

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR MEETING
November 28, 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
Yoline Williams, Trustee
Matthew Bentley, Trustee
Jason Moore, Trustee

ADMINISTRATORS PRESENT

Adam Blaylock, Human Resources Director
Karensa Smith, Assistant Superintendent Curriculum and Instruction
Adam Snapp, Finance Director

OTHERS PRESENT

Edgar Brown, Jim Harless, Robert Williams, Nathan Sous, Kari Branham

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 with the exception of Rollins.

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 BOARD BUSINESS/PRESENTATIONS

6.1 Cogna Presentation

Presented by Karensa Smith

All Lincoln School are accredited

- Changes in the accredited process
 - Cognia (name change)
 - 6 year cycle; scheduled for 2024-25
 - Hired group of evaluators
 - Lead evaluator follows us for the 6 year cycle
 - Three year check in
 - Team Reviews data online
 - Standards have been updated
 - Thread of equity interwoven

- Updated protocols and workbooks
- New requirements
 - Districts must engage in a parent engagement workshop
 - Online or face to face training on n the new process and guided work time

Cognia Platform Features

- ELEOT tool (Effective Learning Environments Observation Tool)
- Surveys - approximately 60 of them
- Diagnostics
- Strategies
- Formative Assessment Content Library
- Workspace
- Cognia Learning Community
- Services - i.e. Leadership Circle and MyVoice

Next Steps

- Familiarize myself with our last accreditation report
- Familiarize myself with the Cognia platform and all it has to offer
- Share the Cognia platform with administrators
- Discuss their thoughts on next steps with the accreditation process
- Create a plan

6.2 Board of Education Evaluation

- Jennifer LaBombarbe is working on updating the Board of Education Bylaws.
- Starting in January the Board of Education will change from a classic agenda to a consent agenda format.
- We will remove Acceptance of the Agenda and Reports and Correspondence from the meeting agenda moving forward.
- Add to the Organizational Agenda on January 9 the acceptance of the Board Code of Conduct.

7.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

7.1 Superintendent's Report

- Thomas Rollins is on his way home from the hospital!
- Thank you, Karensa Smith, for filling in at the last Board meeting.
- Dr. Shivers will be back at the December 12th meeting.
- The safety audit is complete and was overall a positive report.

7.2 Human Resources Report

- Reporting season for the Human Resources Office. REP Report and EEO reports submitted in November.
- Open Enrollment Closes November 30, 2022. Staff will be getting an update.
- Working on Budget Amendment & Projections with the Business Office.

7.3 Finance Report

7.3.1 October 2022 Food Service Report

Board report was included in the Board packet.

7.3.2 October 2022 Enrollment Report

Board report was included in the Board packet.

8.0 BOARD REPORTS/CORRESPONDENCE

8.1 Board Executive Committee Report

The Board Executive Committee was held on November 11, 2022 and the next meeting will be held on December 1, 2022.

8.2 Board Performance Committee Report

The Performance Committee met on November 11, 2022 and had an excellent meeting!

- 8.3 Board Planning Committee Report
The Board Planning Committee will meet next on December 12, 2022 which will be the last meeting for the year.
- 8.4 Board Finance Committee Report
The final Finance Committee meeting for the calendar year will be held December 1, 2022.
- 8.5 Reports and Correspondence
- Band concert will be held on December 12, 2022.
 - More than 100 people signed up for Bowling with Dudes a new program at the Middle School spearheaded by Matt Bentley and Jason Moore.

9.0 PUBLIC COMMENT

- 9.1 Response to Prior Public Comment
- Stacy Kind, resident, and new Trustee thanked the Board of Education and looks forward to working with the current Board in the future. President Czachorski communicated with Mrs. Kind via email.
- 9.2 Public Comment
Board of Education Public Comment Statement

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

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

Rules for Public Comment:

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

- No Public Comment

10.0 NEW BUSINESS

- 10.1 Parent Advisory Committee
PAC members will have either "active" voting or "at-large" non-voting status. Active members are recommended by their public school agency for appointment by the WISD

Board. Each local district may have two (2) active voting members. Terms of active voting and at-large, non-voting members shall be two (2) years and will be adjusted to reflect an expiration date of July 31. For all contract language please see the attached document. Rob Williams is in the process of confirming Lincoln's representatives and at this time he is recommending Donald Poole II and Kenya Wiedemann.

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

10.2 Office 365 Licensing

Request for additional annual funding to purchase Microsoft A3 licensing and Data Center. We are currently using a deprecated licensing scheme that does not allow us as a district to create additional Microsoft servers, updated versions of Windows, nor Office products. Technology is requesting an additional annual allocation of \$30,000 to fund the licensing structure to update our current agreement with Microsoft.

Lincoln is currently on what's called the A1 Plus license of Office 365 licensing. At the time this was conceived Microsoft enabled schools to obtain this licensing at no cost to the district and provided the ability to use Office 365, Windows 10 Education, and some limited Active Directory services on Microsoft's cloud computing platform called Azure (i.e. Azure AD). We also had a separate Microsoft server license that allowed us to install and use Microsoft Server (2008, 2012, 2016) at will. This gave us the flexibility to create virtual servers as needed to handle various tasks: file transfers, backups, print servers, etc.

Since then the server license agreement has expired and A1 Plus is no longer supported. Microsoft warned us in a call that the free tier that we are on may turn off in the near future, preventing staff in the district from access our MS Office suite. In addition, technology does not have the ability to choose what version of microsoft windows we can install but are dependent upon what we already have created (i.e. Windows 10 Education). Our current situation is such that we are working on unpredictable licensing platform without flexibility to adjust and meet our needs.

By moving to the A3 licensing structure we are adopting the "subscription" model in that it will be an annual cost but will also give us access to the latest versions Microsoft has to offer for Windows, Office, and Azure (cloud). In addition we will have access to a whole new suite of Windows device and fleet management that we have never had. This will allow for better oversight and control of our devices in the long run and provide technology with the tools to better provision and manage our fleet.

With the licensing being annual we can choose to renew or not renew each year. Microsoft does offer "standalone" licensing but we would be effectively paying less overall but also receiving less. The cost of the individual pieces would definitely be more expensive and thus by going to a standalone license we would focus on server, windows, office, and selective management tools.

Here are the two proposals for the Board's consideration. Technology's recommendation is to move to A3. Despite the greater cost it will be a more stable platform to build upon as we continue to increase our reliance upon technology in the district.

[Proposal 1: A3 Annual Subscription ~ \\$30,000](#)

[Proposal 2: 5 year limited license ~ \\$17,000](#)

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

10.3 Enviro-Clean Contract

In January of 2021 the committee recommended to the Superintendent and Board of Education to move forward with the proposal from Enviro-Clean for a two-year contract with a service review 6 months prior to the 2nd year contract expiration on June 30, 2023. After a review in service, it is recommended that the board of education have the Superintendent and/or designee(s) negotiate an extension to the contract and provide its recommendation to the Board of Education for approval.

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

10.4 Student Trip

10.4.1 Middle School Washington DC Trip

This would be the 23rd Trip that I have sponsored with the 8th Grade class. We will be utilizing World Strides as our tour company. We have a long standing relationship with the company and they provide excellent support throughout all aspects of the trip. 8th Grade Overnight Trip, Washington DC or 3 nights - 4 days.

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

10.4.2 High School Foreign Language Trip Quebec Canada

Students spend much of their high school career learning about different cultures and different countries. They are able to "see" how people live and work in other countries through videos or virtual tours. Few are able to experience this first hand. The trip to Montreal provides the students an opportunity to be just one step away from being completely immersed in the Quebecois way of life. Some of the activities will allow the students to participate fully in re-creating life in the 18th century and learn about important historical events that helped shape the present-day nation. The students will also be able to experience many nature walks, enjoying the local foliage and natural land formations. The pinnacle of the journey is the trip down the St. Lawrence Seaway to observe whales in their natural habitat and learn about other local marine life. This experience addresses several of the content standards and benchmarks for Social Studies, Science, Language Arts, World Languages, and Visual and Applied Arts.

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

11.0 OLD BUSINESS

11.1 Minutes of Previous Meeting

11.1.1 Regular Meeting November 14, 2022

Enclosed are the minutes of the November 14, 2022, Regular Meeting

It was moved by LaBombarbe and seconded by Bentley that we approve the minutes of the November 14, 2022, Regular Meeting as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.2 Student Trips

11.2.1 High School Greece/Rome

High School Social Studies trip scheduled for 2024 to Italy and Greece. Board action is requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the High School Greece/Rome trip as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.2.2 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. Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we approve the High School HBCU Tour Trip as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.2.3 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. Board action was requested.

It was moved by LaBombarbe and seconded by Sparks that we approve the Cultural Exchange Program as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

11.3 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. Board action was requested.

It was moved by LaBombarbe and seconded by Williams that we approve DTE Lighting Project as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.4 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. Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we approve the Annual Summer Tax Resolution as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.5 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 education 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.

Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we approve the Bus Air Conditioning for General Education buses with a total purchase price of \$214,200.00 awarded to Thermo King Michigan as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.6 October 2022 Finance

Enclosed are the October 2022, Financial Reports. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the October 2022, Finance Report as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.7 October 2022 Check Register

Enclosed is the October 1-31, 2022, check register in the amount of \$2,409,777.55. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks we approve the October 1-31, 2022, check register in the amount of \$2,409,777.55 as presented

Ayes: 6
Nays: 0
Motion carried 6-0

11.8 October 2022 Trust and Agency

Enclosed is the October 2022, Trust & Agency Report. The Superintendent recommends approval as presented.

It was moved by LaBombarbe and seconded by Sparks that we approve the October 2022, Trust & Agency Report as presented.

Ayes: 6
Nays: 0
Motion carried 6-0

11.9 Personnel Transactions

<u>ACTION ITEMS</u>					
Name	Position/Building		Effective Date	Status	Major/Step
Eugene Payton Jr.	Bus Aide/Transportation		11/14/2022	New Hire	
Alexis Hamel	Teacher/Childs Elementary School		11/14/2022	New Hire	BA Step 3
Rebecca Combs	Teacher/Brick Elementary School		11/28/2022	New Hire	MA Step 4
Sharon Scott	Administrative Assistant/Curriculum		11/14/2022	New Hire	
Donna Jeppesen	Noon Supervisor/Lincoln High School		11/17/2022	New Hire	
Thomas Rollins Jr.	LAB Receptionist		11/17/2022	New Hire	
Michael Hotchkiss	Behavior Specialist/Childs Elementary School		11/14/2022	Transfer	
Name	Position/Building	Date of Hire	Effective Date	Status	
Daryl Bowen Jr.	Bus Aide/Transportation	10/17/2022	10/26/2022	Separation	
Alexa Trojniak	Teacher/Brick Elementary School	8/15/2022	11/11/2022	Resignation	
Richard Powell	Bus Driver/Transportation	9/23/2021	11/3/2022	Resignation	
Joseph Kellerman	LAB Receptionist/LAB	3/9/2021	9/1/2022	Resignation	
Latin Davis, Jr	LAB Receptionist/LAB	12/6/2021	11/17/2022	Resignation	
Jessica Spangler	Paraprofessional/Childs Elementary	8/23/2022	11/18/2022	Termination	

Name	Position/Building	Start Leave Date	Return to Work Date	Status	Approved/Not Approved
Karen Nowak-Rochford	Counselor/Lincoln High School	12/5/2022	1/9/2023	FMLA	Approved

It was moved by LaBombarbe and seconded by Sparks that we approve the November 28, 2022, Personnel Transactions Summary as presented.

Ayes: 6

Nays: 0

Motion carried 6-0

12.0 CLOSED SESSION

12.1 Superintendent Evaluation

It was necessary to enter closed session to discuss the Superintendent Evaluation, not to return to open session.

A roll call vote was necessary.

Pursuant to Sections 8(a) of the Open Meetings Act, it was moved by LaBombarbe and seconded by Sparks move that we enter closed session to discuss the Superintendent Evaluation, not to return to open session.

Ayes: 6 LaBombarbe, Bentley, Moore, Williams, Sparka and Czachorski

Nays: 0

Motion carried 6-0

13.0 ADJOURNMENT

President Czachorski declared the meeting adjourned to closed session at 7:31 p.m. not to return to open session.

APPROVED BY:

Allison Sparks, Secretary, Board of Education
Lincoln Consolidated Schools

Date