

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR
MEETING
~~November 13, 2023~~ **Canceled no electricity**
November 20, 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, Jim Harless, Abby Smith, Rob Williams and Fredenburg

1.0 CALL TO ORDER

President Czachorski called the meeting to order at 6:01 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 Employee of the Month

Removed from agenda. Moved to November 27, 2023.

5.1 Bishop & Spanish Immersion Presentation

Presented by Abby Smith

- Bishop highlighted programs and points of pride include: Multi-age, MICIP, Michigan Green Schools, MiMTSS, Spanish Immersion, NCA accredited district and Portrait of a Graduate.
- New Initiatives: ARC American Reading Company, Restorative Circles, Behavior Leadership, SIS4Teachers, PBIS and School Leadership Team.
- 14 new staff members
- Bishop Values: Equity, Diversity, Equality and Inclusion

- Bishop School Culture- A school's culture stems from its vision and its established values but whether the culture is strong or weak depends on the actions, traditions, symbols, ceremonies, and rituals that are closely aligned with that vision.
- Bishop PBIS Expectations-Safe, Kind, Responsible and Respectful
- Spanish Immersion- LSI started with one classroom in 2012 and has grown to 7 classrooms this year!
 - Current Spanish Immersion Classrooms:
 - 3 Lower House (Young 5's/Kindergarten/1st grade)
 - 2 Middle House (3rd/4th grade)
 - 2 Upper House (4th/5th grade)
- LCS K-5 common curriculum
 - Spanish versions of Math Expressions & Journeys

5.2 Facilities & Maintenance Presentation

Presented by Phil Bongiorno

Expenditure Highlights Major Repair and Project 7-1-22 through 6-30-23

Bishop Expenditures \$75,035.77

- Doors/hardware, Parking lot repairs, Boiler piping repairs, & General classroom HVAC repairs

Brick Expenditures \$320,994.68

- Fire Systems, Exterior Doors/Hardware, Plumbing repairs/service clean outs, Air quality testing/repairs, Restroom renovations, General classroom HVAC repairs, & Major Boiler and Chiller repairs.

Childs Expenditures \$81,764.71

- Plumbing repairs to boiler systems, PA repairs, Chiller repairs, General classroom HVAC repairs, 2 Exterior classroom door replacements, Exterior Electrical lighting repair, & Parking lot drive replacement.

Model Expenditures \$63,822.02

- Classroom plumbing repairs, Doors/hardware exterior doors, backflow preventors replaced, & General classroom HVAC repairs.

LMS Expenditures \$210,733.82

- Irrigation system repairs, Fire system sprinkler repairs, Painted entire main office, North/South Webco major repairs, Main office AHU major repairs, and general classroom HVAC repairs.

LHS Expenditures \$511,957.07

- West locker room renovations, Gym floor refinishing, plumbing repairs, Doors/hardware, Pool repairs/supplies, Front parking lot asphalt repairs, Band room acoustical panels, Restroom/locker-room painting, Interior wayfinding signs, Augusta township water line connections and shut off valves, backflow preventors replaced, Chiller tower repairs, Major chiller repairs, New HVAC compressor replacement, West end sidewalk replacement and curb, and renovations (athletic office and conference room divider wall)

District Expenditures \$61,469.16

- Street sign replacements, street-light/parking lot repairs, equipment rentals, district plumbing supplies, district electrical supplies, District ceiling tile supplies,

Transportation Expenditures \$53,496.96

- Security system repairs, Gate repairs, & General HVAC repairs.

Bessie Hoffman Expenditures \$19,725.31

- Boiler heat exchanger replacement, Asbestos abatement, Security system repairs, and vandalism cleanup.

Lincoln Athletic Building \$67,362.34

- Vinyl fence installed, Track repairs, Lighting repairs and Turf cleaning

Other Improvements

- New work order software.
- New District facilities calendar software.
- Updated district website.
- Coming soon – LCS mobile application.

Remaining Bond Projects

Lincoln Stadium Building

- Build out In-Process
- Project planned to be finished by January 2024 and ready for the Spring season.

Cost Saving Measures

Move all exterior lighting from the District to DTE

- Energy savings rebate check for \$11,201.67.
- 2022/2023 electric bill credit of \$62,274.45
- The District will realize a year over year savings by moving all exterior lighting to LED.
- The District will no longer be responsible for lamp replacement, pole or electrical repairs. The last three years the district spent approximately \$19,665 on lamp replacements, and approximately \$66,442 for a total of \$86,107 in repairs.

Total annual projected savings and refund = \$73,476

Total annual projected expense reductions = \$28,702

6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

6.1 Superintendent's Report

- Happy birthday President Czachorski and Trustee Bentley
- Elf was FANTASTIC!! Great job drama department.
- Thank you to Chris Westfall for coaching our Lincoln Varsity Football team for 17 years!

6.2 Student Services Report

- Revising and updating process for transitioning students in restrictive settings from LCS building to building, and from LCS to WISD programs.
- Separated one of the self-contained classrooms into two sections at HS.
- Classroom Environment and Teaching Assessment training. Three special education teachers have signed up for CETA training. CETA is under the umbrella of START training. Classroom based strategies for improving instructional outcomes for students with ASD.
 - a. <https://www.gvsu.edu/autismcenter/classroom-environment-and-teaching-assessment-ceta-tool-354.htm>
- Provided training on the following topics
 - IEP Invitation.
 - IEP first page
 - Manifestation Determination Review.
 - Medicaid Plan of Care signature form.
- MDE OSE guidance on Special Education Busing.
- Enrollment of students with intense needs continues to increase.
 - Charters
 - Wayne County. Seeking Young Adult and High Point.

6.3 Transportation Report

Staffing

- We have lost a few employees due to logistics and some personal issues.
- We are still actively hiring drivers and we need two bus aides.
- We have hired Justin Millett as our new dispatcher. He is a former driver here at Lincoln, he is doing a phenomenal job as our new department supervisor.
- We are addressing attendance issues, but most of the staff have been very sick.

7.0 BOARD REPORTS/CORRESPONDENCE

7.1 Board Executive Committee

The next Executive Committee meeting will be held on December 4, 2023 in the Pittman Room at 5:30pm

7.2 Board Performance Committee Report

The next Performance Committee meeting will be held after the Organizational meeting.

7.3 Board Planning Committee Report

The next Planning Committee meeting will be held on December 11, 2023 in the Pittman Room at 4:30pm

7.4 Board Finance Committee Report

The next Finance Committee meeting will be held on December 4, 2023 in the Pittman Room at 4:00pm

7.5 Board Reports

- Huge congratulations to Senior Grayson Albers, who qualified for the MHSAA State Cross Country Championships this Saturday with a time of 16:23.7 over 5,000 meters...second fastest in school history. Grayson's one of the biggest success stories of the past decade at Lincoln...going from a 24 minute Junior to a 16 minute senior is unheard of in the cross country world, and a ton of credit goes to him, his family, and his coaches for the amount of work he's put in to get there.
- Congratulations to Madison Cowhy, Senior golfer, who qualified for the MHSAA Division 2 State Golf Championships. Madison's two round score of 191 finished 75th out of the field of 108 at the prestigious event.
- Special thanks to Chris Westphal who is retiring from coaching the football team, but still staying with the district as athletic director. We would like to thank him for the 17 years of coaching and the hundreds of students that he has had a positive impact on.

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.

- Jim Harless, resident, concerned over a Facebook post that he believed had Lincoln equipment for sale.

9.0 CONSENT AGENDA

9.1 Minutes of Previous Meeting

9.1.1 Regular Meeting October 23, 2023

9.1.2 Closed Session October 23, 2023

Enclosed are the minutes of the October 23, 2023, Regular Meeting and October 23, 2023, Closed Session as presented.

9.2 Student Trips

9.2.1 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.

9.2.2 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.

9.3 Personnel Transactions

<u>ACTION ITEMS</u>					
Name	Position/Building	Date of Hire	Effective Date	Status	Major/Step
Justin Millett	Dispatcher/Transportation	10/25/2023		NEW HIRE	
Grace Droste	Swim Instructors/Community Education	10/26/2023		NEW HIRE	
Gary Quann	Art Teacher/Brick Elementary	11/1/2023		NEW HIRE	BA Step 3
Jimmy McKelvey	Bus Driver/Transportation		10/17/2023	Transfer	From Aide
Joanne Proudman	Spec Ed Teacher/Brick Elementary	10/19/2023		Return Retiree	
Brittney Rivard	Noon Supervisor/Lincoln High School	11/8/2023		NEW HIRE	
Alexander Neumann	PAC Student Worker	11/9/2023		NEW HIRE	
Jeffrey Azzopardi	Bus Driver/Transportation	5/30/2023	10/13/2023	Resignation	
Rosalina Fernandez-Deen	Paraprofessional/Bishop Elementary	4/2/2023	10/26/2023	Resignation	
Benjamin Phelps	Special Education Paraprofessional/Model Elementary	9/27/2023	10/26/2023	Resignation	
Name	Position/Building	Start Leave Date	Return to Work Date	Status	Approved/Not Approved
Nancy Kopytko	Teacher/Lincoln Middle School	11/2/23	INTERMITTENT	FMLA	

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

10.0 NEW BUSINESS

10.1 Student Trips

10.1.1 High School Band Camp 2024

Please see the attached information. High School Band Camp will be hosted this year at Lincoln Lake Baptist Youth Camp I Gowen, Michigan the Summer of 2024. This was presented for information only; Board action will be requested at a subsequent meeting.

11.0 CLOSED SESSION

11.1 Negotiations

11.2 Superintendent Evaluation

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

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

A roll call vote was necessary.

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

Nays: 0

Motion carried 6-0

12.0 ADJOURNMENT

President Czachorski declared the meeting adjourned at 8:23pm.

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.