

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR**  
**MEETING**  
**September 11, 2023**  
**6:00 p.m.**  
**District Boardroom-Lincoln High School**

**OFFICIAL MINUTES**

**BOARD MEMBERS PRESENT**

Jennifer Czachorski, President  
Jennifer LaBombarbe, Vice President  
Matt Bentley, Trustee (arrived at 6:06pm)  
Jason Moore, Trustee  
Lauren Smith, Trustee

**ADMINISTRATORS PRESENT**

Robert Jansen, Superintendent  
Adam Snapp, Finance Director  
Karensa Smith, Curriculum & Instruction Assistant Superintendent

**OTHERS PRESENT**

Edgar Brown, Jim Harless, Mary Aldridge, Paula Robinette and Melissa Palmquist

**1.0 CALL TO ORDER**

President Czachorski 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 Sparks and 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 BOARD PRESENTATIONS**

**5.1 Employee of the Month**

I'd like to nominate Amy Baxter for September's Employee of the Month. I've known Amy since Lawrence Hood and I hired her fresh out of college at Brick Elementary. In the almost two decades that she's served Lincoln Consolidated Schools, she has grown tremendously as a teacher and then as a teacher leader and coach. When I moved to Childs Elementary, I realized just how intelligent and talented Amy is. I watched her take on coaching responsibilities, working with teachers in their classrooms especially in the areas of reading and writing. She led book clubs and constantly read books to help teachers grow in their practice. I've never met anyone that's read more professional learning books than Amy Baxter. She quickly became the NWEA guru for teachers across the district, especially during COVID. The day Karensa stole her away from me was a very sad day. Now Amy supports the district in a variety of ways, including with MICIP, MTSS, and Portrait of a Graduate while continuing to work one on one with teachers. The other elementary principals quickly picked up on Amy's genius and she became the go to person for all of us. This year, Amy spent hours during her summer vacation creating a new schedule for all three elementary buildings that included lunch, specials, an extra special for each teacher, and block times for ELA and Math. For that, we'll forever be grateful.  
Amy Baxter is committed to our teachers and more importantly she is committed to our students.

Sincerely,  
Mary Aldridge

*Bentley entered the meeting at 6:06pm*

## 5.2 Summer School Presentation

Presented by Karensa Smith and staff.

### Elementary

- Whole group reading instruction- Phonics First - a multisensory, systematic, structured, sequential, phonics-based, direct-instruction approach to teaching struggling readers. Half-Pint Readers- Decodable texts that carefully sequenced to progressively incorporate words that are consistent with the letter–sound relationships that have been taught. Leveled Literacy Intervention- intervention, that provides daily, intensive, small-group instruction
- Independent Reading Practice- individualized online literacy program that meets structured literacy and reading in small groups
- Math- this summer we had the opportunity to utilize some of the math best practices training we received during the 22-23 school year for our math instruction. Utilizing the concrete, pictorial, and abstract, students engaged in hands on learning of math concepts through various manipulatives and games.
- STEM Lessons-Project inventions, overall positive feedback on this program from staff and students and hands in and highly engaging.
- Social Justice-Cover the four social justice domains of identity, diversity, justice and action.
- Second Step Program-promotes the social-emotional development, safety and well-being of children.

### Middle School

- Online Slam Poetry Unit
- Small Groups with a trained Reconstruction Leader
- 40 students met for 45 minutes for 14 sessions.
- Staggered start times for groups for small group in-person instruction
- Technical issues at the beginning
- Majority of students had a difficult time engaging in the online platform.

### Next year thought and recommendations

- Continue with the 5 week model
- Continue with separating the middle school and high school programs
- Use only in-person instruction (no online - example: Reconstruction)
- Continue with 1-2 field trips - although attendance was low on these days
- Small class sizes - no more than 15
- Add a paraprofessional to each room - need more support for all students
- Special Education students that have math/ELA goals might not be getting the services that IEP's require with only 1 special education teacher

### High School

- Continue with the 5 week model
- Continue with separating the middle school and high school programs
- Use only in-person instruction (no online - example: Reconstruction)
- Continue with 1-2 field trips - although attendance was low on these days
- Small class sizes - no more than 15
- Add a paraprofessional to each room - need more support for all students
- Special Education students that have math/ELA goals might not be getting the services that IEP's require with only 1 special education teacher

### 2023 Grades and Course Completion-433 Courses Recovered

A-26

B-270

C-124

D-13

## **6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

### 6.1 Superintendent's Report

- Paula Robinette has taken the position of Human Resources Director.
- Thank you to Vicki Coury and Phil Bongiorno for completing a grant for \$2.5 million.
- The Strategic Plan is making the rounds to the Administration team who are making corrections and suggestions.

### 6.2 Human Resources Report

- Working on transitional item and a plan for Brick leadership in the interim.

### 6.3 Student Services Report

- Special Education Supervisor-Erin Callahan has joined the Lincoln team!
- Vacancies-High School, Model, Brick and District Psychologist.

### 6.4 Facilities & Maintenance Report

- Cafeteria renovation went well in the Middle and High Schools. Still waiting on some equipment.
- DTE lighting project is underway. Expect some outages as the project gets completed.
- Parking lot seal coating half complete the rest of the project will be completed next Summer.
- HVAC Summer projects and preparation for heating season-especially at Brick.
- Upcoming projects
  - Roof at Middle School and AC repairs in the gym.
  - Boiler repairs at Bishop.
  - Guardrail by retention pond by the PAC
  - Preparing LAB for upcoming season with bleachers and moving sport court.

## **7.0 BOARD REPORTS/CORRESPONDENCE**

### 7.1 Board Executive Committee

The next Executive Committee meeting will be held on September 18<sup>th</sup> at 5:30pm in the Pittman Room.

### 7.2 Board Performance Committee Report

The next Performance Committee meeting will be held on September 18<sup>th</sup> at 4:30pm in the Pittman Room.

### 7.3 Board Planning Committee Report

The next Planning Committee meeting will be held on October 9<sup>th</sup> at 4:30pm in the Pittman Room.

### 7.4 Board Finance Committee Report

The next Finance Committee meeting will be held on September 25<sup>th</sup> at 4:00pm in the Pittman Room.

### 7.5 Board Reports

- A shout out to Chartwells for providing great food for Summer School.

## **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
- 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.
  - Jim Harless, a resident, commented on the lighting in District and how it used to be very dark.

**9.0 CONSENT AGENDA**

9.1 Minutes of Previous Meeting

9.1.1 Regular Meeting August 28, 2023

Enclosed are the minutes of the August 28, 2023, Regular Meeting as presented.

9.2 Personnel Transactions

<b>ACTION ITEMS</b>					
<b>Name</b>	<b>Position/Building</b>	<b>Date of Hire</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Kathleen Perkins	Paraprofessional/Middle School	9/15/1994	8/23/2023	Retirement	
Tanya Taylor	Paraprofessional/Middle School	8/29/2022	8/23/2023	Resignation	
Donnelle Lemke	Building Secretary/Model Elementary	11/3/2008	8/29/2023	LOA Expired	
Amelia Barnard	ELL Teacher/Curriculum	8/28/2023		New Hire	MA Step 3
Karen Antenucci	ECSE Paraprofessional/Model Elementary	8/25/2023		New Hire	
Jared Marcucci	Teacher/Bishop Elementary	8/28/2023		New Hire	BA Step 3
Kylee Crain	Community Assistant	10/17/2021	08/17/2023	Transfer	
Brian King	Noon Supervisor/Bishop Elementary	8/29/2023		New Hire	
Emily Larson	Spanish Teacher/Lincoln High School	9/5/2023		New Hire	MA Step 7
Erin Callahan	Supervisor/Student Services	8/28/2023		New Hire	
Jakob Andrews	LAB Receptionist/Lincoln Athletic Building	8/28/2023		New Hire	
Amy Lucidi	Paraprofessional/Childs Elementary	9/5/2023		New Hire	
Natalie Lacy	Bus Driver/Transportation	9/6/2023		New Hire	

Kathya Marino	EL Tutor		8/28/2023	Transfer	
Tera Sky White	Teacher/Childs Elementary	8/17/2023		Transfer	BA Step 4
Name	Position/Building	Start Leave Date	Return to Work Date	Status	Approved/Not Approved
Dianne Vargo	Paraprofessional/Brick Elementary	8/21/2023	NA	INTERMITTENT	
Barbara Clock	Speech Language/Bishop Elementary	9/5/2023	NA	INTERMITTENT	
Catherine Kipp	Teacher/Lincoln Middle School	8/21/2023	out 23.24 school year	LTD LOA	
Kristina Brashear	Teacher/Brick Elementary	8/24/2023	NA	INTERMITTENT	
Sue Buntine	Paraprofessional/Childs Elementary	8/28/2023	NA	INTERMITTENT	
David Northrop	Teacher/Virtual Academy	9/6/2023	NA	INTERMITTENT	
Sarah Smith	Teacher/Lincoln High School	8/21/2023	10/16/2023	FMLA	

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

Ayes: 5  
Nays: 0  
Motion carried 5-0

## 10.0 OLD BUSINESS

### 10.1 Individual Athletic Pass

The request from athletics to add an Individual Pass to our existing ticket policy for \$60. Family pass is still \$140. We've had an increasing number of families ask for the ability to buy an individual pass, instead of the full family pass. Since we've added the policy to allow LCS students to attend home contests for free, we don't have the same need for full family passes. Board action was requested.

It was moved by LaBombarbe and seconded by Bentley that we approve the Individual Athletic Pass as presented.

Ayes: 5  
Nays: 0  
Motion carried 5-0

### 10.2 Updated Schedule B

Please read the information in the Board packet. Board action was requested.

It is moved by LaBombarbe and seconded by Moore that we approve the additional positions to the Updated Schedule B-Extra Duty for Extra Pay as presented.

Ayes: 5  
Nays: 0  
Motion carried 5-0

## 11.0 CLOSED SESSION

### 11.1 Superintendent Informal Evaluation

It will be necessary to enter Closed Session to discuss the Superintendent Informal 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 Bentley that we enter Closed Session to discuss the Superintendent Informal Evaluation, not to return to open session.

Ayes: 5 Czachorski, LaBombarbe, Bentley, Smith and Moore

Nays: 0  
Motion carried 5-0

## 12.0 ADJOURNMENT

President Czachorski declared the meeting adjourned at 7:26 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.