the 1098 clock hours, 180 plus days requirements as mandated by the State of Michigan Superintendent recommends approval as presented. Board action is requested.

It was moved by LaBombarbe and seconded by Newlon that we approved the 2020-2021 Master Calendar as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

11.6 March 2020 Finance Report

Enclosed are the March 2020, Financial Reports. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Czachorski that we approve the March 2020, Finance Report as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

11.7 March 2020 Check Register

Enclosed is the March 1-31, 2020, check register in the amount of \$3,193,909.68. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Rollins that we approve the March 1-31, 2020, check register in the amount of \$3,193,909.68 as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

11.8 March 2020 Trust and Agency

Enclosed is the March 2020, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Newlon that we approve the March 2020, Trust & Agency Report as presented.

Ayes: 7  
 Nays: 0  
 Motion carried 7-0

11.9 Personnel Transactions

<b><u>ACTION ITEMS</u></b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Allison Sitts	ELA Title I Teacher/Lincoln Middle School	3/16/2020	New Hire	BA/Step 2
David Lloyd	Paraprofessional/Lincoln Middle School	3/27/2020	Termination	
<b>Name</b>	<b>Position/Building</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>
Deanna Pena	Teacher/Lincoln Middle School	Intermittent	FMLA	Approved
David Lloyd	Paraprofessional/Lincoln Middle School	3/27/2020	FMLA	Approved
Lori Minthorn	Teacher/Lincoln High School	6/30/2020	FMLA	Approved

Jodie Hotchkiss	Assistant Building Secretary/Lincoln High School	4/17/2020	FMLA	Approved
Diane Baugher	Paraprofessional/Brick Elementary	Intermittent	FMLA	Approved
Wendy Johnson	Paraprofessional/Childs Elementary	5/29/2020	FMLA	Approved
Ellen Codere	Social Worker/Lincoln Middle School	Intermittent	FMLA	Approved

It was moved by LaBombarbe and seconded by Czachorski that we approve the April 13, 2020, Personnel Transactions Summary as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

## **12.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Newlon that we adjourn the meeting at 8:15 p.m.

Ayes: 7

Nays: 0

Motion carried 7-0