

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR
MEETING
October 23, 2023
6:00 p.m.
District Boardroom-Lincoln High School

OFFICIAL MINUTES

BOARD MEMBERS PRESENT

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, Cassandra Coker, Tom Micik, Toni Micik, Anna Warford, Shane Malmquist and Melissa E.

1.0 CALL TO ORDER

Vice President LaBombarbe called the meeting to order at 6:06 pm.

2.0 ROLL CALL

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

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 Employee of the Month

Toni Micik is a shining example of an educator whose unwavering commitment to education and teaching has left an indelible mark on the lives of countless students. Toni has consistently demonstrated exceptional dedication, passion, and expertise in the field of education. Toni has not only imparted knowledge but also instilled a lifelong love for learning, music, and singing in her students. Her exceptional teaching abilities and innovative approaches have inspired students to excel. She has been able to foster a nurturing environment where students flourish.

Toni's accomplishments are remarkable. She consistently pushes the boundaries of traditional teaching, embracing modern methods and technology to enhance her students' learning experiences as well as their singing skills. Her work with students has culminated in numerous exemplary performances for our community and students earning mastery marks for their performances at competitions.

However, what truly sets Toni apart is her dedication to her students. Her unwavering support, mentorship, and genuine care for each individual in her classes has impacted their lives in such positive ways. She is not only a teacher but also a mentor, guiding her students on their academic journeys and preparing them for success in the broader world.

Her impact on education and the lives of her students is truly commendable, making her a remarkable figure in the field of teaching. Toni Micik's dedication to education is deserving of the highest praise and celebration, and I am honored to recommend her as the employee of the month.

Shane Malmquist
Lincoln High School Principal

5.2 Communication & Information Services Presentation
Presented by Vicki Coury

New enrollment numbers per building as of October 28, 2023:

- Bishop 113
- Brock 130
- Childs 104
- LCSVA 17
- LMS 72
- LHS 76

The Michigan Data Hub is a collaborative, statewide effort to address challenges in managing and using school data.

- Standards-Based Exchange of Data
- Local Control and Stewardship of Data
- Collaborative Effort
- A Network of Data Hosting Locations
- Collects a broader amount of information
- Collects data on a daily and near real-time basis
- Earlier access to new student info such as EL, SPED status

Moving Forward

- Implementing Community Engagement Coordinator position.
 - Build partnerships
 - Create community events
 - Expand Community Education opportunities
- 100 Year Celebration that will strengthen community bonds and build alumni relationships.
- Identify data tools, including AI solutions to improve data collection and analysis to improve student outcomes.
- Continue to look for opportunities to promote the district through positive storytelling, thru both professional and social media channels.
- Focus on retaining students at critical transition years through relationship building, positive interactions and focused social media campaign.

5.3 2022-2023 Audit Report Presentation
Presented by Kevin Kelley

Opinion-Unmodified, no findings

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.

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

- The month of October is Principal Appreciation Month!
- The Transportation Department participated in Bus Safety Week and all levels did evacuation drills safely.
- We held District wide PD on October 16th.
- Mr. Jansen took a tour of Bessie Hoffman with state reps and MDE.
- STEM night at the football game was a ton of fun!
- EMU Education Department is visiting Lincoln on October 27th.

6.2 Human Resources Report

- Interviews taking place for the HR Generalist position.
- Interviews in process for the Brick Principal position.
- Open Enrollment starts November 1st.
- Currently looking into options for Special Ed providers.

6.3 Finance Report

- 6.3.1 September Enrollment Report
Report was included in Board packet.
- 6.3.2 September Food Service Report
Report was included in Board packet.

7.0 BOARD REPORTS/CORRESPONDENCE

7.1 Board Executive Committee

The Board Executive Committee met on October 16th and will meet next on November 6th.

7.2 Board Performance Committee Report

The Board Performance Committee met on October 16th and will meet next on November 20th.

7.3 Board Planning Committee Report

The Board Planning Committee met on October 9th and will meet next on November 13th.

7.4 Board Finance Committee Report

The Board Finance Committee met on October 23rd, will meet next on December 4th.

7.5 Board Reports

- No reports

8.0 PUBLIC COMMENT

8.1 Response to Prior Public Comment

- No Public Comment.

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 Comments

9.0 CONSENT AGENDA

9.1 Minutes of Previous Meeting

9.1.1 Regular Meeting September 25, 2023

9.1.2 Board Workshop October 9, 2023

Enclosed are the minutes of the September 25, 2023, Regular Meeting and October 9, 2023, Board Workshop as presented.

9.2 September 2023 Finance Report

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

9.3 September 2023 Check Register

Enclosed is the September 1-30, 2023, check register in the amount of \$2,689,494.72. The Superintendent recommends approval as presented.

9.4 September 2023 Trust and Agency

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

9.5 Personnel Transactions

<u>ACTION ITEMS</u>					
Name	Position/Building	Date of Hire	Effective Date	Status	Major/Step
Amanda Malone	Special Education Paraprofessional/Lincoln Middle School	9/25/2023		New Hire	
Donald Ross	Bus Aide/Transportation	9/26/2023		New Hire	
Amanda Avery	Noon Supervisor/Childs Elementary	9/25/2023		New Hire	
Sara Collins	Noon Supervisor/Childs Elementary	9/25/2023		New Hire	
Jesse Davis	Community Assistant/Lincoln High School	9/25/2023		New Hire	
Benjamin Phelps	Special Education Paraprofessional/Model Elementary	9/27/2023		New Hire	

Detwan Thornton	Bus Aide/Transportation	9/27/2023		New Hire	
James Anthony	Bus Driver/Transportation	9/27/2023		ReHire	
Thomas New	Supervisor of Grounds and Maintenance/Facilities	9/26/2023		New Hire	
Lisa Wright	Bus Aide/Transportation	10/9/2023		New Hire	
Wendy Ackron	Bus Driver/Transportation		9/19/2023	Transfer	From Aide
Tamela Mejia	ECSE Teacher (retiree)/Model Elementary		9/11/2023	Temporary Assignment	
Marian Francis	GSRP Associate Teacher/Model Elementary		8/28/2023	Transfer	From ECSE Para
Kathryn Campbell	Noon Supervisor/Childs Elementary	10/4/2023		New Hire	
Gavin Kotlarczyk	Student Intern/Facilities	10/4/2023		New Hire	
William Zavala	Lifeguard/Community Education	10/3/2023		New Hire	
Reginald Reeves	Noon Supervisor/Childs Elementary	10/5/2023		New Hire	
Collette Howard	Special Education Paraprofessional/Bishop Elementary	10/16/2023		New Hire	
David Harder	Special Education Paraprofessional/Lincoln Middle School	10/9/2023		New Hire	
Nasro Mumin	Noon Supervisor/Model Elementary	10/9/2023		New Hire	
Yolanda Davis	Bus Aide/Transportation	10/17/2023		New Hire	
Timothy Peiter	Spanish Teacher/Lincoln High School	10/16/2023		New Hire	BA+60 Step 11
Samuel Hirschman	Math/Science Teacher/Lincoln Middle School	10/17/2023		New Hire	MA Step 11
Samantha Kiraz	Noon Supervisor/Childs Elementary	10/18/2023		New Hire	
Sarah Kraemer	Teacher/Curriculum Department	8/19/2021	10/11/2023	Resignation	
Jamie Gallup	Teacher/Lincoln Middle School	8/25/2003	10/4/2023	Resignation	
Karen Antenucci	ECSE Paraprofessional/Model Elementary	8/25/2023	10/4/2023	Resignation	
Denise Burton	Special Education Paraprofessional/Model Elementary	02/10/1998	9/22/2023	Resignation	
Kathryn Mutschler	Bus Driver/Transportation	2/28/2019	9/29/2023	Termination	
Eugenia Rankins	Bus Aide/Transportation	2/6/2023	9/21/2023	Resignation	
Daniel Cantrell	Bus Aide/Transportation	8/17/2022	10/1/2023	Resignation	
Todd Hall	Bus Driver/Transportation	7/20/2023	10/2/2023	Resignation	
Name	Position/Building	Start Leave Date	Return to Work Date	Status	Approved/Not Approved
Nathan Soos	Teacher/Lincoln Middle School	10/10/2023	10/16/2023	FMLA	
Marielle Worthington	Teacher/Brick Elementary	10/10/2023	1/8/2024	FMLA	
Lara Toth	Media Specialist/Brick Elementary	9/25/2023	10/23/2023	FMLA	
Timothy Green	Principal/Lincoln Middle Schools	9/28/2023	INTERMITTENT	FMLA	
Katharine McCullough	Teacher/Lincoln Middle School	10/2/2023	INTERMITTENT	FMLA	
Martha Vendittelli	Teacher/Childs Elementary	10/3/2023	INTERMITTENT	FMLA	

Geri McClure	Paraprofessional/Childs Elementary	10/6/2023	INTERMITTENT	FMLA	
Jennifer Pocock	Teacher/Lincoln Middle School	10/9/2023	INTERMITTENT	FMLA	

It was moved by Bentley and seconded by Moore that we accept the Consent Agenda as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

10.0 NEW BUSINESS

10.1 Student Trips

10.1.1 Paris & Spain High School Student Trip-Spring Break 25

The Pyrenees separate Spain and France, making for an interesting blend of the two cultures. Bookended by Paris and Barcelona—where some of the world’s best art and architecture are on display—border cities like Biarritz, San Sebastián and Pamplona show subtle variations in French and Spanish culture. Experience the local flavor in the plazas and cathedrals. This trip will give students an opportunity to hear French and Spanish in a native setting. Spring Break 2025. This was presented for information only; Board action will be requested at a subsequent meeting.

10.1.2 Switzerland & Mediterranean High School Student Trip-June 26

This trip will offer students an enrichment experience designed to complement their classroom learning. Benefits of educational travel include an increase in cultural and global awareness, gain in content knowledge, developing a healthy self-concept, and increasing creativity. Explorica's goal is to help student's discover the wonders of the world through safe and reliable tour experiences. These experiences will help students grow as people by developing their independence, leadership and problem-solving skills. Explorica is the recommendation for approval to attend trip in June of 2026. This was presented for information only; Board action will be requested at a subsequent meeting.

11.0 OLD BUSINESS

11.1 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. Board action was requested.

It was moved by Bentley and seconded by Rollins that we approve the settlement agreement as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.2 Student Trips

11.2.1 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. Board action was requested.

It was moved by Bentley and seconded by Moore that we approve the Student Trip-Middle School Walleye Trip as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.2.2 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. Board action was requested.

It was moved by Bentley and seconded by Moore that we approve Student Trip-Bishop 5th Grade Camp as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.3 2022-2023 Audit Report

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

It was moved by Bentley and seconded by Rollins that we approve the 2022-2023 Audit Report with no identified findings as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

12.0 CLOSED SESSION

12.1 Attorney Client Privilege

It was necessary to enter closed session to discuss the Attorney Client Privilege, not to return to open session.

Pursuant to Sections 8(e) of the Open Meetings Act, it was moved by Bentley and seconded by Moore that we enter closed session to discuss the Attorney Client Privilege, not to return to open session.

A roll call vote was necessary.

Ayes: 6 Sparks, LaBombarbe, Rollins, Bentley, Smith and Moore

Nays: 0

Motion carried 6-0

13.0 ADJOURNMENT

Vice President LaBombarbe declared the meeting adjourned at 7:13 p.m.

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.