

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR
MEETING
September 25, 2023
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
Matt Bentley, Trustee
Jason Moore, Trustee
Lauren Smith, Trustee

ADMINISTRATORS PRESENT

Robert Jansen, Superintendent
Adam Snapp, Finance Director
Karensa Smith, Curriculum & Instruction Assistant Superintendent
Paula Robinette, Director of Human Resources

OTHERS PRESENT

Edgar Brown

1.0 CALL TO ORDER

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

2.0 ROLL CALL

Roll call showed all Board Members were present.

3.0 ESTABLISHMENT OF QUORUM

A quorum was established.

4.0 PLEDGE TO FLAG

The Pledge of Allegiance was recited by Board and audience members.

5.0 BOARD PRESENTATIONS

5.1 State Assessment Presentation

Presented by Karensa Smith

Mrs. Smith gave an overview of the State Assessment scores and explained to the Board of Education her findings.

5.2 Audit Draft Presentation

Presented by Adam Snapp

Opinion-Unmodified, no findings (as of draft format)

General fund highlights:

- Revenue - \$61.3 million
- Expenditures - \$59.4 million
- Fund balance - \$10.3 million
- Fund balance percent:
 - o Overall is 17.4% of expenditures.

- o Unassigned is 11.8%
- o Includes \$2,078,385 for subsequent years expenditures and \$594,126 for departmental expenditures.

Budget highlights

- o Revenues came in \$273k higher than expected. (.4% off)
- o Expenditures came in \$216k lower than expected. (.3% off)

Food service:

- Fund balance increase of \$41k.
- Excess fund balance still at \$515k as of June 30, 2023. So far \$204k has been spent of the \$425k budgeted for the spend down project.

Community services:

- Increased fund balance by \$226k

Single Audit:

- 3 programs picked, all fall under the Education Stabilization Fund (ESSER II, ESSER III, & 98c)
- No findings noted

6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

6.1 Superintendent's Report

- Mr. Jansen will be attending the MASA fall conference.
- Mr. Jansen will be having lunch with 2 Board members at Bishop and the High School tasting lunch offerings for Chartwell.
- Concerntronic-MTSS Process will help prevent barriers and provide transportation to and from school.
- October 20th at the last home football game Lincoln, Ypsi and Driving Possibilities will be doing a STEM presentation.

6.2 Curriculum & Instruction Report

Curriculum

- Our August days of professional learning were a success in terms of Restorative Practices and Restorative Circles. Staff are using them throughout the district to build relationships and as check ins for academics.
- Administrators are meeting consistently in our Instructional Collaborative Meetings. We have discussed discipline, behavior, and the referral process; data dives with our NWEA data and state assessment data, as well and our new evaluation platform tool - Perform
- Professional learning on new curricular resources have started - ARC (elementary ELA) and Into Literature (secondary ELA) while continued professional learning on math best practices continues at the elementary level and is beginning at the Middle School level.
- Curriculum leaders will be receiving training on Performance Matters - our assessment creation tool - to help create common, more effective, standards-aligned, rigorous assessments that will produce diagnostic reports while moving away from scantron assessments. They will train their departments and grade levels on these tools while conversations are being held on training the staff as a whole.
- The District Implementation Team is continuing to flush out our district's MTSS process specifically with behavior this year
- With changes in how the PSAT and SAT are administered in the spring, we have already started having conversations about logistics and are making modifications to how it will be administered.
- Continued conversations are occurring around staffing and enrollment

Grants

- Our Title I, II, III, and IV grants have been submitted and are waiting in the queue to be approved by our field consultant. Once officially approved, we can begin to effectively use our funds.

- 6.3 Finance Report
 - 6.3.1 Enrollment Status Update Report
Included in Board packet.

7.0 BOARD REPORTS/CORRESPONDENCE

- 7.1 Board Executive Committee
The next Executive Committee Meeting will be held on October 16, 2023, at 5:30pm in the Pittman Room.
- 7.2 Board Performance Committee Report
The next Performance Committee Meeting will be held on October 16, 2023, at 4:30pm in the Pittman Room.
- 7.3 Board Planning Committee Report
The next Planning Committee Meeting will be held on October 9, 2023, at 4:30pm in the Pittman Room.
- 7.4 Board Finance Committee Report
The next Finance Committee Meeting will be held on October 23, 2023, at 4:00pm in the Pittman Room.
- 7.5 Board Reports
 - The Board will be releasing a statement on the Headlee rollback.

8.0 PUBLIC COMMENT

- 8.1 Response to Prior Public Comment
 - Melissa Palmquist, parent, voiced her concerns about the end of the year activities for seniors, when they would happen, and she wasn't fond of the High School curriculum for Summer School. Mr. Jansen spoke to Ms. Palmquist.
 - Jim Harless, a resident, commented on the lighting in District and how it used to be very dark.

8.2 Public Comment

Board of Education Public Comment Statement

This is the time set aside by the Board to hear from you, the members of our community. We invite you to address the Board with comments, questions or concerns regarding board actions, policies, or other issues not resolved through appropriate administrative channels. The Board may not immediately respond to concerns presented at this meeting; however, we will respond to inquiries on or before the next board meeting.

Please sign in completing your contact information. Limit individual comments to 5 minutes or less. Comments with respect to the performance of specific district employees are not appropriate during public comment.

Rules for Public Comment:

1. The Board of Education reserves the right to limit the total public comment to 30 minutes in any meeting.
2. The Board of Education will limit each speaker to one opportunity to speak during any public comment period.
3. The Board of Education President, or the President's delegee (such as the Superintendent or another District administrator) will respond to your comment.
4. The Presiding officer may: A) prohibit public comments which are frivolous, repetitive, or harassing; B) interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant; C) request any individual to leave the meeting when that person behaves in a manner that is disruptive of the orderly conduct of the meeting; D) request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting, and; E)

call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.

- No Public Comment

9.0 CONSENT AGENDA

9.1 Minutes of Previous Meeting

9.1.1 Regular Meeting September 11, 2023

9.1.2 Closed Session September 11, 2023

Enclosed are the minutes of the September 11, 2023, Regular Meeting and Closed Session as presented.

9.2 August 2023 Finance Report

Enclosed are the August 2023 Financial Reports. The Superintendent recommends approval as presented.

9.3 August 2023 Check Register

Enclosed is the August 1-30, 2023, check register in the amount of \$3,181,274.31. The Superintendent recommends approval as presented.

9.4 August 2023 Trust and Agency

Enclosed is the August 2023, Trust & Agency Report. The Superintendent recommends approval as presented.

9.5 Personnel Transactions

It was moved by LaBombarbe and seconded by Sparks that we accept the Consent Agenda as presented.

Ayes: 7

Nays: 0

Motion carried 7-0

9.5-Personnel Transaction are pulled from the Consent Agenda to 10.4 New Business-Personnel Transaction to allow a Trustee to abstain from the vote.

10.0 NEW BUSINESS

10.1 Juul Settlement

A settlement with the final Defendants in the Juul e-cigarette litigation has been reached. Altria Group, Inc. and Philip Morris USA, Inc., Altria Client Services LLC, Altria Enterprises LLC, and Altria Group Distribution Company (collectively "Altria") have proposed a \$168,250,000 Government entity settlement. Just as we went through with the Juul Settlement, we have a deadline of November 30, 2023, for your board to vote and approve the settlement agreement. Please read the included documents to explain this step in the Juul Settlement. This was presented for information only; Board action will be requested at a subsequent meeting.

10.2 Concentric Educational Solutions-Cultivating Student Success

Please read the included documents to explain how Concentric Educational Solutions-Cultivating Student Success would benefit our students. This was presented for information only; Board action will be requested at a subsequent meeting.

10.3 Student Trips

10.3.1 Middle School Walleye Trip

This is a yearly trip for 7th 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.

10.3.2 Bishop 5th Grade Camp

The Storer Outdoor School is a hands-on total immersion learning center serving more than 120 elementary and middle schools each year. "The Great Outdoors" makes science and related curriculum come alive, and significantly more relevant, for each student. Each year, more than 9,000 students and teachers spend 3-5 days and nights on-site at our Outdoor School. Storer's staff of educators offers more than 30 courses that teach natural sciences, environmental issues, cultural history, and team building through active participation.

The importance of outdoor experiences reported in independent studies that show OEE programs raise science scores by as much as 27% and that OEE programs have a positive effect on student achievement in general. In addition, studies show that outdoor educational experiences positively impact student behavior and interaction with peers as shown through improved conflict resolution skills. This was presented for information only; Board action will be requested at a subsequent meeting.

10.4 Personnel Transaction

ACTION ITEMS					
Name	Position/Building	Date of Hire	Effective Date	Status	Major/Step
Joya Spratling	LAB Receptionist/Lincoln Athletic Building	8/28/2023		New Hire	
Patricia Erwin	ELL Teacher/Curriculum	9/13/2023		New Hire	MA Step 9
Brianna Jackson	Building Secretary/Lincoln High School	9/13/2023		New Hire	
Ashley Hoops	LAB Receptionist/Lincoln Athletic Building	9/13/2023		New Hire	
Lorna Altstetter	Noon Supervisor/Model Elementary	9/13/2023		New Hire	
Joelle Cox	Parprofessional/Brick Elementary		9/14/2023	Transfer	
Somer Richter	Noon Supervisor/Childs Elementary	9/19/2023		New Hire	
Crystal Britton	Noon Supervisor/Childs Elementary	9/9/2023		New Hire	
Donna Bentley	Community Engagement Coordinator		10/1/2023	Transfer	
Veronica Lutz	Special Education Teacher/Brick Elementary	9/21/2023		New Hire	MA+30 Step 11
Cassandra Coker	Interim Principal/Brick Elementary		8/29/2023	Transfer	
Danielle Rounseville	Art Teacher/Brick Elementary	8/15/2023	9/15/2023	Resignation	
Adam Blaylock	HR Director/Central Office	12/3/2018	8/29/2023	Resignation	
Michelle Calhoun	Bus Aide/Transportation	9/5/2021	8/18/2023	Resignation	
Alvin Smith	Bus Driver/Transportation	12/6/2022	8/22/2023	Resignation	
Samuel Someah-Kwaw	Bus Driver/Transportation	8/9/2022	8/17/2023	Resignation	
Raneice White	Bus Driver/Transportation	12/6/2022	8/18/2023	Resignation	
Emily Moore	LAB Receptionist/Lincoln Athletic Building	11/7/2022	8/25/2023	Resignation	
Melik Williams	LAB Receptionist/Lincoln Athletic Building	11/4/2021	8/23/2023	Resignation	
Clayton Kratzer	LAB Receptionist/Lincoln Athletic Building	10/31/2021	8/23/2023	Resignation	
Name	Position/Building	Start Leave Date	Return to Work Date	Status	Approved/Not Approved
Ellen Codere	Social Worker/Lincoln Middle School	8/21/2023	INTERMITTENT	FMLA	
Amy Husketh	Paraprofessional/Bishop Elementary	9/19/2023	INTERMITTENT	FMLA	
Timothy Green	Principal/Lincoln Middle School	9/28/2023	INTERMITTENT	FMLA	

It was moved by LaBombarbe and seconded by Sparks that we accept the Personnel Transaction as presented.

Ayes: 6
Nays: 0
Abstain: 1 (Bentley)
Motion carried 6-0

11.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 7:30 p.m.

Ayes: 7
Nays: 0
Motion carried 7-0

President Czachorski declared the meeting adjourned.

What is a consent agenda?

A consent agenda groups the routine, procedural, informational, and self-explanatory non-controversial items typically found in an agenda. These items are then presented to the board in a single motion for an up or down vote after allowing anyone to request that a specific item be moved to the full agenda for individual attention. Other items, particularly those requiring strategic thought, decision making or action, are handled as usual.

Why would an organization want to use a consent agenda? Consent agendas are popular with many organizations because they help streamline meetings and allow the focus to be on substantive issues.

What does it mean if we adopt a consent agenda?

- Documentation for consent items must be provided to the board prior to meetings so that directors feel confident that their vote reflects attention to their duty of care.
- Board members are encouraged to ask prior to the meeting all the questions that they want related to consent agenda items. • If it is determined that an item on the consent portion of the agenda actually requires action or a decision that item should be removed from the consent portion of the agenda and raised later in the meeting.
- Any board member can request that an item be moved to the full agenda.
- A vote on the single motion applies to all the items on the consent portion of the agenda.