

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
October 25, 2021
6:00 p.m.
District Boardroom-Lincoln High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

Yoline Williams, President
Jennifer Czachorski, Vice President (Remote-Frankenmuth, MI)
Jennifer LaBombarbe, Secretary
Thomas Rollins, Treasurer
Matthew Bentley, Trustee (entered at 6:01)
Jason Moore, Trustee

ADMINISTRATORS PRESENT

Robert Jansen, Superintendent
Adam Snapp, Finance Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Abby Smith, Mary Aldridge, Jessica Stoops, Michael Hotchkiss, Jeff Nowak, Jamie Lehto and Charlotte Allum

1.0 CALL TO ORDER

President Williams called the meeting to order at 6:00 pm.

2.0 ROLL CALL

Roll call showed all Board Members were present with the exception of Sparks.

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 -0

6.0 PRESENTATIONS

6.1 Employee of the Month
Paraprofessional Tammy Romanini at Childs Elementary.

(Bentley entered at 6:01 pm)

6.2 2020-2021 Draft Audit Review
Presented by Lewis & Knopf and Adam Snapp

Auditor's Opinion

- The District received a "Clean" "Unmodified" audit opinion. This is the highest level of assurance possible for the District's financial statements

- The financial audit confirms that the statements prepared by the District fairly represent the results for the year.
- No control issues reported
- A "Single Audit" of federal funds was performed
 - An opinion on compliance was given
 - No findings or questioned costs
 - Coronavirus Relief Fund, Special Education Cluster and Education Stabilization Fund Represents 73% of \$5.27 M of federal funds expended for the year

General Fund-Budget and Actual Results:

- Revenues
 - Final Budget \$51.48 million - Actual \$51.36 million
 - Variance \$116 thousand under budget
- Expenditures
 - Final Budget \$51.11 million - Actual \$49.71 million
 - Variance \$1.40 million under budget
- Change in Net Assets
 - Budgeted \$371 thousand - Actual \$1.65 million
 - Positive overall variance of \$1.28 million

6.3 Marketing and Enrollment Presentation

Presented by Vicki Coury

Enrollment

- Spring 2021 FTE 3522.67
- Headcount October 19, 2021 3607.00
- New enrollments by building 2020-2021 school year
 - Bishop 121
 - Brick 180
 - Childs 120
 - Middle School 121
 - High School 99
 - Virtual Academy 19
 - 657 Enrollments -283 since first day of school -218 during August before first day
- Of the 657 new student enrollments, 30 families identified one parent as an alumnus and 12 identified both parents as alumni.

Information Services

- 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)
- 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

6.4 Bishop and Spanish Immersion Presentation

Presented by Abigail Smith

Building characteristics

- 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

- This unique educational opportunity is offered in [Lincoln Consolidated Schools](#). It is the only program of its kind in Washtenaw County and one of the few language immersion programs in Michigan. We are proudly housed in [Bishop Elementary School](#), home to Lincoln's Multi-Age program which utilizes the [High Scope](#) model for curriculum delivery.
- 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)

Enrollment 442

- Gender:
 - Boys: 236 | 53%
 - Girls: 206 | 47%
- Students with Disabilities: 106 | 24%
- English Language Learners: 14 | 3%
- Free and Reduced: 194 | 43.9%
- Student Ethnicity:
 - African American | 74 | 17%
 - Caucasian | 237 | 54%
 - Hispanic | 14 | 3%
 - Multi-racial | 116 | 26%
 - Native American | 1 | 0.002%

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Congratulations to the Varsity Girls Golf team for making their first ever appearance at the State meet. (awards and gifts were presented between presentations to allow the students to leave the meeting earlier on a school night.)
- Administration Regulations are being worked on currently with the Administration team. Next meeting is scheduled for November 9, 2021 and we expect to conclude then.

7.2 Finance Report

7.2.1 September 2021 Food Service Report
Report included in Board packet.

7.2.2 September 2021 Enrollment Report
Report included in Board packet.

7.3 Public Relations and Marketing Report

- Setting dates for kindergarten roundup and parent nights for the 2021-2022 school year.

8.0 BOARD REPORTS/CORRESPONDENCE

8.1 Board Executive Committee Report

The Board Executive Committee met on October 18, 2021, and will meet next on November 11, 2021, at 5:30pm.

8.2 Board Performance Committee Report

The Board Performance Committee met on October 25, 2021 and will meet next on November 22, 2021.

8.3 Board Planning Committee Report

Board Planning will meet next on November 8, 2021, in the Pittman Room at 4:00pm.

8.4 Board Finance Committee Report
The Board Finance Committee will meet next on December 6, 2021, at 4:30pm in the Pittman Room.

8.5 Reports and Correspondence
No reports.

9.0 PUBLIC COMMENT

9.1 Response to Prior Public Comment

- No public comments

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.

- Jamie Lehto, staff, complimented the Middle School on a job well done helping 6th graders starting middle school.

10.0 NEW BUSINESS

10.1 MASB Delegate Assembly Certification
MASB's 2021 Delegate Assembly will begin Thursday, Nov. 11, 2021, at 6:00 p.m. at the Ambassador Ballroom at the Amway Grand Plaza, Grand Rapids. Delegates selected by boards of education across the state will decide MASB's positions on a wide variety of issues affecting education. Lincoln Consolidated Schools gets three voting delegates and three voting alternates selected by the Board of Education. This year Jennifer LaBombarbe is the only Trustee attending and all delegates must be at the Delegate Assembly to vote. Board action was requested.

It was moved by Moore and seconded by Bentley that we appoint Jennifer LaBombarbe to represent Lincoln Consolidated Schools at the Michigan Association of School Boards (MASB) 2019 Delegate Assembly, November 11, 2021.

Ayes: 6

Nays: 0

Motion carried 6-0

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 2020-2021 Audit Report

The 2020-2021 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, 2021, 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:

COVID-19 - Coronavirus Relief Fund (District COVID Costs, School Aid, MiConnect)
Special Education Cluster (IDEA and Pre-k)
Education Stabilization Fund (GEER, ESSER Equity, and ESSER Formula)

In total, \$3,856,168 of a \$5,267,791 of federal expenditures were audited.

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.

11.0 OLD BUSINESS

11.1 Minutes of Previous Meeting

11.1.1 Regular Meeting September 27, 2021

11.1.2 Closed Session September 27, 2021

11.1.3 Board Workshop October 11, 2021

Enclosed are the minutes of the September 27, 2021, Regular Meeting and Closed Session and the Board Workshop on October 11, 2021.

It was moved by LaBombarbe and seconded by Rollins that we approve the minutes of the September 27, 2021, Regular Meeting and Closed Session the October 11, 2021, Board Workshop as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.2 September 2021 Finance Report

Enclosed are the September 2021, Financial Reports. The Superintendent recommends approval as presented.

The September finance reports currently show revenues **under** expenditures of \$6,586,180. This is because there has been no revenue for the months of July through September from state, federal, or interdistrict sources. The District will start receiving revenue from these sources in October.

It was moved by LaBombarbe and seconded by Rollins that we approve the September 2021, Finance Report as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.3 September 2021 Check Register

Enclosed is the September 1-30, 2021, check register in the amount of \$1,328,796.48. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Bentley that we approve the September 1-30, 2021, check register in the amount of \$1,328,796.48 as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.4 September 2021 Trust & Agency Report

Enclosed is the September 2021, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Moore that we approve the September 2021, Trust & Agency Report as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.5 Personnel Transactions

<u>ACTION ITEMS</u>				
Name	Position/Building	Effective Date	Status	Major/Step
Joey Huang	Teacher/Lincoln High School	10/12/2021	Re-Hire	
Hannah Hoffman	LAB Receptionist	10/12/2021	New Hire	
Amy Stamps	Psychologist/Bishop	9/30/2021	Retirement	
Zachary Malott	Teacher/Lincoln High School	10/18/2021	Resigned	
Ruth Hasten	Director Secretary/Athletics	10/15/2021	Retirement	

It was moved by LaBombarbe and seconded by Moore that we approve the October 25, 2021, Personnel Transactions Summary as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

12.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Rollins that we adjourn the meeting at 7:26 p.m.

Ayes: 6
Nays: 0
Motion carried 6-0