

**LINCOLN CONSOLIDATED SCHOOLS**  
**Ypsilanti, Michigan**  
**BOARD OF EDUCATION / REGULAR MEETING**  
**November 25, 2024**  
**6:00 p.m.**  
**District Boardroom-Lincoln High School OFFICIAL**

**MINUTES**

**BOARD MEMBERS PRESENT**

Jennifer Czachorski, President  
Jennifer LaBombarbe, Vice President  
Thomas Rollins, Treasurer  
Allie Sparks, Secretary (arrived at 6:3pm)  
Matthew Bentley, Trustee  
Lauren Smith, Trustee

**ADMINISTRATORS PRESENT**

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

**OTHERS PRESENT**

Edgar Brown, James Harless, Abby Smith, Lu Roeder, Makayla Roeder, Devin Roeder, Keith Roeder and Nicole Mikel

**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**

**5.1 Employee of the Month**

I would like to nominate both Nicole Mikel and Lu Roeder for employee of the month

Both of these were thrown a serious curveball last week after the start of school. They were unexpectedly required to leave their comfort zone of 6th grade inclusion. Both of these amazing teachers had prepped countless hours of time with their caseloads and classrooms to provide the most welcoming environment for our incoming students. They were delivered difficult news and handled it with grace. Even though they were saddened to leave students that they had already started forming relationships with, they immediately tackled the task of servicing our most vulnerable population, the high needs classrooms.

Both of these dedicated educators sacrificed the entirety of their holiday weekend reserved for spending time with their own families to recreate yet another welcoming environment for our deserving students. They put in countless hours, staying late into the night to prepare for our Lincoln students. I am so very proud of their selfless actions.

This is not the attention they want, but it's what they deserve. The district needs to recognize their efforts to make sure that our most vulnerable students have a place to belong.

Lori Ferguson, Assistant Principal Middle School

5.2 Bishop & Spanish Immersion Presentation  
 Presented by Abby Smith

Key Highlights

- Accreditations: Michigan Certified Green School and NCA Accredited District.
- Programs: Looping classrooms, Spanish Immersion Program with 7 classrooms, ARC Reading and Molding Math Mindsets initiatives
- New Staff Members: Additions across teaching, special education, occupational therapy, and support roles.

Educational Initiatives

- PBIS (Positive Behavioral Interventions and Supports):
  - Focus on data collection for behavioral insights.
  - Emphasize "Safe, Kind, Responsible, Respectful" expectations.
- SIS4Teachers Program:
  - Professional development in 21st-century math instruction.
  - M<sup>3</sup> Workshop series emphasizing 8 Mathematical Practices and Number Talks.
- ARC Reading Program:
  - Grounded in the science of reading.
  - Focus on bilingual literacy through English and Spanish ARC Core.
- School Values
  - Equity, Diversity, Inclusion, and Equality.
  - Emphasis on a collaborative culture for problem-solving and communication.
- Community Engagement
  - Communication strategies include newsletters, meetings, social media, and direct parent interactions.
  - Programs like Girls on the Run, BRAVO, and community gardens.
- Enrollment and Demographics
  - 2024-25 Enrollment: 487 students (slight increase from 480 in 2023-24).
- Demographics:
  - 25% students with disabilities
  - 53% on free/reduced lunch
  - Ethnic breakdown: 48% White, 27% Multiracial, 20% Black, 4% Hispanic, 1% Asian.

(Sparks arrived at 6:33pm)

5.3 Cognia Presentation  
 Presented by Karensa Smith

Karensa Smith presented the Cognia Accreditation Process. Cognia Accreditation is a rigorous, evidence-based process designed to evaluate and certify the quality of educational institutions. It is administered by Cognia, a global nonprofit organization that focuses on continuous improvement in education. This process helps ensure that educational institutions provide high-quality learning experiences and maintain standards of excellence.

5.4 2024-2025 Budget Amendment Presentation  
 Presented by Adam Snapp

<b>Revenues</b>	<b>Amount</b>
<b>Local revenue</b>	
Increase in budget related to Toyota grants	\$290,000
Increase in budgeted interest on deposits	25,000
Increase in expected tax revenue	142,000
<b>State revenue</b>	
Decrease in foundation (allowance, Sp Ed Transportation)	(1,100,000)
Increase in grants (31aa, improvement mathematics, safety grant, professional development, early student behavioral,	

MI Kids back on track, FAFSA Challenge)	1,480,000
Decrease in categorical (MPERS offsets, headlee, enrollment stabilization, early literacy, etc)	(165,000)
Decrease in UAAL (pass-through)	(1,900,000)
Increase in 147a(4) - Replaces the no change in foundation allowance from PY to CY	1,335,000
Federal revenue	
Increase in available Head Start grant funds	224,000
Increase in available IDEA flow-through grant	75,000
Additional GEER II Grant	55,000
Changes to Title grants, Homeless II, GYO	51,000
Inter-District revenue	
Decrease in budgeted GSRP grant to match current enrolled students	(102,000)
Increase in expected ACT 18 revenue - based on PY special education numbers	<u>483,000</u>
<b>Increase in total budgeted revenue</b>	<b><u>\$893,000</u></b>
<b>Expenditures</b>	Amount
Total increase in budgeted salary (This comes mainly from grants, but some from staffing changes)	\$366,000
Decrease in benefits & taxes (Main change comes from reduction in UAAL. Changes in elected insurance, ORS changes)	(1,920,000)
Increase in non-payroll related costs (not state or federal grant)	
Purchase of Vans through Toyota	112,000
Purchase of Transfinder software	91,000
Increase in approved special projects (from prior year)	117,000
Increase in major repair budget for Bishop and HS	16,000
Decrease in contracted positions, some unused supply accounts	(32,000)
Increase in non-payroll related costs (state or federal grants)	<u>1,480,000</u>
<b>Increase in total budgeted expenditures</b>	<b><u>\$230,000</u></b>

**Notes:**

Budgeted positions (grant funded) that are posted included in this budget amendment	\$321,000
Budgeted positions (special education funded) that are posted included in this budget amendment	\$560,000
Budgeted positions (NOT grant funded) that are posted included in this budget amendment	<u>\$325,000</u>
	<u>\$1,206,000</u>

**6.0 SUPERINTENDENT AND STAFF REPORTS/CORRESPONDENCE**

6.1 Superintendent's Report

- We can officially welcome Alisa Soos as the elected write-in candidate on the November ballot. She will take the Oath of Office at the January 6, 2025, Organizational Meeting as a Board of Education Trustee.
- A special appreciation to the Lincoln community for supporting the Sinking Fund
- Happy Thanksgiving to ALL!

## 6.2 Curriculum & Instruction Report

### Curriculum

- Our STEM Coordinator begins December 2nd. This position will help put systems, processes and procedures in place around STEM.
- PLCs are continuing to occur during our district collaborative team meetings where the elementary staff are not at the point to analyze their math common assessments using an Instructional Learning Cycle tool that the curriculum leaders decided on. At the secondary levels, departments are in various parts of the guaranteed and viable curriculum process.
- Out ElevateK12 Spanish instructor will begin on December 9th for 3 Spanish 1 classes at the HS and 1 Spanish I classroom at the Middle School
- The Equity Planning Committee met last week to continue the work of putting an equity plan in place for LCS.

### Grants

- LCS was awarded another new grant. Be on the lookout for further information!

## 6.3 Finance Report

- 6.3.1 October Enrollment Report  
Report included in the Board packet
- 6.3.2 October Food Service Report  
Report included in the Board packet

## 7.0 BOARD REPORTS/CORRESPONDENCE

### 7.1 Board Executive Committee

The Board Executive Committee will meet next on December 2, 2024, at 5:30pm in the Pittman Room.

### 7.2 Board Performance Committee Report

The Board Performance Committee met on November 25, 2024, and discussed the final exit survey, discipline process and discipline hearings.

### 7.3 Board Planning Committee Report

The Board Planning Committee will meet next on December 9, 2024, at 4:30pm in the Pittman Room.

### 7.4 Board Finance Committee Report

The Board Finance Committee will meet next on December 2, 2024, at 4:00pm in the Pittman Room.

### 7.5 Board Reports

- Welcome Alisa Soos to the Board of Education
- The High School play, Little Shop of Horrors, was EXCELLENT! Hope everyone had a chance to attend
- Trustee Rollins will be stepping down from his seat on the Board of Education effective December 31, 2024.

## 8.0 PUBLIC COMMENT

### 8.1 Response to Prior Public Comment

- No Prior 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 Comment

## 9.0 CONSENT AGENDA

### 9.1 Minutes of Previous Meeting

#### 9.1.1 Regular Meeting November 11, 2024

### 9.2 Student Trip

#### 9.2.1 High School Jazz Band Trip

Traveling provides real world experience for our students to explore other geographical areas. We will perform at Cedar Point Music in the Parks Festival. Students will be performing for adjudicators for a rating on performance standards and competing with similar jazz ensembles. The rest of the day will be at Cedar Point. Traveling allows students to navigate time management skills with the itinerary, exploring living with their peers, and conducting themselves appropriately away from school. Board action is requested.

#### 9.2.2 Bishop Spain Cultural Experience

Bishop is requesting approval from the LCS BOE for current 5th grade students attending Bishop Elementary to participate in our Spain Cultural Experience program. The Bishop Cultural Experience strives to educate the whole child by fostering an understanding of other cultures and building their sensitivity to people who are different. It is an opportunity to give students a fuller worldview shaping their choices, increasing their independence and building their confidence throughout their lives. Spain Cultural Excursion. Spain Cultural Excursion The plan for this cultural experience includes a nine day cultural experience in which Bishop students travel to Madrid, Spain: departure window of April 29th-May 1st.

We have assembled a great team of administrators, teachers and parents to plan this trip. Our Spain Cultural Exchange Experience Committee investigated several different travel companies, and made the decision to work with Bob Rogers Travel for all of our planning, travel, financial planning, and travel insurances. This experience is fully backed by 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.

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, MI and the Lincoln Consolidated School district.

We are looking to have a three-year approval on this event. Board action was requested.

- 9.3 October 2024 Finance Report  
Enclosed are the October 2024 Financial Reports. The Superintendent recommends approval as presented.
- 9.4 October 2024 Check Register  
Enclosed is the October 1-31, 2024, check register in the amount of \$2,446,026.88. The Superintendent recommends approval as presented.
- 9.5 October 2024 Trust & Agency  
Enclosed is the October 2024, Trust & Agency Report. The Superintendent recommends approval as presented.
- 9.6 Personnel Transactions

<b><u>ACTION ITEMS</u></b>					
<b>Name</b>	<b>Position/Building</b>	<b>Date of Hire</b>	<b>Effective Date</b>	<b>Status</b>	<b>Major/Step</b>
Renee Letts	Teacher/Childs Elementary	11/25/2024		New Hire	BA Step 5
Taylor Hopp-Lee	Teacher/ Bishop Elementary	7/11/2024	11/11/2024	Resignation	
Monieka Callarino	Building Secretary/Lincoln Middle School	8/28/2017	11/4/2024	Transfer	From Transportation
Corey Cramb	Spanish Teacher/ LHS/LMS	11/7/2024	11/11/2024	Resignation	Rescinded offer
Jamar Wilson	Receptionist/LAB	11/12/2024		New Hire	
Amy Todd	Teacher/ECC Model Elementary	11/18/2024		New Hire	MA Step 19
Stephen Morgan	Bus Driver/Transportation	11/18/2024		New Hire	
Susan Hardy	Building Secretary/Lincoln Middle School	8/16/2023	11/1/2024	Resignation	
Charles Harding	Receptionist/LAB	11/20/2024		New Hire	
Deon Williams	Bus Driver/Transportation	11/20/2024		New Hire	
Ryan Hughes	Bis Aide/Transportation	11/20/2024		New Hire	
<b>Name</b>	<b>Position/Building</b>	<b>Start Leave Date</b>	<b>Return to Work Date</b>	<b>Status</b>	<b>Approved/Not Approved</b>
Sandra Boe	Teacher/ Brick	Intermittent FMLA 11/15/24	Intermittent FMLA		
Bethany Jayne	Teacher/LMS	FMLA 4/2/2025	4/24/2025		
Kylee Crain	Paraprofessional/ LHS	FMLA 12/4/24	1/15/2025		Approved
Rhonda Rose-Scott	Bus Aide/Transportation	FMLA 11/19/24	1/2/2025		Approved
Jennifer Guziel	Teacher/ LMS	FMLA 11/11/24	1/6/2025		Approved
Ann Weygren	Paraprofessional/Bishop	FMLA	2/11/2025		Approved

Anne Rowell	Teacher/ Bishop	Intermittent FMLA 11/20/24	Intermittent Wednesday's		
Danielle Cole	Interventionist/ Bishop	FMLA 12/2/24	1/13/2025		

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

Ayes: 6  
 Nays: 0  
 Motion carried: 6-0

**10.0 NEW BUSINESS**

**10.1 Crosswalk on Willis Road**

Safety remains a top priority for the District, particularly in light of the addition of the roundabout at Willis and Whittaker Roads. We have been closely monitoring traffic speeds along both roads as vehicles exit the roundabout. The District strongly advocates for reducing speed limits on both Willis and Whittaker Roads to establish designated school zones.

However, compliance with the State of Michigan statute governing school zones presents challenges and regulatory hurdles. For example, on Willis Road, there must be connectivity to the Bellmeade subdivision to meet the statutory requirements for a school zone. Once a crosswalk is installed to provide this connectivity, the Washtenaw County Road Commission will proceed with the installation of appropriate signage to designate the area as a school zone.

Whittaker Road presents a more complex issue, which the District will address in coordination with the Washtenaw County Road Commission (WCRC) at a later date. This information is provided for the Board's awareness at this time. Formal Board action will be requested at a future meeting.

**10.2 2024-25 Budget Amendment**

Information provided by Adam Snapp, Finance Director, for the 2024-25 Budget Amendment and the details are noted under the 2024-2025 Budget Amendment Presentation. This was presented for information only; Board action will be requested at a subsequent meeting

**10.3 Curriculum Course Catalog**

**10.3.1 Middle School PLTW: Magic of Electrons**

New Course Proposals for the Middle School - [PLTW: Magic of Electrons](#) This course was brought to the Curriculum Leaders by a middle school teacher. The Curriculum Leaders reviewed the course proposal and approved it. For the PLTW: Magic of Electrons, through hands-on projects, students will explore electricity, the behavior and parts of atoms, and sensing devices. They will learn knowledge and skills in basic circuitry design and examine the impact of electricity on the world around them.

**PLTW: Magic of Electrons**

- This course is designed to give students basic knowledge in electricity, along with the other current PLTW classes, that would help feed into the Electric Vehicle course and other engineering courses at the high school.
- The course would start the 24-25 school year pending interests, staffing, etc..
- Course is a semester long course as counts as an elective
- No additional FTE is needed at this time
- There is about \$7850 in cost of materials, but the teacher is applying for a grant.

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

**10.3.2 High School Explore Teaching Course**

For EXPLORE teaching, students will discover the teaching profession through guided instruction and scaffolded experiences including hands-on experience in a classroom within the Lincoln Consolidated School district. Instructional and clinical experiences designed to explore a range of grade levels/subjects during class time and allow early and broad thinking about

teaching.

[Explore Teaching Course](#)

EXPLORE Teaching:

- This course is designed to raise student awareness of educational strategies, systems and professions. Through classroom assignments and clinical experiences, students will analyze teaching and learning practices as they experience mentorship and participatory learning. Students will use the course content and experiences to reflect on and prepare for their own educational pathways designed to provide an additional senior math course option and could be paired with the financial literacy course that will be a requirement for graduation
- The course would start the 24-25 school year pending interests, staffing, etc..
- Course is a semester long course and counts as an elective credit for all high school students
- No additional FTE is needed at this time
- There is no cost for this course. We applied for the Grow Your Own grant through MDE.

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

10.3.3 High School Fundamentals of Electric Vehicles

Fundamentals of Electric Vehicles, this is a fully functional electric vehicle that empowers students to build, wire, diagnose, and program an EV while practicing low and high voltage safety procedures. It's a high-impact project that challenges students to build, test and drive an electric vehicle as an educational project. Designed using a component-agnostic approach, it prepares students for careers in electric vehicle technologies.

[Fundamentals of Electric Vehicles](#)

Fundamentals of Electric Vehicles:

- For the first semester, this course is designed to introduce students to the basic principles of electrical circuits, both in direct current (DC) and alternating current (AC). Second semester is designed around the Switch Lab EV which is a fully functional electric vehicle that empowers students to build, wire, diagnose, and program an EV while practicing low and high voltage safety procedures.
- The course would start the 24-25 school year pending interests, staffing, etc..
- Course is a year long course for students interested in EV
- No additional FTE is needed at this time

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

**11.0 OLD BUSINESS**

11.1 Policy Update-Fundraising, School Discipline and Field Trips

Miller Johnson attended the Performance meeting on November 11, 2024, to go over four new policy options with the committee. The following three policies will move forward for approval, Miller Johnson policies 5011 Fundraising, 2006 School Discipline and 3010 Field Trips as presented. Please read the information provided in the Board packet.

It was moved by LaBombarbe and seconded by Bentley that we approve the Miller Johnson policies 5011 Fundraising, 2006 School Discipline and 3010 Field Trips as presented.

Ayes: 6  
Nays: 0  
Motion carried: 6-0

**12.0 CLOSED SESSION**

12.1 Superintendent Evaluation

It will be necessary to enter closed session to discuss the Superintendent Evaluation, to return to open session.

A roll call vote will be necessary.



Pursuant to Sections 8(a) of the Open Meetings Act, it was moved by LaBombarbe and seconded by Sparks that we enter closed session to discuss the Superintendent Evaluation, to return to open session.

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

Nays: 0

Motion carried 6-0

7:31pm enter Closed Session/9:15pm returned to Open Session

### **13.0 ADJOURNMENT**

It was moved by LaBombarbe and seconded by Sparks that we adjourn the meeting at 9:18 p.m.

Ayes: 6

Nays: 0

Motion carried 6-0

President Czachorski declared the meeting adjourned.