YPSILANTI
COMMUNITY SCHOOLS

Monday, September 28, 2015
6:30 p.m. – Regular Meeting

YCS Board of Education Meeting
YCS Central Office * 1885 Packard Road * Ypsilanti, MI 48197 * (734)221-1230

AGENDA

I. **CALL TO ORDER**
PLEDGE OF ALLEGIANCE: *YNT Students – Scott Snyder, Principal*
VISION STATEMENT

II. **ACCEPTANCE OF THE AGENDA**

III. **ACHIEVEMENTS, AWARDS AND RECOGNITION**

IV. **PRESENTATIONS**
A. YCS Identity Manual -- *Yen Azzaro, Communications Coordinator*

V. **PUBLIC COMMENTS #1**

VI. **CONSENT AGENDA** (Enc. #6)
A. September 12, 2015 Special Meeting Minutes
B. September 14, 2015 Regular Meeting Minutes
C. New Hires & Resignations
D. Donation of Backpacks & School Supplies – *Washtenaw County Department of Health and Human Services & Washtenaw County Sheriff's Department, Donors*

VII. **ACTION ITEMS**

A. Student Affairs
i. Field Trip, *YCMS Youth In Government* (Enc. #7A.i)
ii. Field Trip, *Estabrook Youth In Government* (Enc. #7A.ii)

B. Other
i. Pediatric Therapy Associates (Enc. #7B.i)

VIII. **PUBLIC COMMENTS #2**

IX. **REQUEST FOR CLOSED SESSION** – *Section 8(c) OMA, Collective Bargaining Strategy* (Enc. #9)

X. **RECONVENE TO OPEN SESSION**

XI. **BOARD/SUPERINTENDENT COMMENTS**

XII. **MEETING ADJOURNMENT**

Enclosure #6
APPROVAL OF CONSENT AGENDA
Meeting of 9/28/15

Presented by ***Benjamin Edmondson***

Prepared by ***Paula Gutzman***

☐ *Discussion* ☐ *Action – Roll Call* ☒ *Action – Voice* *Ayes*____ *Nays*____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

a. Consent Agenda
   1. September 12, 2015 Special Meeting Minutes
   2. September 14, 2015 Regular Meeting Minutes
   3. New Hires
   4. Resignations
   5. Donation of Backpacks & School Supplies – *Washtenaw County Department of Health and Human Services & Washtenaw County Sheriff's Department, Donors*

Donation Information: YCS received a donation of 577 backpacks, notebook paper and pencils for each building. A special recognition to *Renee Adorjan*, Washtenaw County Department of Health and Human Services – and – *Kathy Wyatt*, Washtenaw County Sheriff's Department for coordinating the donations for our students.

Proposed Motion

" .... move that the Board of Education approve:

1) ***September 12, 2015 special meeting minutes***
2) ***September 14, 2015 regular meeting minutes***
3) ***the personnel matters as per the attached list dated September 23, 2015: New Hires and Resignations***
4) ***the donation of backpacks & school supplies from the Washtenaw County Department of Health and Human Services, and, Washtenaw County Sheriff's Department for YCS students ."***

Budget Impact: ☐ **None** ☒ **As follows:**
Human Resources List: All are staff replacements

Attachments:

☒ **Enclosed** ☐ **Issue Study Enclosed** ☐ **To Be Distributed at Meeting** ☐ **None**

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*YCS Administration Building, Professional Development Room * 1885 Packard Rd.; Ypsilanti, MI 48197*

MINUTES: SPECIAL/WORKSHOP MEETING OF THE BOARD OF EDUCATION
Saturday, September 12, 2015

The ***Special Meeting*** of the Ypsilanti Community Schools Board of Education was called to order by President Sharon Irvine at 8:41 a.m.

MEMBERS OF THE BOARD OF EDUCATION PRESENT
Meredith Schindler (8:52 arrival), Maria Sheler-Edwards, Sharon Lee, Sharon Irvine, Celeste Hawkins (8:55 arrival), Ellen Champagne, Brenda Meadows (8:48 arrival)

MEMBERS OF THE BOARD OF EDUCATION ABSENT: *None*

OTHERS PRESENT
Dr. David Richards, Core2Edge President and Superintendent of Fraser Public Schools

ACCEPTANCE OF THE AGENDA: Accepted as Presented

Motion by Trustee Sheler-Edwards, supported by Trustee Champagne
Action Recorded: 4/Yes; 0/No

VISIONING PROCESS - Activity
Naomi Norman, WISD Executive Director of Achievement Initiatives, facilitated a visioning process activity. Discussion was facilitated on:

Best and Worst Outcomes: ideas were shared by the Board and Superintendent Edmondson
Core Values: shared ideas on what makes YCS and our community unique
Student Outcomes: conversation took place on the characteristics the Board and Superintendent Edmondson would like "an ideal YCS graduate" to possess
Vision for YCS in 10 Years: ideas were discussed

Dr. David Richards stated with these conversations we are defining a belief system.

CONSOLIDATION VISION, CORE VALUES, GUIDING PRINCIPLES, ADVISORY RECOMMENDATIONS & PROGRAMS (Guiding Documents for Consolidation): A Review
Naomi Norman shared there were 8-10 community sessions as part of the District unification in 2013. Sessions were prior to consolidation. Visioning work was done prior to the consolidation vote. Community sessions were open to the public (invites went out, sessions were posted in the media). Sessions included discussion of what makes us unique, including ideas on diversity, partnerships, a sense of community, being a relatively small District, our history including hard-working people, and, a "we can do it" attitude (think of Rosie the Riveter, a U.S. cultural icon from World War II). Ideas on being productive in society that came out of community sessions included a holistic picture of the community.

Prior to the consolidation vote, 76 people attended sessions. Those who attended signed in, and all were invited. The **YCS Design Pillars** were born from these sessions. An opportunity to earn college credit or a career credential prior to graduation grew into a big idea. There was a focus on positive climate/culture, high quality teaching and leadership at all levels (student, community, Board, teacher, etc.).

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Out of the Design Pillars, which were developed prior to the consolidation vote, came the YCS Guiding Principles, and, YCS Commitments. The Guiding Principles and Commitments were developed after the consolidation vote. The option that was pursued for "how we do consolidation" was the "community version". Invited to sessions were those who attended a previous event.

Community Advisory Committee Recommendations - Activity: Naomi Norman facilitated dialogue on initiatives of the 2013 consolidation Pillars and advisory recommendations. Ms. Norman suggested obtaining data to move forward. Discussion on David Richards will need goals before coming on-board in effort to pace the work to be done and to keep us on track. Dr. Richards stated the Board needs updates/our story to know where to begin. A strategic plan can be 2-3 pages, which would include goals, objectives, milestones and who will be accountable. Discussion on an organizational review (about 1 page), including goals, objectives, milestones.

PUBLIC COMMENTS #1: *None*

BRIDGING FROM THE PAST INTO THE FUTURE: Dialogue: No discussion due to time limitations.

NEXT STEPS: No discussion due to time limitations.

PUBLIC COMMENTS #2: *None*

BOARD/SUPERINTENDENT COMMENTS

- President Irvine facilitated dialogue on Board workshop dates that Dr. David Richards should attend, and his available dates. She stated Dr. Richards attended "today's meeting" to gather information at this stage. As a facilitator, he is listening in on the groundwork. When getting to strategic planning with data, we can move more quickly.
- Conversation of the Tuesday, September 29th Board workshop. The topic of this meeting will be Board policy, as per Superintendent Edmondson's request. Workshop meetings were also scheduled for Saturday, October 17th and Tuesday, November 3rd. Discussion of the Board on scheduling future Board workshop meeting dates. The group decided to have Tuesday special meetings the 1st Tuesdays of each month, and, the 3rd Saturdays of each month. Tuesday meetings will begin at 6:30 p.m. and Saturday meetings will be moved to a 9:00 a.m. start time with a 1:00 p.m. end time.

Board Meeting Adjournment: 12:27 p.m.

Respectfully Submitted,

Sharon Lee, Secretary
Board of Education
Ypsilanti Community Schools

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YPSILANTI COMMUNITY SCHOOLS
*Administration Building, Professional Development Room * 1885 Packard Rd.; Ypsilanti, MI 48197*
MINUTES: REGULAR MEETING OF THE BOARD OF EDUCATION

Monday, September 14, 2015

The meeting was called to order by President Sharon Irvine at 6:34 p.m. The Pledge of Allegiance was recited, led by Ford ELC students.

MEMBERS OF THE BOARD OF EDUCATION PRESENT
Meredith Schindler, Maria Sheler-Edwards, Sharon Irvine, Celeste Hawkins, Ellen Champagne, Brenda Meadows

MEMBERS OF THE BOARD OF EDUCATION ABSENT: Sharon Lee

ACCEPTANCE OF THE AGENDA: The "amended" agenda was accepted as presented.

Motion by Trustee Sheler-Edwards, supported by Trustee Meadows
Action Recorded: 6/Yes; 0/No

ACHIEVEMENTS, AWARDS AND RECOGNITION
Ford ELC Principal, Micki Berg, showed a brief Ford ELC iMovie. The movie highlighted Ford.

Ford ELC Points of Pride included: 1) implementation of Balanced Calendar; 2) Open House; 3) Foster Grandparent program; 4) Food Gatherers program; 5) Red Backpack program; 6) new Ford mission statement, and; 7) new Ford logo.

PRESENTATIONS
Early Elementary Strategy Committee Proposal: Naomi Norman, WISD Executive Director of Achievement Initiatives, gave a follow up presentation to her May Board visit, in which she presented enrollment data. The purpose of this visit is to propose the development of a strategy to enroll resident children in kindergarten and 1st grade and recapture families leaving YCS for schooling. Ms. Norman suggested a committee, including the community. The Board discussed a formal approval of this plan, in which the decision was a "green light" to get started on this process.

IB School Update: Laura Frey-Greathouse, Director of Student Affairs, and Karla Graessley, Director of Elementary Education, gave an International Baccalaureate (IB) planning update. There would be a presentation and a question & answer session for interested staff at Adams STEM Academy, but time is short. There is a November introduction training in Indianapolis. 2015/16 would be an exploratory year; 2016/17 a planning year, and; 2017/18 would include program application in the Fall. There is possibility of partnering with the WISD. Naomi Norman stated training at the county level could include an increased number of staff being trained. Considering Adams as an IB school, Trustee Sheler-Edwards commented on Adams becoming a kindergarten through 5th grade school, which could promote kindergarten recruitment as discussed with Naomi Norman. Karla Graessley said there will be IB updates to the Board in November and January. Mrs. Graessley asked for confirmation on Adams being the school chosen to move forward with IB plans. President Irvine said it is clear that Adams is it, but there is a possibility for a second school.

PUBLIC COMMENTS #1:
Taimi Megivern, YCS resident, followed up on YCS transportation for her children, referencing the Americans with Disabilities Act (ADA). Currently her children attend Ann Arbor Schools.

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Kelly Powers, YCEA President, spoke on the need for paraeducators. She also commented on the IB program.

Nathan Rowen, General Manager/Durham School Services, presented an update on Transportation services.

Lavada Weathers, community member, shared comments about the IB program and MEAP. She inquired on the quietness of the Superintendent.

Mr. Weathers, community member, inquired on making motions from the chair, referencing Robert's Rules of Order. President Irvine commented this would be looked into.

CONSENT AGENDA

MOTION TO approve the minutes of the August 27, 2015 special meeting, and, approve the personnel matters as per the attached list dated September 9, 2015: New Hires and Resignations.

Motion by Vice-President Hawkins, supported by Trustee Sheler-Edwards
Action Recorded: 6/Yes; 0/No

ACTION ITEMS, Student Affairs

NWEA Assessment Invoice

MOTION TO approve, as presented, the payment of the NWEA Assessment invoice in the amount of $41,112.50.

Motion by Trustee Meadows, supported by Trustee Champagne
Roll Call Vote: 6/0 Yes
Yes: Trustee Schindler, Trustee Sheler-Edwards, President Irvine, Vice-President Hawkins, Trustee Champagne, Trustee Meadows

APEX Licenses Purchases

MOTION TO approve the attached contract with APEX Learning in the amount of $25,600.

Motion by Trustee Sheler-Edwards, supported by Trustee Meadows
Roll Call Vote: 6/0 Yes
Yes: President Irvine, Vice-President Hawkins, Trustee Champagne, Trustee Meadows, Trustee Schindler, Trustee Sheler-Edwards

ACTION ITEMS, Other

Student Discipline: Reinstatement

~~MOTION TO approve the conditional reinstatement of student #104XXX with the following conditions: 1) as prescribed by administration.~~ *(incorrect student #)* MOTION TO approve the conditional reinstatement of student #2014.15.1020.01 with the following conditions: 1) as prescribed by administration.

Motion by President Irvine, supported by Trustee Champagne
Action Recorded: 6/Yes; 0/No

MASB Delegate/Alternate Representatives

MOTION TO approve the following appointments as MASB representatives: #1 Delegate, Trustee Maria Sheler-Edwards.

Motion by Trustee Schindler, supported by Vice-President Hawkins
Action Recorded: 6/Yes; 0/No

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Topics Included: There are no appointments for Delegates #2 and #3, or, Alternates #1, #2 and #3.

Field Trip - *CTE Collision Repair*

MOTION TO approve the overnight field trip of CTE Collision Repair: Chicagoland Speedway on September 18-19, 2015.

Motion by Trustee Champagne, supported by Trustee Schindler
Action Recorded: 6/Yes; 0/No

Revised 2015/16 Board of Education Meeting Schedule

MOTION TO adopt the attached schedule of Board meeting dates for the time period of September 13, 2015 - June 30, 2016.

Motion by President Irvine, supported by Trustee Champagne
Action Recorded: 6/Yes; 0/No

Topics Included: Regular Board meetings were changed to the second and fourth Mondays of each month. Previously, these meetings were the first and third Mondays. Saturday special meetings are scheduled from 9:00 a.m. - 1:00 p.m.

PUBLIC COMMENTS #2: *None*

BOARD/SUPERINTENDENT COMMENTS

- Trustee Meadows attended the flagpole ceremony at Erickson Elementary. She also attended the mayor's Welcome Back event, which she attended with Superintendent Edmondson.
- Superintendent Edmondson stated his appreciation, again, for all the support. He shared we had 100 volunteers from the Man Up/Kid Down Initiative that participated in making opening day of traditional calendar schools a success. Community support has been tremendous. Superintendent Edmondson is committed to keeping "kids first". He welcomed back Ruth Jordan as Interim Student Support Services Director. He commented on Yen Azzaro's position. Both Yen Azzaro and Jerilyn Lynn work together on public relations. Superintendent Edmondson shared the launch of the tablet devices is tomorrow at WIMA. He is troubled by the number of staff that have resigned. He will have a formal update on his 90-Day Plan at the next Board meeting. Student enrollment is being monitored. Board policy on student retention is not clear and needs standards in place.
- Vice-President Hawkins is pleased her daughter is attending WIMA. She shared comments on moving toward "paperless". Regarding transportation updates, she would like to know how we are addressing any questions or concerns there may be.
- Superintendent Edmondson, in response to Vice-President Hawkins' comment on transportation, said we are monitoring transportation daily. We have been proactive. Scott Johnson has been riding buses.

Board Meeting Adjourned: 7:59 p.m.

Respectfully Submitted,

Sharon Lee, Secretary
Board of Education
Ypsilanti Community Schools

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Board of Education

Name	Pay Rate	Location	Position	New Position or Replacement
New Hires:				
Jones, Jenis	$40,000	ACCE Program	Math Teacher	Replacement
Wooden, Bonita	$10.00	Holmes Elementary School	Para Pro	Replacement
Ford-Roberts, Arkeya	$10.00	Perry Early Learning Center	Para Pro	Replacement
Smith, Kathy	$10.00	Erickson Elementary School	Para Pro	Replacement
Murphy-Smith, Benjam	$60,000	Administration Building	Grants Coordinator	Replacement
Moore, Marsha	$10.00	High School	Food Service	Replacement
Jackson, Fred	$50,000	High School	Dean of Students	Replacement
Resignations:				
Benson, Felicia		Estabrook	Teacher	
Goins, Andryia		Special Education	Para Pro	
Ferris, Jennifer		High School	Spec Ed Teacher	
Day, Garlie		District	Maintenance	
Hannah, Jan		High School	Spec Ed Teacher	
Kersey, Elwood		District	Custodian	
Constantine,Nick		Estabrook	Teacher	
Hartwick, Kelly		Estabrook	Secretary	
Bruce, Demario		Holmes	Para Pro	

Note this list is subject to change. If there are any changes, an updated version will be shared before the board meeting.

9/23/2015

Prepared By: Lois Nowling, HR

Enclosure #7A.i
APPROVAL OF OVERNIGHT FIELD TRIP, *YCMS*
Meeting of 9/28/15
*Presented by **Aaron Rose***
*Prepared by **Paula Gutzman***

☐ *Discussion* ☐ *Action – Roll Call* ☒ *Action – Voice* *Ayes*_____ *Nays*_____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information
Re: Youth in Government Conference

Julia Bryant is the proposer of this YCMS field trip. The dates of this Lansing trip are November 22-24, 2015. Students attending this trip will gain knowledge of how the State government runs and how to actively engage in it. Student leaders will represent YCS at a state-wide conference.

Proposed Motion
" .... move that the Board of Education approve the overnight field trip of YCMS: Youth in Government Conference in November 2015."

Budget Impact: ☒ None ☐ As follows:
Funding Source for Trip: YMCA, Students

Attachments:
☒ **Enclosed** ☐ **Issue Study Enclosed** ☐ **To Be Distributed at Meeting** ☐ **None**

RECEIVED
SEP 16 2015
Business Office

2340 F1

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Ypsilanti Community Schools

Field Trip Request Form

Attach a list of the students involved or the potential students involved.

Name: Julia Bryant School/Class: YCMS

Request Date: 9-9-15 Trip Date: 11-22/24-15 Number of Students: 10-15

Trip Destination: Lansing, MI - Youth in Government Conference

Purpose of trip: To learn about our state government

Details about cost: Cost is paid by students w/ scholarship money available through the YMCA

Account or funding source for trip: YMCA, students

Will subs be needed? 1 Account for subs:

How this trip fits with the curriculum: Students learn about the state government → bills to laws, debating, parts of gov., etc.

Number of Staff/Chaperones: 1 + ymca staff

Chaperone Name *(If Available)*	Relationship to Students	Phone Number
Julia Bryant	teacher - ACTech	221-2237
YMCA staff	1 for every 8 students	

Specific learning objectives to be accomplished: How bills become laws, How to write bills, How to debate using parliamentary procedure, How the state government works.

Student outcomes and learning as a result of taking this trip: Students will be able to respectfully debate ideas. Students will understand the workings of our state government.

Course/Class curriculum, big ideas, or essential questions enforced: How is it possible for every citizen to participate in their state government?

Pre-Trip lessons/activities: Participation in after school club with activities in bill writing, parliamentary procedure, debating, parts of the government etc.

Follow-Up lessons/activities to reinforce/extend learning: A debriefing meeting will be held after returning.

I have utilized the guidelines in 2340A to plan, conduct, and evaluate the trip and, upon approval of the trip, I will obtain parental permission (2340 F2 or F2A) and use the Checklist for Trips (2340 F3)

Field Trip Approval

Trip Approved: X Not Approved: ____ Principal: [signature] Date: 9/10/15

Trip Approved: X Not Approved: ____ Superintendent: [signature] Date: 9/16/15
Director of Elementary Ed.

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip Youth in Government Conference

Proposed Departure Date Nov. 22, 2015 Return Date Nov. 24, 2015

Proposer Julia Bryant Position Teacher - YCMS

Date by which response is needed ASAP Proposal Date 9/9/15

A. Purpose

1. What is the major place to be visited or event to be attended?
   - Causeway Bay Hotel, Lansing
   - State Government Buildings
2. How is the trip related to the educational program of the District?
   Students will gain knowledge of how the state gov. runs and how to actively engage in it.
3. In what ways will the student benefit?
   Communication skills, peer relationships, knowledge of government procedures.
4. In what ways will the district benefit?
   Student leaders will represent YCS at a state-wide conference.
5. How will the trip be evaluated to determine the extent to which these benefits were realized?
   Re-enrollment in the program next year by students; student and parent feedback

B. Students and Staff

1. Which students,(grade, class, or organization) will be going?
   Students from YCMS that have attended weekly YIG meetings.

B. Students and Staff (cont'd)

2. How many students in total?

Potential 10-15

3. How many students are currently experiencing academic problems?

Unknown at this time

4. Which staff member will be in charge?

Julia Bryant - YCMS
Tim Rood - Estabrook

5. What previous experience has the staff member had in conducting overnight or extended field trips?

I have attended this trip for the past 7 years. Tim has also attended the conference multiple times.

6. What other staff members will be going?

None

7. How many chaperones, in addition to staff members will be going?

Several also from YMCA → 1 for every 8 students.

8. What are their names and affiliations with the students?

YMCA YIG Director - Abbey Davis and other YMCA staff

9. How many school days will be missed?

1 1/2 days

10. How will teachers be advised in advance that the students will be out of school?

School email and staff meetings.

C. School Work

1. How will missed work be made up?

Students will arrange to get work prior to leaving.

2. What special assistance will be provided students with academic problems?

Teachers will be able to assist students during the bus ride and any "down" times.

D. Itinerary

1. What is the destination?

Lansing, MI

2. What will be the mode of transportation? What liability insurance does the carrier have?

Charter bus - Paid for by the YMCA. Insurance information is attached.

3. Where will the group be housed and fed?

Causeway Bay Hotel in Lansing. YMCA will provide breakfasts, one lunch downtown, rest at hotel (conference).

4. What enroute or supplementary activities are planned?

- Homework completion
- Review of Parliamentary Procedure
- Review of hotel etiquette and expectations.

5. What arrangements have been made for dealing with emergency situations?
   - Students can carry cell phones.
   - Parents will give their number on permission slip.
   - Medication is carried by teachers & YMCA staff.
6. If tour guides are involved, what liability insurance do they carry?

   NA

E. Finances

1. What is the estimated total cost and cost per student?

   $185

2. What is the source of funds?
   - Scholarships from YMCA
   - Parents

3. How will the funds be collected and safeguarded?

   Collected and handled by Abbey Davis (YMCA)

4. How will any shortfall be made up or excess funds be used?

   NA

5. What provision has been made for students who are financially unable to pay any necessary costs?

   Scholarships from the YMCA. Last year 90% of students received either partial or full scholarships.

F. Communications

1. How will you communicate to parents prior to, during, and after the trip?
   - Parent informational meeting.
   - Parent notes
   - Parents will have 2 or more chaperone phone numbers prior to leaving.
2. List telephone numbers at destination and where group will be housed.
   Julia Bryant 734-[redacted]

3. What information will be provided to the media and the community?
   School & district newsletters

Attach Field trip request form to front of this form.

6

(over)

Transportation Department

(To be completed by the originator of the field trip)

Date of Trip: 11/22-24/15 Destination: Lansing, MI → Youth in Government conference

Departure Time: 10:30 Return Time: 1:00 Number of Buses: ~~provided~~ by YMCA

Certification

This is to certify that this trip, as requested, is in conformity with the administrative guidelines established by the District as well as any applicable State regulations.

Date: _____ Business Office Signature: _____

Trip Confirmation

This trip has been approved and scheduled. The drivers assigned are:

_____ _____

_____ _____

Bus Driver Report

This is to certify that the above trip was made and to request payment under the Board of Education policies.

Date: _____ Bus No: _____ Total time of trip: _____

Speedometer reading at start of trip: _____ End of trip: _____

Start time: _____ Return time: _____

Total miles traveled on this trip: _____ Total gallons of gas used: _____

Remarks: _____

_____

_____

Driver's signature: _____

provided by YMCA (11)

Distribution:
1 - Each bus
1 - Transportation Supervisor
1 – Originator after assignment of buses

2

Enclosure #7A.ii

APPROVAL OF OVERNIGHT FIELD TRIP, *Estabrook Elementary*

Meeting of 9/28/15

*Presented by **Raymond Alvarado***

*Prepared by **Paula Gutzman***

☐ *Discussion* ☐ *Action – Roll Call* ☒ *Action – Voice* *Ayes*_____ *Nays*_____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Re: Youth in Government Conference

Tim Rood is the proposer of this field trip for Estabrook Elementary. The dates of this Lansing trip are November 22-24, 2015. Students attending this trip will gain knowledge of how the State government runs and how to actively engage in it. Student leaders will represent YCS at a state-wide conference.

Proposed Motion

" .... move that the Board of Education approve the overnight field trip of Estabrook Elementary: Youth in Government Conference in November 2015."

Budget Impact: ☒ **None** ☐ **As follows:**

Funding Source for Trip: YMCA, Students

Attachments:

☒ **Enclosed** ☐ **Issue Study Enclosed** ☐ **To Be Distributed at Meeting** ☐ **None**

Attach a list of the students involved or the potential students involved.

Ypsilanti Community Schools

Field Trip Request Form

RECEIVED
SEP 16 2015
YCS Business Office

Request By: Tim Rood School/Class: Estabrook

Request Date: 9/8/15 Trip Date: Nov. 22-24 Number of Students: 10-12

Trip Destination: Lansing, Michigan – Youth in Government Conference

Purpose of trip: To learn about our state government

Details about cost: Approximately $270 per student – paid for by parents with scholarships from the Ann Arbor YMCA

Account or funding source for trip: YMCA/parents

Will subs be needed? Yes, 1 Account for subs:

How this trip fits with the curriculum: Students will learn about our state gov, how bills become laws, debating, parts of the government, parliamentary procedure

Number of Staff/Chaperones: 1 teacher plus YMCA staff

Chaperone Name *(If Available)*	Relationship to Students	Phone Number
Tim Rood	teacher	([redacted])
YMCA Staff	1 per 8 students	

List of students attending unknown at this time; will be available closer to time of trip.

Specific learning objectives to be accomplished: How bills become laws; how the state government works; how to debate using parliamentary procedure

Student outcomes and learning as a result of taking this trip: Students will be able to respectfully debate ideas, students will understand the workings of our state gov.

Course/Class curriculum, big ideas, or essential questions enforced: How is it possible for every citizen to participate in their government? Why is this participation important?

Pre-Trip lessons/activities: Participation in weekly after school club meetings with activities in bill writing, parliamentary procedure, debating, parts of the government, etc.

Follow-Up lessons/activities to reinforce/extend learning: A debriefing meeting will be held when we return.

I have utilized the guidelines in 2340A to plan, conduct, and evaluate the trip and, upon approval of the trip, I will obtain parental permission (2340 F2 or F2A) and use the Checklist for Trips (2340 F3)

Field Trip Approval

Trip Approved: ✓ Not Approved: ____ Principal: [signature] Date: 8-31-15

Trip Approved: ✓ Not Approved: ____ ~~Superintendent~~ Director of Elem. Ed. [signature] Date: 9-16-15

(over)

Transportation Department

(To be completed by the originator of the field trip)

Date of Trip: Nov. 22-24 Destination: Lansing, Michigan-Youth in Gov. Conf.

Departure Time: ____ Return Time: _____ Number of Buses: **None** –provided by the YMCA

Certification

This is to certify that this trip, as requested, is in conformity with the administrative guidelines established by the District as well as any applicable State regulations.

Date: _____ Business Office Signature: _____

Trip Confirmation

This trip has been approved and scheduled. The drivers assigned are:

_____ _____

_____ _____

Bus Driver Report

This is to certify that the above trip was made and to request payment under the Board of Education policies.

Date: _____ Bus No: _____ Total time of trip: _____

Speedometer reading at start of trip: _____ End of trip: _____

Start time: _____ Return time: _____

Total miles traveled on this trip: _____ Total gallons of gas used: _____

Remarks: _____

_____

_____

Driver's signature: _____

Distribution:
1 - Each bus
1 - Transportation Supervisor
1 – Originator after assignment of buses

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip: State Youth in Government Conference

Proposed Departure Date: November 22, 2015 Return Date: November 24, 2015

Proposer: Tim Rood Position: Estabrook 7/8 Social Studies teacehr

Date by which response is needed: ASAP Proposal Date: September 8, 2015

A. Purpose

1. What is the major place to be visited or event to be attended?
   -State Government Buildings
   -Best Western Plus Hotel

2. How is the trip related to the educational program of the District?
   Students will gain knowledge of how the state government is run and how to actively engage in it.

3. In what ways will the student benefit?
   Communication skills, knowledge of governmental procedures, visiting our state capitol building

4. In what ways will the district benefit?
   Student leaders will represent YCS at the state-wide conference.

5. How will the trip be evaluated to determine the extent to which these benefits were realized?
   Re-enrollment in the program the next year by students; parent and student feedback

B. Students and Staff

1. Which students,(grade, class, or organization) will be going?
   7th and 8th grade students from Estabrook that have successfully attended weekly YIG meetings.

2. How many students in total?
   Estimated 10-12

3. How many students are currently experiencing academic problems?
   Unknown at this time.

4. Which staff member will be in charge?
   Tim Rood

5. What previous experience has the staff member had in conducting overnight or extended field trips?

Mr. Rood has successfully participated in the conference for the past 5 years.

6. What other staff members will be going?

None

7. How many chaperones, in addition to staff members will be going?

Several members of the Ann Arbor YMCA (approximate ratio 1:8)

8. What are their names and affiliations with the students?

Abigael Davis - YMCA Teen and Volunteer Director
Bennet Johnson
Oona Friedland

9. How many school days will be missed?

1 1/2 days

10. How will teachers be advised in advance that the students will be out of school?

School email and staff meetings

C. School Work

1. How will missed work be made up?

Students will pre-arrange for work to take on the trip.

2. What special assistance will be provided students with academic problems?

Teachers will be able to assist students during bus rides and any "down" times.

D. Itinerary

1. What is the destination?

Lansing, MI

2. What will be the mode of transportation? What liability insurance does the carrier have?

Charter bus hired by the YMCA

3. Where will the group be housed and fed?

Best Western Plus Hotel – Lansing

4. What enroute or supplementary activities are planned?

Homework completion, review of parliamentary procedure, review of hotel etiquette, getting to know each other activities

5. What arrangements have been made for dealing with emergency situations?
Students carry cell phones; parent's phone numbers on contact sheets; emergency cards and medication carried by teachers;

6. If tour guides are involved, what liability insurance do they carry?
N/A

E. Finances

1. What is the estimated total cost and cost per student?
$270 per student

2. What is the source of funds?
Scholarships from the YMCA; parents; possible Estabrook parent group

3. How will the funds be collected and safeguarded?
Abigael Davis, YMCA director, will handle the funds.

4. How will any shortfall be made up or excess funds be used?
N/A

5. What provision has been made for students who are financially unable to pay any necessary costs?
Scholarships - about 90% of our students received a partial or full scholarship during the past years.

F. Communications

1. How will you communicate to parents prior to, during, and after the trip?
Parent notes and meetings
Parents will be given cell phone numbers of teachers and staff prior to the trip
Parent phone numbers will be on emergency cards

2. List telephone numbers at destination and where group will be housed.
Best Western Plus Hotel (517) 694-8123
Tim Rood (810[redacted]

3. What information will be provided to the media and the community?
School and District Newsletters

Attach Field trip request form to front of this form.

5

Enclosure #7B.i

APPROVAL OF CONTRACT WITH PEDIATRIC THERAPY ASSOCIATES

Student Support Services

Meeting of 9/28/15

*Presented by **E. Ruth Jordan***

*Prepared by **Paula Gutzman***

☐ *Discussion* ☒ *Action – Roll Call* ☐ *Action – Voice* *Ayes*____ *Nays*____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Pediatric Therapy Services will provide contracted services for our Student Support Services office. Services will include physical therapy, occupational therapy and speech therapy.

The contracted service agreement, in the amount of $362,600.00, is for services beginning no earlier than August 10, 2015 and ending on August 10, 2016.

The contract addendum, in the amount of $29,008.00, is for services for the 2015/16 school year in accordance with the same terms of the 2015/16 school year contract. This addendum is for additional speech therapy support at Ford ELC.

Proposed Motion

" .... move that the Board of Education approve the following Pediatric Therapy Associates contracts:

1) ***Contracted Service Agreement dated 8/10/15 in the amount of $362,600***
2) ***Addendum to Contract dated 9/17/15 in the amount of $29,008."***

Budget Impact: ☐ **None** ☒ **As follows:**

General Fund

Attachments:

☒ **Enclosed (7 pages)** ☐ **Issue Study Enclosed** ☐ **To Be Distributed at Meeting** ☐ **None**

Pediatric Therapy Associates, LLC
P.O. Box 8355
Ann Arbor, Michigan 48107
Phone: (734) 973-6473
Fax: (734) 994-7141

August 10, 2015

To: C. Lewis, Director of Special Education YCS

From: Pam Curtis, Pediatric Therapy Associates, LLC

Thank you for talking with me today to finalize for your contract therapy services for the 2015-16 school year and for allowing us to provide you with those services. As we discussed today we will provide the following therapy services this school year.

PHYSICAL THERAPY
We will provide all Early Intervention, PreK and K-12 PT.
49 hours per week for 37 weeks of school is 1,813 hours @ $56.00 per hour totaling $101,528.00 for the school year.
Staff: Julie Coleman, PT PreK-12, Pam Curtis, PT Early Int., Susan Rodriguez, PT, homebound (currently 1 weekly home bound student)

OCCUPATIONAL THERAPY
Ford and Holmes Schools OT
We will provide a total of 28 hours of OT per week, with 21 hours per week of OT at **Ford School**, and 7 hours per week of OT at **Holmes School.**
28 hours per week for 37 weeks of school, is 1036 hours at $56.00 per hour, totaling $58,016.00 for school year.
Staff: Ann Kier, OT, Holmes and Ford

Secondary- MS, HS, New Tech, WIMA, STEMM OT
We will provide a total of 28 hours of OT per week, with 17.5 hours per week of OT for MS and 10.5 hours per week for **HS, New Tech, WIMA, and STEM.**
28 hours per week for 37 weeks of school, is 1036 hours at $56.00 per hour, totaling $58,016.00 for school year.
Staff: Amy Cline, OT, Middle School, Alberta Borneo, OT, HS, New Tech, WIMA, STEMM

SPEECH THERAPY
Ford and Beatty Schools ST
We will provide 35 hours per week of Speech with 21 hours per week of ST at **Ford School,** and 14 hours per week of ST at **Beatty.**
35 hours per week for 37 weeks of school, is 1,295 hours at $56.00 per hour, totaling $72,520.00 for school year.
Staff: Jennifer Bradley, SLP, Ford, and Jennifer Sobbry, SLP, Ford and Beatty Head Start

Estabrook School ST
We will provide 21hours per week of Speech at **Estabrook School**.
21 hours per week for 37 weeks of school, is 777 hours at $56.00 per hour, totaling $43,512.00 for school year.
Staff: Chris Satterfield, SLP, Estabrook

Secondary ST

We will provide 14 hours per week of Speech at **AC Tech, STEM, and ACE.**
14 hours per week for 37 weeks of school, is 518 hours at $56.00 per hour, totaling $29,008.00 for school year.
Staff: Lisa Orringer, SLP, secondary, Acee, WAVE, New Tech

Per our conversation today we will not be providing Perry Early Intervention Speech coverage.
The total of all therapy services for the 2015-16 school year will be:
Physical Therapy: $101,528.00
Occupational Therapy: $116,032.00
Speech Therapy: $145,040.00
TOTAL AMOUNT OF CONTRACT $362,600.00.

This total amount has been put into our contract for the 2015-16 school year. I have sent you the signed contract for your review and signature.

Thank you again for allowing us to serve the students of YCS and we look forward to working with you again this year. Please let me know if you have any questions after reviewing this information

Sincerely,

Pam Curtis
Pediatric Therapy Associates, LLC

:

YPSILANTI COMMUNITY SCHOOL DISTRICT
CONTRACTED SERVICE AGREEMENT

This agreement is made this tenth day of August, 2015, between Pediatric Therapy Associates, LLC, P.O. Box 8355, Ann Arbor, Michigan, 48107, whose tax identification number is 38-260-4341, hereafter referred to a Contractor, and the Ypsilanti Community Schools, hereafter referred to as School District.

It is the intention of the parties to enter into an Agreement defining the nature and extent of the duties to be performed by the Contractor, the place the services are to be performed, the amount of time for the performance of the duties and the responsibilities of the school district.

SECTION I

1) The Contractor shall commence performance of the duties no earlier than August 10, 2015. The duration for providing services shall be through August 10, 2016.

2) The Contractor agrees to perform the following duties and any necessary tasks incident to full performance of the described duties.

A. Provide direct therapy services, as designated by the IEP or IFSP, to students enrolled in School District programs who are assigned to the Contractor by the School District.

B. Provide training and consultation to School District staff, as directed by the Director of Special Education.

C. Provide evaluations as needed, and requested by the School District.

D. Attend IEPC and IFSP meetings and team meetings as appropriate.

E. Maintain written records required by the School District.

F. Provide ongoing communication with appropriate school personnel, parents, other professionals associated with the students' therapy programming.

3) The Contractor agrees to perform and shall provide, at the request of the School District, periodic reports describing services the Contractor is providing.

4) The Contractor shall submit a detailed invoice describing the services for part payment of the contract price not more frequently than once per month.

5) In the event that the Contractor uses motor vehicles in the course of performing the services described above, the Contractor will provide proof of public liability insurance upon request.

6) The Contractor understands that the School District liability insurance does not afford any coverage to the Contractor for any work associated with this contract. The Contractor agrees to hold harmless the School District for any sum related to the cost of liability insurance and any associated attorney fees arriving out of the performance described above. The School District shall request the Contractor provide proof of professional

liability insurance.

7) The Contractor acknowledges by her signature that she has read the Agreement and understands same and agrees this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

8) The Contractor will hold a current license in the state of Michigan and will furnish a copy upon request.

SECTION II

The School District agrees as follows:

1) The Contractor's services are based on the time reasonably expended by the Contractor to complete the tasks described and is based on a rate of **$56.00 per hour** of time expended for Speech, Physical and Occupational Therapy services, not to exceed **$362,600.00.**

2) The Contractor agrees that the relationship with the School District shall during the life of this Agreement be that of an independent contractor. As such, the School District agrees that the Contractor shall be free to dispose of such portion of his entire time, energy, skill during the time he is not obligated to devote to the School District in such manner as the Contractor sees fit and to such persons, firms or corporations as the Contractor deems advisable. The Contractor shall not be considered as having an employee status or as being entitled to participate in any plans, arrangements, or distributions by the school district pertaining to or in connection with any fringe, pension, bonus or similar benefits for the School Districts regular employees. The School District will not withhold or pay any sums, state, federal or local taxes, FICA, Michigan School Employees Retirement, insurance, or workman's compensation insurance. The Contractor agrees to hold the School District harmless for the payment of such sum, interest, penalties or costs in the collection of the same.

3) The School District acknowledges that the Contractor has no responsibility for the supervision of any personnel in caring out their educational functions, and any recommendations made by the Contractor, other than those related to a student's therapy performance, will require the consideration of the School District.

4) The School District agrees that the Contractor shall have access to the School District premises at such times as is necessary for the Contractor to perform the above prescribed tasks. The location in which the services are provided will be mutually agreed upon by the Contractor and the School District as to best serve the student's needs. Time required for travel between sites within a district will be billed at the hourly rate.

5) The School District agrees that the Contractor shall have access to records related to students assigned to them.

6) The School District agrees to purchase evaluation and treatment material necessary for provision of the therapy services.

7) The School District agrees to pay the invoices submitted by the Contractor within thirty calendar days from receipt in the School District's Business Office.

8) The School District acknowledges by signature that they have read the Agreement and understand same and agrees that this contract constitutes the total agreement between the parties and that anything not included in this contract is expressly excluded.

SECTION III

1) Either party may terminate this Agreement by giving the other 30 days advance written notice.

2) Any change in the duties of the Contractor as described above, or changes in the monetary cap for the school year, shall be at the mutual agreement of the Contractor and the School District.

Agreed to on 8/10/15

_____ DATE _____

School District Representative

Pamela L Custer DATE 8-10-15

Pediatric Therapy Associates

Pediatric Therapy Associates, LLC
P.O. Box 8355
Ann Arbor, Michigan 48107
Phone: (734) 973-6473
Fax: (734) 994-7141

September 16, 2015

To: Ruth Jordan, Director of Special Education YCS

From: Pam Curtis, Pediatric Therapy Associates, LLC

Thank you for talking with me today regarding your contract therapy services for the 2015-16 school year and for allowing us to continue to provide you with those services. As we discussed today we will provide the following additional support with speech therapy at Ford School this school year.

SPEECH THERAPY
Ford
In addition to the current 35 hours per week of speech we are providing this year in our current contract for Ford and Beatty, with 21 hours per week at Ford and 14 hours days per week at Beatty, we will provide an additional 14 hours per week of Speech Therapy support at Ford school.

14 hours per week for 37 weeks of school is 518 hours for the year, which at $56.00 per hour, totals $29,008.00.

TOTAL AMOUNT OF CONTRACT $29,008.00.

This total amount has been put into a contract amendment to our contract for the 2015-16 school year. I have sent you the signed contract for your review and signature.

Thank you again for allowing us to serve the students of YCS and we look forward to working with you again this year. Please let me know if you have any questions after reviewing this information

Sincerely,

Pam Curtis
Pediatric Therapy Associates, LLC

:

Sept. 17, 2015
ADDENDUM TO CONTRACT

The following additional contractual Speech Therapy services will be provided to the Ypsilanti Community Schools by Pediatric Therapy Associates, LLC, for the 2015-16 school year in accordance with the same terms of the 2015-16 school year contract:

Additional Speech Therapy support for Ford School as follows:
14 hours per week for 37 weeks of school is 518 hours for the year, which at $56.00 per hour, totals $29,008.00.

Agreed to 9/17/15

District representative	Date
Pamela L Curtis	9-17-15
Pediatric Therapy Associates, LLC	Date

Enclosure #9

REQUEST FOR CLOSED SESSION SECTION 8(c) OMA

Collective Bargaining Strategy

Meeting of 9/28/15

Presented by ***Benjamin Edmondson***

Prepared by ***Paula Gutzman***

☐ *Discussion* ☒ *Action – Roll Call* ☐ *Action – Voice* *Ayes*_____ *Nays*_____		Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows	Meredith Schindler	Maria Sheler-Edwards	Sharon Lee
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

In accordance with Public Act 267, all closed meetings must be called by a motion at a public meeting of the Board of Education followed by a roll call vote. The Board of Education needs to meet in closed session under Section 8(c) of the Open Meetings Act (OMA), *Collective Bargaining Strategy*.

Proposed Motion

" .... move that the Board of Education convene in closed session under Section 8(c) of the OMA for the purpose of strategy and negotiation sessions connected with a collective bargaining agreement."

Budget Impact: ☒ **None** ☐ **As follows:**

Attachments:

☐ **Enclosed** ☐ **Issue Study Enclosed** ☐ **To Be Distributed at Meeting** ☒ **None**

Called to Closed Session at: _____

Reconvene at: _____