



**Monday, October 22, 2018
6:30 p.m. – Regular Meeting**

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

AGENDA

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE: *Erickson Elementary Students – Kelly Mickel, Principal*
ACHIEVEMENTS, AWARDS AND RECOGNITION

II. ACCEPTANCE OF AGENDA

III. PRESENTATIONS

- A. Marketing Update (Enc. #3A)
 - *Taryn Reid, Marketing/Communications Coordinator*
- B. Blueprint Installation Update (Enc. #3B)
 - *Alena Zachery-Ross, Superintendent*
- C. WIMA Enrollment Planning (Enc. #3C)
 - *Alena Zachery-Ross, Superintendent*

IV. PUBLIC COMMENTS #1

V. CONSENT AGENDA (Enc. #5)

- A. October 8, 2018 Regular Meeting Minutes
- B. New Hires & Resignations

VI. ACTION ITEMS

A. ~~Student Affairs~~

- i. **STUDENT DISCIPLINE:** *Resolution* (Enc. #6A.i)
- ii. Donation: *Erickson / United Way's Young Leaders Society* (Enc. #6A.ii)
- iii. EMU Collaborative Planning & Engagement Partnership MOU (Enc. #6A.iii)
- iv. Illuminate Education (Enc. #6A.iv)

B. ~~Human Resources~~

- i. **RESOLUTION:** *National Principal Month* (Enc. #6B.i)
- ii. Director of Operations (Enc. #6B.ii)

VII. PUBLIC COMMENTS #2

VIII. OTHER

IX. BOARD/SUPERINTENDENT COMMENTS

X. REQUEST FOR CLOSED SESSION: *Section 8(a) OMA, Employee Requested* (Enc. #10)

XI. RECONVENE TO OPEN SESSION

XII. *EMPLOYMENT/NEW HIRE, Employee A (Enc. #12)

XIII. ADJOURNMENT

**Action Item*

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting.



YCS Communications & Community Partnerships

By Taryn M.R. Willis

Communication & Marketing - an overview

- ▶ Open communication with staff, parent and staff through email, website, social media and printed materials
- ▶ YCS Marketing efforts to create positive branding and imaging, increase enrollment and awareness of educational opportunities
- ▶ Types of Events and Promotions
 - YCS Be A Grizzly Campaign (2017-18)
 - YCS Stronger Together Campaign (2018-19)
 - YCS Back to School Bash
 - YCS Grizzly Soiree
 - YCS Athletic Hall
 - Girl Magic at the High School
 - A Challenge to Change Expo (Zeta Phi Beta Sorority, Inc.- Rho Delta Zeta Chapter)
 - YCS District Open House
 - YCS Jazz in the Parking Lot
 - EMU Athletic Department Programs
 - Advertisement at EMU Athletic Events
 - YCS Sinking Fund
 - Riverside Arts Center Field Trip

Stronger Together Campaign

- ▶ YCS "Stronger Together" campaign started in July 2017
- ▶ New Signage in YCHS Athletic Wing representing Willow Run Community Schools, YCS and Ypsilanti Public Schools
- ▶ Large banner structures on Packard Rd. and Hewitt Rd. plus banners in gym and football field
- ▶ Trophy cases in high school now showcase all three school districts
- ▶ Throwback Shirts Available through Grizzly Store

Website Updates

- ▶ New look to website
- ▶ Athletic website still needs work on branding and image
- ▶ Utilizing the Pop-Up News items
- ▶ More videos on site that feature YCS students and staff
- ▶ Relaunch YCS YouTube Channel
- ▶ Relaunch YCS App (YCS Blueprint)

Marketing and Communications

- ▶ YCS Marketing Brochure (update)
- ▶ YCS Communication Committee Monthly Meetings
- ▶ YCS Sponsors and Banners
- ▶ Ann Arbor Family Magazine Advertising
- ▶ YCS Event Cards for 2019 events
- ▶ EMU Football Stadium Advertising
- ▶ Establish school logo and identity for elementary buildings

Logo Usage



Upcoming Events

- ▶ YCS District Open House
 - ▶ **Wednesday, March 6, 2019**
- ▶ YCS Community Event
 - ▶ **Thursday, May 30, 2019**
- ▶ YCHS Graduation
 - ▶ **TBD**
- ▶ YCS Jazz in the Parking Lot
 - ▶ **Friday, July 26, 2019**
- ▶ YCS Back to School Bash
 - ▶ **TBD-Date must be before labor day in order to use Meet Up and Eat Up funds**



YCS

Blueprint Monthly Update

2018-2019 School Year
October

Mrs. Alena Zachery-Ross, Superintendent
Dr. Sherrell Hobbs, Assistant Superintendent
Sue McCarty, Human Resources Director

YCS

Dramatic Improvement in Student, Teacher, and Leader Performance in a Short Amount of Time

The Blueprint: Systemic Reconfiguration

MIExcel
Michigan's Model for Excellence

CUSD
CHANDLER UNION DISTRICT SCHOOLS

Chandler & Frank, 2015

YCS

District Network Following the Blueprint

Disrupting the status quo to save the lives of children

Mechanical
FIRST PHASE
District launches the installation by establishing urgency for district reconfiguration
2016-17
2017-18

Lobby
SECOND PHASE
District installs the final driver systems, creates the building-level networks and guides principals

Ready, set, go!
2018-2019
Prepared Blueprint Superintendent leading the Blueprint Charge!
Determined to complete this year!

Blueprint

STRONGER TOGETHER

Blueprint

YCS BLUEPRINT ALIGNED

In an aligned district, systems work to create continuity, promote systemic change and maximize existing talent

YCS

Strategic thoughts for what is happening with Blueprint in the district

Purpose of the monthly board update is to forecast to the **board and community** when reports are coming from the District Network and how we are progressing as we install the Blueprint. This is a part of the **Communication Protocol**.

YCS

What is the District Network or the DN and what does it do?

- The Blueprint is a **framework** that examines systems to determine what is working and identifies systems that need to be created.
- The ultimate purpose is to **disrupt the status quo to improve student, teacher, and leader performance** in a short period of time.

YCS

As a Blueprint District Network, we are . . .

- Beginning the work to develop a 5-year strategic plan with the Blueprint framework
- **Receiving shared learning experiences in efforts to provide a common lens as to where we are going**
- Action Teams are up and running- Instructional Infrastructure, Talent Management, Problem Solving, Intense Student Support Network
- **Executive cabinet meetings restructured for action, support and communication to the building administrators and staff.**

YCS

Communication is key to the overall success of an aligned Blueprint district. Therefore we are . . .

- Updating the communications protocol with the instructional cabinet to revise, develop and expand protocols to include all aspects of communications to all stakeholders. (**Intended to be two-way communication with ALL**)
- Developing specific protocol and **agenda** with **data** for communicating Blueprint installation progress to the board monthly.

Talent Management

- o Amending job descriptions and Blueprint profiles for strategic hiring and placement.
- o Working to fill current vacancies; and changing the interviewing process to align to Blueprint to ensure new staff have desired competencies.
- o Blueprint professional learning – Selecting Blueprint Teachers and Leaders Day 2 on November 6th to assist HR and principals in identifying and hiring the best talent for the district

Talent Management

- o **Meet** prior to the Day 2 - November 6 Talent Management training
- o Develop **Blueprint aligned job description examples**; and select the screening components best aligned with building needs and desired candidate **core competencies**
- o **Share** with the district and building level administrators on November 6 to solicit feedback and adjustments

Talent Management

[illegible]

Instructional Infrastructure

- This system is committed to implementing and supporting a vision of high quality student support to effectively intervene for students who come to school with non-academic needs that create obstacles for high achievement.

Instructional Infrastructure

Why do we need a district-level system for curriculum and assessment?

- The district describes and communicates explicit high quality subject specific instructional practices that are aligned with the district's specific student-learning targets and evidence collection plan. This creates a shared understanding of the quality of instruction that we aspire to deliver in every classroom every day for every child.

Instructional Infrastructure

How will the district monitor the effectiveness of high-quality subject-specific instruction and its impact on student learning?

- The district will work toward the goal of its instructional delivery meeting the needs of roughly 80% of students as identified by the state assessment. The district will utilize the interim and summative assessments as outlined in the curricular documents to determine mastery of standards. The district will also use High-Quality Instruction Data Collection Tools to monitor the quality of classroom instruction in comparison to these assessment data. The district will also use a universal screening measure to determine the health of the overall system, working towards meeting the needs of at least 80% of all students with high-quality core instruction.

Instructional Infrastructure

What assessments will be used to progress monitor Tier 2 instruction?

- The curricular units' interim and formative assessments.

How will the district monitor the effectiveness of Tier 2 instruction?

- The district will utilize the interim and summative assessments as outlined in the district's approved curricular documents to determine mastery of standards. In addition, the district will track the number of students receiving interventions and/or additional instructional programming. The district will also use a universal screening measure to determine the health of the overall system, working towards meeting the needs of an additional 15% of students with high-quality Tier 2 instruction.

How will the district monitor the effectiveness of Tier 3 instruction?

- The district will utilize the interim and summative assessments as outlined in the curricular documents to determine master of standards. In addition, the district will track the number of students receiving Tier 3 instructional support and will use a universal screening measure to determine the health of the overall system, working toward meeting the needs of an additional 5% of students with high-quality Tier 3 instruction.

Instructional Infrastructure

Utilizing the Blueprint Curriculum and Assessment Tool, the committee is focusing on the following:

- What is Curriculum?
- What is the evidence of practice?
- What are the ambitious teaching visions?

The Instructional Infrastructure Committee

is currently reviewing various district data sets to drive an intentional approach to inform instruction. The next set of data that will be examined is NWEA. The focus will support teachers with templates that will focus on:

Create Your Groups (three different groups) Example on next slide

- RIT Range
- Students
- Learning statements
- Student activities, instructional strategies, and resources
- Assessments

Design Your Lesson

Choose Your Focus

- Class
- Content area
- Standard of focus of instruction
- Goal performance/instructional area
- Sub-goal performance/instructional area
- Topic

Planning Forward—What, How, Who and When

YCS

Leadership Network

- Partnerships between central office and building leaders will be developed to guide and direct with unrelenting focus the work of improving instruction within the organization; central office will develop personal relationships with school principals specifically focused on helping every school principal become a stronger instructional leader and deepening practice.
- Blueprint will build the capacity of district leadership by providing professional learning around instructional leadership throughout installation that is aligned with the visions of the district. (Dr. Hobbs and AZR attending online BFC every 2 weeks together with Holly Heaviland @ WISD)
- Coaching for district leadership and teachers related to Blueprint installation and building leadership capacity is provided by the Blueprint. (Pam English and Turquoise Neal from SWFT)
- District leaders will register for the Mechanics of Building Leadership professional learning This is a self-paced online learning. We changed our dates to begin in February.

Questions/Comments from the Board

Thank you for the opportunity to present today!

Agenda w/Communication plan template

Title:
Location:
Meeting Date:
“Stronger Together”

Working Agreements: <ul style="list-style-type: none"> • Start on time and end on time • • 		Check In Activity:		Members Present:	
Agenda Item	Notes	Action(s) Needed	Person(s) Responsible	Due Date	
Next Steps					
Organize & Integrate	Communication Protocol				
Adjourn					

Stakeholder Group	Internal/ External	Key Message	Communication Tool	Feedback Loop	Person(s) Responsible	Action Date

DISTRICT Scorecard Calendar:
Board Meeting District Presentation Planning Calendar 2018/19 (Rev 10/19/18)

DATE:	Tentative Proposed Presentations:
Tuesday, August 21, 2018	Board/ Superintendent Communication
Monday, August 27, 2018	Durham
Monday, September 10, 2018	Blueprint Overview (BP)/ Closed session items
Monday, September 24, 2018	ACCE
Monday, September 24, 2018- Special Meetings/ BOE Workshop	Talent Management (HR in BP)- Class Sizes, Staffing & Enrollment
Monday, October 8, 2018	Durham Update/ District Calendar (Follow up from 2017-18)/ Arts Program
Monday, October 22, 2018- Special Meeting/ BOE Workshop	2019/20 Facilities/ Programming
Monday, October 22, 2018	Marketing Update Blueprint Update
November 1-4, 2018	MASB Annual Conference
Tuesday, November 6, 2018	Board Election (General Election)
Monday, November 5, 2018- Special	Performance Management (Data in BP- NWEA and Discipline), Executive Cabinet Goals Presentation (MASB: Site Goals)
Monday, November 12, 2018	District Calendar/ ACCE Follow Up District Financial Audit (reg mtg)
Monday, December 3, 2018- Special Meeting/ Study Session	Budget- Cash on hand, % of fund balance
Monday, December 3, 2018	Listen and Learn Update

Monday, December 17, 2018 Special Meeting/ Board Workshop	Board Self Assessment Superintendent Progress/ Evaluation
Monday, January 14, 2019	Board Recognition Month Organizational Meeting
2nd Meeting in January	Goal Progress Update/ ACCE follow up
1st Meeting in February	Black History Month- YCS Events Durham Transportation Update
2nd Meeting in February	NAAPID Parent Involvement YMCA
1st Meeting in March	Performance Management (BP)/ Community Partnerships
2nd Meeting in March	ACCE workshop/ consideration
1st Meeting in April	EPHY- Homeless Three year budget projection Class size report
2nd Meeting in April	RAHS, School Based Health Centers
1st Meeting in May	Restorative Practices Updates
2nd Meeting in May	Talent Management (Evaluation, projections)
1st Meeting in June	Recognition of Retirees Board Goals Update
2nd Meeting in June	Budget Hearing
1st Meeting in July	Performance Management (BP- NWEA)
2nd Meeting in July	Blueprint Update
Reschedule- Tuesday, October 16, 2018 (Alternate Date Requested)?- Special Meeting/ BOE Workshop	Anti-Bias work and Intense Student Support Network (BP)- Discipline

2019-20 Facilities Planning Discussion

1. Nhu and Cassandra- Looking at data on cohort
 - a. Currently the percentage from YIES into WIMA is about 80% part due to movement, other programs, continuing wherever the siblings, attrition 21/29 students came this year.
 - b. The 4th grade cohort at YIES currently has 67 students. If we apply the 80% attrition data from this year's YIES students transitioning to WIMA, it would be 54 YIES students from that cohort in 2 years. This also leaves 10 slots for sibling preference.
 - c. If that year we are higher, WIMA is prepared to have larger classes that year. Will have graduate assistants if there are larger classes 34 vs 32.
2. Survey parents and staff in the district regarding a PYP and/or MYP run by YCS.
3. Develop a committee with students, parents, and staff to consider alternatives- Ex. YCS IB school, other "Theme" school options (Leader in Me, Language Focus, STEAM, ect.) applications to be distributed to community in December.
4. Recommendations would be brought to the board while watching numbers at YIES by December of 2019.

Enclosure #5
APPROVAL OF CONSENT AGENDA
Meeting of 10/22/2018
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input type="checkbox"/> Action – Roll Call <input checked="" type="checkbox"/> Action – Voice Ayes _____ Nays _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler-Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

- a. Consent Agenda
1. October 8, 2018 Regular Meeting Minutes
 2. New Hires
 3. Resignations

Proposed Motion

" move that the Board of Education approve the following:

- 1) October 8, 2018 regular meeting minutes, and;*
- 2) the personnel matters as per the attached list dated October 19, 2018: New Hires and Resignations."*

Budget Impact: ☐ None ☒ As follows:

Human Resources List: All are Replacements

Attachments:

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

YPSILANTI COMMUNITY SCHOOLS

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

MINUTES: REGULAR MEETING OF THE BOARD OF EDUCATION

Monday, October 8, 2018

The meeting was called to order by President Sharon Irvine at 6:30 p.m. The Pledge of Allegiance was recited, led by Estabrook Elementary students and Principal Ryan Johnson.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

President Sharon Irvine, Secretary Maria Sheler-Edwards, Treasurer Meredith Schindler, Trustee Ellen Champagne

MEMBERS OF THE BOARD OF EDUCATION ABSENT

Vice-President Dr. Celeste Hawkins (*attending Washtenaw My Brother's Keeper event*), Trustee Brenda Meadows (*ill*), Trustee Sharon Lee

ACHIEVEMENTS, AWARDS AND RECOGNITION

Estabrook Points of Pride included: 1) EMU Student Teacher Partnership; 2) Developmental Soccer Program; 3) Respect - Give It, Get It; 4) Music & Movement Time; 5) New Parent Pick Up Procedure; 6) Trunk or Treat, and; 7) Literacy Collaboration.

ACCEPTANCE OF AGENDA: Accepted as Presented

Motion by Sheler-Edwards, supported by Schindler

Action Recorded: 4/Yes; 0/No

PRESENTATIONS

YCS Invitation to Exhibit in Washington, D.C.: Art teachers Kayla Stafford, Heidi Shelton, Stacy Schwartz, Katherine Fisk (and YCS Art Coordinator) and YCS parent Yen Azzaro presented a PowerPoint on a U.S. Department of Education Art Exhibit in May/June 2020. YCS has been invited to attend. Kindergarten through 12th grade students will be invited to present at the exhibition opening. YCS would have national recognition. Learning opportunities include: 1) conceiving and producing artwork relevant to a theme (diversity, equality, justice); 2) marketing process; 3) curatorial practices; 4) travel preparation and etiquette, and; 5) garnering publicity. To make this a reality, 65 students and 38 parents/guardians/YCS staff would attend. \$75,000 is the estimated trip cost, with framing/materials "to be determined". The process would include: 1) judging at Riverside Arts Center in December; 2) YCS art teachers curate the pieces that best adhere to the theme; 3) those pieces are presented to community judges with no affiliation of students attending YCS; 4) winning pieces are chosen and community is invited. Our thanks to the local person who was visiting Washington, D.C. and signed up YCS; Congresswoman Debbie Dingell also endorsed us.

Durham Transportation & National Bus: Director of Facilities and Operations Steven Burgess, Durham School Services General Manager Carrie Drew and National Bus Service Lead Consultant Justin Wilczynski presented on goals, the current system, a 2019 Request for Proposal (RFP) and technology.

Reviewed practices and feedback included: 1) bus tracker; 2) new location of the server; 3) driver procedure [alpha list]; 4) hire of new safety supervisor, and; 5) shortage of three drivers, but a steady flow of new applicants. Discussion of "on time" and the time the latest busses are out; Drew said routes are continually being adjusted.

Wilczynski spoke of the master plan: to make service and transportation better. He addressed operations, including YCS and community relationships with Durham, and, finances (can things be done more efficiently). Conversation on software, and fact finding why Versatran to PowerSchool was inaccurate. There has been lack of training of YCS and Durham employees; however, as of last Friday, there is a 100% match of YCS data to Durham data. Our last RFP was standard; Wilczynski will work with us on the next RFP. A RFP could define the year(s), make(s) and model(s) of busses, and, proper training for drivers, among other things.

Discussion of being mindful of how information flows. Conversation on how long children may be on busses; Wilczynski said YCS decides this.

PUBLIC COMMENTS #1

Anita Smith commented on the Kettering demolition and the history of and request for a memorial using the tiles of the communications mural on the building. Ypsilanti Township Supervisor Brenda Stumbo spoke of the demolition resolution, church sales/leases and a request for keeping her office informed of neighborhood happenings. Hugh Harris and Debra Stevens commented on transportation.

President Irvine spoke of capital costs that were not taken on 5-10 years before consolidation. She asks for continued patience. Facilities are a big item now, but bussing is important too.

CONSENT AGENDA

MOTION TO approve the following: 1) September 24, 2018 special meeting minutes; 2) September 24, 2018 regular meeting minutes; 3) September 24, 2018 closed session meeting minutes, and; 4) the personnel matters as per the attached list dated October 3, 2018: New Hires and Resignations.

Motion by Schindler, supported by Champagne

Action Recorded: 4/Yes; 0/No

ACTION ITEMS, Student Affairs

Field Trip, Ypsilanti Community High School Choir

MOTION TO approve the overnight/out-of-state field trip of the Ypsilanti Community High School Choir to Carnegie Hall in New York City in March 2019.

Motion by Champagne, supported by Sheler-Edwards

Action Recorded: 4/Yes; 0/No

Pediatric Therapy Associates

MOTION TO approve the contract with Pediatric Therapy Associates for a service period of August 1, 2018 - August 31, 2019 for an amount not to exceed \$317,405.

Motion by Sheler-Edwards, supported by Champagne

Roll Call Vote: 4/0 Yes

Yes: Schindler, Champagne, Sheler-Edwards, Irvine

ACTION ITEMS, Business/Finance

RESOLUTION: Demolish Thurston & Kettering Elementary Schools

MOTION TO adopt the Resolution to Demolish Thurston Elementary (181 Oregon St. in Ypsilanti Township) and Kettering Elementary (1622 Knowles St. in Ypsilanti Township) Schools.

Motion by Sheler-Edwards, supported by Schindler

Roll Call Vote: 4/0 Yes

Yes: Schindler, Champagne, Sheler-Edwards, Irvine

Topics Included: Irvine has honored a request to have a memorial wall or an commemorative alternative with the student tiles from Kettering Elementary.

Lease: Our House Organization

MOTION TO approve the lease with Our House for a total monthly rental of \$400 for a lease period of November 1, 2018 - October 31, 2019.

Motion by Champagne, supported by Sheler-Edwards

Roll Call Vote: 4/0 Yes

Yes: Schindler, Champagne, Sheler-Edwards, Irvine

Topics Included: Request for Burgess to send the Board rental rates.

Educational Reporting Services Agreement

MOTION TO approve the Educational Reporting Services Agreement with Educational Reporting Solutions, beginning "on the date hereof" and expiring on September 30, 2019 unless earlier terminated or extended.

Motion by Sheler-Edwards, supported by Schindler

Roll Call Vote: 4/0 Yes

Yes: Schindler, Champagne, Sheler-Edwards, Irvine

Washtenaw County Sheriff Amendment, SRO

MOTION TO approve the School Resource Officer contract amendments for 2019-2022 with the Washtenaw County Sheriff, extending the term of this contract with an effective date of January 1, 2012 and ending on December 31, 2022.

Motion by Sheler-Edwards, supported by Schindler

Roll Call Vote: 4/0 Yes

Yes: Schindler, Champagne, Sheler-Edwards, Irvine

ACTION ITEMS, Other

Donation: District, Huron Valley Correctional Facility

MOTION TO accept the donations of backpacks, school supplies and \$10,000 from the Huron Valley Correctional Facility.

Motion by Schindler, supported by Sheler-Edwards

Action Recorded: 4/Yes; 0/No

Topics Included: HVCF Deputy Warden Karri Osterhout and Facility Manager Toni Moore were in attendance and spoke of the donation.

Donation: ACCE, Anonymous Donor

MOTION TO accept a \$20,000 cash donation to Achieving College & Career Education from an anonymous donor.

Motion by Schindler, supported by Champagne

Action Recorded: 4/Yes; 0/No

Topics Included: Jonathan Royce, ACCE Principal spoke of this donation. Irvine spoke of these donations being extraordinary.

Donation: Erickson, Unite Community Church

MOTION TO accept the donations of a playground basketball system and a \$5,000 check from Unite Community Church on behalf of Erickson Elementary.

Motion by Sheler-Edwards, supported by Schindler

Action Recorded: 4/Yes; 0/No

Topics Included: Kelly Mickel, Erickson Principal spoke of this donation.

Donation: Erickson, MESSA Employees

MOTION TO accept an Erickson Elementary school supply donation by MESSA employees, valued at approximately \$1,000.

Motion by Champagne, supported by Schindler

Action Recorded: 4/Yes; 0/No

Topics Included: Kelly Mickel, Erickson Principal commented on the donation.

PUBLIC COMMENTS #2: None

OTHER

- *Zachery-Ross* request to reschedule Tuesday, October 16th Board workshop on anti-bias work and discipline. Board decision to defer this meeting until a consultant for this work has been named and has scheduling availability.
- *Irvine* commented on combining the December 11th and December 17th Board meeting.

BOARD/SUPERINTENDENT COMMENTS

- *Sheler-Edwards* requested a followup transportation update.
- *Irvine* commented on completion of a transportation survey, as a way to benchmark progress; including staff may be helpful.
- *Sheler-Edwards* commented on the SchoolMessenger protocol related to transportation.
- *Zachery-Ross* spoke of standard operating processes.
- *Schindler* commented on a system that others know too; for example, teachers knowing Bus Tracker. Comments on a listing of busses (how many radios, run regularly v. mechanical issues, etc.). *Steven Burgess* shared drivers were given his contact information previously, should contact be necessary.
- *Zachery-Ross* spoke of an upcoming meeting with two staff members to gather transportation input.
- *Irvine* acknowledged Brenda Stumbo's request of awareness of community happenings.
- *Zachery-Ross* welcomed our new Director of Business Services and Finance, Dr. Edwina Hill and new Director of Human Resources, Sue McCarty.

Meeting Adjourned: 8:04 p.m.

Attachment: Resolution | Demolish Thurston Elementary & Kettering Elementary Schools

Date Approved: _____

Maria Sheler-Edwards, Secretary
Board of Education
Ypsilanti Community Schools

Initials: _____

RESOLUTION TO DEMOLISH THURSTON ELEMENTARY AND KETTERING ELEMENTARY SCHOOLS

Ypsilanti Community Schools, Washtenaw County | Michigan

A meeting of the Board of Education of the District was held in the **Professional Development Room** at the **Ypsilanti Community Schools Administration Building** located at **1885 Packard Road, Ypsilanti, MI 48197**, on **October 8, 2018 at 6:30 p.m.**

The meeting was called to order by **Sharon Irvine, President**.

The following Resolution was offered by Member MARIA SHELER-EDWARDS and supported by Member MEREDITH SCHINDLER.

WHEREAS, the Board of Education for Ypsilanti Community Schools approved the demolition of Kettering and Thurston Elementary Schools on March 28, 2016. And,

WHEREAS, the approved resolution stated that the demolition of these two buildings would begin during the 2016-2017 school year. And,

WHEREAS, to date, the District has not demolished these two buildings or presented a timeline or a plan to the Board of Education for the demolition of these two buildings.

THEREFORE, the Board of Education directs the Interim Superintendent to submit an RFP for the demolition of Thurston and Kettering Elementary Schools no later than Friday, October 12, 2018, with the abatement and demolition processes to begin on or around November 7, 2018, or within 15 business days of that date.

Roll Call Vote as Follows:

Sharon Irvine, President	<u>Yes</u>	No	Absent
Celeste Hawkins, Vice-President	Yes	No	<u>Absent</u>
Maria Sheler-Edwards, Secretary	<u>Yes</u>	No	Absent
Meredith Schindler, Treasurer	<u>Yes</u>	No	Absent
Brenda Meadows, Trustee	Yes	No	<u>Absent</u>
Ellen Champagne, Trustee	<u>Yes</u>	No	Absent
Sharon Lee, Trustee	Yes	No	<u>Absent</u>

Resolution Declared: Adopted / Defeated (4 / 0, Yes OR No)

The undersigned herewith certifies, as **Secretary** of the Board of Education of Ypsilanti Community Schools, Washtenaw County, Michigan, that this resolution was **adopted** by a majority of said Board at a duly constituted public meeting of said Board at a **regular meeting** held on **October 8, 2018**.

Maria Sheler-Edwards, Secretary
Board of Education
Ypsilanti Community Schools

Board of Education

[illegible]

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

Enclosure #6A.i

STUDENT DISCIPLINE RESOLUTION, Student #2018.1015.#2

Meeting of 10/22/2018

Presented by Alena Zachery-Ross

Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> Ayes _____ Nays _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler-Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

A student discipline hearing subcommittee held an open session hearing on Monday, October 15, 2018. The purpose of the hearing was to determine if the above-mentioned student would be expelled from school due to the alleged violation. The Board of Education is the only body empowered to expel students from Ypsilanti Community Schools.

The subcommittee was presented with evidence of the charges by the building administration. The student and parent were offered time to present and offer input. The subcommittee was presented with closing statements from both building administration, the student and parent. Recommendations/requests were presented to the subcommittee.

The decision process and possible decisions of the hearing panel were explained. The subcommittee prepared a recommendation for the Board of Education. After Board review of the subcommittee's recommendation, the Board of Education will determine whether or not to adopt the Board Resolution for Discipline.

Proposed Motion

" Regarding the Student known to the Board as #2018.1015.#2 ... move that the Board of Education adopt the Board Resolution for Student Discipline."

Budget Impact: ☒ None ☐ As follows:

Attachments:

☐ Enclosed ☐ Distributed Previously ☒ *Discipline Resolution* To Be Distributed Separately ☐ None

Enclosure #6A.ii
ACCEPTANCE OF DONATION | Erickson Elementary
United Way of Washtenaw County | Young Leaders Society
Meeting of 10/22/2018
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input type="checkbox"/> Action – Roll Call <input checked="" type="checkbox"/> Action – Voice Ayes _____ Nays _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler-Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Erickson Elementary has been selected to receive a donation of approximately \$4,000 to help purchase new playground equipment. Monies were raised by a fundraiser of the United Way of Washtenaw County | Young Leaders Society (UWWC YLS). The event was their 2nd annual YLS cornhole tournament. The UWWC Young Leaders Society develops the next generation of leaders by providing opportunities for philanthropy, long-term relationship building, professional development and community engagement.

Ypsilanti Community Schools and Erickson Elementary are grateful for this generous donation, which includes a generous donation by tournament winners Moonie and Clay from Kapnick. Moonie and Clay donated their \$500 winnings to Erickson. Donations provide educational services and opportunities that help make schools more effective and more accessible to all students. This donation will enhance opportunities at Erickson.

Proposed Motion

" move that the Board of Education accept an Erickson Elementary cash donation by the United Way of Washtenaw County | Young Leaders Society to purchase playground equipment, with a value of approximately \$4,000."

Budget Impact: ☒ None ☐ As follows:

Attachments:

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



Paula Gutzman <pgutzman8@yicschools.us>

RR: Donation

1 message

Kelly Mickel <KMickel6@yicschools.us>

Thu, Oct 18, 2018 at 7:13 PM

To: "Paula Gutzman (PGutzman8@yicschools.us)" <PGutzman8@yicschools.us>

Hi Paula,

I am not sure when we will receive the check and what the exact amount will be, but it will need board approval. I will get the info to you as soon as I get the info. I assume that it is too late to get on the agenda for this Monday.... I have to be there anyway and thought it would be nice to get the pledge and the donation over in one meeting :) If it is possible, let me know.

Thanks!

Kelly Mickel

Principal, Erickson Elementary School

**'Excellence @ Erickson'****Ypsilanti Community Schools Sinking Fund on November 6th Ballot**For more information, please visit www.yicschools.us

----- Forwarded message -----

From: **Young Leaders Society: United Way of Washtenaw County** <yls@uwwashtenaw.org>

Date: Tue, Oct 16, 2018 at 3:13 PM

Subject: Thank you to all who attended our YLS Cornhole Tournament!

To: <kmickel6@yicschools.us>

**LIVE UNITED****United Way
of Washtenaw County****Thank you to all who attended our 2nd annual**

YLS Cornhole Tournament!



We raised just under \$4,000 and ALL of the proceeds will go to Erickson Elementary to help purchase new playground equipment!

The success was large in part because of



COMCAST



Congratulations to our winners Moonie and Clay from Kapnick! They generously donated their \$500 winnings to Erickson!



Special thank you to our amazing committee members who we could

not have done this without:

Jessie Schlanderer- Wells Fargo
Megan Mazurek- Reinhart Realtors
Jill Villemure- Kemner Iott Benz

Upcoming Events:

Speaker Series
with JoAnn Chávez from DTE
United Way of Washtenaw County
2305 Platt Rd, Ann Arbor
Thursday, November 8th from 4-6 pm

SIGN UP

About YLS

The UWWC Young Leaders Society (YLS) develops the next generation of leaders by providing opportunities for philanthropy, long-term relationship building, professional development and community engagement.

We invite community-oriented individuals or couples, 40 years old or younger, to join us in creating lasting change.

CONNECT



Network with other young professionals who have a passion for our community at informal social events

LEAD



Develop your personal and professional skills by learning from top community leaders through our YLS Speakers Series

SERVE



Participate in unique volunteer projects that make a meaningful impact on our community

Not an official YLS member? Want to get more involved with your community, meet great people, and make a difference?

[Click here to Join YLS!](#)

Have additional questions about becoming a YLS member?
 Please contact Madeline Mortimer at mmortimer@uwwashtenaw.org or 734-677-7219

Enclosure #6A.iii
APPROVAL OF PARTNERSHIP MOU, EMU
Pilot Collaborative Planning & Engagement with Estabrook
Meeting of 10/22/2018
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler- Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

This unique pilot collaboration will involve closely working together in addressing the needs of Estabrook Elementary and those of the College of Education at Eastern Michigan University (EMU). This Partnership Memorandum of Understanding (MOU) is for the 2018-2021 school years.

Proposed Motion

" move that the Board of Education approve the Estabrook Pilot Collaborative Planning and Engagement Partnership with Eastern Michigan University for the 2018-2021 school years."

Budget Impact: ☒ None ☐ As follows:

Attachments:

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

Partnership Memorandum of Understanding

This document constitutes a Memorandum of Understanding between Ypsilanti Community Schools and: Eastern Michigan University for the 2018-2021 school years.

Goal: To strengthen a collaborative model of elementary teacher preparation between YCS and EMU

Name of Co-Curricular Program Covered by this MOU: A Pilot Collaborative Planning and Engagement Partnership

Brief Description of Program: This unique pilot collaboration will involve closely working together in addressing the needs of Estabrook School and those of the College of Education at EMU. EMU faculty will be embedded in the school primarily, but not exclusively via elementary methods courses working closely with Estabrook faculty and staff to coordinate a series of practica across semesters in which pre-service teachers will conduct fieldwork in Estabrook classrooms. Estabrook faculty and administrators and faculty and administrators from the Colleges of Education and Arts and Sciences will work together in understanding and addressing needs of Estabrook students, teachers, and administrators and those of Eastern education students and faculty and in the design and refinement of how teacher candidates are trained at EMU.

Funding Source and Duration: The establishment of the pilot and the costs of the methods courses and practica will be funded by EMU and will run from January 2019-Fall 2020. Additional funding will be sought to cover costs beyond those of EMU's methods courses participation.

School(s) Where Program will be located: Estabrook Learning Community (Elementary School)

Target Population to be Served (grade levels or subpopulation): There are several:

- 1) Estabrook students in grades 2-5. EMU faculty and pre-service teachers in methods and practica courses will work in general education classrooms with the goals of providing quality training for the EMU participants and improved academic behavior and performance for the Estabrook students.
- 2) COE students and faculty. Teaching methods courses and doing methods practica in Estabrook with a multi-year collaborative model will provide a deep and practical preparation for the individuals involved.

Objectives (List individual objectives of the specific program to be offered)

1. EMU faculty will have a better understanding of the strengths and needs of teachers and students working in an urban elementary school.
2. Estabrook faculty will have a better understanding of EMU's elementary teacher preparation program.

3. Estabrook and EMU faculty will articulate a shared vision of effective first-year teachers.
4. EMU elementary pre-service teachers will be well prepared to work in any school having had extensive experiences in an urban elementary school.
5. Estabrook students will have improved performance and behaviors

Specifics

Ypsilanti Community Schools agrees to:

1. Provide school facilities to hold the methods courses and office space needed for the management of the program.
2. Appoint the Estabrook building principal as co-leader of the pilot project. The principal will also be the normal means for the exchange of relevant information between YCS faculty, staff, and volunteers and the EMU co-leader.
3. The principal and EMU co-leaders will meet regularly to review project progress (Estabrook student success and EMU student engagement), explore opportunities and situations that arise, and co-plan solutions to each.
4. Designate an Ypsilanti Community Schools central administration liaison for this program. The Liaison will meet annually with the project co-leaders and EMU faculty involved with the project.
5. Inform program staff and volunteers regarding school safety procedures, and relevant District and school-specific policies and procedures.
6. When appropriate invite relevant EMU faculty and volunteers to participate in YCS-Estabrook staff training.
7. Publicly recognize the work of EMU, the College of Education, and the Department of Teacher Education related to this program. This may be in the form of parent newsletters, District website, Board of Education meetings, press releases, etc.
8. Share relevant data on Estabrook students and teachers along with helping collect other data relevant to the needs of the EMU program involved and the viability of the program to continue beyond this initial pilot period.
9. Collaborate with EMU and the College of Education in seeking additional grants and the associated responsibilities of them should they be funded.

Eastern Michigan University's College of Education agrees to:

1. Offer three methods classes and related practica and student teaching at Estabrook Elementary.
2. Appoint an EMU COE faculty member as co-leader of the pilot project. The EMU co-leader will also be the normal means for the exchange of relevant information between EMU, the College of Education, and the departments

involved and YCS faculty, staff, and volunteers.

3. The EMU and Estabrook co-leaders will meet regularly to review project progress (Estabrook student success and EMU student engagement), explore opportunities and situations that arise, and co-plan solutions.
4. As requested and when appropriate, the EMU co-leader will attend faculty or other meeting at Estabrook or in YCS.
5. Abide by all policies and rules related to working in YCS schools.
6. Maintain the confidentiality of the students and any data concerning them.
7. Work with the Estabrook co-leader and the YCS administrative liaison in relaying, obtaining or using information regarding individual students.
8. Collaborate with Estabrook Elementary and YCS in seeking additional grants and the associated responsibilities of them should they be funded.

By signing this document, Ypsilanti Community Schools and Eastern Michigan University's College of Education agree to abide by the terms and conditions contained in this Partnership Memorandum of Understanding. Additionally, by signing the document, the organization affirms that they have read and understand the YCS Wellness Policy and agree to follow its guidelines. The District and the College of Education each reserve the right to terminate this pilot collaboration.

YCS Representative (print)

YCS Representative (sign)

Date

EMU COE Dean (print)

EMU COE Dean (sign)

Date

Revised 1/25/18

Enclosure #6A.iv
APPROVAL OF PURCHASE, *Illuminate Education (renewal)*
Meeting of 10/22/2018
Presented by Dr. Sherrell Hobbs
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler-Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Illuminate Education is built for educators to support them with the creation of tools that support student success. This technology web-based tool makes assessments and data easy to upload and view in one place. Thus, it enhances the teacher's daily work. With a focus on student achievement, teachers do not have to enter data in multiple places. As a result, teachers are not bothered with data that is inaccessible or unreliable.

Illuminate Education is one system that handles assessments, report cards, grade books, data analysis and parent communication. Teachers can also quickly create standards-based assessments or they can instantly scan or upload paper tests, score, and analyze the data to enable daily personalized instruction.

Proposed Motion

" move that the Board of Education approve the renewal purchase in the amount of \$22,272 with Illuminate Education for the time period of July 1, 2018 – June 30, 2019."

Budget Impact: ☐ None ☒ As follows:
 General Fund

Attachments:

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

Dir to Paula For BOE

Illuminate Education, Inc.

6531 Irvine Center Drive, STE 100

Irvine, CA 92618 US

(949) 656-3133

invoices@illuminateed.com

http://www.illuminateED.com

Invoice



illuminate education®

Renewal

BILL TO

Ypsilanti Community Schools

1885 Packard Rd

Ypsilanti, Michigan 48197

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2010-12556	10/05/2018	\$22,272.00	11/04/2018	Net 30	

BILL START DATE

07/01/2018

BILL END DATE

06/30/2019

DATE	ACTIVITY	QTY	RATE	AMOUNT
10/05/2018	DnA Licenses/Grading Software Per Student Licenses - Illuminate Data and Assessment™ Assessment Scanning and Scoring	3,712	4.50	16,704.00
10/05/2018	KDS Inspect (Legacy) Access to Key Data Systems' KDS Inspect Item Bank and Pre-built Assessments.	3,712	1.50	5,568.00

PAYMENT REMIT ADDRESS:

Illuminate Education Inc.

6531 Irvine Center Drive, Suite 100

Irvine, CA 92618

BALANCE DUE

\$22,272.00

Purchase Order can be sent:

Fax :909-266-1935

Email: invoices@illuminateed.net

Enclosure #6B.i
ADOPTION OF RESOLUTION OF RECOGNITION
Commemorating National Principal Month, October 2018
Meeting of 10/22/2018
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler-Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

The month of October is designated as National Principals Month, honoring principals and recognizing the contributions they make. We wish to honor these unsung heroes for their tireless efforts in pursuit of excellence in education at Ypsilanti Community Schools. The following resolution acknowledges principals' contributions, and we invite the community to recognize their roles in school and student achievement.

YCS Principals Are Extraordinary in Inspiring Children Daily!

Proposed Motion

" move that the Board of Education adopt the Resolution of Recognition, Commemorating October 2018 as National Principals Month."

Budget Impact: ☒ None ☐ As follows:

Attachments:

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

BOARD RESOLUTION OF RECOGNITION
Commemorating National Principal Month, October 2018
Ypsilanti Community Schools

A regular meeting of the Board of Education of the District was held in the Professional Development Room at the Ypsilanti Community Schools Administration Building located at 1885 Packard Road, Ypsilanti, MI 48197, on the 22nd day of October, 2018 at 6:30 p.m.

The meeting was called to order by Sharon Irvine, President.

The following Resolution was offered by Member _____ and supported by Member _____.

WHEREAS, the National Association of Elementary School Principals, the American Federation of School Administrators, and the National Association of Secondary School Principals, have designated October 2018 “National Principals Month”; and

WHEREAS, the vision, dedication, and determination of a principal provides the mobilizing force behind school quality; and

WHEREAS, principals are expected to be educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, public relations experts, budget analysts, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives, as well as being entrusted with the education and development of young people, the most valuable resource; and

WHEREAS, principals set the academic tone for their schools and work collaboratively with teachers to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives for schools to achieve educational excellence; and

WHEREAS, the Board of Education for Ypsilanti Community Schools seeks to honor its exemplary elementary and secondary school leaders committed to providing high-quality learning opportunities for students;

THEREFORE BE IT RESOLVED, that Ypsilanti Community Schools Board of Education recognizes October 2018 as “National Principals Month” and expresses its appreciation for the dedicated work of each principal in ensuring the success, connection, and academic engagement of each child in our District.

Roll Call Vote as Follows:

Sharon Irvine, President	Yes	No	Absent
Dr. Celeste Hawkins, Vice-President	Yes	No	Absent
Maria Sheler-Edwards, Secretary	Yes	No	Absent
Meredith Schindler, Treasurer	Yes	No	Absent
Ellen Champagne, Trustee	Yes	No	Absent
Sharon Lee, Trustee	Yes	No	Absent
Brenda Meadows, Trustee	Yes	No	Absent

Resolution Declared: **Adopted** (/ , Yes)

Maria Sheler-Edwards, Secretary
Board of Education
Ypsilanti Community Schools

Alena Zachery-Ross
Superintendent
Ypsilanti Community Schools

Enclosure #6B.ii
APPROVAL OF ADMINISTRATOR CONTRACT, *Operations Director*
Meeting of 10/22/2018
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler- Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Presented for Board consideration is the hire of Steven Burgess as a District employee as our Operations Director. The contract start date is July 1, 2018, with an ending date of June 30, 2019.

Proposed Motion

“ move that the Board of Education approve the administrative employment contract with Steven Burgess to serve as Operations Director effective July 1, 2018 – June 30, 2019.”

Budget Impact: ☐ None ☒ As follows:

General Fund

Attachments:

☐ Enclosed ☐ Issue Study Enclosed ☒ To Be Distributed Separately ☐ None

Enclosure #10
REQUEST FOR CLOSED SESSION SECTION 8(a) OMA, *Employee Requested*
Meeting of 10/22/2018
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler-Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

In accordance with Michigan's Open Meetings Act (OMA), enacted in 1976 as 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(a) of the Open Meetings Act, *an employee-requested session*.

Proposed Motion

" move that the Board of Education convene in closed session under Section 8(a) of the OMA for an employee-requested session."

Budget Impact: ☒ None ☐ As follows:

Attachments:

☐ Enclosed ☐ Distributed Previously ☒ To Be Distributed Separately ☐ None

Called to Closed Session at: _____

Reconvene at: _____

Enclosure #12
APPROVAL OF EMPLOYMENT, Employee A
Meeting of 10/22/2018
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____		Celeste Hawkins	Meredith Schindler	Brenda Meadows	Ellen Champagne	Sharon Lee	Maria Sheler-Edwards	Sharon Irvine
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

By State of Michigan law, any person being hired with a felony on their record must be approved by both the Superintendent and the Board of Education. We have a potential employee with a non-violent felony on their record. It is also intended for this employee to remain anonymous, to protect their confidentiality.

Proposed Motion

“ move that the Board of Education approve the employment of Employee A.”

Budget Impact: ☐ None ☒ As follows:
 General Fund

Attachments:

Board Policy #4121.01 – Criminal Conviction Review

☒ **Enclosed** ☐ **Issue Study Enclosed** ☐ **To Be Distributed Separately** ☐ **None**

Ypsilanti Community Schools Bylaws & Policies

4121.01 - CRIMINAL CONVICTION REVIEW

In an effort to maintain a safe environment for students, staff and visitors, the District will review the criminal records of those individuals who apply to or work for the District or are contracted to work on a regular and continuous basis in the schools.

Individuals convicted of crimes listed in Section 2 of the Sex Offender Registry Act, M.C.L. 28.722, shall not be allowed to work in the schools or in the District.

Individuals convicted of a felony not listed in the Sex Offender Registry Act may not continue to work in the District, unless or until they have received written approval from both the Superintendent and the Board of Education. Pending such approval employees shall be placed on administrative leave. Such leave shall be without pay, subject to Board discretion to award pay with reinstatement.

Individuals convicted of a misdemeanor related to sexual abuse, child abuse or controlled substances shall require the written approval of the Superintendent and the Board to continue employment.

All other criminal convictions shall require the written approval from the Superintendent to obtain or maintain employment in the District.

Except for felony convictions, the Superintendent shall determine whether the individual will be allowed to work pending review of the criminal convictions and a determination of whether the individual should be allowed to work in the District.

The Superintendent shall suspend consideration of any applicant and shall determine whether an employee or person contracted to work in the District will be allowed to work while felony charges are pending against the individual.

In making the determination regarding whether to hire an applicant or allow an individual to continue working with pending felony charges or after a conviction, the Superintendent and the Board will consider the following factors:

- A. the nature of the offense does relate or is related to children, sex, drugs, or violence, etc.
- B. how long ago did the incident occur
- C. were there repeated incidents
- D. nature of assignment in District (access to children, role model, etc.)
- E. whether any treatment or other rehabilitation has occurred
- F. the nature of the employee's work record since offense (likelihood of repeated misbehavior)

Neither the Board nor the Superintendent shall consider criminal charges that did not result in conviction, or pending misdemeanor charges in determining whether to hire or continue the employment of any individual.

In making recommendations to the Board on whether to allow individuals with convictions or pending felony charges to work in the District, the Superintendent shall provide written reasons supporting the recommendation.

The Board shall provide written reasons supporting its determination on whether to allow an individual with a conviction to work in the District.

The Superintendent shall be responsible for processing the necessary review of criminal convictions, and providing the Board timely notice of its need to act in accordance with this policy.

M.C.L. 28.722, 380.1230 et seq., 308.1535a, 38.74

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