



# **Regular Meeting**

**November 14, 2022**

**Electronic Packet**

**LINCOLN CONSOLIDATED SCHOOLS  
Ypsilanti, Michigan**

**BOARD OF EDUCATION MEETING**

**November 14, 2022**

**6:00 p.m.**

**Boardroom-Lincoln High School**

**AGENDA**

- 1.0 CALL TO ORDER**
- 2.0 ROLL CALL**
- 3.0 ESTABLISHMENT OF QUORUM**
- 4.0 PLEDGE TO FLAG**
- 5.0 ACCEPTANCE OF AGENDA**
- 6.0 BOARD BUSINESS/PRESENTATIONS**
  - 6.1 Employee of the Month
  - 6.2 Facilities and Maintenance Presentation
- 7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**
  - 7.1 Superintendent's Report
  - 7.2 Student Services Report
  - 7.3 Transportation Report
- 8.0 BOARD REPORTS/CORRESPONDENCE**
  - 8.1 Board Executive Committee Report
  - 8.2 Board Performance Committee Report
  - 8.3 Board Planning Committee Report
  - 8.4 Board Finance Committee Report
  - 8.5 Reports and Correspondence
- 9.0 PUBLIC COMMENT**
  - 9.1 Response to Prior Public Comment
  - 9.2 Public Comment
- 10.0 NEW BUSINESS**
  - 10.1 Student Discipline
    - 10.1.1 Student #4

- 10.1.2 Student #5
- 10.2 Student Trip
  - 10.2.1 High School Greece/Rome
  - 10.2.2 HBCU Tour Trip
  - 10.2.3 Cultural Exchange Program
- 10.3 DTE Lighting Project
- 10.4 Summer Tax Resolution
- 10.5 Bus Air Conditioning

**11.0 OLD BUSINESS**

- 11.1 Minutes of Previous Meeting
  - 11.1.1 Regular Meeting October 24, 2022
- 11.2 Student Trips
  - 11.2.1 Middle School Walleye Game
- 11.3 Cameras High School, Middle School and Childs
- 11.4 2021-2022 Audit Report
- 11.5 Truck for Maintenance Department
- 11.6 Special Ed Social Work Contract
- 11.7 Prisms of Reality Curriculum
- 11.8 Personnel Transactions

**12.0 ADJOURNMENT**

**TO:** Board of Education

**FROM:** Robert Jansen, Superintendent

**DATE:** November 9, 2022

**SUBJECT:** Board of Education Meeting  
November 14, 2022  
6:00 p.m.

**AGENDA/EXPLANATORY NOTES**

**1.0 CALL TO ORDER**

**2.0 ROLL CALL**

**3.0 ESTABLISHMENT OF QUORUM**

**4.0 PLEDGE TO FLAG**

**5.0 ACCEPTANCE OF AGENDA**

**6.0 BOARD BUSINESS/PRESENTATIONS**

6.1 Employee of the Month

I would like to recognize Rebecca Nowak for employee of the month. Every time I see her in the hallway she has a great big smile on her face. She is truly trying to make this year the best year ever by sponsoring activities like the Opening Assembly skits, Post-It Note Mural, Button/Pin Art Contest, and Pep Rally. Her recent project with the LMS students and Bishop students was a wonderful way to connect our buildings. My students love their art projects and are always proud to share what they have made. Thank you, Ms. Nowak!

Sincerely, Andrea Adams

6.2 Facilities and Maintenance Presentation  
Presented by Phil Bongiorno

**7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

7.1 Superintendent's Report

7.2 Student Services Report

7.3 Transportation Report

**8.0 BOARD REPORTS/CORRESPONDENCE**

8.1 Board Executive Committee Report

8.2 Board Performance Committee Report

8.3 Board Planning Committee Report

8.4 Board Finance Committee Report

8.5 Reports and Correspondence

**9.0 PUBLIC COMMENT**

9.1 Response to Prior Public Comment

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

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.

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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.

**10.0 NEW BUSINESS**

10.1 Student Discipline

10.1.1 Student #4

The Board Discipline Committee met on October 31, 2022, 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.

**RECOMMENDED MOTION: I move that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #4 as presented.**

10.1.2 Student #5

The Board Discipline Committee met on November 3, 2022, to conduct a disciplinary hearing for Student #5 and their recommendation is included in your packet. The Superintendent and Discipline Committee recommend approval as presented.

**RECOMMENDED MOTION: I move that we approve the recommendation of the Board Discipline Committee relative to disciplinary sanctions for Student #5 as presented.**

10.2 Student Trip

10.2.1 High School Greece/Rome

High School Social Studies trip scheduled for 2024 to Italy and Greece. This was presented for information only; Board action will be requested at a subsequent meeting.

10.2.2 HBCU Tour Trip

The LHS Black Student Union has been working with CE Tours to plan an HBCU (Historically Black Colleges and Universities) Tour trip in North Carolina over Spring Break of 2023. We would take a flight to Charlotte, N.C. on March 27 and return by flight on March 30; however, motor coach would be used to travel each day that we are in N.C. The total cost would be \$53,481.00 (\$1,782.70/student) for 20 students and 5 adults. We have flexibility to change the number of attendees at any point (airline tickets are nonrefundable but a credit would be given to that student's family if the cost is not covered by fundraising). We plan to take 11-12th grade students but will open it up to 10th grade if necessary. This cost includes flights, hotel and bus accommodations, 3 meals/day, nightly hotel security, and the admission for all activities/attractions. In total, CE Tours has planned for us visit 4 HBCUs along with 3 museums/science centers and 2 arcades over the 4-daytrip. This was presented for information only; Board action will be requested at a subsequent meeting.

10.2.3 Cultural Exchange Program

The tentative plan for this cultural experience includes a 3-week direct exchange program in which Bishop students travel to Madrid, Spain in early Spring of 2023 and students from the Liceo Europeo school in Madrid, Spain visit Ypsilanti for three-weeks in late Spring of 2023. All students will be hosted in family homes so they can be fully immersed in the culture. We have been in contact with the Liceo Europeo school in Spain and we are both planning a diverse itinerary for students to experience the music, history, food, sports, nature and friendships in both cultures.

We have assembled a great team of administrators, teachers and parents to plan this trip. This experience is fully backed by myself as the principal of Bishop Elementary, and Mr. Robert Jansen our current Superintendent of schools, and former Bishop principal. We have bilingual teachers available to assist with language and some of our teachers have studied abroad in Madrid. Our long-term plans are for this direct exchange program to occur every year, giving even our youngest children an experience to look forward to during their 5th grade year. The benefits of this program are immense; for our students, it allows them an opportunity to use the language skills they have worked so hard to gain and in working towards global citizens and building compassion and empathy for people around the world making them the peacemakers of our future. We see the benefits to our community as we strive to show them the great place that is Ypsilanti and Lincoln Consolidated Schools. This was presented for information only; Board action will be requested at a subsequent meeting.

10.3 DTE Lighting Project

The district will receive an energy savings rebate check for \$11,201.67; a credit of \$62,274.45 on its 2022 electric bill; realize a year over year savings per nominal watt moving to cost effective LED lamps and savings on maintenance cost in lamp replacement, pole repairs, electrical repairs, etc.

DTE will manage all repairs moving forward with an estimated 3-5 turnaround time for service calls; purchase the exterior lighting infrastructure from the district; upgrade all exterior lighting to LED fixtures; replace poles/wiring as needed at an estimated cost of \$282,689.41, with no cost to the district; move all lighting to a dusk to dawn photo eye, which will automatically turn lights on/off.

This would be a 5 year agreement, with a month to month service agreement after the 5 years, until a mutual written consent of both parties is agreed upon.

Recommendation:

It is recommended that the district move forward with DTE's master service agreement so the district can realize a year over year energy savings, an upfront cost savings, a cash rebate check, and a year over year maintenance savings.

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

10.4 Summer Tax Resolution

Enclosed is the Annual Summer Tax Resolution. School districts that previously authorized a summer tax levy and wish to continue with that authorization for the 2020 tax year must adopt this resolution to continue that levy. A copy of the approved resolution must be filed with each township in the district before January 1, 2023. This is presented for information only; Board action will be requested at a subsequent meeting.

10.5 Bus Air Conditioning

The transportation department is recommending the adoption of the following recommendations contained in the report dated October 06, 2022 to the Superintendent of the Lincoln Consolidated School District.

1. PURPOSE-The transportation department is seeking to improve our bus fleet by having after-market air conditioning units installed on all regular education buses, (the special needs buses already have air conditioning installed and the older spare buses will not have air conditioning installed). We would be the first district in the county to have all our buses equipped with air conditioning. We feel that having buses equipped with air conditioning will draw more students to our district and increase ridership on the bus fleet. We also believe that recruitment for drivers will increase due to having all buses equipped with air conditioning. As we continue to strive to be a leader in transportation in our surrounding area, we feel that the industry is moving in this direction and we would be the first to take this step, putting us out there as the leader for innovation.

2. ANALYSIS-We received quotes from two separate companies on almost identical technology and costs. There is roughly a \$24,000 difference between the two companies and the cheaper one is actually a better unit for the mechanics to work on and install. Having air conditioning on the buses will help with student safety and recruitment as well as driver recruitment. The total cost of the project will be \$214,200.00 and should be completed in time for the spring warm up. This project will replace the existing expense of the new bus purchases that will not be ready this fiscal year of \$366,345.00, thus saving \$152,145.00 from the 2022-2023 school year budget. We will move the new buses to next school year's budget as they will not be ready until after July 2023.

RECOMMENDATION

It is my recommendation to purchase the fuel management system through Eco Fuel Services.

It is recommended that:

1. The Superintendent approves the purchase of the after-market air conditioning retrofit on all newer regular education buses for the total price of \$214,200.00 in replacement of the purchase of 3 new buses for \$366,345.00, saving \$152,145.00 from the 2022-2023 transportation budget.

This is 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 October 24, 2022

Enclosed are the minutes of the October 24, 2022, Regular Meeting

**RECOMMENDED MOTION: I move that we approve the minutes of the October 24, 2022, Regular Meeting as presented.**

11.2 Student Trips

11.2.1 Middle School Walleye Game

This is yearly trip for 7<sup>th</sup> 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. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the Middle School Walleye Game as presented.**

- 11.3 Cameras High School, Middle School and Childs  
Security camera replacement for Lincoln Middle and High School that is meant as a replacement, not expansion. We currently have two proposal (quotes) to set a foundation but may require an RFP. This is a request for to authorize Technology to engage in the process to vet and purchase a replacement camera system for the secondary buildings.

The current cameras at LMS and LHS are from an earlier system that is not supported anymore. The system has not been updated over time and has resulted in a segmented camera system within the district: one system at the elementary schools and LAB while an older system exists at the secondary buildings. This would be to bring the district under a single system.  
Board action is requested.

**RECOMMENDED MOTION: I move that we approve the purchase of cameras for the High School, Middle School and Childs and if necessary a RFP will need to be issued.**

- 11.4 2021-2022 Audit Report  
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.  
Board action is requested.

**RECOMMENDED MOTION: I move that we approve the 2021-2022 Audit Report with no identified findings as presented.**

- 11.5 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. Board action is requested.

**RECOMMENDED MOTION: I move that we approve the purchase of a Truck for Maintenance Department as presented.**

- 11.6 Special Ed Social Work Contract  
Social Workers at two elementary buildings are either on a leave of absence or expect to be on a leave of absence during the 2022-2023 school year. In order to support our students and ensure special education compliance, District administration connected with a staffing company that is able to provide



a limited license contract social worker for the remainder of the 2022-2023 school year. Board action is requested.

If we have the contract:

**RECOMMENDED MOTION: I move that we approve the contract for a contract social worker as presented.**

If we don't have the contract:

**RECOMMENDED MOTION: I move that we authorize the Superintendent or designee to negotiate and enter into the contract for a contract social worker.**

11.7 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.

Request to contract with [Prisms VR](#) to purchase VR headsets and supplemental academic software. This would provision one classroom at LHS and one at LMS with sufficient licensing, management tools, accessories, and professional development. Technology is requesting the Board to approve this partnership for roughly \$73,562 (pending final quote).

Prisms VR is a startup that is developing supplemental instructional modules beginning with math and expanding into other core subjects (science is to be released next fall). After extensive review with administrators, teaching staff, and students it was overwhelmingly well received as a potentially powerful tool for helping to not only engage students in academic content, but help bridge the relevancy gap between classroom subjects and the real world.

Prisms VR is an academically focused company and it shows in the way the software is created and designed. In partnering with the company Lincoln would be purchasing (and owning) the VR headsets while Prisms provides the software and interface. The current license under consideration would be for 18 months (beginning in Jan. 2023 to June 2024).

Here is the [estimated pricing](#) based on the Prism VR pricing worksheet.  
Board action is requested.

**RECOMMENDED MOTION: I move that we approve the purchase of Prisms of Reality Curriculum as presented in the amount of \$90,000.00.**

11.8 Personnel Transactions

ACTION ITEMS					
Name	Position/Building		Effective Date	Status	Major/Step
Marlayna Keelan	Parent Support Coordinator/Model Elementary School		10/19/2022	Transfer	
Ebony Tartt	Bus Driver/Transportation		10/12/2022	New Hire	
Justin Millett	Bus Aide/Transportation		10/31/2022	New Hire	
Ty Dawes	Bus Aide/Transportation		11/7/2022	New Hire	
Emily Moore	LAB Receptionist		11/7/2022	New Hire	
Ricky Jefferson	Bus Aide/Transportation		11/7/2022	New Hire	
Jocien Spratling	LAB Receptionist 9		11/7/2022	New Hire	

Logan Wynn	LAB Receptionist		11/7/2022	New Hire	
Brayden Keelan	LAB Receptionist		11/7/2022	New Hire	
Leah Duperon	Paraprofessional/Lincoln Middle School		11/21/2022	New Hire	

Name	Position/Building	Date of Hire	Effective Date	Status	Major/Step
Amelia Hissong	Art Teacher/Brick Elementary School	8/17/2021	11/1/2022	Resignation	
Troy Hansbarger	Behavior Specialist/Childs Elementary School	9/26/2005	10/14/2022	Resignation	
Sonia Neal	Behavior Specialist/Bishop Elementary School	4/3/2018	10/31/2022	Resignation	
Monica Maury	ECSE Teacher/Model Elementary School	8/26/2019	10/28/2022	Resignation	

Name	Position/Building		Return to Work Date	Status	Approved/Not Approved
Lynn Ball	Spec Ed Teacher/Virtual Academy		tentative 1/9/2023	FMLA ~ Consecutive	Approved
Ellen Codere	Social Worker/Middle School		NA	FMLA ~ Intermittent	Approved
Derek Gonzales	Physical Education Teacher/High School		11/3/2022	FMLA - Consecutive	Approved
Sherry Smith	Paraprofessional/Lincoln Middle School		TBD	FMLA - Consecutive	Approved
Cheryl Graham	GSRP Paraprofessional/Model		12/1/2022	Med Leave (non-qual FMLA)	
Nicholas Hadley	Mechanic/Transportation		12/7/2022	FMLA - Consecutive	Approved

**RECOMMENDED MOTION: I move that we approve the November 14, 2022, Personnel Transactions Summary as presented.**

**12.0 ADJOURNMENT**



## **Planning Committee Minutes**

September 12, 2022

1. Members Present
  - Jennifer LaBombarbe, Thomas Rollins, Allie Sparks, Bob Jansen, Adam Blaylock
2. Chair LaBombarbe called the meeting to order at 4:40 pm
3. Old Business
  - a. Bond Review
    - i. Updates: Did not get to discussion on this
  - b. Admin Guidelines – Where are they kept and how can we access them
    - i. Did not get to discussion
  - c. Policy for fund/capital project savings accounts
    - i. Discussion on samples that Adam B had. He will send the sample to Kevin for them to modify for our Policy Manual.
  - d. Revisions for our policy manual
    - i. Major changes were changing he/she and him/her to they/their/them
    - ii. First read on second meeting in September
4. New Business
  - a. Group with concerns about Transgender Equity
    - i. Sharing concerns that our policy does not specifically address LGBQ+++, shared sample policies from other districts.
5. Other
6. Adjournment 5:54 pm

Next meeting October 10, 2022 @ 4:30 pm in the Pittman Room



## Planning Committee Minutes

October 10, 2022

1. Members Present
  - Jennifer LaBombarbe, Thomas Rollins, Allie Sparks, Bob Jansen, Adam Blaylock, Andrea Adams, Lea
2. Chair LaBombarbe called the meeting to order at 4:33 pm
3. Old Business
  - a. Bond Review
    - i. Discussion for band room acoustics
      1. Panels are approximately \$30,000
      2. Drop Ceiling approximately \$50,000 to \$60,000 plus moving all electrical components (lights, etc.) approximately \$20,000
      3. Ms. Schwegler would like the drop ceiling and the acoustics engineer recommended the panels.
      4. It was requested that we have the acoustics engineer come during a band class and take measurements and make a recommendation for the best solution.
    - ii. Update on Stadium Building
      1. Did not get to
  - b. Admin Guidelines – Where are they kept and how can we access them
    - i. They are on the website District/Board of Education/Policy
  - c. Group with concerns about Transgender Equity
    - i. We never received the policy that the group was working on for us to review.
    - ii. They brought a quiz for us to take...then had discussion on the answers.
    - iii. Shared that Ann Arbor added their own policy for Transgender/bisexual
    - iv. Looking at Title 9 and MHSAA transgender policy
    - v. Discussion about bathrooms – that LGBTQ++ students would have a specific bathroom they could use and be comfortable doing it. Adam B was going to follow up on this with Administration to make sure this is known in every building.
4. New Business
5. Other
6. Adjournment 6:00 pm

Next meeting November 14, 2022 @ 4:30 pm in the Pittman Room

# LINCOLN CONSOLIDATED SCHOOLS

## AGENDA ITEM REQUEST

Completion of this form will help us prepare accurate and complete agendas and explanatory notes for consideration by the Board of Education. It will also ensure timely consideration and/or approval of your request.

Group/Individual Making Request: **Facilities Department**

Contact Person: **Phil Bongiorno** Phone/Email: **734-260-1243 - bongiornop@lincolnk12.org**

Topic of Agenda Item: (Be specific)

**To move all exterior lighting from the District for DTE to manage.**

Background Data: (To assist in writing corresponding explanatory notes)

**Highlights:**

**The district will receive an energy savings rebate check for \$11,201.67; a credit of \$62,274.45 on its 2022 electric bill; realize a year over year savings per nominal watt moving to cost effective LED lamps and savings on maintenance cost in lamp replacement, pole repairs, electrical repairs, etc.**

**DTE will manage all repairs moving forward with an estimated 3-5 turnaround time for service calls; purchase the exterior lighting infrastructure from the district; upgrade all exterior lighting to LED fixtures; replace poles/wiring as needed at an estimated cost of \$282,689.41, with no cost to the district; move all lighting to a dusk to dawn photo eye, which will automatically turn lights on/off.**

**This would be a 5 year agreement, with a month to month service agreement after the 5 years, until a mutual written consent of both parties is agreed upon.**

**Recommendation:**

**It is recommended that the district move forward with DTE’s master service agreement so the district can realize a year over year energy savings, an upfront cost savings, a cash rebate check, and a year over year maintenance savings.**

Desired Board Action: \_\_\_\_\_ Informational only \_\_\_\_\_ Board action required   X  

***Please keep in mind that in most circumstances, Board policy calls for a two-meeting review of all agenda items requiring action. Incomplete information could result in additional delays.***

Board meeting date-First reading: **October 24, 2022**

Board meeting date-Second reading & approval (If required): **November 14, 2022**

Who will attend meeting to present request and answer questions? **Philip Bongiorno**

Requests and all supporting documentation **MUST** be received in the Superintendent's office no later than noon the Friday prior to the Executive Committee meeting the week before the scheduled Board of Education meeting. Late requests will be deferred to the following agenda and may compromise your deadline.

Submitted By:

Building/Department Head:

Philip Bongiorno 10/19/2022

Date



Date



## **DTE Exterior Lighting Proposal**

### **October 19, 2022**

#### **Purpose:**

To move all exterior lighting from the District for DTE to manage.

#### **Highlights:**

- The district will receive an energy savings rebate check for \$11,201.67.
- The district will receive a credit of \$62,274.45 on its 2022 electric bill.
- The district will realize a year over year savings per nominal watt moving to cost effective LED lamps.
- The district will realize a year over year savings on maintenance cost in lamp replacement, pole repairs, electrical repairs, etc.
- DTE will manage all repairs moving forward with an estimated 3-5 turnaround time for service calls.
- DTE will purchase the exterior lighting infrastructure from the district. They will upgrade all exterior lighting to LED fixtures and replace poles/wiring as needed at an estimated cost of \$282,689.41, **with no cost to the district.**
- DTE will move all lighting to a Dusk to Dawn photo eye, which will automatically turn lights on and off.
- 5-year agreement, with a month-to-month service agreement after the 5 years, until a mutual written consent of both parties is agreed upon.

#### **Recommendation:**

It is recommended that the district move forward with DTE's master service agreement so the district can realize a year over year energy savings, an upfront cost savings, a cash rebate check, and a year over year maintenance savings.

The Director of Facilities recommends that the Superintendent and Board of Education move forward with DTE's service agreement for a 5-year contract at no cost to the district, with a month-to-month renewal until mutually agreed upon separation with a written 30-day notice of cancellation.

#### **Note:**

See attached master agreement to acquire and provide street lighting service.





## MASTER AGREEMENT TO ACQUIRE AND PROVIDE STREET LIGHTING SERVICE

This Master Agreement to Acquire and Provide Street Lighting Service (“Master Agreement”) is made between DTE Electric Company (“Company”) and Lincoln Consolidated Schools (“Customer”) (collectively referred to as the “Parties”) as of October 18, 2022.

### RECITALS

- A. Customer currently owns the street lighting system located on private property as described on the attached Exhibit 1 (the “Location”).
- B. Customer desires to sell to Company, and Company desires to purchase, the lighting equipment described on the attached Exhibit 2 (the “Customer Equipment”) in accordance with the terms of this Master Agreement.
- C. Customer desires to engage Company to complete certain repairs, replacements, and/or installation services on the Customer Equipment as described on the attached Exhibit 3 (the “Repair and Installation Services”), including the installation of Company-owned equipment. All Customer Equipment, once acquired by Company under this Master Agreement, and any additional street lighting equipment installed by Company under this Master Agreement are referred to as “Company Equipment,” and Customer Equipment and Company Equipment is referred to collectively as “Equipment.”
- D. Customer further requests Company to provide street lighting services as described on the attached Exhibit 4 (the “Purchase Agreement”), which also reflects terms of sale of the Customer Equipment.
- E. Company may provide such services, subject to the terms of this Master Agreement.

Therefore, in consideration of the mutual promises set forth in this Master Agreement, and for other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, Company and Customer each hereby agree as follows:

### AGREEMENT

1. Master Agreement. This Master Agreement sets forth the basic terms and conditions under which Company may repair Equipment and/or furnish additional materials, and install, operate and/or maintain Equipment for Customer. Upon the Parties’ agreement as to the terms of a specific street lighting transaction, the Parties shall execute and deliver a Purchase Agreement in the form of the attached Exhibit 4. In the event of an inconsistency between this Master Agreement and any Purchase Agreement, the terms of the Purchase Agreement shall control.
2. Availability of Service. The electric service for the Equipment will be provided under the Customer’s existing account as follows:

Insert Customer Account Name: Lincoln Consolidated Schools (Muni Code TBD)

Insert Customer Service Address: 7425 Willis Rd., Ypsilanti, MI 48197

3. Rules Governing Installation of Equipment and Electric Service. Installation of Equipment and the extension of electric service to that Equipment are subject to the provisions of the Company’s Rate Book for Electric Service (the “Tariff”), Rule C 6.1, Extension of Service (or any other successor provision), as amended and approved by the Michigan Public Service Commission (“MPSC”) from time to time. From and after the authorization of this Master Agreement,

Company will be responsible for the installation and replacement of Equipment and extension of electric service to serve the Equipment in accordance with this Master Agreement and the Tariff, the applicable terms of which are hereby incorporated into this Master Agreement by reference.

4. **Contribution in Aid of Construction.** In connection with Exhibit 4 and in accordance with the applicable Orders of the MPSC, Customer shall pay to Company a contribution in aid of construction ("CIAC") for the cost of repairing, replacing, constructing and/or installing Equipment (as defined in Exhibit 4) and recovery of costs associated with the removal of existing Equipment, if any. The amount of the CIAC (the "CIAC Amount") shall be an amount equal to the total costs of such repair, replacement, construction, installation and/or removal (including all labor, materials and overhead charges), less an amount equal to three (3) years of the incremental difference Luminaire Charge revenue at the time of acquisition, less the purchase price of Customer Equipment (the sum of the Luminaire Charge credit and purchase price for Customer Equipment, "Company Capital Investment"), all of which is calculated and set forth on Exhibit 4, Section 6. The CIAC Amount does not include charges for any additional cost or expense for underground objects of which Customer does not provide Company with prior notice and which are not identified by MISS DIG System, Inc., or other unusual conditions encountered in the construction and installation of Company Equipment or performing services as described in Exhibit 3. If Company encounters any such unforeseen or unusual conditions which would increase the CIAC Amount, it will suspend the construction and installation of Company Equipment and give notice of such conditions to Customer (a "Notice of Unforeseen Conditions"). Customer will either pay such additional costs to perform the work as set forth herein or agree to modifications of the work to be performed, provided that such modifications must adhere to Company standards and Customer will be responsible for any additional costs associated with such modifications, which will be reflected by an adjustment to the CIAC Amount. Upon any such suspension and/or subsequent modification of the work, the schedule for completion of the work shall also be appropriately modified. If Company and Customer are unable to agree upon additional fees or modifications to this Master Agreement within thirty (30) days of Customer's receipt of a Notice of Unforeseen Conditions, Company will have the right to immediately terminate this Master Agreement and all work associated with the Equipment, without further liability hereunder.
5. **Payment of CIAC Amount.** Customer shall pay the CIAC Amount to Company as set forth in Exhibit 4 promptly (and in no event later than five (5) business days after the date of this Master Agreement). Failure to pay the CIAC Amount when due shall relieve Company of its obligations to perform the work required herein until such CIAC Amount is paid, at which point the schedule for completion of the work shall be appropriately modified.
6. **Post Charge.** For any lighting system receiving service under this Master Agreement that consists of greater than five (5) lights, Customer may elect to pay a "Post Charge," in lieu of paying the entire CIAC Amount, pursuant to the terms of the Purchase Agreement. The Post Charge is a monthly rate, paid as long as this Master Agreement is in effect, and calculated based on the CIAC Amount (rounded down to the nearest \$1,000.00 increment), as set forth on Exhibit 4, Section 7(a). The Post Charge cannot be used in addition to the Financing Charge.
7. **Financing Charge.** For any lighting system receiving service under this Master Agreement where the CIAC Amount exceeds \$10,000, Customer may elect to pay a "Financing Charge," in lieu of paying all of the up-front CIAC Amount, pursuant to the terms of the Purchase Agreement. The Financing Charge is paid monthly for the five (5) year initial term of this Master Agreement, and calculated based on the CIAC Amount and an annual interest rate equal to the Company's weighted average cost of capital (6.79%), as set forth on Exhibit 4, Section 7(b). The Financing Charge cannot be used in addition to the Post Charge.

8. **Sale of Customer Equipment.** Effective as of the Master Agreement Date, Customer hereby sells, transfers and assigns all of its rights, title and ownership interests in and to the Customer Equipment, to Company for a purchase price of **\$62,274.45** (the "**Purchase Price**"). The Purchase Price will be paid by deducting such amount from the CIAC Amount.
9. **Assumed Liabilities.** Customer shall remain solely responsible for all liabilities in respect of the Equipment accruing, arising from or relating to events or circumstances prior to the completion of all Repair and Installation Services. Upon completion of the Repair and Installation Services, Company will assume and agree to pay and perform any liabilities in respect of the Equipment, but only to the extent that such liabilities thereunder (i) arise from or relate to events or circumstances after the completion of all Repair and Installation Services, (ii) were incurred in the ordinary course of business, and (iii) do not relate to any improper use of Equipment and are not caused by any act or omission of Customer or any third party. Under no circumstances shall Customer touch or handle Company Equipment without Company's prior written authorization.
10. **Street Lighting Design Responsibility.** Unless otherwise indicated on Exhibit 4, the Company's repair, replacement, and/or installation of Equipment and provision of services will meet the Illuminating Engineering Society of North America ("**IESNA**") recommended practices for Roadway Lighting (RP-8). If Customer requests that the lighting design not meet the IESNA recommended practices by making the proper selection on Exhibit 4, Customer acknowledges that Company is not responsible for meeting lighting design standards.
11. **Customer Representations and Warranties.** Customer represents and warrants as of the date hereof and as of the Master Agreement Date that:
  - a. Customer has full public power and authority to execute and deliver this Master Agreement and to carry out the actions required by this Master Agreement.
  - b. Upon execution by the authorized representative whose signature appears below, this Master Agreement constitutes a legal, valid, and binding agreement of Customer.
  - c. The execution, delivery and performance of this Master Agreement and the transactions contemplated hereby (i) have been duly authorized by all necessary action required on the part of Customer, and (ii) do not result in the breach of any term, condition or provision of, nor require consent, waiver or approval of any third party under, (a) any existing law, ordinance or governmental rule or regulation, (b) any judgment, order, writ, injunction, decree or award of any court, arbitrator or governmental or regulatory body or authority, (c) the governing documents of Customer, or (d) any agreement to which Customer is a party or by which the Equipment may be bound or affected.
  - d. Other than contracts or agreements between Customer and Company, Customer has not entered into any contracts, agreements or understandings, whether written or oral, with any third party concerning or affecting the Customer Equipment.
  - e. Customer has good and marketable title to the Customer Equipment. All Customer Equipment is free and clear of all liens, security interests, easements, leases, restriction on use, or other encumbrances.
  - f. The Customer Equipment is located on real property owned in fee simple by Customer, without any limitations or conditions (other than easements in favor of Company or other utility providers).
  - g. There are no pending or, to Customer's knowledge, threatened claims of any nature against or by Customer relating to the Customer Equipment. Customer is not aware of

any event that has occurred or circumstances existing that may give rise to, or serve as a basis for, any such claim.

- h. The Customer Equipment is not subject to any federal, state or other funding obligations that would require Company's adherence to such obligations or prevent the sale of Customer Equipment.
- i. To Customer's knowledge, all information provided by Customer to Company concerning the Company Equipment is true, complete and correct and Customer has not withheld any information, the absence or inclusion of which would make the other information false or misleading.

**12. Company Representations and Warranties.**

- a. Company has full corporate power and authority to execute and deliver this Master Agreement and to carry out the actions required of it by this Master Agreement.
- b. The execution, delivery and performance of this Master Agreement and the transactions contemplated hereby have been duly authorized by all necessary corporate action required by Company.
- c. This Master Agreement constitutes a legal, valid, and binding agreement of Company.

**13. Requests for Modifications or Attachments.** After the execution of this Master Agreement and completion of the work defined in Exhibit 3, any request by Customer or other requesting third party for modifications (including relocations, replacements or removals) or attachments (including any electric or non-electric attachments, such as banners, signage, power receptacles, wireless communication devices, or cameras) must be submitted in writing to Company. Customer requests for attachments may require Company engineering of the attachment. In addition, Company may request modifications to the lighting system as Company deems reasonably necessary or desirable to address any concerns (including, but not limited, repeated instances of damage to the Equipment). The cost for any modifications or attachments will be the responsibility of the Customer (including all labor materials, and overhead charges), provided that Company may take into account the remaining amounts owed by Customer for Equipment already provided and/or work already performed under this Agreement and may include applicable changes to the Luminaire Charges as set forth in Exhibit 4. Within a reasonable time after Customer requests modifications, Company will provide Customer with an estimate of revised pricing and schedule. Regardless of the requesting party, any agreed-upon modifications or attachments to be implemented will be memorialized in a written agreement. If Customer is approved to perform any work in implementing the attachment to Company Equipment, the parties will enter into a Joint Use Agreement authorizing Customer to do so.

**14. Maintenance and Replacement Equipment.** After completion of the work defined in Exhibit 3, Company shall provide the necessary maintenance of the Company Equipment, including such replacement material and Equipment as may be necessary, in Company's sole discretion.

**15. Street Lighting Service Rate.**

- a. Company will provide street lighting service to Customer for the Company Equipment under the Municipal Street Lighting Rate set forth in Rate Schedule No. E1 of the Tariff. The rate is subject to change from time to time by orders issued by the MPSC.
- b. The estimated annual Luminaire Charges, and/or Post Charge if selected by the Customer, and/or Financing Charge if selected by the Customer, for which Customer

will be responsible are in Exhibit 4 and are subject to adjustment to reflect changes in the Tariff.

- c. Hours of street lighting operation are dusk to dawn, controlled by photo-sensitive devices which provide service all night for approximately 4,200 hours per year. Dusk to Midnight service is available at a discount of 1.060 cents per nominal watt per month, and if selected by the Customer, such service will be reflected in Exhibit 4.
- d. For any post having more than one luminaire on it, the charge for the additional luminaire on the same post will be reduced from the standard price by \$97.92 per additional luminaire per year.
- e. This street lighting service is also governed by the current Technical Standards for Electrical Service, as promulgated and amended from time to time by the MPSC.

**16. Repair, Replacement, and Installation Access to Equipment.** All Equipment, including underground cabling and conduit, foundations, outdoor lighting posts and luminaires, is located on property owned or controlled by Customer. Customer hereby grants Company access, both underground and overhead, to the Customer's property (the "Property") to access and maintain, repair, replace, and install Equipment and/or extend power cables and wires necessary to effectuate this Master Agreement, throughout the term of the Master Agreement.

**17. Default and Remedies.**

- a. Customer will be in default under this Master Agreement (i) if the representations and warranties of Customer in Section 11 above are incorrect in any material respect when made, (ii) if Customer fails to timely pay any amounts due to Company under this Master Agreement or pursuant to the Tariff, or (iii) if Customer fails to perform any other obligations under this Master Agreement (each, an "Event of Default").
- b. In addition to any other remedies that Company may have at law or equity, Company may (i) upon the occurrence of an Event of Default, suspend maintenance on any Equipment and exercise the applicable remedies set forth in the Tariff, and/or (ii) upon the continuance of any Event of Default for sixty (60) days after notice of default from Company to Customer, require Customer to re-purchase the Company Equipment on an "as-is" basis and Company will have no further liability hereunder. Customer will pay Company the amounts set forth in Section 19.
- c. To the maximum extent allowed by law, Customer agrees to indemnify and hold Company harmless for any claim, loss, damage, cost, charge, expense, lien, settlement or judgment arising directly or indirectly out of an Event of Default.

**18. Contract Term.** The initial term of this Master Agreement shall be a period of five (5) years commencing from the date of installation. If the optional Post Charge is selected, the initial term of this Master Agreement shall be ten (10) years. Upon expiration of the initial term, the street lighting service shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days' prior written notice to the other party; *provided, however*, that Company will not withdraw service for convenience, and Customer shall not substitute another source of service in whole or in part, without twelve (12) months' written notice to the other party. Company will provide a quote for providing construction services in connection with the removal or disconnection of Equipment upon Customer's request.

19. Customer Obligations upon Termination. In the event that this Master Agreement is terminated by Company due to an Event of Default or by Customer for convenience, Customer will promptly pay Company all of the following:
- a. If applicable, the un-recouped portion of the Company Capital Investment pro-rated for the remainder of the initial three-year period;
  - b. If applicable, the aggregate total of remaining Post Charge payments or Finance Charge payments, that would have come due over the remainder of the applicable period (ten (10) years for Post Charge, or five (5) years for Finance Charge);
  - c. The aggregate total of remaining Luminaire Charge payments that would have been charged over the remainder of the applicable initial contract term;
  - d. Any Company costs and expenses associated with disconnecting and de-energizing the Equipment from Company power supply sources; and
  - e. Plant Reduction, which is (i) the Customer's re-purchase of the Equipment on an "as-is" basis, at the remaining value of the Equipment as quoted by Company; or (ii) the total cost incurred by Company to remove the Equipment and to restore the Property to its original condition to the extent possible with commercially reasonable efforts.
20. Assignment. Customer may not assign this Master Agreement or any of its rights or obligations under this Master Agreement without the Company's prior written consent. The Company may assign this Master Agreement or any of its rights or obligations under this Master Agreement, effective upon written notice to the Customer.
21. Force Majeure. The obligation of Company to perform under this Master Agreement shall be suspended or excused to the extent such performance is prevented or delayed because of acts or circumstances beyond Company's reasonable control, including without limitation acts of God, fires, adverse weather conditions (including severe storms and blizzards), pandemic, malicious mischief, strikes and other labor disturbances, compliance with any directives of any government authority, and force majeure events affecting suppliers or subcontractors.
22. Subcontractors. Company may sub-contract, in whole or in part, any of its obligations under this Master Agreement.
23. Waiver; Limitation of Liability. To the maximum extent allowed by law, Customer hereby waives, releases and fully discharges Company from and against any and all claims, causes of action, rights, liabilities or damages whatsoever, including attorney's fees, arising out of the repair or installation of the Company Equipment and/or any replacement of Company Equipment, including claims for bodily injury or death and property damage, unless such matter is caused by or arises as a result of the sole negligence of Company and/or its subcontractors. Company shall not be liable under this Master Agreement for any special, incidental or consequential damages, including loss of business or profits, whether based upon breach of warranty, breach of contract, negligence, strict liability, tort or any other legal theory, and whether or not Company has been advised of the possibility of such damages. In no event will Company's liability to Customer for any and all claims related to or arising out of this Master Agreement exceed the Company Capital Investment.
24. Notices. All notices required by this Master Agreement shall be in writing. Such notices shall be sent to Company at **DTE Electric Company, Community Lighting Group, 8001 Haggerty Rd, Belleville, MI 48111** and to Customer at the address set forth on Exhibit 4. Notice shall be deemed given hereunder upon personal delivery to the addresses as set forth above or, if properly addressed, on the date sent by certified mail, return receipt requested, or the date such notice is

placed in the custody of a nationally recognized overnight delivery service. A party may change its address for notices by giving notice of such change of address in the manner set forth herein.

**25. Miscellaneous.**

- a. This Master Agreement is the entire agreement of the parties concerning the subject matter hereof and supersedes all prior agreements and understandings. Any amendment or modification to this Master Agreement must be in writing and signed by both parties.
- b. A waiver of any provision of this Master Agreement must be made in writing and signed by the party against whom the waiver is enforced. Failure of any party to strictly enforce the terms of this Master Agreement shall not be deemed a waiver of such party's rights hereunder.
- c. The section headings contained in this Master Agreement are for convenience only and shall not affect the meaning or interpretation thereof.
- d. This Master Agreement shall be construed in accordance with the laws of the State of Michigan, without regard to any conflicts of law principles. The parties agree that any action with respect to this Master Agreement shall be brought in the courts of the State of Michigan and each party hereby submits itself to the exclusive jurisdiction of such courts.
- e. This Master Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.
- f. The invalidity of any provision of this Master Agreement shall not invalidate the remaining provisions of the Master Agreement.

The parties have executed this Master Agreement to Acquire Street Lighting System as of the date first written above.

**DTE Electric Company**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Lincoln Consolidated Schools**

By: \_\_\_\_\_

Name: \_\_\_\_\_

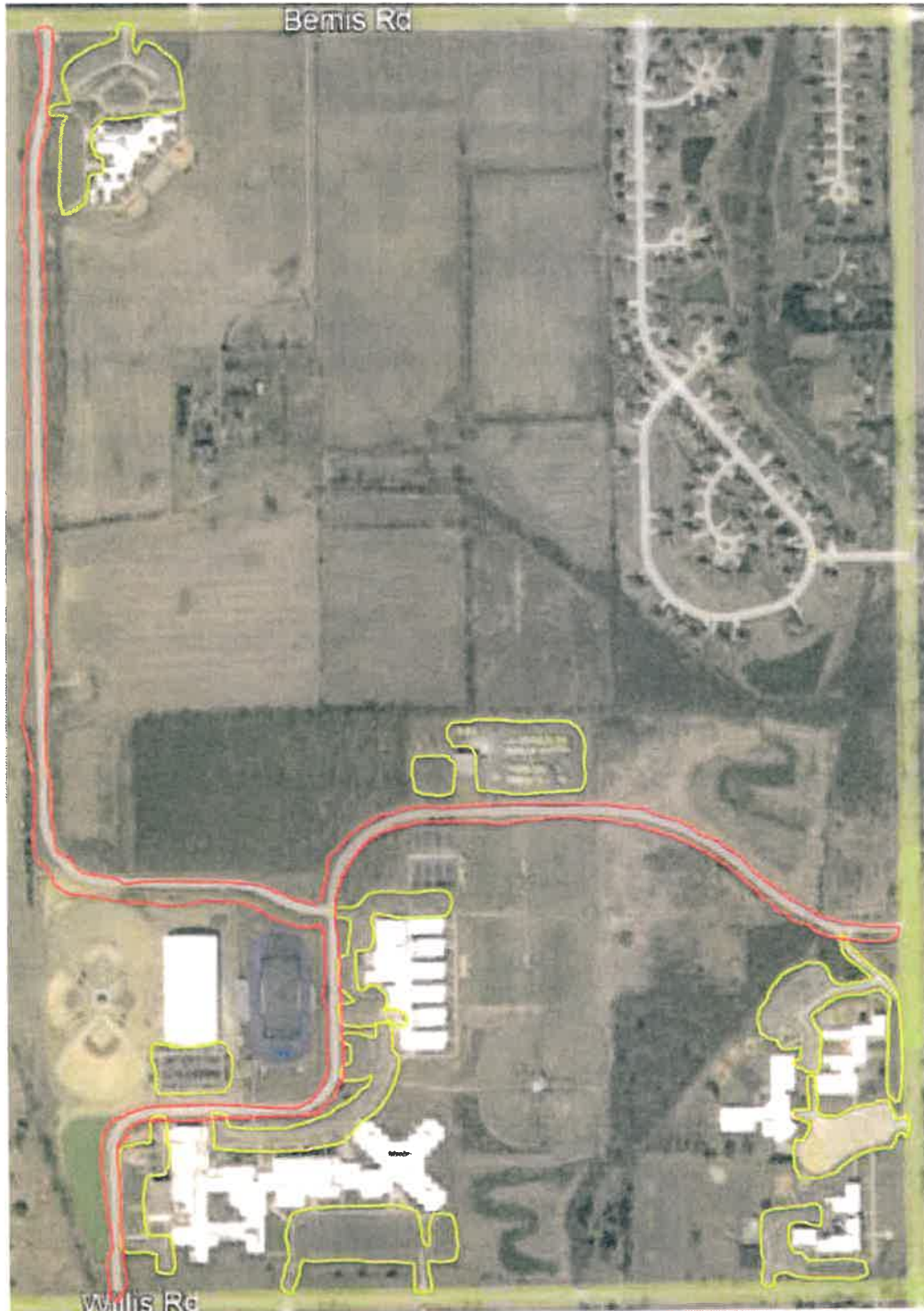
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## Exhibit 1 to Master Agreement

### Location of the Street Lighting System

All exterior pole-mounted luminaires are used for service roads, parking lots, and pedestrian pathways as shown in the image below. The campus of the Lincoln Consolidated Schools is located south of Bemis Road, west of Whittaker Road, and north of Willis Road.





## **Exhibit 2 to Master Agreement**

### **Customer Equipment**

#### **Childs Elementary School**

Twenty-one (21) high band foundations with twenty-one (21) 25' round tapered aluminum poles with twenty-six (26) 400-watt metal halide area luminaires in the parking lot of Childs Elementary School, and thirty-one (31) low profile foundations supporting thirty-one (31) 25' round tapered aluminum poles with thirty-one (31) 96-watt LED area luminaires along the Lincoln Trail school service road and underground 480/277V conductor cabled located in 1" PVC schedule 40 conduits, and feed from the contactors, service panels, tap box located in the electrical room of Childs Elementary School.

#### **High School South Parking Lot**

Twelve (12) high band foundations with twelve (12) 30' round tapered steel silver poles supporting eighteen (18) 400-watt metal halide area luminaires in the south parking lot of Lincoln High School, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panels, tap box located in the electrical room of Lincoln High School.

#### **Brick Elementary School Parking Lot**

Ten (10) high band foundations with ten (10) 25' round tapered aluminum poles with twelve (12) 400-watt metal halide area luminaires in the parking lot of Brick Elementary School, and underground 480/208V conductor cabled in conduits, and feed from the contactors, service panels, tap box located in the electrical room of Brick Elementary School.

#### **Model Elementary School Parking Lot**

Twenty-four (24) high band foundations with eight (8) 40' round tapered steel poles, nine (9) 25' round tapered aluminum poles, and seven (7) 16' round tapered aluminum poles supporting nine (9) 1,000-watt metal halide floodlights, ten (10) 400-watt metal halide area luminaires, three (3) 145-watt LED area luminaires, and seven (7) 250-watt metal halide area luminaires in the parking lots and pathways of Model and Bishop Elementary Schools, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panels, tap box located in the electrical room of Model Elementary School.

#### **Bishop Elementary School Parking Lot**

Ten (10) high band foundations with ten (10) 16' round tapered aluminum poles supporting ten (10) 250-watt metal halide area luminaires in the service road and pathways of Bishop Elementary Schools, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panels, tap box located in the electrical room of Bishop Elementary School.

#### **Athletic Field House Parking Lot**

Four (4) high band foundations with four (4) 30' square straight steel black poles, supporting four (4) 295-watt LED area luminaires, in the parking lot south of the Athletic Field House, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panels, tap box located in the electrical room in the second floor of the Athletic Field House.

#### Maintenance Building Parking Lots

Twenty (20) high band foundations with fourteen (14) 40' round tapered steel poles, and six (6) 25' round tapered aluminum poles, supporting twenty-eight (28) 400-watt floodlights, and six (6) 250-watt metal halide area luminaires, in the bus parking lot and maintenance staff parking lot of the Maintenance Building, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panels, tap box located on the electrical panel on the west side of the Maintenance Building.

#### Middle School – North Service Road

Twenty (20) high band foundations with twenty (20) 30' round tapered aluminum poles, supporting twenty (20) 400-watt metal halide area luminaires on the north loop of Railspiltter Drive, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panel, tap box located in the electrical room of Middle School.

#### Middle School – South Service Road & West High School Parking Lot

Nineteen (19) high band foundations with nineteen (19) 30' round tapered aluminum poles supporting twenty-nine (29) 400-watt metal halide area luminaires, on the south loop of Railspiltter Drive and in the parking lot located on the west side of the High School, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panel, tap box located in the electrical room of Middle School.

#### Middle School – High School North Lot

Twenty (20) high band foundations with nineteen (19) 30' round tapered aluminum poles, supporting nineteen (19) 400-watt metal halide area luminaires in the High School north parking lot, and one (1) 16' round tapered aluminum pole supporting (1) 250-watt metal halide area luminaire at the Middle School front entrance, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panel, tap box located in the electrical room of Middle School.

#### Middle School – Front Entrance and Middle School Parking Lots

Fifteen (15) high band foundations and four (4) standard foundations with twelve (12) 30' round tapered aluminum poles, three (3) 16' round tapered aluminum poles, and four (4) 12' round tapered aluminum black poles supporting twelve (12) 400-watt metal halide area luminaires and three (3) 250-watt metal halide area luminaire, two (2) 150-watt metal halide floodlights, and four (4) 41 watt LED round area spider mount post top luminaires, in the Middle School entrance area and Middle School parking lots located on the west and north side of the Middle School, and underground 480/277V conductor cabled in conduits, and feed from the contactors, service panel, tap box located in the electrical room of Middle School.

## **Exhibit 3 to Master Agreement**

### **Repair and Installation Services and Company Equipment**

#### **Childs Elementary School**

Tap customer's electrical service inside the electrical room, install new conduit and cable to feed new exterior wall mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Childs Elementary School, cut over the existing underground parking lot and service roadway circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer's existing breaker service panel, install new index cards and make safe. Remove and replace twenty-six (26) 400-watt metal halide luminaires in the parking lot of Childs Elementary School with twenty-six (26) new 149-watt LED AR13 area luminaires, install new vibration dampeners in fifty-six (56) existing 25' round tapered aluminum poles, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Any of the existing LED luminaires currently on Lincoln Trail will be replaced with equivalent DTE stock LED upon failure. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance - Childs" attachment.

#### **High School South Parking Lot**

Terminate customer's existing parking lot underground electric circuit, disconnect the cable from customer interior electric service panel, install new index card, and make safe. Install new power supply from the south side of Willis Road from DTE Streetlight and back-feed existing underground parking lot electric circuit. Replace all twelve (12) steel poles with new 30' aluminum poles, and replace all eighteen (18) 400-watt metal halide luminaires in the parking lot with new 149-watt or 141-watt LED AR13 area luminaires, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance – Campus" attachment.

#### **Brick Elementary School Parking Lot**

Tap customer's electrical service inside the electrical room, install new conduit and cable to feed new exterior wall mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Brick Elementary School, cut over the existing underground parking lot circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer's existing breaker service panel, install new index cards and make safe. Remove and replace twelve (12) 400-watt metal halide luminaires in the parking lot of Brick Elementary School with twelve (12) new 141-watt LED AR13 area luminaires, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance - Campus" attachment.

#### **Model Elementary School Parking Lot**

Tap customer's electrical service inside the electrical room, install new conduit and cable to feed new exterior stanchion mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Model Elementary School, cut over the existing underground pathway and parking lot circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer's existing breaker service panel, install new index cards and make safe. Remove nine (9) pole top 1,000-watt metal halide floodlights and install eight (8) 299-watt LED AR18 luminaires, remove and replace ten (10) 400-watt metal halide luminaires and three (3) 145-watt LED luminaires the parking lots and pathways of Model and Bishop

with thirteen (13) new 141-watt LED AR13 area luminaires, remove and replace seven (7) 250-watt metal halide luminaires the parking lots and pathways of Model and Bishop with seven (7) new 116-watt LED AR13 area luminaires, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance - Campus" attachment.

#### Bishop Elementary School Parking Lot

Tap customer's electrical service inside the electrical room, install new conduit and cable to feed new exterior stanchion mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Bishop Elementary School, cut over the existing underground pathway lighting circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer's existing breaker service panel, install new index cards and make safe. Remove and replace ten (10) 250-watt metal halide luminaires on the pathways and service road of Model and Bishop with ten (10) new 116-watt LED AR13 area luminaires, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance - Campus" attachment.

#### Athletic Field House Parking Lot

Tap customer's electrical service inside the second-floor electrical room, install new conduit and cable to feed new exterior stanchion mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of the Athletic Field House, cut over the existing underground parking lot lighting circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer's existing breaker service panel, install new index cards and make safe. Remove and replace four (4) 300-watt LED luminaires in the parking lot of the Athletic Field House with four (4) new 299-watt LED AR18 area black luminaires, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance - Campus" attachment.

#### Maintenance Building Parking Lots

Tap customer's electrical service inside the electrical room, install new conduit and cable to feed new exterior stanchion mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical panel on the west side of the Maintenance Building, cut over the existing underground parking lot circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer's existing breaker service panel, install new index cards and make safe. Remove twenty-eight (28) 400-watt metal halide floodlight luminaires and replace them with fourteen (14) 297-watt LED floodlights, and remove (6) 250-watt metal halide area luminaires in the west parking lot with six (6) new 116-watt LED AR13 area luminaires, and re-install existing 40' steel poles, complete all circuit terminations and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance - Campus" attachment.

#### Middle School – North Service Road

Tap customer's electrical service inside the Middle School electrical room, install new conduit and cable to feed new exterior wall mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Middle School, cut over the existing underground roadway circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer's existing breaker service panel, install new

index cards and make safe. Remove and replace twenty (20) 400-watt metal halide luminaires with twenty (20) new 141-watt LED AR13 area luminaires on the north service ring road, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the “Exhibit 3 – Proposed LED Lighting Performance - Campus” attachment.

#### **Middle School – South Service Road & West High School Parking Lot**

Tap customer’s electrical service inside the Middle School electrical room, install new conduit and cable to feed new exterior wall mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Middle School, cut over the existing underground roadway and parking lot circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer’s existing breaker service panel, install new index cards and make safe. Remove and replace twenty-nine (29) 400-watt metal halide luminaires with twenty-nine (29) new 141-watt LED AR13 area luminaires on the south service ring road and parking lot located on the west side of the High School, install one (1) new foundation and one (1) new 30’ round tapered aluminum pole (twin assembly) in the parking lot on the west side of the High School, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the “Exhibit 3 – Proposed LED Lighting Performance - Campus” attachment.

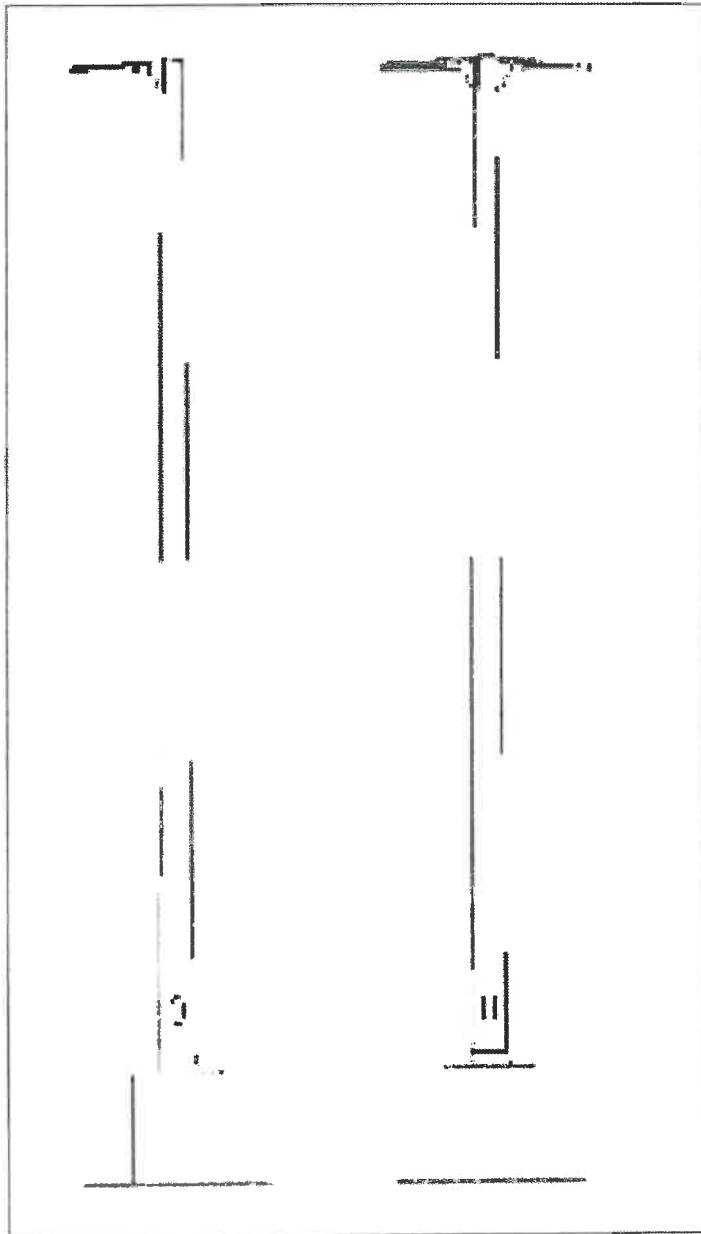
#### **Middle School – High School North Lot**

Tap customer’s electrical service inside the Middle School electrical room, install new conduit and cable to feed new exterior wall mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Middle School, cut over the existing underground entrance and parking lot circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer’s existing breaker service panel, install new index cards and make safe. Remove and replace nineteen (19) 400-watt metal halide luminaires with nineteen (19) new 141-watt LED AR13 area luminaires in the High School north parking lot, and remove and replace one (1) 250-watt metal halide luminaires at the Middle School entrance way with one (1) new 116-watt LED AR13 area luminaires, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the “Exhibit 3 – Proposed LED Lighting Performance - Campus” attachment.

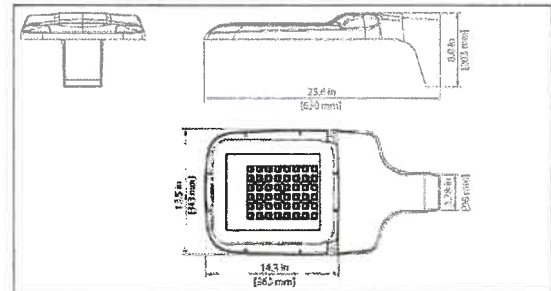
#### **Middle School – Front Entrance and Middle School Parking Lots**

Tap customer’s electrical service inside the Middle School electrical room, install new conduit and cable to feed new exterior wall mounted disconnect, subtractive meter, weatherproof service panel, photo control outside of the electrical room of Middle School, cut over the existing underground entrance and parking lot circuits into the new DTE exterior service panel, new panel to be lockable and marked DTE equipment. Install breaker lockouts on the customer’s existing breaker service panel, install new index cards and make safe. Remove and replace twelve (12) 400-watt metal halide luminaires with twelve (12) new 141-watt LED AR13 area luminaires in the Middle School parking lots, and remove and replace three (3) 250-watt metal halide luminaires the entrance way with three (3) new 116-watt LED AR13 area luminaires, remove and replace two (2) 150-watt metal halide floodlights mounted on the bullhorn on one of the existing 16’ round tapered poles with two (2) new 64-watt LED GE floodlights, clean four (4) existing LED area post top spider mounted luminaires in

Middle School entryway, complete all circuit terminations, and energize exterior lighting for dusk to dawn control. Purposed parking lot lighting performance as noted in the "Exhibit 3 – Proposed LED Lighting Performance - Campus" attachment.



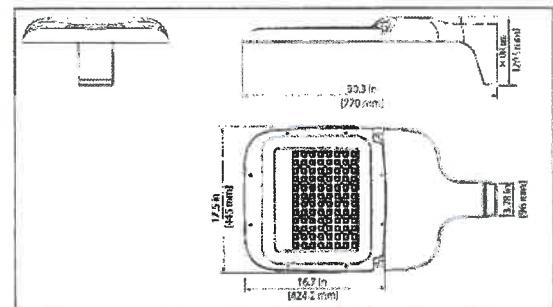
**ARIETA™ 13 Architectural LED Area Luminaire  
AR13 N-Series Specification Data Sheet**



**Luminaire Data**

**Weight** 15.4 lbs [7 kg]  
**EPA** 0.47 ft<sup>2</sup>

**ARIETA™ 18 Architectural LED Area Luminaire  
AR18 N-Series Specification Data Sheet**



**Luminaire Data**

**Weight** 24 lbs [10.9 kg]  
**EPA** 0.55 ft<sup>2</sup>

**Exhibit 4 to Master Agreement**

**Purchase Agreement**

This Exhibit 4 is dated as of October 18, 2022 between DTE Electric Company ("Company") and Lincoln Consolidated Schools ("Customer").

DTE Electric Company  
8001 Haggerty Rd.  
Belleville, MI 48111  
Attention: Community Lighting Group

Lincoln Consolidated Schools  
7425 Willis Rd.  
Ypsilanti, MI 48197  
Attention: Phil Bongiorno

This Exhibit 4 is referenced in the Master Agreement to Acquire and Provide Street Lighting Service dated October 18, 2022 (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests Company to acquire, repair and/or replace, and/or install and furnish, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order No:	65807775	
2. Location where Customer Equipment will be Repaired and/or Replaced and/or Installed:	Roadways, Parking Lots, and Pathways of the Lincoln Consolidated Schools are located at 7425 Willis Road, Ypsilanti, MI 48197 as more fully described in Exhibit 1 of this Master Agreement.	
3. Description of the Customer Equipment to be Acquired by DTE:	Two hundred-twelve (212) metal halide luminaires and forty-two (42) LED luminaires mounted on silver or black aluminum or steel base mounted poles between 12' and 40' pole lengths, underground lighting power cable, electric service panels, and as more fully described in Exhibit 2 of this Master Agreement.	
4. Description of Company Equipment and Repair and Installation Services:	Tap customer's electric service panels install subtractive meters and outdoor panels to feed acquired underground outdoor lighting circuits, convert one circuit to distribution power supply, convert two-hundred four luminaires (197 HID and 7 LED) to two-hundred and thirty-nine (239) new LED luminaires, and as more fully described in Exhibit 3 of this Master Agreement.	
5. Estimated Total Annual Luminaire Charges	<u>\$ 83,257.87</u>	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	a) Total estimated construction cost, including labor, materials, and overhead:	<u>\$ 282,689.41</u>
	b) Company Capital Investment (sum of Luminaire Charge credit per Section 4 of Master Agreement and Purchase Price):	<u>\$ 282,689.41</u>
	c) CIAC Amount (a – b):	<u>\$ 0.00</u>
7. a) Post Charge (if selected by Customer)	d) Credit for Post Charge, if selected (CIAC Amount, rounded down to the nearest \$1,000 increment):	<u>\$ 0.00</u>

	e) Estimated total annual Post Charge (number of luminaires multiplied by applicable unit price per luminaire, per the Tariff)	\$ 0.00
	f) CIAC Amount with Post Charge option (c – d) (due upon execution of this Mater Agreement):	\$ 0.00
7. b) Financing Charge (if selected by Customer) (5-year term @ 6.79%)	d) Total principal amount for Financing Charge (line c):	\$ 0.00
	e) Total monthly Financing Charge (using 6.79% interest)	\$ 0.00
	f) Total annual Financing Charge (e × 12)	\$ 0.00
	g) CIAC Amount with Financing Charge option	\$ 0.00
8. Term (see Section 18)	<p>5 years.</p> <p>Provided, however, that if the Post Charge selected, the Customer agrees to a term of 10 years.</p>	
9. Customer lighting design and IESNA recommended practices	<p>How will the lighting design requested by Customer comply the IESNA recommended practices? (Select One)</p> <p><input type="checkbox"/> Not Compliant.</p> <p><input checked="" type="checkbox"/> Compliant with ANSI/IESNA RP-8-18 Recommended Practices for Parking Lots and Roadways</p> <p>If "Not Compliant", Customer must sign below to acknowledge that the lighting design does not meet IESNA recommended practices:</p> <p style="text-align: center;">_____</p>	



## Annual Summer Tax Resolution

Lincoln Consolidated School District, Washtenaw and Wayne Counties, Michigan (the “District”)

A meeting of the board of education of the District (the “Board”) was held in the \_\_\_\_\_, within the boundaries of the District, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_ o’clock in the \_\_\_\_m. (the “Meeting”).

The Meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

**WHEREAS**, this Board previously adopted a resolution to impose a summer tax levy to collect 50% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

### **NOW, THEREFORE, BE IT RESOLVED THAT:**

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2023 its previously adopted ongoing resolution imposing a summer tax levy of 50% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board’s resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2023 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the governing bodies on or before December 31, 2022.

3. Pursuant to and in accordance with Revised School Code Section 1613, the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District’s summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

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Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Lincoln Consolidated School District, Washtenaw and Wayne Counties, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

---

Secretary, Board of Education

JJS/keh



REQUEST FOR PURCHASE PROPOSAL – AIR CONDITIONING INSTALLED ON ALL REGULAR EDUCATION BUSES  
October 06, 2022

The transportation department is recommending the adoption of the following recommendations contained in the report dated October 06, 2022 to the Superintendent of the Lincoln Consolidated School District.

**1. PURPOSE**

The transportation department is seeking to improve our bus fleet by having after-market air conditioning units installed on all regular education buses, (the special needs buses already have air conditioning installed and the older spare buses will not have air conditioning installed). We would be the first district in the county to have all our buses equipped with air conditioning. We feel that having buses equipped with air conditioning will draw more students to our district and increase ridership on the bus fleet. We also believe that recruitment for drivers will increase due to having all buses equipped with air conditioning. As we continue to strive to be a leader in transportation in our surrounding area, we feel that the industry is moving in this direction and we would be the first to take this step, putting us out there as the leader for innovation.

**2. ANALYSIS**

We received quotes from two separate companies on almost identical technology and costs. There is roughly a \$24,000 difference between the two companies and the cheaper one is actually a better unit for the mechanics to work on and install. Having air conditioning on the buses will help with student safety and recruitment as well as driver recruitment. The total cost of the project will be \$214,200.00 and should be completed in time for the spring warm up. This project will replace the existing expense of the new bus purchases that will not be ready this fiscal year of \$366,345.00, thus saving \$152,145.00 from the 2022-2023 school year budget. We will move the new buses to next school year’s budget as they will not be ready until after July 2023.

**RECOMMENDATION**

It is my recommendation to purchase the fuel management system through Eco Fuel Services.

It is recommended that:

1. The Superintendent approves the purchase of the after-market air conditioning retrofit on all newer regular education buses for the total price of \$214,200.00 in replacement of the purchase of 3 new buses for \$366,345.00, saving \$152,145.00 from the 2022-2023 transportation budget.

\_\_\_\_\_  
**Robert Merritt**  
*Director of Transportation, Lincoln Schools*

\_\_\_\_\_  
**Date**

**APPROVALS:**

\_\_\_\_\_  
**Robert Jansen**  
*Superintendent, Lincoln Schools*

\_\_\_\_\_  
**Date**



Thermo King Michigan, Inc.  
955 76th St. S.W.  
Byron Center, MI 49315  
Phone: (616) 878-4900  
Fax: (616) 878-4949

Proposal: CH7S72  
Date: 08/11/2022

To: Lincoln Consolidated Schools  
7901 Willis Rd.  
Ypsilanti MI 48197

Attn: Brian Sims

\* PLEASE NOTE - PRICES SUBJECT TO CHANGE BASED ON  
FACTORY CHANGES.

Qty	Description	Price Per
18	SR 50C	\$11,900 (each)
<p>Lightweight rooftop one-piece unit with center duct air distribution system for school and shuttle bus.</p> <ul style="list-style-type: none"> <li>• Low power consumption</li> <li>• Earth friendly R134a refrigerant.</li> <li>• Very low maintenance cost</li> <li>• 1920 cu. ft. air flow</li> <li>• 110,000 btu/hr. (IMACA)</li> <li>• 2 Yr factory warranty.</li> </ul> <p style="text-align: right;">Applicable Taxes not Included Subject to unit availability Subject to updated freight costs Subject to carry cost for late equipment</p>		
<b>Total Price</b>		<b>\$214,200</b>

All Prices are quoted in USD.

Approximate freight charges quoted. Actual invoice amount may differ due to variations in rates, including surcharges. Installation quote based on proper preparation of trailer or body for the Thermo King unit and accessories quoted.

Proposal subject to terms attached to or found on the Reverse Side of this Proposal, all of which are incorporated by reference. In the event that any terms found on the reverse side of this Proposal are in any way inconsistent with the terms found on the face of this Proposal, the terms found on the face of this Proposal shall govern. This Proposal is not effective unless and until approved by Thermo King Michigan on the signature line below.

Charge Cards subject to 3% processing fee. We accept approved checks only.

<p>Est. deliv. date: Quote expires: 09/11/2022 F.O.B.: Byron Center, MI Terms: Payable upon Delivery</p>	<p>Quoted by: Ray Schneider, Date: 08/11/2022  Accepted by: _____ Date _____ Lincoln Consolidated Schools</p>
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Document History



480 East Locust Street  
P.O. Box 70  
Dallastown, PA 17313

717-246-2627  
800-673-2446  
FAX: 717-244-7088

**Quote #:** 22585  
**Date:** August 11, 2022  
**To:** Brian Sims / Lincoln Consolidated School  
**Ph/Fax:** Simsb@LincolnK12.org  
**From:** Trans/Air / Cheryl Herman  
**Page:** 1 of 2

**CONFIDENTIAL INFORMATION**

**Trans/Air is pleased to confirm the following proposal for 2017/18 IC Corp CE Conventional Chassis with Cummins 6.7 Engine and Electric Fan**

TA55F55BR120 Freeblow System with 120K BTU's 2800 CFM, 102.8 AMPs, R134a, and Basic Controls to consist of:

Qty	Part #	u/m	Description
1	2022805-02	ea	Evap, FM55, EC4.0, IC Conv/FE/RE, Front Bulkhead,
1	2022805-27	ea	Evap, FM55, EC4.0, IC Conv/FE, Rear Bulkhead, Met
1	302200-01	ea	Rooftop Condenser, 6-Fan Micro Channel Coil
2	503525-01	ea	Wiring, Basic II 3 Spd, Driver Therm, Tie-In, 12V
2	503909-02	ea	Piping Kit, TA Clip Lok
1	2021513-01	ea	Corner Hose Cover, Spring White
2	2021514-01	ea	Corner Hose Cover Transition, Spring White
3	501003-01	ea	Cover, Hose Transition, ABS, Spring White
6	501005	ea	Cover, Hose Back
3	501078-01	ea	Cover, Hose, Inside, Spring White
3	501079-01	ea	Cover, Hose, Outside, Spring White
6	501178-01	ea	Cover, Hose, 45 Degree Transition, ABS, S White
2	501288-01	ea	Drain Hose Cover, Spring White
24	612031	ea	Hose Cover S Clip
108	116048	ft	6 Conductor Cable
30	116049	ft	4 Conductor Cable
98	311026	ft	Hose, Refrigeration, #8, Trans/Air Clip-Lok
118	311027	ft	Hose, Refrigeration, #10, Trans/Air Clip-Lok
98	311028	ft	Hose, Refrigeration, #12, Trans/Air Clip-Lok
1	4013809-02*	ea	Mount Kit, Cummins 6.7L, Dual Compressor, Electric
2	512236	ea	Compressor, QP21, 13 CID, 127MM, 8 GRV, 12V
1	515185	ea	Fan Hub, Electric, Cummins ISB

**GRAND TOTAL (each system): \$13,270.31\*\***

**Notes: \*Mount Kit quoted is only for use with Electric Fan may not be used with Viscous Fan or Revised FEAD**

**\*\*Pricing includes freight and installation at our New Paris, IN facility. It will be the responsibility of Lincoln Consolidated School to transport buses to and from the facility.**

THANK YOU FOR REQUESTING A QUOTE FROM TRANS/AIR

Conditions: Prices and terms on this quotation are not subject to verbal changes unless approved in writing by Trans/Air. All quotations and agreements are contingent upon strikes, fires, accidents, availability of materials and other causes beyond our control. Prices are based on costs and conditions existing at the time of the quotation and are subject to change by the seller before final acceptance. Typographical errors are subject to correction.

Quote 22585  
Page 2 of 2

**-Mount kits quoted in this proposal are based on a compatibility review of specific information related to engine/chassis combinations as provided by the customer, against standard Trans/Air engine mount designs. Trans/Air will not assume any responsibility for kit incompatibility due to the omission of information or changes/variations to the standard engine/chassis configuration.**

***-Please be aware that there exists a market wide condition wherein refrigerant cost have sharply increased, and availability has become challenging as well. These changes are happening due to influences beyond our control. Trans/Air is aware of the driving circumstances, and is attempting to manage these challenges aggressively. However, with the volatility being encountered, we have been forced to re-examine our policy for quoting refrigerant, which in the past has been included in the installation package price. Therefore, until such time we see a stabilization in refrigerant pricing, QUOTATIONS WILL INCLUDE REFRIGERANT PRICED AT A BASE LEVEL, WHICH WOULD BE SUBJECT TO A SURCHARGE THAT WOULD BE ASSESSED AT THE TIME OF INSTALLATION IF THE MARKET PRICE OF REFRIGERANT HAS INCREASED SINCE THE TIME OF THE QUOTATION. We appreciate your understanding, your business, and your agreement to this change in policy as a condition of our acceptance of your order and our performance of installation services.***

-Prior to finalizing your order, please review the enclosed Pre-Order Check List to verify that the above components are compatible with your vehicle.

- \* **Unit Quoted FOB Destination**
- \* **Quote valid 45 days**
- \* **Terms: Upon Review of Credit Application or Payment in Advance**  
If you request Trans/Air to accept payment by credit card, Trans/Air will charge an additional fee equal to 3% of the cash purchase price. This fee will be added to the cash purchase price. Credit card payments are processed before Trans/Air accepts the order and are treated as held by Trans/Air in escrow until the order is shipped. Trans/Air reserves the right to reject or rescind any order if the customer's credit card payment (or any other form of payment) is not able to be processed or is rejected.

*Thank you for the opportunity to quote!*

Sincerely,

Cheryl Herman

Cheryl Herman  
Customer Service Representative

Cc: C. Clark  
R. Schreiber

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P.O. Box 70  
Dallastown, PA 17313

717-246-2627  
800-673-2446  
FAX: 717-244-7088

**Quote #: 22586**  
**Date: August 11, 2022**  
**To: Brian Sims / Lincoln Consolidated School**  
**Ph/Fax: Simsb@LincolnK12.org**  
**From: Trans/Air / Cheryl Herman**  
**Page: 1 of 2**

**CONFIDENTIAL INFORMATION**

**Trans/Air is pleased to confirm the following proposal for 2020 IC Corp CE Conventional Chassis with Cummins 6.7 Engine and Electric Fan**

**TA55F55BR120 Freeblow System with 120K BTU's 2800 CFM, 102.8 AMPs, R134a, and Basic Controls to consist of:**

Qty	Part #	u/m	Description
1	2022805-02	ea	Evap, FM55, EC4.0, IC Conv/FE/RE, Front Bulkhead,
1	2022805-27	ea	Evap, FM55, EC4.0, IC Conv/FE, Rear Bulkhead, Met
1	302200-01	ea	Rooftop Condenser, 6-Fan Micro Channel Coil
2	503525-01	ea	Wiring, Basic II 3 Spd, Driver Therm, Tie-In, 12V
2	503909-02	ea	Piping Kit, TA Clip Lok
1	2021513-01	ea	Corner Hose Cover, Spring White
2	2021514-01	ea	Corner Hose Cover Transition, Spring White
3	501003-01	ea	Cover, Hose Transition, ABS, Spring White
6	501005	ea	Cover, Hose Back
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98	311026	ft	Hose, Refrigeration, #8, Trans/Air Clip-Lok
118	311027	ft	Hose, Refrigeration, #10, Trans/Air Clip-Lok
98	311028	ft	Hose, Refrigeration, #12, Trans/Air Clip-Lok
2	501418	ea	Fitting Kit, Pad Blocks, 10/13 CID Comp,
2	512236	ea	Compressor, QP21, 13 CID, 127MM, 8 GRV, 12V
2	4013645	ea	Spacer, Fan, 6 Hole, .50" Thick
6	616267	ea	Bolt, Hex HD, 10MM X 1.50P X 120MM, GR10.9
1	717279*	ea	Mount Kit, Cummins 6.7L, IC CE, Dual Compressor

**GRAND TOTAL (each system): \$13,219.73\*\***

**Notes: \*Mount Kit quoted is only for use with Electric Fan may not be used with Viscous Fan or Revised FEAD**

**\*\*Pricing includes freight and installation at our New Paris, IN facility. It will be the responsibility of Lincoln Consolidated School to transport buses to and from the facility.**

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Quote 22586  
Page 2 of 2

**-Mount kits quoted in this proposal are based on a compatibility review of specific information related to engine/chassis combinations as provided by the customer, against standard Trans/Air engine mount designs. Trans/Air will not assume any responsibility for kit incompatibility due to the omission of information or changes/variations to the standard engine/chassis configuration.**

***-Please be aware that there exists a market wide condition wherein refrigerant cost have sharply increased, and availability has become challenging as well. These changes are happening due to influences beyond our control. Trans/Air is aware of the driving circumstances, and is attempting to manage these challenges aggressively. However, with the volatility being encountered, we have been forced to re-examine our policy for quoting refrigerant, which in the past has been included in the installation package price. Therefore, until such time we see a stabilization in refrigerant pricing, QUOTATIONS WILL INCLUDE REFRIGERANT PRICED AT A BASE LEVEL, WHICH WOULD BE SUBJECT TO A SURCHARGE THAT WOULD BE ASSESSED AT THE TIME OF INSTALLATION IF THE MARKET PRICE OF REFRIGERANT HAS INCREASED SINCE THE TIME OF THE QUOTATION. We appreciate your understanding, your business, and your agreement to this change in policy as a condition of our acceptance of your order and our performance of installation services.***

-Prior to finalizing your order, please review the enclosed Pre-Order Check List to verify that the above components are compatible with your vehicle.

\* **Unit Quoted FOB Destination**

\* **Quote valid 45 days**

\* **Terms: Upon Review of Credit Application or Payment in Advance**

If you request Trans/Air to accept payment by credit card, Trans/Air will charge an additional fee equal to 3% of the cash purchase price. This fee will be added to the cash purchase price.

Credit card payments are processed before Trans/Air accepts the order and are treated as held by Trans/Air in escrow until the order is shipped. Trans/Air reserves the right to reject or rescind any order if the customer's credit card payment (or any other form of payment) is not able to be processed or is rejected.

*Thank you for the opportunity to quote!*

Sincerely,

Cheryl Herman

Cheryl Herman  
Customer Service Representative

Cc: C. Clark  
R. Schreiber

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## **Trans/Air Manufacturing General Pre-Order Check List**

Prior to finalizing your order, please utilize the following checklist to ensure your Trans/Air system is configured properly to be compatible your vehicle. *Oversights could effect your delivery date and could result in additional charges.*

- Skirt Space / Condenser Location** - Please review location of luggage compartments, battery boxes, fuel tanks, and tool boxes in relation to specified space required to accommodate installation of skirt mounted condensers. If skirt space is at a premium, call for space saving SC-3, SC-4, and RTC condensers options. The primary location for condenser mounting is driver's side between the wheels. The secondary location is driver's side behind the rear wheels. When condensers are located behind the rear wheels, please order mud flaps to protect against road spray.
- Front and Rear Evaporators** – special consideration must be given for clearance when specifying front and rear mounted evaporators on units equipped with items such as destination signs, access doors, emergency kits, surveillance cameras, mirrors, etc. Please contact us to review compatibility.
- Wheelchair Shoulder Harness Anchor Rail** - Corner Ducted and Overhead Parcel Rack Ducted systems will disable the use of this feature if the anchor railing is mounted above wire molding (light bar). Side-mounted freeblow evaporators have limited compatibility dependent upon the exact location of the anchor rails. Please contact us for advice.
- Parcel Racks** – Parcel Racks are not compatible with Trans/Air Side-Mounted Evaporators (Corner Ducted or Freeblow). Please call us for advice.
- Mid Body Doors** - Corner Ducted and Overhead Parcel Rack Ducted Systems will require special configurations. Please call us for advice.
- Lift Doors** - Corner Ducted and Overhead Parcel Rack Ducted Systems will require special configurations. When selecting a free blow system, be attentive to head clearance requirements in applications utilizing a rear-mounted evaporator, with a rear mounted lift door.
- Electrical Requirements** - Please review air conditioning system amperage draw requirements in relation to alternator capacity. For specification purposes, amperage draw requirements are listed in your quote header. Alternator upgrades should be ordered on the chassis from the Vehicle Manufacturer.
- Roof Hatches** - Special consideration must be given for clearance when specifying roof top condensers for bodies equipped with escape roof hatches. Ideally, roof top condensers should be positioned to the rear on free blow units, and mid mount for ducted units, for aesthetic and piping considerations.
- Transit Compressors** – Due to various engine configurations, some vehicles will not accept a Transit Compressor. Please contact us for advice.
- Lights & Speakers** - Consideration must be given for clearance when ordering special light / speaker configurations. Please contact us for advice.
- Perforated Ceilings** – Special consideration must be given to systems installed in buses with perforated ceilings. Please contact us if your bus has perforated ceilings so that we may quote the required parts.
- DECALS** - Some Trans/Air system components may cover or cut into decals that were added at the OEM plant. Removing the decals at the time of air conditioning installation could reveal some paint discoloration. Please specify how you want an issue like this handled at the time you place your order with Trans/Air.

Any questions? Please do not hesitate to call us for assistance at 1-800-673-2446!!

**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

## 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.) <sup>43</sup>
- 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

45

#### 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 28<sup>th</sup>.

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.

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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 7<sup>th</sup> 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.

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.

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 49

- 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

<b>ACTION ITEMS</b>				
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
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

## LINCOLN CONSOLIDATED SCHOOLS

### AGENDA ITEM REQUEST

Completion of this form will help us prepare accurate and complete agendas and explanatory notes for consideration by the Board of Education. It will also ensure timely consideration and/or approval of your request.

Group/Individual Making Request: Solomon Zheng

Contact Person: Solomon Zheng Phone/Email: techdirector@lincolnk12.org

Topic of Agenda Item: (Be specific)

Security camera replacement for Lincoln Middle and High School that is meant as a replacement, not expansion. We currently have two proposal (quotes) to set a foundation but may require an RFP. This is a request for to authorize Technology to engage in the process to vet and purchase a replacement camera system for the secondary buildings.

Background Data: (To assist in writing corresponding explanatory notes)

The current cameras at LMS and LHS are from an earlier system that is not supported anymore. The system has not been updated over time and has resulted in a segmented camera system within the district: one system at the elementary schools and LAB while an older system exists at the secondary buildings. This would be to bring the district under a single system.

Desired Board Action: approve to proceed Informational only \_\_\_\_\_ Board action required \_\_\_\_\_

***Please keep in mind that in most circumstances, Board policy calls for a two-meeting review of all agenda items requiring action. Incomplete information could result in additional delays.***

Board meeting date-First reading: \_\_\_\_\_

Board meeting date-Second reading & approval (If required): \_\_\_\_\_

Who will attend meeting to present request and answer questions? \_\_\_\_\_

**Requests and all supporting documentation MUST be received in the Superintendent's office no later than noon the Friday prior to the Executive Committee meeting the week before the scheduled Board of Education meeting. Late requests will be deferred to the following agenda and may compromise your deadline.**

**Submitted By: Solomon Zheng**

**Building/Department Head: Solomon Zheng**

2022-11-10  
Date

Date

2022-11-10

## LINCOLN CONSOLIDATED SCHOOLS

### AGENDA ITEM REQUEST

Completion of this form will help us prepare accurate and complete agendas and explanatory notes for consideration by the Board of Education. It will also ensure timely consideration and/or approval of your request.

Group/Individual Making Request: **Facilities Department**

Contact Person: **Phil Bongiorno** Phone/Email: **734-260-1243 - bongiornop@lincolnk12.org**

Topic of Agenda Item: (Be specific)

**The facilities department is requesting the purchase of a new/used work truck to support the needs of the district.**

Background Data: (To assist in writing corresponding explanatory notes)

**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.**

**Current fleet age:**

<b>Year</b>	<b>Description</b>	<b>Age</b>
2017	Ford Plow Truck	5
2017	Ford Cargo Van	5
2011	GMC Plow Truck	11
2008	Dump/Plow Truck	14
2006	Box Truck	16
2002	Ford Cargo Van	20
2001	GMC Salt Truck	21
2001	GMC Salt Truck	21
2000	Dodge Plow Truck	22

**Recommendation:**

**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.**

Desired Board Action: \_\_\_\_\_ Informational only \_\_\_\_\_ Board action required  \_\_\_\_\_

***Please keep in mind that in most circumstances, Board policy calls for a two-meeting review of all agenda items requiring action. Incomplete information could result in additional delays.***

Board meeting date-First reading: **October 24, 2022**

Board meeting date-Second reading & approval (If required): **November 14, 2022**

Who will attend meeting to present request and answer questions? **Philip Bongiorno**

**Requests and all supporting documentation MUST be received in the Superintendent's office no later than noon the Friday prior to the Executive Committee meeting the week before the scheduled Board of Education meeting. Late requests will be deferred to the following agenda and may compromise your deadline.**

Submitted By:

Building/Department Head:

Philip Bongiorno 10/19/2022

Date

*Philip Bongiorno*

10/19/22

Date



REQUEST FOR PURCHASE PROPOSAL – Truck  
October 19, 2022

The facilities department is recommending the adoption of the following recommendation contained in the report dated October 19, 2022, to the Superintendent and Board of Education of the Lincoln Consolidated School District.

**1. PURPOSE**

The facilities department is requesting the purchase of a new/used work truck to support the needs of the district.

**2. ANALYSIS**

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 months.

Current Fleet and age:

Year	Color	Model	Type	Age	Description
2017	Gray	Ford	Truck	5	Plow Truck - F250
2017	White	GMC	Van	5	Cargo Van
2011	White	GMC	Truck	11	Plow Truck - 2500
2008	White	Ford	Truck	14	Dump/plow truck - F350
2006	White	GMC	Van	16	Box Truck - Delivery
2002	White	Ford	Van	20	Cargo Van
2001	White	GMC	Truck	21	Salt Truck - 1500
2001	White	GMC	Truck	21	Salt Truck - 1500
2000	White	Dodge	Truck	22	Plow Truck


**3. RECOMMENDATION**

The purchase of a new/used facilities truck to add to the districts 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.

It is recommended that:

The Superintendent and Board of Education approves the purchase of a new/used facilities work vehicle for the 2022/2023 school year not to exceed \$60,000.

  
Philip Bongiorno  
Director of Facilities, Lincoln Schools

  
Date

**APPROVALS:**

\_\_\_\_\_  
Bob Jansen  
Superintendent, Lincoln Schools

\_\_\_\_\_  
Date





PRISMS OF REALITY PROPOSAL CONTRACT FOR **LINCOLN CONSOLIDATED SCHOOLS (LINCOLN)**.



**ABOUT PRISMS**

Prisms of Reality is an experiential learning platform for math that uses adaptive Immersive Virtual Reality (IVR) to transform the math learning experience. Designed for tactile, kinesthetic, and visual sense-making while solving compelling real-world problems, our solution is designed to help school districts efficiently bridge learning losses and boost interest in STEM in a fun, engaging and delightful way while adhering to rigorous pedagogical standards.

Our Algebra and Geometry courses in IVR each consist of 5 standards-aligned modules on core topics. Each student-led module comprises two interrelated IVR experiences (approximately 60 minutes of VR content per module). A synchronous teacher dashboard allows teachers to monitor student progress and strategically intervene while students are in VR. Offline instructional activities and materials help students build and make connections across mathematical representations to develop the ingenuity, persistence, and fluency required for future STEM success.

Unlike other technological solutions, Prisms' platform provides student-centered, active learning mechanisms that maximize engagement as well as performance. We provide teachers with unit-specific instructional toolkits that foster fearless implementation before, during, and after each IVR module for enduring student success. Prisms is the new paradigm in math learning, empowering teachers and students to teach and learn math through movement, experience, and discovery.

## SCOPE OF PROJECT

### Overview

The partnership between Prisms and **Lincoln** involves the implementation of Prisms' VR content & related materials to provide administrators and educators with a platform that rapidly improves student proficiencies on key bottleneck topics in Algebra I and Geometry. Prisms' platform can be woven into regular or hybrid classroom instruction and can also serve as a remediation tool for in-school intervention or after-school tutoring. Our comprehensive hint system for each IVR module utilizes multimodal sense-making data to provide just-in-time, responsive feedback to students at critical moments of confusion or productive struggle. Prisms' synchronous teacher dashboard enables educators to immediately identify struggling students and provide high-impact interventions while they are in the IVR environment. It also provides high-impact analysis of student progress and performance on standards over time to support strategic, data-driven instructional planning.

Each unit's aligned Module Toolkit provides 1) lesson guides to anchor and frame VR experiences, anticipate student misconceptions, lead active and engaging dialogues, and stamp key mathematical takeaways; 2) post-module instructional materials to solidify student understanding from the VR modules and form connections to adjacent topics for deep conceptual understanding and procedural fluency; 3) module overviews to develop instructor confidence and preparedness.

*All student sessions within the IVR modules and transcripts of all teacher/student communications in VR can be accessed for the full transparency, security, and safety of all teachers and students using the platform.*

Teachers can use single sign on (SSO) through Google, Clever, OneRoster, Schoology, ClassLink, or an LTI Advantage-based LMS (e.g., Canvas) to log into our web-based Teacher Dashboard. Use of these platforms may require coordination with your Clever/Google/LMS administrators during initial setup. The dashboard can also be accessed directly using new credentials in cases where none of these options is available to schools.

### Professional Development & Program Management

Prisms will offer onboarding & professional development to ensure that teachers are prepared with the technical and pedagogical know-how to implement Prisms in their classrooms. Our onboarding PD will focus on acquainting educators with the hardware and IVR modules, equipping teachers with the skills to effectively utilize the teacher dashboard, and leveraging Prisms' suite of curriculum materials. Throughout the year, Prisms may provide additional professional development workshops for educators, along with periodic seminars with district leaders to ensure that leaders are set up to use Prisms' data to rapidly improve student learning outcomes across their systems. Prisms will offer additional in-person and/or remote PD as outlined in the Description of Platform, Services, and Fees.

### Software Licenses

Prisms will provide a fixed quantity of software licenses as outlined in the Description of Platform, Services, and Fees. Each license gives 1 student unlimited access to Prisms' IVR modules for the entire term of partnership.

Throughout the year Prisms will update its software and teacher toolkit materials at no additional cost to schools. Prisms' licenses are available at a fixed price of \$12/student/year with an annual option to opt-out unless otherwise stated below in the Description of Licenses, Services, and Fees.

### Headsets

Prisms has partnerships with Meta and Pico, and Prisms VR content is available on the Meta Quest 2 and Pico Neo 3 headsets. These headsets run an MDM service that will ensure that all module updates are automatically installed on the headsets. Setup time for headsets once delivered is approximately 15 minutes per device, depending on local WiFi. Provisioning services are available for an additional fee as outlined below in the Description of Licenses, Services, and Fees.

### Headset Storage

To keep all headsets safely stored and fully charged, Prisms recommends purchasing a headset storage cart. If your school does not already have charging carts specifically designed for VR hardware storage, we recommend purchasing the Quest15 or Pico12 cart made in the US by [Spectrum Industries](#). Each Quest15 cart stores, charges, and secures 15 Quest 2s. Each Pico12 cart stores, charges, and secures 12 Pico 3s.

### Charging

Prisms recommends districts purchase additional AA batteries for the Meta Quest 2 controllers, each of which requires 1 AA battery (2 AAs total per headset), or Pico Neo 3 controllers, each of which requires 2 AA batteries (4 AAs total per headset).

### Administrative Rights and Privileges

**Lincoln** will have complete and full access to Prisms' teacher dashboard to monitor student learning progress and outcomes. Our teacher dashboard tracks and monitors student growth in engagement and proficiency in standards in real-time.

### Designated Coordinator

Prisms requests that **Lincoln** provides a designated coordinator to oversee the implementation of the partnership project. This coordinator's responsibilities may include coordinating hardware deliveries, supervising the scheduling of administrator and teacher onboarding, streamlining communication between Prisms and the district, and the like.

### Minimum Student Age

**Lincoln** will ensure that all student users educated through the Prisms services provided herein using Meta Quest 2 headsets will be 13 years of age or older. **Lincoln** agrees to take reasonable measures to restrict use of Prisms services on Meta Quest 2 to students 13 years of age or older.

### Data Privacy Policy and Subscription Terms and Conditions

Please thoroughly review our [Data Privacy Policy](#) and our [Subscription Terms and Conditions](#).

## DESCRIPTION OF SEAT LICENSES, SERVICES, AND FEES

<b>HARDWARE</b>			
Description	Cost per Unit (\$)	Number of Units	Total Cost (\$)
Meta Quest 2 Headsets	\$399	60	\$ 23,940.00
Spectrum Quest15 VR Charging Carts	\$2,200	4	\$ 8,800.00
Pico Neo 3 Headsets	\$549	48	\$ 26,352.00
Spectrum Pico12 VR Charging Carts	\$2,200	4	\$ 8,800.00
<b>Hardware Subtotal</b>			<b>\$ 67,892.00</b>

<b>PLATFORM</b>			
Description	Cost per Unit (\$)	Number of Units	Total Cost (\$)
Student software licenses for IVR content libraries	\$18	1148	\$ 20,664.00
ManageXR MDM service	\$18	108	\$ 1,944.00
Administrator and teacher licenses	Included	N/A	\$ -
LMS Integration (e.g., Clever, Canvas, Google)	Included	N/A	\$ -
Teacher Dashboard Access and Reporting	Included	N/A	\$ -
<b>Platform Subtotal</b>			<b>\$ 22,608.00</b>

<b>SUPPORT</b>			
Description	Cost per Unit (\$)	Number of Units	Total Cost (\$)
Professional Development Days	\$2,500	4	\$ 10,000.00
Prisms Site Support	\$1,000	2	\$ 2,000.00
Headset Setup	\$100	60	\$ 6,000.00
Periodic data reviews with district / school leadership	Included	N/A	\$ -
<b>Support Subtotal</b>			<b>\$ 18,000.00</b>

<b>Total donation (60 Quests)</b>			<b>\$ (23,940.00)</b>
<b>Total</b>			<b>\$ 84,560.00</b>

Pricing valid for 30 days from date received

- Student Licenses.** Full IVR content access for a single student for the term of partnership. Unused licenses are non-refundable.
- Administrator and Teacher Licenses.** Provides named administrators and teachers access to the teacher dashboard and offline teacher toolkit materials. These licenses come at no additional cost. Licenses for staff members can be revoked by designated senior administrators at any time.
- MDM.** District will have administrative access to the ManageXR service to see, monitor, and manage devices.
- Ongoing Hardware & Software Support.** Spectrum offers a 2-year manufacturer's warranty for electrical components and a 10-year manufacturer's warranty for craftsmanship on all Spectrum carts. In addition, Prisms will provide ongoing hardware & software troubleshooting and support for your district throughout your

implementation of the Prisms product, including coordinating Prisms software updates remotely through our MDM partner.

5. **Term of Partnership.** The partnership term is **19 months**, beginning on **December 1, 2022** and ending on **June 30, 2024**.
6. All invoices are to be paid within Net 30 terms from the date of headset delivery.

My signature below indicates that I am an authorized representative of my organization; I have reviewed, understand, and accept all terms outlined in this proposal describing the partnership between Prisms of Reality Inc. and **Lincoln**.

Prisms of Reality Inc.

DISTRICT

X \_\_\_\_\_

X \_\_\_\_\_

Name:

Name:

Title:

Title:

Date:

Date:

Implementation Coordinator

Designated Coordinator

Same as above

Name: Nathan LaBarba

Name:

Title: Head, Customer Success

Title:

Email: nathan@prismsvr.com

Email:

Billing Contact

Name:

Email:

Billing Address:

## LINCOLN CONSOLIDATED SCHOOLS

### AGENDA ITEM REQUEST

Completion of this form will help us prepare accurate and complete agendas and explanatory notes for consideration by the Board of Education. It will also ensure timely consideration and/or approval of your request.

Group/Individual Making Request: Solomon Zheng

Contact Person: Solomon Zheng Phone/Email: techdirector@lincoln12.org

Topic of Agenda Item: (Be specific)

Request to contract with [Prisms VR](#) to purchase VR headsets and supplemental academic software. This would provision one classroom at LHS and one at LMS with sufficient licensing, management tools, accessories, and professional development. Technology is requesting the Board to approve this partnership for roughly \$73,562 (pending final quote).

Background Data: (To assist in writing corresponding explanatory notes)

Prisms VR is a startup that is developing supplemental instructional modules beginning with math and expanding into other core subjects (science is to be released next fall). After extensive review with administrators, teaching staff, and students it was overwhelmingly well received as a potentially powerful tool for helping to not only engage students in academic content, but help bridge the relevancy gap between classroom subjects and the real world.

Prisms VR is an academically focused company and it shows in the way the software is created and designed. In partnering with the company Lincoln would be purchasing (and owning) the VR headsets while Prisms provides the software and interface. The current license under consideration would be for 18 months (beginning in Jan. 2023 to June 2024).

Here is the [estimated pricing](#) based on the Prism VR pricing worksheet.

Desired Board Action: approve purchase Informational only \_\_\_\_\_ Board action required \_\_\_\_\_

***Please keep in mind that in most circumstances, Board policy calls for a two-meeting review of all agenda items requiring action. Incomplete information could result in additional delays.***

Board meeting date-First reading: \_\_\_\_\_

Board meeting date-Second reading & approval (If required): \_\_\_\_\_

Who will attend meeting to present request and answer questions? \_\_\_\_\_

**Requests and all supporting documentation MUST be received in the Superintendent's office no later than noon the Friday prior to the Executive Committee meeting the week before the scheduled Board of Education meeting. Late requests will be deferred to the following agenda and may compromise your deadline.**

**Submitted By: Solomon Zheng**

**Building/Department Head: Solomon Zheng**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



<b>LINCOLN CONSOLIDATED SCHOOLS</b>
<b>PERSONNEL TRANSACTIONS SUMMARY</b>

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**ACTION ITEMS**

Name	Position/Building		Effective Date	Status	Major/Step
Marlayna Keelan	Parent Support Coordinator/Model Elementary School		10/19/2022	Transfer	
Ebony Tartt	Bus Driver/Transportation		10/12/2022	New Hire	
Justin Millett	Bus Aide/Transportation		10/31/2022	New Hire	
Ty Dawes	Bus Aide/Transportation		11/7/2022	New Hire	
Emily Moore	LAB Receptionist		11/7/2022	New Hire	
Ricky Jefferson	Bus Aide/Transportation		11/7/2022	New Hire	
Joicen Spratling	LAB Receptionist		11/7/2022	New Hire	
Logan Wynn	LAB Receptionist		11/7/2022	New Hire	
Brayden Keelan	LAB Receptionist		11/7/2022	New Hire	
Leah Duperon	Paraprofessional/Lincoln Middle School		11/21/2022	New Hire	

Name	Position/Building	Date of Hire	Effective Date	Status	Major/Step
Amelia Hissong	Art Teacher/Brick Elementary School	8/17/2021	11/1/2022	Resignation	
Troy Hansbarger	Behavior Specialist/Childs Elementary School	9/26/2005	10/14/2022	Resignation	
Sonia Neal	Behavior Specialist/Bishop Elementary School	4/3/2018	10/31/2022	Resignation	
Monica Maury	ECSE Teacher/Model Elementary School	8/26/2019	10/28/2022	Resignation	

Name	Position/Building		Return to Work Date	Status	Approved/Not Approved
Lynn Ball	Spec Ed Teacher/Virtual Academy		tentative 1/9/2023	FMLA ~ Consecutive	Approved
Ellen Codere	Social Worker/Middle School		NA	FMLA ~ Intermittent	Approved
Derek Gonzales	Physical Education Teacher/High School		11/3/2022	FMLA - Consecutive	Approved
Sherry Smith	Paraprofessional/Lincoln Middle School		TBD	FMLA - Consecutive	Approved
Cheryl Graham	GSRP Paraprofessional/Model		12/1/2022	Med Leave (non-qual FMLA)	
Nicholas Hadley	Mechanic/Transportation		12/7/2022	FMLA - Consecutive	Approved