

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**June 13, 2022**  
**6:00 p.m.**  
**District Boardroom-Lincoln High School**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Jennifer Czachorski, President  
Jennifer LaBombarbe, Vice President  
Allie Sparks, Secretary  
Thomas Rollins, Treasurer  
Matthew Bentley, Trustee  
Jason Moore, Trustee

**ADMINISTRATORS PRESENT**

Robert Jansen, Superintendent  
Karensa Smith, Assistant Superintendent of Curriculum and Instruction  
Adam Blaylock, Human Resources Director

**OTHERS PRESENT**

Edgar Brown, Melissa Palmquist, Drew Palmquist, Mike Weathers, Dani Weathers, Zackary Weathers, Nells Shock, Catherine Tabor, Lily Tabor, Jack Tabor, Jim Harless, Kimberly Kratzer, Laurie Price, Kerri Nelson and Briana Jones.

**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 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 Sparks that we accept the agenda as presented.

Ayes:6

Nays: 0

Motion carried 6-0

**6.0 PRESENTATIONS**

6.1 Employee of the Month  
Dani Weathers

Nominated by Lori Ferguson

6.2 High School Presentation  
Presented by Shane Malmquist

6.3 Athletics Presentation  
Presented by Chris Westfall

## 7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

### 7.1 Superintendent's Report

- TR and JC MASB awards arrived
- Seniors received \$5.5million in scholarships
- Focused on staffing, and PD calendars.
- Excited about talking about our future rather than pandemic
- Planning community forums with equity work and security

### 7.2 Curriculum & Instruction Report

#### 7.2.1 PA 48 of 2021 Section 98b Report

- We are finalizing summer school. Currently, we have approximately 240 elementary students, 50 middle school, and 120 high school students
- We are excited that the Book Mobile will be going into neighborhoods again this year. We have modified our locations and times due to feedback that we received last year. Once we have exact dates and times, we will share it with the community.
- The Board requested during my last presentation that I send them information regarding colleges and universities that no longer require the SAT for entrance. That information was shared with the Board in the May 13th weekly notes.
- LCS has received their estimated allocation for Title I, II, III, and IV for the 22-23 school year. Based on information I have received from various stakeholders, I am finalizing the budgets. This will include our professional learning for staff.
- Our District MICIP plan has been revised based on data and conversations/surveys with various stakeholders. We are currently modifying it in the MICIP platform and will be sharing it with staff in the fall.
- LCS has been asked to present a 2-minute presentation on the Social Emotional Learning and Children's Mental Health Network during the Michigan State Board of Education meeting tomorrow, June 14, 2022. I will be presenting on behalf of our district. I am thankful for the information that I received from our SEL MICIP sub committee leads, our TRAILS supporters, and the RAHS clinic that helped create this presentation. The agenda is currently online at [www.michigan.gov/sbe](http://www.michigan.gov/sbe). Click on the Agenda tab and select the June 14th agenda located in the center of the page. The meeting is available on the day of the Board meeting via webstreaming at [www.michigan.gov/mde](http://www.michigan.gov/mde). Members of the press usually attend the Board meetings and if you are interested in videos of past Board meetings, they are also available by clicking on the Meeting Videos tab.

#### PA 48 of 2021 Section 98b

- State assessment data unchanged from previous presentation
- NWEA Math Fall 20 - Spring 21 did not meet growth; Fall 21 - Spring 22 met growth in most and exceeded in some
- NWEA Reading Fall 20 - Spring 21 did not meet growth; Fall 21 - Spring 22 met growth in most and exceeded in some
- All information will be on website on transparency report

### 7.3 Public Relations & Marketing Report

- New enrollment – 150 new students for next year, comparable to pre-covid numbers
- 100+ students who have started process, but not completed. Again, on par for where we were pre-covid
- Reading in park tomorrow in Splitter Park 6-7, second will be august 9
- Working on transition event for MS. Block party couple years ago, want to do same type transition in early august.
- Not ready to do bounce back yet, but doing elementary food truck in bus loop Aug 18 430-630
- Working on neighborhood visits, knocking on doors, having an event, get to families who are moving in over the summer who may not know where they go to school. Working on getting

volunteers and then will get dates together. Working on being in alignment with book mobile that is already going through neighborhoods

- K screening appts – pre-covid roundup in April. Now we are doing screening events (K on campus) on Aug 15-16. This allows us to get more K screened before starting school to be placed in proper class to balance classrooms
- Advertising/marketing over summer – continuing with MLive articles in July and August that will focus on MS and HS. In spring, focused on EL and virtual. Continuing with comcast streaming commercials and radio ads in metro Detroit and A2. FB ads, other social media ads. Working with community HOAs and clubhouses to have contacts to get our newsletter to them. Working on program to allow more presence in buildings themselves for social media to get info from classes out to community. More community events/meetings (coffee with bob, realtor luncheon, govt leaders, ministers, daycare providers), get pre-covid things back in place. Partnerships with township to have events on campus like clean-ups, use partnerships to connect with overall community to become community center with people on campus more to connect with campus more

#### 7.4 Facilities & Maintenance Report

- Preventative maintenance and restoration – first time in 3 years due to covid
- Robust summer cleaning plan
- Many summer repairs taking place, unsightly concrete repairs by pool, Childs, HS, etc. asphalt replacement taking place in Childs and exit of HS parking lot, Bishop has lots of sinkholes to be fixed
- HVAC repairs, HS has ongoing right now to chiller 2 and chiller 1 is awaiting parts. Had some repairs in MS and at Brick
- Renovations continue to take place at Childs. Childs will be model for other buildings bathrooms as \$ comes available. Easy to clean, easy to use, etc.
- Renovations at west locker room in HS.
- In processing of moving counselor suite to room 200 at HS
- Painting projects continued on west lockers, moving to women's side, ending on men's soccer side – mostly used for after school and/or aquatic activities
- Curb edges behind high school/wrapping around to MS to improve curb appeal and help with parking (not parking) – planting trees/shrubs to prevent parking
- Working with DTE on lighting projects to upgrade grid, move from us taking care of to them taking care of (parking lot and roadway lights)
- Safety – in process of replacing some of the camera door systems. MS got new system installed today. Childs and athletic offices are next. As other systems fail, they will be replaced with this system.
- Adding walk-up monitors to see live stream of everyone who walks up to the door. Currently in place at Bishop and HS, putting in place at other schools over summer
- Seeing a lot of vandalism around campus. Working with local law enforcement for strategic plans to mitigate – possible roaming patrol car
- Working on other safety apparatuses based on ALICE training – panic button, alert system, alarms, etc currently, looking to add audibles, additional panic buttons, text alerts (critical response team and bypass 911 going directly to dispatch), adding push notifications to anyone on system (iPad, Chromebooks, Laptops, etc), adding push notification to community (text)
- District awarded 30K grant from police going to 13 exterior doors in Bishop El
- Lots of preventative maintenance in HVAC systems around district

- 8.1 Board Executive Committee Report  
The Executive Committee met on June 2; minutes will be forthcoming.
- 8.2 Board Performance Committee Report  
The next regularly scheduled Performance Committee will be June 27, 2022, at 5:00pm.
- 8.3 Board Planning Committee Report  
The Planning Committee met on June 13 and will meet next on August 8, 2022.
- 8.4 Board Finance Committee Report  
Next meeting will be June 20, 2022, at 4:30pm in the Pittman Room.
- 8.5 Reports and Correspondence
  - Czachorski went to many end of year celebrations and recognitions congrats to all graduates
  - Congrats to athletes, excited to see what they do in the future.

## 9.0 PUBLIC COMMENT

- 9.1 Response to Prior Public Comment
  - Kim Atkin, employee, stated her displeasure over the Middle School football program changes. Mr. Jansen met with Kim Atkins in person to hear her concerns.
- 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.
- Melissa Palmquist, resident, voiced her concerns regarding Middle School, parent drop off, Special Ed, facility concern and scheduling.
  - Jack Tabor, student, concerned about Jazz Band being removed from the student scheduling offers.
  - Lilly Tabor, student, asked that Jazz Band continue.

## 10.0 CLOSED SESSION

### 10.1 Negotiations

It was necessary to enter closed session to discuss negotiation, to return to open session.

8:03pm enter closed session

A roll call vote will be necessary.

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

Ayes: 6 LaBombarbe, Bentley, Moore, Rollings, Sparks and Czachorski

Nays: 0

Motion carried 6-0

8:37pm return to open session

## 11.0 NEW BUSINESS

### 11.1 Michigan High School Athletics Association (MHSAA) Resolution

Enclosed is the 2022-2023 MHSAA Membership Resolution, which requires annual adoption. This was presented for information only; Board action will be requested at a subsequent meeting.

### 11.2 2022-2023 Tax Levy Request

Please review the 2022-2023 Tax Rate Request. Millage rates have not changed at the advice and recommendation of our advisor from Public Financial Management. Board action is requested due to time sensitive deadline.

It was moved by LaBombarbe and seconded by Rollins that we approve the 2022-2023 Tax Levy Request as presented.

Ayes:6

Nays: 0

Motion carried 6-0

### 11.3 Food Service Contract Recommendation

The District received five (5) proposals for the food service RFP that was sent out by the District. The proposal from Chartwells was the lowest bid and also received the highest point total on the bid point calculator that was completed by the Food Service Committee.

It is recommended by the Food Service Committee that the Board approve the contract with Chartwells for the 22/23 school year, which includes four (4) optional years. This was presented for information only; Board action will be requested at a subsequent meeting.

### 11.4 State Aid Note

For cash flow purposes, the District borrows from the State Aid Note program on an annual basis. Last year, the District borrowed \$7,250,000. This covered the final lump-sum payment due from 20/21 borrowing and our cash flow needs during the year. For the 22/23 school year, the District will need to only borrow \$3,000,000. This will cover the remaining lump-sum payment due from the 21/22 borrowing and the District cash flow needs for the upcoming school year. This decrease is due to the foundation increase, ESSER money, ACT 18 increase, and Medicaid funding. Because of set-asides, it is not expected that there will be a lump-sum payment due in August of 2023. This document is subject to change based on budget changes. This was presented for information only; Board action will be requested at a subsequent meeting.

### 11.5 2021-2022 Final Budget Amendment Community Ed

This budget Amendment takes into account all of the revenue expected to be brought in by the community education program and the LAB. There is a significant increase to the LAB because of the additional programming that was able to be completed and this being the first full year. The original budget was based on a small sample size of activity from the 20/21 fiscal year.

The community ed department had a decrease in budgeted revenue related to the pool program and the shortfall that has been realized. Other programming in the fund appears to have done very well. The Rec Millage and the LGA departments recognized revenue that was similar to the budget, except for the federal program for the LGA.

Expenditures have been estimated based on the remaining programs for the year. Comm ed costs increased mainly because of contracted services related to programming and the LAB track club. 21/22 Amendment - the final budget amendment for the year ending June 30, 2022 makes the final adjustments for final PO's that have been submitted for the year.

Food Service:

Revenue - Explanation of Changes

- Minor changes to account for expected revenue through the end of June 30, 2022

Expenditures - Explanation of Changes

- Operations/maintenance - reduction in budgeted costs as items are not available and costs not expected to be incurred. This includes the amount Lincoln budgets for additional food.
- Management services - estimated change in costs of the food service contract based on most recent participation.
- Capital outlay - There were no large capital outlay expenditures made during the year.

General Fund Notable Changes:

Revenues:

- Taxable value changes that decreased our property tax revenue is offset by an increase to state aid
- Inter-district revenue changed due to how the E-rate program was billed and the District did not have to incur those costs.

Expenditures:

- Payroll costs decreased for unfilled positions
- Adjusting non-payroll costs for final PO's
- Operations and maintenance increased to account for HVAC/Parking lot repair, MSP grant, and utilities projections

Over all, there is an expected increase to fund balance of \$305,791, leaving the ending fund balance at \$6,231,673 or 11.07%. This was presented for information only; Board action will be requested at a subsequent meeting.

11.6 2022-2023 Budgets  
Community Ed

There is hope that the CE programs will continue to grow, but the amount budgeted for revenue remains pretty flat. There is a small increase in property tax revenue based on the taxable value of the District. Programming will be monitored and changes communicated to the board.

Expenditures are expected to drop a little with the expectation that the pool coordinator is not a full time position. We have retooled the expenditure budget so that it is easy to determine what programs are self-sustaining. The Rec Millage expenditures have been budgeted based on current approved proposals.

LAB expenditures are budgeted based on this usage and expected expenditures that come up during the year. The Total Sports contract has been adjusted from \$60k down to \$26,500 due to changes. As the District holds events an update to revenue and expenditures will be provided to the BOE. The LAB revenue has been budgeted based on the current expected usage calendar. This will be monitored and the BOE will be made aware of any changes.

Food Service:

#### Revenue Explanation

- Local revenue - estimated based on revenue received for the 21-22 fiscal year. This will need to be monitored at the start of the 23 fiscal year to see how activity is going with the District hopefully moving to free meals for all students.
- State revenue - budgeted to be similar to the 21-22 fiscal year.
- Federal revenue - estimated based on 21-22 participation. Will need to monitor to see how student participation is the next year. The reimbursement rate is expected to drop to pre-pandemic rates.

#### Expenditures Explanation

- Pupil Support - this is the estimated cost of district staff to monitor the cafeteria's.
- Operations/maintenance - original budget includes supply and repairs costs needed to run day-to-day operations.
- Management services - This is an estimate with the expectation that FSMC costs will go up. This will change once bids are received and reviewed.
- Capital outlay - Includes the plan to purchase 15 new food warmers as part of the excess fund balance spend down plan. Other amount budgeted if other equipment needs replacing during the year.

NOTE: The District is currently in an excess fund balance spend down plan. An amendment is expected in the 22/23 school year that would spend down the fund balance to an acceptable level.

#### General Fund 22/23

Revenues are projected using a flat enrollment number and a foundation increase of \$435 a student. This budget amendment also includes \$4 million of ESSER III funding (one-time). It is expected that ESSER funds will be used up by the end of the 22/23 fiscal year. For Medicaid, we have budgeted \$1.4 million. Act 18 is at \$5.3 million with an extra \$545k for the Act 18 settlement that is hoped to be received in December of 2022.

Expenditures for staffing have been adjusted for known TA'd items through 6/3. Budgeted FTE has been reviewed with HR and takes into account known retirements and positions that are expected to be filled. Non-payroll costs have been determined by both historical costs and known/expected costs. A new budget presentation will be completed for the 22/23 school year and included with monthly financial statements. A full presentation will be provided to the board at the June 27, 2022 meeting. There is an expected increase in fund balance for the 22/23 school year of \$34,643, bringing the budgeted fund balance to 11.18%. This was presented for information only; Board action will be requested at a subsequent meeting.

#### 11.7 Food Service Equipment Purchase

The current warmers the District uses are 7 years old and in constant need of repair. The purchase of these new warmers would help ensure the safe food handling practices and that foods are kept warm before being served. This would also cut back on constant costs of repairs the current equipment. The food service fund does have an excess fund balance, so there are funds available for this equipment and to cover the expected increased costs of food service for next year. This was presented for information only; Board action will be requested at a subsequent meeting.

#### 11.8 2022-2023 Master Calendar

The 2022-2023 Master Calendar has been agreed upon by the LEA and the Superintendent and meets the 1098 clock hours, 180 plus days requirements as mandated by the State of Michigan Superintendent recommends approval as presented. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the 2022-2023 Master Calendar as presented.

Ayes:6

Nays: 0

Motion carried 6-0

11.9 Rehmann Contract

A contract extension has been presented by Rehmann and is attached in the Board packet. Please read over. This was presented for information only; Board action will be requested at a subsequent meeting.

11.10 Voluntary Recognition LCTU (Lincoln Consolidated Transportation Union)

The Teamsters notified the District that it intended to withdraw from representation of the Lincoln Bus Drivers, Bus Aides, and Mechanics effective June 30, 2022. Later, the American Federation of Teachers, AFT Local 6740, AFL-CIO notified the Director of Human Resources that it represented a majority of the bargaining unit and requested voluntary recognition of the Lincoln Consolidated Transportation Union ("LCTU"). The Director of Human Resources recommends the Board of Education recognize the AFT Local 6740, AFL-CIO as the sole bargaining representative of the LCTU. After recognition, the Director of Human Resources will work with the AFT to ensure an appropriate showing of interest exists for the LCTU. After such showing of interest, the AFT Local 6740 will take over as the sole bargaining unit of the LCTU and we can move forward with bargaining with the group for a successor contract. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that the Board of Education recognizes LCTU and the Voluntary Recognition LCTU (Lincoln Consolidated Transportation Union) as the sole bargaining unit

Ayes:6  
Nays: 0  
Motion carried 6-0

11.11 Bus Purchase

**PURPOSE** The transportation department is seeking to purchase three new school buses from Midwest Transit Equipment, Inc. The buses are all regular education buses equipped with some new safety measures that include strobing overhead 8-way light systems, LED bright lights for interior, inner and outer intercom speakers, and many more options. We are also having the first air conditioned regular education buses to move forward with the way the industry is going that will help with summer school routes. Each bus would cost \$122,115.00, totaling \$366,345.00. The goal of the transportation department is to move forward with new safety improvements for all newly purchased buses and to refit the buses that we have currently to the same new standards that we are creating with our new garage manager.

**ANALYSIS** We believe that purchasing these new buses will put the rest of the 2011 buses out of daily use and have the entire fleet of newer buses. This will help with breakdowns and cost of maintenance. In addition, these new safety standards and air conditioning added to all new buses purchased will make our fleet of buses better than our surrounding districts. We also want to continue to purchase IC buses so that our parts and training remain specifically one type of bus, which will save the district money and time training.

**RECOMMENDATION** It is my recommendation to purchase these used buses and continue to improve the overall age of our bus fleet.

It is recommended that:

1. The Superintendent approves the purchase of the 3 new school buses from Midwest Transit Equipment, Inc. at a total cost of \$366,345.00

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

11.12 Lincoln Education Associates Organization (LEAO) 2022-December 31, 2023 Agreement

The LEAO and the District reached a tentative agreement which was ratified by the LEAO on June 6, 2022. The tentative agreement is presented for the Board for approval. Board action is requested.



It was moved by LaBombarbe and seconded by Sparks that we accept the 18 month Lincoln Education Associates Organization (LEAO) contract from July 1, 2022, to December 31, 2023, as presented by the Superintendent.

Ayes:6  
 Nays: 0  
 Motion carried 6-0

**12.0 OLD BUSINESS**

12.1 Minutes of Previous Meeting

12.1.1 Regular Meeting May 9, 2022

Enclosed are the minutes of the May 9, 2022, Regular Meeting.

It was moved by LaBombarbe and Seconded by Sparks that we approve the minutes of the May 9, 2022, Regular Meeting as presented.

Ayes:6  
 Nays: 0  
 Motion carried 6-0

12.2 Pediatric Therapy Associates, LLC 2022-2023 Contract

Lincoln Consolidated Schools has partnered with Pediatric Therapy Associates since 2000 to provide additional ancillary support staff. Pam Curtis, the owner of Pediatric Therapy Associates provides staffing solutions across Washtenaw County at competitive rates. Ancillary support staff are speech language providers, occupational therapists, and physical therapist. These roles are required for the implementation of special education services across the district. These services provide much of our Medicaid revenue. As such, they are funded through Act 18 special education funds and not IDEA. Board action was requested.

It was moved by LaBombarbe and seconded by Bentley that we approve Pediatric Therapy Associates Contract as presented.

Ayes:6  
 Nays: 0  
 Motion carried 6-0

12.3 Tenure and Continuing Probation Recommendations

Enclosed are the 2022-2023 probationary and tenure teacher recommendations from administration. Board action was requested.

It was moved by LaBombarbe and seconded by Rolins that we approve the 2022-2023 Tenure and Continuing Probation Recommendation as presented by Administration.

Ayes:6  
 Nays: 0  
 Motion carried 6-0

12.4 Personnel Transactions

<b><u>ACTION ITEMS</u></b>			
<b>Name</b>	<b>Position/Building</b>	<b>Effective Date</b>	<b>Status</b>
Heidi Holt	Paraprofessional/Lincoln High School	5/13/2022	New Hire
Joseph Hamilton	Bus Driver/Transportation	5/6/2022	Resignation
Corinthians Snider	Bus Aide/Transportation	5/31/2022	New Hire
Amanda Lowe	Bus Driver/Transportation	6/6/2022	New Hire
Lasonja Jones	Bus Driver/Transportation	5/27/2022	Resignation
Precious Franklin	Bus Aide/Transportation	5/27/2022	Resignation
Kimberly Janeczek	Teacher/Bishop Elementary	6/30/2022	Retirement

Katherine Erdenjargal	Teacher/Brick Elementary	6/10/2022	Resignation
Gary Wilbanks	Teacher/Brick Elementary	6/30/2022	Retirement
Brenda Nelson	Teacher/Brick Elementary	7/22/2022	Retirement
Vicki Donnelly	Teacher/Childs Elementary	6/30/2022	Retirement
William Nuttall	Teacher/Lincoln High School	6/14/2022	Retirement
Chrysann Winnie-McGregor	Speech/Lincoln Middle School	6/10/2022	Retirement
Anna Marie Allen	Building Secretary/Bishop Elementary	8/1/2022	Retirement
Tammy Mejia	ECSE Teacher/Model Elementary	6/10/2022	Retirement
Jenifer Harless	Paraprofessional/Brick Elementary	7/1/2022	Retirement
Colleen Brohl	Paraprofessional/Bishop Elementary	6/10/2022	Retirement
Kurt Kohlmann	Social Worker/Lincoln High School	6/10/2022	Resignation

It was moved by LaBombarbe and seconded by Sparks that we approve the June 13, 2022, Personnel Transactions Summary as presented.

Ayes:6

Nays: 0

Motion carried 6-0

### **13.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 9:00 p.m.

Ayes: 6

Nays: 0

Motion carried 6-0

\*\*Minutes taken by Allie Sparks