

LINCOLN CONSOLIDATED SCHOOLS
Ypsilanti, Michigan
BOARD OF EDUCATION / REGULAR
MEETING
October 14, 2024
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
Matthew Bentley, Trustee
Jason Moore, Trustee
Lauren Smith, Trustee

ADMINISTRATORS PRESENT

Robert Jansen, Superintendent
Paula Robinette, Human Resources Director
Karensa Smith, Assistant Superintendent Curriculum & Instruction

OTHERS PRESENT

Edgar Brown, James Harless, and David Samuels

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 PRESENTATIONS

5.5 Employee of the Month

I am honored to nominate Mr. David Samuels as the Employee of the Month.

It is hard to know where to begin when thinking about Mr. Samuels. He is starting his 55th year in education! I cannot imagine the number of students who have been impacted by Mr. Samuels. He began his career as a music teacher and after retirement became a paraprofessional at LCS.

Mr. Samuels is dedicated to our students and community. His commitment to our students and staff is truly commendable and unwavering. His impact on countless students' lives over the years is immeasurable. Some of his greatest gifts continue to be patience, trustworthiness, and dedication. These are qualities that we all strive to embody. He is the epitome of kindness.

Mr. Samuels is constantly doing extra work or getting resources for our students. I do not believe that we could ever count all of the support, coats, gloves, food or help that he has freely given to our students and community. He is always the first to volunteer or offer a positive comment to

everyone he comes in contact with. His selfless nature and unwavering commitment to our school community make him a hero to me.

Mr. Samuels brings out the best in all of us that are lucky enough to work with him. He is steadfast and humble but truly deserves recognition for all that he does for LCS.

Cassandra Coker

5.6 2023-24 Audit Presentation
Presented by Kevin Kelley or Akshay Kapoor

Auditor's Opinion

- The District received a "Clean" "Unmodified" audit opinion
 - This is the highest level of assurance possible for the District's financial statements
- The financial audit confirms that the statements prepared by the District fairly represent the results for the year.
- No control issues reported
- In 2024 the District adopted new accounting guidance, GASB Statement No. 100, Accounting Changes and Error Correction.
- A "Single Audit" of federal funds was performed
 - An opinion on compliance was given
 - No findings or questioned costs
 - Title I and Special Education Cluster were tested
 - Represents 50% of \$4.36 M of federal funds expended for the year

5.7 RCTC Presentation
Presented by Aaron Gaertner-Postponed until November 11, 2024

5.8 State Assessment Presentation
Presented by Karensa Smith

- The State/Local Assessments were presented to the Board of Education. Covered were NWEA Trends in Reading, Math and Science grades K-8 also State/Local Assessment Trend Data for the M-STEP

6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE

6.5 Superintendent's Report

- Lincoln's 100-year Celebration will be held in the PAC on October 31, 2024 at 10:00am
- STEM Night at our home football game was a huge success!
- Reminder to vote on November 5, 2024

6.6 Human Resources Report

- We have had a few unexpected resignations in the past two weeks. Our HS/MS Spanish teacher resigned last week and we just received a resignation from a teacher at Bishop today. Along with online exit surveys, I am holding in person exit interviews with them to find out why they're leaving and if there is anything we can do to address concerns, if they have them. We do have one qualified candidate for the Spanish position. I believe the plan for the HS is that they will try and hold interviews this week. The posting for the open Bishop position will go up tomorrow.
- Open Enrollment begins Friday, but it's not certain that MESSA will have all of the information they need from the Consortium to start on that date. Monica McKay, from MESSA, let us know today that she will send the information we need to post for our staff, as soon as she gets it. We've communicated with staff about some online webinars she is conducting to assist them. Once we get the go ahead from MESSA, we will also be letting staff know about an in-person visit from Monica, and a webinar that is specific to Lincoln staff.
- Our Schedule B Committee continues to meet monthly. We are hopeful that we can update the document that is in the contract, so it accurately reflects the Schedule B positions that

people are actually filling. We will also be coming to the Board at some point with changes to percentages for current positions and hopefully adding some new positions that staff would like to offer to our students. The whole process has been very collaborative between the LEA and the District.

- 6.7 Finance Report
 - 6.7.1 September Enrollment Report
Board report was included in Board packet.
 - 6.7.2 September Food Service Report
Board report was included in Board packet.

7.0 BOARD REPORTS/CORRESPONDENCE

- 7.5 Board Executive Committee
The Executive Committee will meet next on November 4, 2024, at 5:30 pm in the Pittman Room.
- 7.6 Board Performance Committee Report
The Performance Committee will meet next on November 25, 2024, at 4:30 pm in the Pittman Room.
- 7.7 Board Planning Committee Report
The Planning Committee will meet next on November 11, 2024, at 4:30 pm in the Pittman Room.
- 7.8 Board Finance Committee Report
The Finance Committee will meet next on December 2, 2024, at 4:00 pm in the Pittman Room.
- 7.9 Board Reports
 - The MASB Conference will be attended by Allie Sparks, Jennifer LaBombarbe and Lauren Smith

8.0 PUBLIC COMMENT

- 8.5 Response to Prior Public Comment
 - No Prior Public Comment
- 8.6 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

9.5 Minutes of Previous Meeting

9.5.1 Regular Meeting September 23, 2024

9.5.2 Board Workshop October 14, 2024

Enclosed are the minutes of the September 23, 2024, Regular Meeting and October 14, 2024, Board Workshop as presented.

9.6 Student Trip

9.6.1 High School Band Chicago

Traveling provides real world experience for our students to explore other geographical areas. We will perform in Chicago's Memorial Day parade on May 24th. Students will be exploring several museums such as the Museum of Science and Industry and Shedd Aquarium. Students will also explore popular landmarks like Lincoln Park Zoo, Millennium Park, the John Hancock Building, and enjoy Chicago pizza. Traveling allows students to navigate time management skills with the itinerary, exploring living with their peers, and conducting themselves appropriately away from school.

9.6.2 High School Band Camp

Bids were all done via email messages, but here are brief notes about each camp: The camp we utilized last year was small and food not satisfactory. Mrs. Schwegler called almost 30 camps within a 3 hour radius and found 1 that could accommodate our group. Lincoln Lake Baptist Camp is the chosen venue this year and hopefully years beyond. Mrs. Schwegler took a tour of the facility early this fall. The facilities are in great condition with plenty of amenities for our group including high ropes, lake, climbing wall, and sports area in addition to the other areas needed to run camp. This camp is the same price as last year's camp.

9.7 September 2024 Finance Report

Enclosed are the September 2024 Financial Reports. The Superintendent recommends approval as presented.

9.8 September 2024 Check Register

Enclosed is the September 1-30, 2024, check register in the amount of \$2,446,026.88. The Superintendent recommends approval as presented.

9.9 September 2024 Trust & Agency

Enclosed is the September 2024, Trust & Agency Report. The Superintendent recommends approval as presented.

9.10 Personnel Transactions

<u>ACTION ITEMS</u>					
Name	Position/Building	Date of Hire	Effective Date	Status	Major/Step
Fallon Hasper	Parapro/Childs	8/21/2023	10/7/2024	Resignation	
Tadeisha Lambouths	Noon Supervisor/Childs Elementary	8/10/2024	9/20/2024	Termination	
Nyla Andrew	Noon Supervisor/Bishop Elementary	9/24/2024		New Hire	

Brittany Thornton	Bus Driver/Transportation	9/26/2024		New Hire	
Travis Stumbo	Paraprofessional/Brick Elementary School	9/30/2024		New Hire	LEAO Step 1
Catherine Ackerman-Kipp	Teacher/Lincoln Middle School	8/26/2008	9/30/2024	Retirement	
Roger Bius	Bus Driver/Transportation	5/21/2024	08/15/2024	Resignation	
Alicia Maans	Teacher/Lincoln Middle School	10/7/2024		New Hire	MA Step 11
Mikayla Gatchel	Swim Instructor/Community Education	10/3/2024		New Hire	
Corbin Kern	Receptionist/LAB	10/3/2024		New Hire	
Kayla Gilson	Paraprofessional/Bishop Elementary	10/7/2024		New Hire	LEAO Step 1
Heather Fergueson	Paraprofessional/Childs Elementary	10/16/2024		New Hire	LEAO Step 1
Rhalonda Johnson	Paraprofessional/LMS	10/7/2024		Transfer	from Bus Aide
Karter Hambricht	Swim Instructor/Community Education	10/9/2024		New Hire	
Ashley Hoops	Receptionist/LAB	9/13/2023	10/1/2024	Resignation	
Jakob Andrews	Receptionist/LAB	8/23/23	10/7/2024	Resignation	
Jesse Davis Jr.	Paraprofessional/Lincoln High School	10/15/2024		New Hire	LEAO Step 1
Joshua Kellar	Receptionist/LAB	10/15/2024		New Hire	
Natalie Lacy	Bus Driver/Transportation	9/6/2023	10/15/2024	Resignation	
Alyssa Cassidy	Paraprofessional/Bishop Elementary	10/21/2024		New Hire	LEAO Step 1
Tanya Bersano	Bus Driver/Transportation	10/21/2024		New Hire	
Sierra Pauley	Paraprofessional/Childs Elementary	10/21/2024		New Hire	LEAO Step 1
Robert Rowland	Mechanic/Transportation	11/19/2018	10/18/2024	Resignation	
Kayla LaBombarbe	Paraprofessional/Bishop Elementary	10/21/2024		New Hire	LEAO Step 1
Katie Campbell	Noon Supervisor/Childs Elementary	10/10/2023	10/21/2024	Resignation	didn't return for 24.25
Audrey Czachorski	Athletics/ Community Education	1/13/2022	10/22/2024	Termination	has not worked since 4/23
Carol Wright	Retiree (Sub)/Model Elementary	10/12/2020	10/22/2024	Resignation	Clean up last pay 6/23/23
Brayden Keelan	Receptionist/LAB	11/7/2022	10/22/2024	Resignation	didn't return for 24.25
Tyler Kellar	Receptionist/LAB	8/25/2022	10/22/2024	Resignation	didn't return for 24.25
Turner Labadie	Receptionist/LAB	8/26/2022	10/22/2024	Resignation	Didn't return for 24.25
Logan Wynn	Receptionist/LAB	11/7/2022	10/22/2024	Resignation	Didn't return for 24.25
Melanie Macias	Receptionist/LAB	11/4/2021	10/22/2024	Resignation	Didn't return for 24.25
Name	Position/Building	Start Leave Date	Return to Work Date	Status	Approved/Not Approved
Latiece Howard	Teacher/ LMS	10/21/24		Intermittent FMLA	
Julie Hyder	Parapro/ Bishop	9/19/2024		Intermittent FMLA	Approved thru 12/16/2024
Laurie Price	Secretary/ Athletic Dept.	8/1/2024	11/1/2024	FMLA	Extended date to 11/1/24
Bethany Jayne	Teacher/ LMS	9/23/2024		Intermittent FMLA	

Patricia Erwin	Teacher/ LMS	11/26/2024	2/27/2025	FMLA	
Susan Hoelzer	Teacher/Brick	10/24/2024	Intermittent	Intermittent FMLA	Approved
Christie Pinnow	Teacher/LMS	9/3/24	10/14/24	Intermittent FMLA	Approved
Joseph Bones	Teacher/ LMS	11/5/2024	11/11/2024	FMLA	
Kathryn Prater	Bus Driver/ Transportation	10/16/2024	Intermittent FMLA		
Lydia Cappaert	Teacher/ Childs	10/14/2024	10/21/2024	FMLA	Closed. Back to work.
Debra Elliott	Parapro/Brick	9/12/24	11/21/2024	FMLA	Approved, needs RTW note

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

Ayes: 5
 Nays: 0
 Abstained: 2
 Motion carried 5-0-2

10.0 NEW BUSINESS

10.5 MESSA Insurance Options
Two Choices for Staff

- ABC1 (current insurance option)
- Balance+ (additional new option to choose)

It was moved by LaBombarbe and seconded by Bentley that we formally acknowledge and approve the addition of Balance+ insurance offerings available for eligible staff in November during Open Enrollment.

Ayes: 7
 Nays: 0
 Motion carried: 7-0

11.0 OLD BUSINESS

11.5 2023-24 Audit
 Opinion - unmodified, no finding (as of today)
 General fund highlights:

Revenue	\$61.9 million
Expenditures	\$61.5 million
Fund balance	\$10.77 million
Fund balance percent	17.52%

Fund balance breakdown:
 Unassigned F/B % 9.19%
 Assigned

Subsequent years expenditures 1,209,036
 Assigned for departmental expenditures 3,200,591

Budget highlights:

- Revenues came in \$588k better than budgeted. (off by .96%)
- Expenditure came in \$458k under budget. (off by .75%)

Food service fund:

happen

- Fund balance decreased by \$61,314 down to \$876,784
- Fund balance continues to be an issue as some capital outlay expenditures were not able to happen before year end. There will be an excess fund balance plan again.

Community services

- Fund balance increased by \$158,223

Single audit

- Title I and the IDEA Special Education Cluster were audited No findings noted at this time

Board action was requested.

It was moved by LaBombarbe and seconded by Moore that we approve the 2023-24 audit prepared by Lewis & Knopf as presented.

Ayes: 7

Nays: 0

Motion carried: 7-0

12.0 CLOSED SESSION

12.5 Negotiations

It will be necessary to enter closed session to discuss Negotiations, to return to open session.

A roll call vote will be necessary.

Pursuant to Sections 8(c) of the Open Meetings Act, it was moved by LaBombarbe and seconded by Bentley that we enter Closed Session to discuss Negotiations, to return to open session.

Ayes: 7 LaBombarbe, Smith, Bentley, Rollins, Czachorski, Sparks and Moore

Nays: 0

Motion carried 7-0

7:25pm enter Closed Session/8:25pm returned to Open Session

13.0 ADJOURNMENT

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 8:26 p.m.

Ayes: 7

Nays: 0

Motion carried 7-0

President Czachorski declared the meeting adjourned.