



ORGANIZATIONAL MEETING & Regular Meeting Board Packet

THE YPSILANTI COMMUNITY SCHOOLS BOARD OF EDUCATION

YCS Administration Building * 1885 Packard Road * Ypsilanti, MI 48197 * (734)221-1230

Monday, January 28, 2019 @ 6:30 p.m. (Meeting #2 of 2)

ORDER OF MEETING

I. CALL TO ORDER

Alena Zachery-Ross, Superintendent

PLEDGE OF ALLEGIANCE

Ypsilanti International Elementary School (YIES) – Cassandra Sheriff, Principal

ACHIEVEMENTS, AWARDS AND RECOGNITION

MISSION STATEMENT: The purpose of YCS is to develop mindful, engaged students with the skill set, work ethic, and attitude to contribute to a community that honors diversity, equality and justice.

II. ACCEPTANCE OF AGENDA

III. PUBLIC COMMENTS #1

IV. ELECTION OF ACTING CHAIRPERSON

V. BOARD ORGANIZATION

A. NOMINATION AND ELECTION OF BOARD OFFICERS: Verbal nominations for candidates for each of the four offices will be solicited one at a time. Nominations for office do not require seconds. Once all officers have been elected, the newly elected president should preside over the meeting.

If more than one person is nominated for a single office, a majority vote should be used to identify the majority candidate for that position. If only one Board member is nominated for an office, the president or person presiding over the meeting shall seek a motion to elect that member by acclamation. The election of officers shall proceed in sequence until all officers are elected.

1. President
2. Vice-President
3. Secretary
4. Treasurer

B. APPOINTMENTS OF BOARD COMMITTEE MEMBERS AND LIAISONS

1. Parliamentarian: Trustee _____
2. Head Start Policy Committee: Trustee _____
3. Legislative Relations Network (LRN) Designee: Trustee _____
4. Washtenaw Association of School Boards (WASB) Representative: Trustee _____
5. Ypsilanti Promise Board Representative: Trustee _____
6. Ypsilanti Foundation Board Liaison: Trustee _____
7. Michigan Association of School Boards (MASB) Convention Delegate/Alternate:
 - 1) Delegate _____ ; 2) Alternate _____
8. Coordinated School Health Team: Trustee _____
9. Sex Education Advisory Board (SEAB): Trustee _____

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

Newly re-elected Board members Ellen Champagne and Dr. Celeste Hawkins and newly elected member Gillian Ream Gainsley took the Oath of Office previously. Notary Public Paula Gutzman administered the Oath to Ellen Champagne on 11/21/18; Celeste Hawkins on 12/3/18, and; Gillian Ream Gainsley on 11/27/18.



The following subcommittees may include 1-3 members, unless noted otherwise:

1. Policy Subcommittee: Trustee #1 & Chair _____
Trustee #2 _____
Trustee #3 _____
2. Financial and Operational Planning Subcommittee: Trustee #1 & Chair _____
Trustee #2 _____
Trustee #3 _____
3. Strategic & Educational Performance (DTN) Subcomm: Trustee #1 & Chair _____
Trustee #2: _____
Trustee #3: _____
4. Community Relations Subcommittee: Trustee #1 & Chair _____
Trustee #2: _____
Trustee #3: _____
5. School Culture and Discipline Subcommittee: Trustee #1 & Chair _____
Trustee #2 _____
Trustee #3 _____
6. Expulsion Review Subcommittee (4 members): Trustee #1 & Chair _____
Trustee #2 _____
Trustee #3 _____
Trustee #4 _____

A motion was made by _____, supported by _____

...THAT the above appointments as Board representatives be approved and in effect until the next Organizational Meeting in January 2020.

VI. ACTION ITEMS

A. CONSENT AGENDA (Enc. # 7A)

1. December 3, 2018 Special Meeting Minutes
2. December 3, 2018 Regular Meeting Minutes
3. December 3, 2018 Closed Session Meeting Minutes, #1 of 2
4. December 3, 2018 Closed Session Meeting Minutes, #2 of 2
5. December 17, 2018 Special Meeting Minutes, *Student Discipline Resolution*
6. January 14, 2019 Special Meeting Minutes
7. January 14, 2019 Closed Session Meeting Minutes
8. January 14, 2019 Organizational Meeting Minutes
9. January 14, 2019 Closed Session Meeting Minutes
10. New Hires & Resignations

Motion by: _____, supported by _____

...TO approve the following: 1) December 3, 2018 special meeting minutes; 2) December 3, 2018 regular meeting minutes; 3) December 3, 2018 closed session meeting minutes #1; 4) December 3, 2018 closed session meeting minutes #2; 5) December 17, 2018 special meeting minutes; 6) January 14, 2019 special meeting minutes; 7) January 14, 2019 closed session meeting minutes; 8) January 14, 2019 Organizational Meeting minutes; 9) January 14, 2019 closed session meeting minutes, and; 10) the personnel matters as per the attached list dated January 22, 2019: New Hires & Resignations.

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

Newly re-elected Board members Ellen Champagne and Dr. Celeste Hawkins and newly elected member Gillian Ream Gainsley took the Oath of Office previously. Notary Public Paula Gutzman administered the Oath to Ellen Champagne on 11/21/18; Celeste Hawkins on 12/3/18, and; Gillian Ream Gainsley on 11/27/18.



B. ADMINISTRATOR EMPLOYMENT CONTRACT (Enc. #7B)

Motion by: _____, supported by _____

... TO approve the administrative contract with Priya Nayak to serve as Director of State and Federal Programs effective January 9, 2019, with a contract expiration date of June 30, 2019.

ROLL CALL VOTE: Champagne ____; Hawkins ____; Lee ____; Meadows ____; Ream Gainsley ____; Schindler ____; Sheler-Edwards ____

C. ADOPTION OF BOARD OF EDUCATION MEETING SCHEDULE (Enc. #7C)

Motion by: _____, supported by _____

... TO adopt the Board meeting schedule for January 28, 2019 - January 13, 2020, with a revised date of 1/23/2019.

D. APPOINTMENT OF DISTRICT COMPLIANCE OFFICERS

Motion by: _____, supported by _____

...TO designate the following staff to serve as District Compliance Officers: 1) the Assistant Superintendent as 504 Compliance Officer, and; 2) the Director of Human Resources as District Compliance Officer and ADA Coordinator (in compliance with Policy #s 2260.01 & 4123).

E. REVIEW AND APPROVAL of Business Items

1. Authorization for Use of Facsimile Signature

Motion by: _____, supported by _____

... TO authorize the Director of Business and Finance to file the necessary forms with the appropriately designated banks to use the facsimile signature of the School District Superintendent on check draws of the General Fund, Food Service Fund, Debt Retirement Fund, Payroll Account, Student Activities Fund and Trust Fund.

2. Authorization to Execute Contracts and Sign Documents on Behalf of the District

Motion by: _____, supported by _____

... TO designate, and limit thereto, the following administrators to sign contracts and other documents on behalf of the District: Superintendent, or designee, and Director of Business and Finance.

3. Authorization of Bank Account Signatories

Motion by: _____, supported by _____

... TO approve the Board President, Superintendent, Board Treasurer, Director of Business and Finance and Accounting Supervisor as official signatories of bank accounts for the District.

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

Newly re-elected Board members Ellen Champagne and Dr. Celeste Hawkins and newly elected member Gillian Ream Gainsley took the Oath of Office previously. Notary Public Paula Gutzman administered the Oath to Ellen Champagne on 11/21/18; Celeste Hawkins on 12/3/18, and; Gillian Ream Gainsley on 11/27/18.



4. Designation of Depository for School District Funds

Motion by: _____, supported by _____

... TO utilize the following financial institutions as depositories for the following funds:

Normal Operations Deposits & Withdrawals

Michigan Liquid Asset Fund Plus (MILAF+; PFM Asset Management LLC)
Bank of Ann Arbor
Fifth Third Bank

Bonded Indebtedness Paying Agents

Bank of New York (BYN Mellon or The Bank of New York Mellon Trust Co)
Huntington National Bank
U.S. Bank

5. Designation of Electronic Transfer Officer (ETO)

Motion by: _____, supported by _____

... TO appoint the Board Treasurer or Director of Business and Finance as Electronic Transfer Officer (ETO) in accordance with Policy #6144.

6. Designation of Audit Firm

Motion by: _____, supported by _____

... TO designate Rehmann Robson as its auditor for the year ending June 30, 2019.

7. Designation of Legal Counsel

Motion by: _____, supported by _____

... TO authorize the following law firms: Thrun Law Firm PC (retainer), Dykema Gossett PLLC and Collins & Blaha PC.

8. Delegation of Meeting Posting Responsibilities

Motion by: _____, supported by _____

... THAT the Superintendent, or designee, will designate an appropriate, available person to post notices of public meetings.

9. Designation of Newspaper for Bid Notices and Other Legal Postings

Motion by: _____, supported by _____

... TO designate The Ann Arbor News for bid notices and other legal postings.

VII. ACTION ITEMS

A. RESOLUTION: School Bus Fleet Proposal (Enc. #7A)

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Newly re-elected Board members Ellen Champagne and Dr. Celeste Hawkins and newly elected member Gillian Ream Gainsley took the Oath of Office previously. Notary Public Paula Gutzman administered the Oath to Ellen Champagne on 11/21/18; Celeste Hawkins on 12/3/18, and; Gillian Ream Gainsley on 11/27/18.



- B. YCS Commencement 2019 Venue (Enc. #7B)
- C. Contracted Services Agreement Addendum (Technology), *WISD* (Enc. #7C)
- D. Field Trip, *YIES 5th Grade* (Enc. #7D)
- E. Fountas & Pinnell Literacy (Enc. #7E)
- F. Donation: ACCE | *Sue Miller & Walter Moos* (Enc. #7F)
- G. Starr Commonwealth (Enc. #7G)

VIII. PUBLIC COMMENTS #2

IX. OTHER

X. BOARD/SUPERINTENDENT COMMENTS

XI. ADJOURNMENT

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

Newly re-elected Board members Ellen Champagne and Dr. Celeste Hawkins and newly elected member Gillian Ream Gainsley took the Oath of Office previously. Notary Public Paula Gutzman administered the Oath to Ellen Champagne on 11/21/18; Celeste Hawkins on 12/3/18, and; Gillian Ream Gainsley on 11/27/18.

**MINUTES: SPECIAL MEETING/STUDY SESSION OF THE BOARD OF EDUCATION**Monday, December 3, 2018 (*Meeting #1 of 2*)

The **Special Meeting** of the Ypsilanti Community Schools Board of Education was called to order by President Sharon Irvine at 5:37 p.m.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

President Sharon Irvine, Secretary Maria Sheler-Edwards, Trustee Ellen Champagne, Trustee Sharon Lee

MEMBERS OF THE BOARD OF EDUCATION ABSENT

Vice-President Dr. Celeste Hawkins, Treasurer Meredith Schindler, Trustee Brenda Meadows

ACCEPTANCE OF AGENDA: Accepted as Presented

Motion by Sheler-Edwards, supported by Champagne

Action Recorded: 4/Yes; 0/No

PUBLIC COMMENTS #1: None**BUDGET UPDATE**

Dr. Edwina Hill, Director of Business and Finance gave a PowerPoint presentation. Current enrollment loss is lower than expected. Results of the October 3, 2018 Count Day is 3808.15 FTE students. Discussion on the difference between FTE count and "head count". Presentation also included: 1) 2018/19 adopted budget; 2) revenues, and; 3) expenditures.

PUBLIC COMMENTS #2: None**BOARD SUBCOMMITTEE REPORTS**

- Irvine commented this agenda topic is to reinforce opportunities to meet and report out. Subcommittees do not make decisions, but they can filter information.

OTHER

- Irvine spoke there are no other scheduled Board meetings in December; the next scheduled meeting is the Organizational Meeting.

BOARD/SUPERINTENDENT COMMENTS

- Zachery-Ross spoke of the (Washtenaw Association of School Board Members and Washtenaw Superintendents) Legislative breakfast. Meeting highlights included: 1) student achievement assessment; 2) newly-elected Governor Whitmer's idea of a research collaborative, and; 3) the Marshall Plan partnership for teacher retention with Eastern Michigan University (EMU), with an emphasis on career-technical education and vehicle mobility technologies, and; YCS along with 21 other Districts have moved forward in this pursuit. Zachery-Ross and Assistant Superintendent Dr. Sherrell Hobbs will meet this week with EMU's President Smith and State Representative Ronnie Peterson for further discussion.

Meeting Adjourned: 6:15 p.m.

Date Approved: _____

Secretary
Board of Education
Ypsilanti Community Schools

Initials: _____

YPSILANTI COMMUNITY SCHOOLS

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

MINUTES: REGULAR MEETING OF THE BOARD OF EDUCATION (Meeting #2 of 2)

Monday, December 3, 2018

The meeting was called to order by President Sharon Irvine at 6:30 p.m. The Pledge of Allegiance was recited, led by Perry ELC students and Principal Lindsey Segrist.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

President Sharon Irvine, Secretary Maria Sheler-Edwards, Vice-President Dr. Celeste Hawkins (6:41 arrival), Treasurer Meredith Schindler (7:25 arrival), Trustee Brenda Meadows, Trustee Ellen Champagne, Trustee Sharon Lee

MEMBERS OF THE BOARD OF EDUCATION ABSENT: *None*

ACHIEVEMENTS, AWARDS AND RECOGNITION

Perry ELC Points of Pride included: 1) Climate of High Expectations; 2) Frequent Monitoring of Student Progress; 3) Opportunity to Learn and Student Time on Task; 4) Safe and Orderly Environment; 5) Positive Home/School Relations; 6) Strong Instructional Leadership, and; 7) Clear and Focused Mission.

ACCEPTANCE OF AGENDA: Accepted as Presented

Motion by Lee, supported by Sheler-Edwards

Action Recorded: 5/Yes; 0/No

PRESENTATIONS: *None*

(Celeste Hawkins arrival)

PUBLIC COMMENTS #1

Tim King spoke on taxes and veteran assistance, acknowledging Rev. Robert Bull will also share ideas during public comments tonight. *Mike Gibbons* and *Sharon Quinn* shared comments on the Board agenda item of Ypsilanti Cooperative Preschool renting space at Chapelle School. *Rev. Robert Bull* spoke of an idea to repurpose Thurston and Kettering Schools for veteran housing. *Maria Goodrich* commented on Irvine in her role as Board president and the direction YCS is moving in.

CONSENT AGENDA

MOTION TO approve the following: 1) November 12, 2018 regular meeting minutes; 2) November 14, 2018 special meeting minutes; 3) November 14, 2018 closed session meeting minutes, and; 4) the personnel matters as per the attached list dated November 28, 2018: New Hires and Resignations.

Motion by Champagne, supported by Sheler-Edwards

Action Recorded: 6/Yes; 0/No

ACTION ITEMS, Student Affairs

Career & Technical Education/RCTC Grants & Donations: Chrysler Grant, I-CAR Grant & Collision Repair Education Foundation/Donor

MOTION TO accept the following, on behalf of Career and Technical Education: 1) \$5,000 Chrysler Tool Grant; 2) \$1,100 I-CAR Curriculum Grant, and; 3) \$500 in equipment/supplies from the Collision Repair Education Foundation.

Motion by Hawkins, supported by Meadows

Roll Call Vote: 6/0 Yes

Yes: Hawkins, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

Field Trip: YCS K-12 Art in 2019/20 (next school year)

MOTION TO approve the overnight and out-of-state field trip of YCS K-12 selected Art department students to the Department of Education in Washington, D.C. during Spring 2020.

Motion by Meadows, supported by Lee

Action Recorded: 6/Yes; 0/No

Discussion Included: Trip brought to Board in advance of 2019/20 school year due to fundraiser efforts will begin. Confirmation this trip will be open to K-12 students. Fundraising goal of \$75,000, plans if enough funds are not raised. Fundraising availability to teachers.

Field Trip: YCHS Science Club

MOTION TO approve the overnight field trip of the Ypsilanti Community High School Science Club to Mackinaw City, December 14 – 18, 2018.

Motion by Lee, supported by Hawkins

Action Recorded: 6/Yes; 0/No

(Meredith Schindler arrival)

ACTION ITEMS, Business/Finance

RESOLUTION: Lease Purchase/Facility Energy Conservation

MOTION TO adopt the Resolution Authorizing Lease Purchase Agreements.

Motion by Sheler-Edwards, supported by Champagne

Roll Call Vote: 6/1 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Sheler-Edwards, Irvine

Fund Balance Un-Commitment

MOTION TO update its June 30, 2015 commitment of \$5,000,000 of the June 30, 2018 fund balance in the General Fund with a revised commitment of \$0 for the repayment of the operating debt that was refinanced in August 2013.

Motion by Champagne, supported by Schindler

Roll Call Vote: 7/0 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

Discussion Included: Schindler expressed concern with the wording of the motion, specifically "\$0" in the motion; how it is committed. Per Dr. Edwina Hill, Director of Business and Finance, un-committal means we could use those monies on other things. The item came to the Board based on a conversation with our outside auditors and a letter to the U.S. Treasury.

Athletics Transportation Costs

MOTION TO approve Getaway Tours to provide transportation for our athletic teams for scheduled Winter and Spring games, at a cost not to exceed \$67,080.

Motion by Meadows, supported by Lee

Roll Call Vote: 7/0 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

LEASE: Camp Zip

AMENDED: MOTION TO approve the lease with Camp Zip for the rental of one classroom at Chapelle School, with a lease period of January 1, 2019 – ~~December 31, 2020~~ September 30, 2019.

Motion by Sheler-Edwards, supported by Hawkins

Roll Call Vote: 7/0 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

Discussion Included: Approved lease includes - 1) lease period of nine months, and; 2) change in classroom/space being leased.

LEASE: Ypsilanti Preschool Cooperative

MOTION TO approve the one-year lease with Chapelle School with Ypsilanti Preschool Cooperative with an option to renew for an additional year, with a first lease year of December 1, 2018 – November 30, 2019.

Motion by Hawkins, supported by Sheler-Edwards

Roll Call Vote: 7/0 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

ACTION ITEMS, Human Resources

Athletics Coaching Salary Scale

MOTION TO approve the proposed Athletics pay scale for use beginning January 1, 2019 to compensate coaches and assistant coaches.

Motion by Lee, supported by Champagne

Roll Call Vote: 7/0 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

PUBLIC COMMENTS #2

Charlotte Tillerson commented on Board President Sharon Irvine's upcoming departure from Board service.

OTHER: None

BOARD/SUPERINTENDENT COMMENTS

- Zachery-Ross spoke on Irvine's upcoming departure from Board service, thanking her for successes and commitment of time in serving in her role.
- Irvine commented on four years of service, thanking Board members on successes. Accolades to Zachery-Ross for what she brings to the District, commenting that it takes "all of us". Spoke to strength of District, and Zachery-Ross playing a part in that. Irvine commented she hopes Zachery-Ross will become a permanent part of the District.

RECESS, to Honor President Sharon Irvine: 8:11 p.m. – 8:23 p.m., Reception in Honor of Board President Sharon Irvine to allow community to wish her well in future endeavors.

RECESS TO CLOSED SESSION – Section 8 (h) OMA, Attorney-Client Privilege

MOTION TO convene in closed session under Section 8(h) of the OMA to consider an Attorney-Client Privilege matter.

Motion by Champagne, supported by Hawkins

Roll Call Vote: 7/0 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

The meeting was called to closed session at 8:24 p.m. The meeting reconvened to open session at 8:35 p.m. Open session discussion included Board discussion on November 2018 elected Board member Gillian Ream Gainsley's presence in closed session, including: 1) past practice; 2) policy; 3) polling members, and; 4) previous appointed Board. Decision was Ream Gainsley would not go back into closed session. Irvine said information will be available to her as of January 1, 2019. Now, return to closed session ...

RETURN TO CLOSED SESSION – Attorney-Client Privilege (continuation of session listed immediately above in these minutes)

MOTION TO return to closed session to further consider an Attorney-Client Privilege matter.

Motion by Lee, supported by Schindler

Roll Call Vote: 7/0 Yes

Yes: Hawkins, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Irvine

Meeting Adjourned: 9:15 p.m.

Attachment: RESOLUTION: Authorizing Lease Purchase Agreements

Date Approved: _____

Secretary
Board of Education
Ypsilanti Community Schools

Initials: _____

**YPSILANTI COMMUNITY SCHOOLS
COUNTY OF WASHTENAW, STATE OF MICHIGAN**

RESOLUTION AUTHORIZING LEASE PURCHASE AGREEMENTS

Minutes of a meeting of the Board of Education (the "Board") of Ypsilanti Community Schools, County of Washtenaw, State of Michigan (the "School District"), held in the YCS Administration Building, 1885 Packard Road, Ypsilanti, Michigan 48197, on December 3, 2018, at 6:30 p.m., prevailing Eastern time.

PRESENT: Members Sharon Irvine, Celeste Hawkins, Maria Sheler-Edwards, Meredith Schindler, Ellen Champagne, Brenda Meadows, Sharon Lee

ABSENT: Members Ø

The following preamble and resolution were offered by Member Sheler-Edwards supported by Member Champagne

WHEREAS, the Board has previously determined that it is in the best interest of the School District to acquire various facility energy conservation improvement measures throughout the School District (the "Project") to be installed by Schneider Electric Buildings Americas, Inc. (the "Vendor"); and

WHEREAS, the Board has determined that it is in the best interest of the School District to finance the acquisition and installation of the Project by entering into one or more lease-purchase agreements (the "Agreements") with Flagstar Bank, FSB (the "Provider") pursuant to Section 380.1274a of the Revised School Code, Act 451, Michigan Public Acts of 1976, as amended (the "Act"); and

WHEREAS, it is the desire of the Board to authorize the Superintendent (the "Authorized Officer") to negotiate and finalize the terms of the Agreements pursuant to the Act, and authorize the Authorized Officer to execute certain other documentation and undertake necessary actions relative thereto,

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization to Enter into Agreements. The Board hereby authorizes the execution and delivery of one or more Agreements in an aggregate principal amount not to exceed Three Million Seven Hundred Eighty-Nine Thousand Five Hundred Dollars (\$3,789,500) for a term not to exceed fifteen (15) years, to provide financing for the Project. The Board hereby determines that the useful life of the Project exceeds fifteen (15) years.
2. Delegation of Authority; Selection of Provider, Delivery of Agreements. The Authorized Officer is hereby authorized to negotiate and finalize the terms and conditions of the Agreements with the Provider, subject to the parameters set forth in this resolution, and is hereby authorized and directed make all determinations required under the Act.
3. Additional Documentation. The Authorized Officer is hereby authorized and directed to execute such additional documentation as shall be necessary to effectuate the closing of the Agreements.

4. Security: Agreements Not Debt. Payments under the Agreements shall be a current operating expense of the School District subject to annual appropriations of funds by the Board. During the term of the Agreements, the School District shall be the vested owner of the Project and the terms of the Agreements may grant a security interest in the Project to the Provider. Upon the termination of the Agreements and the satisfaction of the obligations of the School District, the Provider shall release any such security interest in the Project. The Agreements shall not be subject to the Revised Municipal Finance Act, Act 34, Michigan Public Acts of 2001, as amended ("Act 34"), and shall not be a municipal security or a debt as those terms are defined in Act 34.

5. Tax Covenant. The School District hereby covenants that, to the extent permitted by law, it shall take all actions within its control necessary to maintain the exemption of the interest on the obligations under the Agreements from federal income taxation under the Internal Revenue Code of 1986, as amended (the "Code"), including but not limited to, actions relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of proceeds of the Agreements and moneys deemed to be proceeds.

6. Qualified Tax-Exempt Obligations. The School District hereby designates the Agreements as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions under the provisions of the Code.

7. Other Actions. The Authorized Officer and other appropriate officials and agents of the School District are directed to take all other actions necessary or advisable to effectuate the closing of the Agreements.

8. Bond Counsel. Miller, Canfield, Paddock and Stone, P.L.C. is hereby appointed as bond counsel for the Agreements, notwithstanding its periodic representation in unrelated matters of other parties or potential parties to the transaction contemplated by this resolution, including the Provider and the Vendor.

9. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

6/1
AYES: Members Irvine, Hawkins, Sheler-Edwards, Schwler,
ABSTAIN: Members o Meadows,
NAYS: Members Lee Champagne

RESOLUTION DECLARED ADOPTED.


Maria Sheler-Edwards
Secretary, Board of Education

CERTIFICATE

The undersigned duly qualified and acting Secretary of the Board of Education of the Ypsilanti Community Schools, Washtenaw County, Michigan, hereby certifies that the foregoing is a true and complete copy of a Resolution adopted by the Board of Education at a meeting held on December 3, 2018, the original of which Resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, Act 267, Public Acts of Michigan, 1976, as amended.



Maria Sheler-Edwards

Secretary, Board of Education

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**MINUTES: SPECIAL MEETING OF THE BOARD OF EDUCATION
STUDENT DISCIPLINE RESOLUTION
Monday, December 17, 2018**

The ***Special Meeting*** of the Ypsilanti Community Schools Board of Education was called to order by President Sharon Irvine at 6:00 p.m. The Pledge of Allegiance was recited, led by President Irvine and Board members.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

President Sharon Irvine, Secretary Maria Sheler-Edwards, Vice-President Dr. Celeste Hawkins, Treasurer Meredith Schindler, Trustee Ellen Champagne, Trustee Sharon Lee

MEMBERS OF THE BOARD OF EDUCATION ABSENT

Trustee Brenda Meadows

ACCEPTANCE OF AGENDA: Accepted as Amended. Due to cancellation of meeting #2 on this date, agenda amended as follows -) **One Item Added to Agenda as Item #4:** FIRST READ: New Board Members Orientation Guidelines. This item was on the agenda for the meeting #2, which was cancelled.

Motion by Lee, supported by Schindler

Action Recorded: 6/Yes; 0/No

ACTION ITEM

STUDENT DISCIPLINE RESOLUTION, Student #2018.1217.#1

Regarding the student known to the Board as #2018.1217.#1 ... MOVE THAT the Board of Education adopt the Board Resolution for Student Discipline.

Motion by Sheler-Edwards, supported by Lee

Roll Call Vote: 6/0 Yes

Yes: Hawkins, Schindler, Champagne, Lee, Sheler-Edwards, Irvine

ADDED ITEM - FIRST READ: New Board Member Orientation Guidelines: Discussion included: Irvine invitation of new Board member to closed session. Sheler-Edwards commented on the Google folder that has been started; needs Communication Protocol from Mary Kerwin. Hawkins inquired on a timeline for new member orientation to take place. Sheler-Edwards stated she and Lee will meet with newly-elected member Gillian Ream Gainsley tomorrow.

PUBLIC COMMENTS: *None*

OTHER

BOARD/SUPERINTENDENT COMMENTS

- Irvine commented on the new Board president elected in January meet with Superintendent Zachery-Ross.
- Zachery-Ross shared information on upcoming meet with Nathaniel "Nat" Alston, Co-Founder and Chairman of the National Association of African Americans in Human Resources. Holmes will have a holiday celebration this week. There will also be a holiday celebration at Central Office this week; invite to Board members.

- Hawkins shared information on Nat Alston hosting the screening of the film "Walking While Black" at Mt. Olive Church.
- Zachery-Ross shared Nat Alston, at the screening event, facilitates conversation with the audience. The screening is open to the public.

Meeting Adjourned: 6:13 p.m.

Date Approved: _____

Secretary
Board of Education
Ypsilanti Community Schools

Initials: ____



**MINUTES: SPECIAL MEETING OF THE BOARD OF EDUCATION
STUDENT DISCIPLINE
Monday, January 14, 2019 (Meeting #1 of 2)**

The **Special Meeting** of the Ypsilanti Community Schools Board of Education was called to order by Superintendent Alena Zachery-Ross at 6:03 p.m.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

Vice-President Dr. Celeste Hawkins, Secretary Maria Sheler-Edwards, Treasurer Meredith Schindler, Trustee Brenda Meadows, Trustee Ellen Champagne, Trustee Sharon Lee, Trustee Gillian Ream Gainsley

MEMBERS OF THE BOARD OF EDUCATION ABSENT: *None*

ACCEPTANCE OF AGENDA: Accepted as Presented

Motion by Lee, supported by Ream Gainsley

Action Recorded: 7/Yes; 0/No

STUDENT DISCIPLINE/BOARD RE-EVALUATION HEARING

(Paula Gutzman arrival "during" closed session)

REQUEST FOR CLOSED SESSION – Section 8(b) OMA, Student Discipline, Student #2018.1015.#1

MOTION: Convene in closed session under Section 8(b) of the OMA to consider a student discipline matter.

Motion by Lee, supported by Hawkins

Roll Call Vote: 7/0 Yes

Yes: Champagne, Lee, Hawkins, Meadows, Ream Gainsley, Schindler, Sheler-Edwards

The meeting was called to closed session. The meeting reconvened to open session at 6:57 p.m.

Shortly after Board deliberation began, Zachery-Ross departs meeting and premises for staff emergency at Ypsilanti Community Middle School. The Board of Education continued on to reconsider its actions with respect to this student.

ACTION ITEM

STUDENT DISCIPLINE/RESOLUTION: Vote taken at Organizational Meeting on this day

See Organizational Minutes for Vote

PUBLIC COMMENTS: *None*

Meeting Adjourned: Prior to 7:00 p.m. Start of Organizational Meeting

Date Approved: _____

Secretary | Board of Education
Ypsilanti Community Schools

Initials: _____

YPSILANTI COMMUNITY SCHOOLS

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

MINUTES: ORGANIZATIONAL MEETING OF THE BOARD OF EDUCATION *(Meeting #2 of 2)*

Monday, January 14, 2019

The meeting was called to order by Vice-President Dr. Celeste Hawkins at 7:00 p.m. The Pledge of Allegiance was recited, led by Ypsilanti Community Middle School (YCMS) students ("Steppers") and Assistant Principal Jason White. The YCMS Steppers also gave a short performance.

Superintendent Alena Zachery-Ross was not present at the start of this meeting; she was called off premises during our previous Student Discipline meeting for a staff emergency. Vice-President Dr. Celeste Hawkins presided in Zachery-Ross' absence.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

Vice-President Dr. Celeste Hawkins, Secretary Maria Sheler-Edwards, Treasurer Meredith Schindler, Trustee Brenda Meadows, Trustee Ellen Champagne, Trustee Sharon Lee, Trustee Gillian Ream Gainsley

MEMBERS OF THE BOARD OF EDUCATION ABSENT: *None*

ACHIEVEMENTS, AWARDS AND RECOGNITION

YCMS Points of Pride.

In the absence of Zachery-Ross, Ruth Jordan|Director of Student Support Services presented former Board of Education President Sharon Irvine with a recognition award for her service to the YCS community. Union members Charlotte Tillerson, Kellie Castle and Lisa Watkins also recognized Irvine.

(Recess at 7:20 p.m.; Reconvene at 7:35 p.m.)

Added Item: RECESS TO CLOSED SESSION – Employee Emergency Update

MOTION TO convene in closed session for an update on the emergency personnel matter taking place during this time. (Note: It was shared that the emergency was not related to a student.)

Motion by Schindler, supported by Sheler-Edwards

Roll Call Vote: 7/0 Yes

Yes: Ream Gainsley, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Hawkins

The meeting was called to closed session at 7:39 p.m. The meeting reconvened to open session at 7:50 p.m.

Added Item: Vote Taken – 1) to amend the vote on the student discipline hearing from the previous meeting on this day, and; 2) to postpone the remainder of the items on this agenda to the next meeting (January 28, 2019).

Motion by Champagne, supported by Meadows

Roll Call Vote: 7/0 Yes

Yes: Ream Gainsley, Schindler, Meadows, Champagne, Lee, Sheler-Edwards, Hawkins

Added Item, from Student Discipline Hearing on this date; Zachery-Ross returns to meeting; Zachery-Ross read Resolution and vote taken:

ACTION ITEM: STUDENT DISCIPLINE/RESOLUTION

Regarding the student known to the Board as #2018.1015.#1 ... MOVE THAT the Board of Education adopt the Board Resolution for Student Discipline.

Motion by Sheler-Edwards, supported by Schindler

Roll Call Vote: 6/1 Yes

Yes: Champagne, Hawkins, Meadows, Ream Gainsley, Schindler, Sheler-Edwards

Meeting Adjourned: 7:56 p.m.

Date Approved: _____

Secretary
Board of Education
Ypsilanti Community Schools

Initials: _____

DRAFT

Board of Education

Name	Location	Position	New Position or Replacement	Salary
New Hire				
Abbott, Emily	Middle School	ELA 8th Grade	Replacement	\$42,000.00
Chumney, Harold	District	Custodian	Replacement	\$15.86
Garner, Amanda	Estabrook/Erickson	Medial Specialist	Replacement	\$20.00
Gebhardt, Shelley	Holmes	2nd Grade	Replacement	\$52,500.00
Humbarger, Thomas	High School	Manufacturing	Replacement	\$38,500.00
Huntoon, Max	High School	Physical Education	Replacement	\$52,500.00
Hutchins, Julia	High School	ELA	Replacement	\$49,000.00
Leath, Shafica	Perry	Para Pro	Replacement	\$14.60
O'Reilly, Anne	ACCE	Teacher Consultant	Replacement	\$40,250.00
Roehrig, Marion	District	Occupational Therapist	Replacement	\$43,750.00
Yager, Michelle	High School	Math	Replacement	\$45,500.00
Resignations				
Caurdy, Kraig	High School	Manufacturing		
Harvey, Steven	Middle School	Para Pro		
Hebrew-Westran, Be	YIES/Perry	Science Teacher	Retirement	
Higgins, Krista	High School	Spec Ed Teacher		
Hill, Anthony	District	Custodian		
Humbarger, Thomas	High School	Manufacturing		
Mohsen, Zaid	District	Custodian		
Semrow, Brittany	Erickson	Physical Education		
Wilkinson, Angela	Perry	Para Pro		
Woodson, Christine	Holmes	2nd Grade Teacher		
Wright, Korylynn	Ford ELC	Spec Ed Teacher		
Petty, Seth	YCMS	Principal		
Jacobs, Donna	ACCE	Social Worker		
Dupree, Laquisha	Perry	Para Pro		
	Prepared by: L. Nowling, Human Resources			
		1/22/2019		

Enclosure #7B
APPROVAL OF ADMINISTRATOR EMPLOYMENT CONTRACT
Director of State and Federal Programs
Meeting of 1/28/2019
Presented by Sue McCarty
Prepared by Paula Gutzman

Rationale/Background Information

It is recommended that the Board of Education approve the hiring of Priya Nayak to serve as Director of State and Federal Programs. Ms. Nayak is a new hire. Superintendent Zachery-Ross received an approval from previous Board President Sharon Irvine for a start date "before" Board final approval.

Dates of Service: January 9 - June 30, 2019

Proposed Motion: see Board Packet/Order of Meeting for Motion.

Budget Impact: ☐ None ☒ As follows:

General Fund: 20%

Title I: 80%

Attachments:

Resume
☒ Enclosed

Contract
☒ Distributed Separately

☐ None

Priya Nayak

Objective:

Looking to utilize my expertise in Federal Grants and Special Education accounting, and my strong computing background to perform the activities and operations of the State and Federal Programs Coordinator.

Highlights:

- Exceptional proficiency in bookkeeping and budgeting.
- Excellent organizational and time management abilities.
- Strong knowledge of SMART.
- Expertise in Microsoft Outlook and Microsoft Office Tools (Word, Excel, PowerPoint, Access).
- Strong Critical Thinking and Problem Solving Skills.
- Highly focused with attention to details.
- Strong communication and interpersonal skills.
- Quick learner with aptitude to work with minimal or no supervision.
- Ability to work quickly, proficiently, and professionally under pressure.

Experience:

Jan 2016 – Present. **Wayne-Westland Community Schools Westland, MI**
Grants and Special Education Accountant

Responsibilities:

- Monitoring Expenses and Budget Activities for Federal Grant programs and Special Education Dept. programs like ACT 18, IDEA, Title I, Title II, Title IV, HeadStart, At Risk 31-A, GSRP, etc.
- Approving Purchase Orders and Check Requests for various expenditures in SMART for Federal Grants as well as Special Ed. Programs.
- Preparing JEs and Budget amendment updates as needed for the Special Education and Grant Funds.
- Preparing Final Expenditure Report in MEGS+ for IDEA grants.
- Preparing Final Expenditure Report for Title I, Title II, Title IV in Cash Management System.
- Preparing Actual Cost report using SMART for ACT 18 programs.
- Preparing SEFA reports for end of the year audit.
- Preparing HeadStart Cost Control reports.
- Assisting external auditors with Single Audit of Title I.
- Preparing Durant Worksheet.

Priya Nayak

Experience:

- Prepared Quarterly Medicaid Reports as per PCG requirements
- Prepared Annual MAER report
- Prepared SE 4094 and SE 4096 transportation report using SMART
- Prepared FTK (Follow The Kid) Report
- Prepared all the necessary Special Education Cost Reports using SMART
- Documented and maintained all the necessary data for the Special Education Reports

August 2015 – November 2015
Human Resources Assistant

Fitzgerald Public Schools

Warren, MI

Responsibilities:

- Communication to and from the District's Human Resources Office including phone, fax, email and personal contact.
- Posting job openings to various websites, scheduling interviews and follow up with the interviewees.
- Assisted in planning and implementation of district annual healthcare open enrollment for over 250 employees including health, vision and dental coverage offered to 3 different bargaining units and administration.
- Compiled and maintained all necessary information for ACA/ IRS mandated employee tracking and offer of coverage reports.
- Compiling and tracking district employee data for employee retirements, resignations, lay-off and leave of absence reporting.
- Processed new employee hire paperwork including I-9 verification, and unprofessional conduct.
- Created PO's for the Human Resource and Operations Department.
- Prepared employment verification letters.
- Posted and monitored Worker's Compensation claims using online database.

Priya Nayak

May 2014 – Dec 2015
Administrative Assistant

OneWorld Global HCM Solution LLC

Canton, MI

Responsibilities:

- Communication to and from the Office including phone, fax, email and personal contact.
- Communicate with various vendors to gather requirements, negotiate contracts.
- Post jobs to various websites, screen interviews, and negotiate rate with various contractors.
- Make travel arrangements, appointments and meetings for various contractors.
- Update and maintain ongoing contractor files.
- Process weekly timesheets for monthly invoicing to clients.

2005 -2009(January – April, Annually)
Tax Advisor

H&R Block

Canton, MI

Responsibilities:

- Communication to and from the office including phone, fax, email and personal contact.
- Schedule appointments as well as help with walk ins.
- Assisted over 150 clients to file their taxes.
- Progressively developed from a Tax Associate to Tax Advisor by attending and completing periodic training through H&R Block during off season.
- Team mentoring which included training new staff as well as cash management responsibilities.

Priya Nayak

Education:

Bachelor of Computer Science
University of Pune

Pune, India

Pursuing Business Office Specialist Certification
MSBO

References:

Enclosure #7C
ADOPTION OF BOARD OF EDUCATION MEETING SCHEDULE
Meeting of 1/28/2019
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

Rationale/Background Information

Attached is a schedule of proposed Board meeting dates. The beginning date of this schedule begins on January 28, 2019; the ending date is our expected 2020 Organizational Meeting date (January 13, 2020). The document has a "revised date of 1/23/2019".

It is recommended that the Board of Education, in accordance with Board Policy #0150/ Organization, adopt the presented meeting dates.

Proposed Motion: see Board Packet/Order of Meeting for motion.

Budget Impact: ☒ None ☐ As follows:

Attachments:

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

Board of Education Meeting Schedule: January 15, 2019 - January 13, 2020

Regular Meetings: 2nd and 4th Mondays @ 6:30 p.m. unless noted otherwise*.

Study Sessions: 2nd Regular Board Meetings of month @ 5:30 p.m. start time unless noted otherwise*.

Board Workshops: 3rd Tuesdays @ 6:30 p.m. unless noted otherwise*.

Please refer to website for up-to-date information on Board meetings: <http://www.ycschools.us/board-of-education/>
(list is subject to change)

DATE	EVENT
Monday, January 28, 2019	Special Meeting/Study Session
Monday, January 28, 2019	Regular Meeting
Wednesday, January 30, 2019*	Special Meeting/Board Workshop
Monday, February 4, 2019*	Regular Meeting
Monday, February 11, 2019	NAAPID Parent Involvement Day (no meeting)
Tuesday, February 19, 2019	Special Meeting/Board Workshop
Monday, February 25, 2019	Regular Meeting
Monday, March 11, 2019	Regular Meeting
Tuesday, March 19, 2019	Special Meeting/Board Workshop
Monday, March 25, 2019	Special Meeting/Study Session
Monday, March 25, 2019	Regular Meeting
Monday, April 8, 2019	Regular Meeting
Tuesday, April 16, 2019	Special Meeting/Board Workshop
Monday, April 22, 2019	Regular Meeting
Monday, May 6, 2019*	Regular Meeting
Wednesday, May 15, 2019*	Special Meeting/Board Workshop
Monday, May 20, 2019*	Special Meeting/Study Session
Monday, May 20, 2019*	Regular Meeting
Tuesday, June 4, 2019	Graduation, Class of 2019 (no meeting)
Monday, June 10, 2019	Regular Meeting
Tuesday, June 18, 2019	Special Meeting/Board Workshop
Monday, June 24, 2019	Budget Hearing
Monday, July 15, 2019*	Regular Meeting
Monday, August 12, 2019*	Special Meeting/Study Session
Monday, August 12, 2019	Regular Meeting
Tuesday, August 20, 2019	Special Meeting/Board Workshop
Monday, August 26, 2019	Regular Meeting
Monday, September 9, 2019	Regular Meeting
Monday, September 23, 2019	Special Meeting/Study Session
Monday, September 23, 2019	Regular Meeting
Monday, October 14, 2019	Regular Meeting
Tuesday, October 22, 2019*	Special Meeting/Board Workshop
Monday, October 28, 2019	Special Meeting/Study Session
Monday, October 28, 2019	Regular Meeting
Monday, November 4, 2019*	Special Meeting/Study Session

Monday, November 4, 2019*	Regular Meeting
Friday-Monday, November 8 - 11, 2019	MASB Annual Conference (no meeting)
Tuesday, November 12, 2019*	Special Meeting/Board Workshop
Monday, December 2, 2019*	Special Meeting/Study Session
Monday, December 2, 2019*	Regular Meeting
Tuesday, December 10, 2019*	Special Meeting/Board Workshop
Monday, January 13, 2020	Organizational Meeting

REV 1/23/2019

DRAFT

Enclosure #7A

ADOPTION OF BOARD OF EDUCATION RESOLUTION

School Bus Fleet Proposal

Meeting of 1/28/2019

Presented by Steven Burgess

Prepared by Paula Gutzman

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

Rationale/Background Information

The Board of Education approved the hire of National Bus, expert transportation consultants, to evaluate our current transportation system and recommend changes. National, in cooperation with our transportation focus group, has come up with three different options for providing transportation next school year, which will improve service, safety, and save money in the process. The savings that any one of the three options will generate will allow for the lease of new buses. The three options were be proposed to the Board at the 1st February Board meeting.

This is absolutely necessary to regain bargaining strength with interested transportation contractors, and leaves the possibility of an in-house transportation department possible. Our fleet is well beyond its useful life and requires lots of maintenance to keep on the road. The leasing of new buses is the best approach to keeping a fully functioning fleet, and controls maintenance cost significantly. The resolutions presented authorize participation in the MSBO Bus Purchasing Program to order thirty new 2020 model Thomas Saf-T-Liner C2 school buses, pending attorney review and approval. Our recommendation is a three-year lease term.

Proposed Motion

" move that the Board of Education adopt one of the following resolutions regarding the school bus fleet proposal:

(Select One)

#1: Lease Agreement – Resolution to Authorize Participation in the MSBO Bus Purchasing Program to Order 30 School Buses,

... or ...

#2: Purchase Agreement – Resolution to Authorize Participation in the MSBO Bus Purchasing Program to Order 30 School Buses."

Budget Impact: ☐ None ☒ As follows:

General Fund, from savings in transportation costs once plan is implemented

Three-year lease would cost \$687,530 annually for three years

Attachments:

☒ Enclosed (2) ☐ Issue Study Enclosed ☐ To Be Distributed at Meeting ☐ None

**RESOLUTION TO AUTHORIZE PARTICIPATION IN THE MSBO BUS PURCHASING
PROGRAM TO ORDER 30 SCHOOL BUSES**

Ypsilanti Community Schools, Washtenaw County, Michigan

An Organizational/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 Monday, January 28, 2019 at 6:30 p.m.

The meeting was called to order by _____ .

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

WHEREAS,

1. Ypsilanti Community Schools accepts the recommendation from National School Service to order and take delivery of thirty, 2020, Thomas C2 buses with Detroit Diesel powered engines; and,
2. Twenty of the new buses will be for regular education routes and ten will operate special needs routes; and,
3. Ypsilanti Community Schools submits the bus order through the Michigan School Business Officials MSBO Bus Purchasing Program to meet the January 31, 2019 order deadline; and,
4. Ypsilanti Community Schools enters a **lease agreement** with CH&H Leasing LLC, for a three-year lease providing full maintenance per agreement attached (contract terms subject to legal counsel review).

THEREFORE BE IT RESOLVED, that the Superintendent and Director of Facilities and Operations of Ypsilanti Community Schools is authorized to order thirty, 2020, Thomas C2 buses with Detroit Diesel powered engines.

Roll Call Vote as Follows:

<u>Ellen Champagne</u>	Yes	No	Absent
<u>Celeste Hawkins</u>	Yes	No	Absent
<u>Sharon Lee</u>	Yes	No	Absent
<u>Brenda Meadows</u>	Yes	No	Absent
<u>Gillian Ream Gainsley</u>	Yes	No	Absent
<u>Meredith Schindler</u>	Yes	No	Absent
<u>Maria Sheler-Edwards</u>	Yes	No	Absent

Resolution Declared: Adopted (/ , Yes)

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 an Organizational/regular meeting held on Monday, January 28, 2019.

Secretary
Board of Education
Ypsilanti Community Schools

**RESOLUTION TO AUTHORIZE PARTICIPATION IN THE MSBO BUS PURCHASING
PROGRAM TO ORDER 30 SCHOOL BUSES**

Ypsilanti Community Schools, Washtenaw County, Michigan

An Organizational/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 Monday, January 28, 2019 at 6:30 p.m.

The meeting was called to order by _____ .

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

WHEREAS,

1. Ypsilanti Community Schools accepts the recommendation from National School Service to order and take delivery of thirty, 2020, Thomas C2 buses with Detroit Diesel powered engines; and,
2. Twenty of the new buses will be for regular education routes and ten will operate special needs routes; and,
3. Ypsilanti Community Schools submits the bus order through the Michigan School Business Officials MSBO Bus Purchasing Program to meet the January 31, 2019 order deadline; and,
4. Ypsilanti Community Schools will enter into an installment **purchase agreement**, with terms and conditions to be determined and subject to legal counsel review.

THEREFORE BE IT RESOLVED, the Superintendent and Director of Facilities and Operations of Ypsilanti Community Schools is authorized to order thirty, 2020, Thomas C2 buses with Detroit Diesel powered engines.

Roll Call Vote as Follows:

<u>Ellen Champagne</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>
<u>Celeste Hawkins</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>
<u>Sharon Lee</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>
<u>Brenda Meadows</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>
<u>Gillian Ream Gainsley</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>
<u>Meredith Schindler</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>
<u>Maria Sheler-Edwards</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>

Resolution Declared: Adopted (/ , Yes)

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 an Organizational/regular meeting held on Monday, January 28, 2019.

Secretary
Board of Education
Ypsilanti Community Schools

Enclosure #7B
APPROVAL OF PROJECTED EXPENSES & CONTRACT, EMU
Commencement 2019 Venue
Meeting of 1/28/2019
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 _____		Ellen Champagne	Celeste Hawkins	Sharon Lee	Brenda Meadows	Gillian Ream Gainsley	Meredith Schindler	Maria Sheler- Edwards
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

It is the recommendation of Superintendent Zachery-Ross that, with our history of holding the Commencement ceremony at Eastern Michigan University (EMU), and, our Marshall Plan collaboration, the Board will consider continuing the tradition of holding the ceremony at EMU.

Commencement costs from last year will be distributed to Board members. The District had a contract with EMU and there were several other costs. There will be an increase this year if we hold the ceremony at EMU. Superintendent Zachery-Ross will share these costs with the Board under separate email.

Proposed Motion

" move that the Board of Education approve the Projected Expenses and Contract with the Eastern Michigan University Convocation Center to serve as the venue for Commencement 2019, with a projected cost of \$10,789."

Budget Impact: ☐ None ☒ As follows:

Commencement Costs: General Fund

Attachments:

2019 Projected Expenses & Contract

☒ Enclosed ☐ To Be Distributed by Superintendent



Convocation Center & Pease Auditorium
799 N. Hewitt Road
Suite 309
Ypsilanti, MI 48197
P: 734.487.5386

Commencement
@ EMU

Projected Expenses & Contract

Community

Customer	Reservation:	78546
Gildersleeve, Cory	Event Name:	Ypsilanti High School (YCHS)
Ypsilanti Community Schools	Phone:	(734) 221-1202
1885 Packard Rd	Email Address:	cgildersleeve3@ycschools.us
Ypsilanti, MI 48197		

Bookings / Details	Quantity	Price	Amount
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Please note that these are **ESTIMATED EXPENSES ONLY** and are based on the information that we have at this point. These **ESTIMATED** expenses are subject to change based upon the **ACTUAL** cost of producing the event.

CC Payment Terms

All payments will be made in U.S. Dollars in the form of Cashier's Check, Money Order, cash or requisition. Customer agrees to pay the sum of \$2,500 as fee for use of the facility. Customer agrees to return the signed contract and pay deposit as advance fee of \$2,500 by October 28, 2018.

In addition to the fee, Customer agrees to pay for services listed on Addendum A of the Contract. Addendum A lists cost of Personnel and Services. Actual expenses will be due within 30 days of event.

Customer agrees to provide insurance certificate by May 3, 2019.

Tuesday, June 4, 2019

8:00 AM - 11:00 PM Ypsilanti High School (Block) CC Arena

Empty for 1

Convo Ctr/Pease Aud:

Rental Fee-CC Arena-T	1	\$5,000.00	\$5,000.00
Less 50% Discount			-\$2,500.00
Credit Card Sales Service Charge-T	1	\$0.04	\$0.04
Ticket Fee-T	1	\$2.00	\$2.00
per paid ticket			
Ticket Fee-Complimentary-T	1	\$1.00	\$1.00
Less 100% Discount			-\$1.00
per zero ticket value			
Ticket Seller-T(4 hours @ \$13.00/hr)	4	\$52.00	\$208.00
Less 100% Discount			-\$208.00
2 sellers			
2 will call			
Ticket Taker-T(4 hours @ \$13.00/hr)	4	\$52.00	\$208.00
Less 100% Discount			-\$208.00
Cleaning during event (hr/person)-T(40 hours @ \$25.00/hr)	1	\$1,000.00	\$1,000.00
4 Janitors			
General Laborers-T(8 hours @ \$13.00/hr)	8	\$104.00	\$832.00
Medical Personnel-T(3.5 hours @ \$35.00/hr)	1	\$122.50	\$122.50
Operations Assistant-Convo-T(8 hours @ \$22.00/hr)	1	\$176.00	\$176.00
Less 50% Discount			-\$88.00
Sound/AV Technician-T(8 hours @ \$85.00/hr)	1	\$680.00	\$680.00

Convocation Center & Pease Auditorium

Reservation: 78546

Bookings / Details	Quantity	Price	Amount
Ushers-T(4 hours @ \$17.00/hr)	25	\$68.00	\$1,700.00
Chairs-T	500	\$2.00	\$1,000.00
Less 100% Discount			-\$1,000.00
Coat Rack-T	4	\$15.00	\$60.00
Less 100% Discount			-\$60.00
Curtain-T	1	\$1,500.00	\$1,500.00
Less 100% Discount			-\$1,500.00
Ficus Trees (each)-T	4	\$5.00	\$20.00
Less 100% Discount			-\$20.00
Miscellaneous Charge-T	1	\$75.00	\$75.00
<i>Skirting Rental-Delux Tents & Events</i>			
Pipe & Drape 10'x8' section (each)-T	24	\$35.00	\$840.00
Less 100% Discount			-\$840.00
Pipe & Drape 10'x16' section (each)-T	2	\$50.00	\$100.00
Less 100% Discount			-\$100.00
Pipe & Drape 10'x4' section (each)-T	10	\$15.00	\$150.00
Less 100% Discount			-\$150.00
Podium-T	1	\$50.00	\$50.00
Less 100% Discount			-\$50.00
Portable Stage 64'x40'-T	1	\$400.00	\$400.00
Less 100% Discount			-\$400.00
Projector & Screen 15'x20'-T	2	\$1,000.00	\$2,000.00
Less 100% Discount			-\$2,000.00
Radios (per day)-T	2	\$15.00	\$30.00
Less 100% Discount			-\$30.00
Risers-portable 6'x8' (each)-T	8	\$35.00	\$280.00
Less 100% Discount			-\$280.00
Scoreboard-T	1	\$500.00	\$500.00
Less 100% Discount			-\$500.00
Sound System-Atrium-T	1	\$100.00	\$100.00
Less 100% Discount			-\$100.00
Tables-8 ft(each)-T	16	\$8.00	\$128.00
Less 50% Discount			-\$64.00
Tarp Auxillary Gym-T	1	\$50.00	\$50.00
Less 100% Discount			-\$50.00
Uniformed (EMU-DPS,per officer)-T	1	\$2,750.00	\$2,750.00
Crosswalk-T	1	\$475.00	\$475.00
Parking Lot-Convo-T	2	\$500.00	\$1,000.00
Less 50% Discount			-\$500.00
Subtotal			\$10,788.54
Grand Total			\$10,788.54

1. Services Provided

EMU will provide the following services for the basic fee:

Dressing Facilities	House Sound System
General Lighting	Ticket Selling Locations

The costs of additional services are on Addendum A, or listed in the services and equipment schedule.

2. Intermission

Customer agrees that all public ticket-selling events will have at least one (1) intermission of not less than fifteen (15)

Bookings / Details**Quantity****Price****Amount**

minutes in duration.

3. Event Requirements

At least twenty-one (21) days before the first day of the event, Customer shall provide a full and detailed outline of all services required, including, but not limited to the following: Staging, Sound and Lighting Requirements; Schedule of times Facility will be in use, including load-in and load-out and beginning and ending times of all activities; Chair and Table set-up information; utility hook-up requirements, including heat and air-conditioning; other physical services and such additional coordinating information necessary for the successful production of the event. Customer shall obtain the prior written approval of EMU's Assistant Vice President, Business Operations/Student Services, hereinafter referred to as "Assistant VP" or Director of Convocation Center, hereinafter referred to as "Director" or her/his designee before bringing materials/equipment into the Facility. EMU may request additional documentation such as Materials Safety Data Sheets (MSDS).

4. Vacation of Facility

A. Customer agrees to closely follow the time specified.

B. Customer agrees that the Facility will be empty of all persons not essential to the closing of the event within one half (1/2) hour of the finishing time specified. If non-essential persons remain in the facility for more than one half (1/2) hour after the finishing time, Customer agrees to pay EMU \$100.00 per hour, or portion thereof, these non-essential persons occupy the Facility, as well as all overtime costs which EMU may incur. In addition to this fee, Customer will pay EMU an additional day's fee if the event extends beyond 1:00 a.m. Eastern Standard Time, unless Assistant VP or Director grants prior written permission.

Customer agrees to remove its property from the Facility at the time specified, unless Assistant VP or Director grants prior written permission. If Customer fails to surrender the Facility at said time, EMU may remove from its Facility all effects remaining therein and store the same wherever it sees fit at Customer's expense, cost and risk. EMU shall not be liable to Customer on account of so removing and so storing such effects. For such additional periods as any effects of Customer's remain at the Facility, Customer shall pay to EMU double the rate of space involved. In addition, Customer may be liable to EMU for any claim damages suffered by EMU resulting from Customer's Failure to surrender the Facility to EMU as agreed.

5. Concessions

A. EMU reserves the right to control the sale of all concessions, including food, beverages, parking or any other services connected with the Facility. All income from said concessions would be retained by EMU. No free samples may be distributed at the Facility without the approval of EMU.

B. Programs and Novelties: Customer may be permitted to sell novelties, programs, records or tapes, provided EMU is given written notice thereof at least fourteen (14) days prior to the event. Notice shall include the name and telephone number of Customer's novelties representative. Items for sale must be available for inventory by EMU at least six (6) hours prior to the event. Customer shall pay for the privilege of such sales, in the amount of 35% of gross sales after sales tax if EMU sells on behalf of the act, 25% of gross sales after sales tax if act sells. Customer agrees to pay any and all applicable taxes. EMU to provide display tables and selling location.

6. Catering

EMU Housing and Dining Services (EMUH/DS) has sole catering rights in Facility and on all other University property. Customer must obtain Director's prior written approval for all outside food and beverage.

7. Ticket Procedure

A. Customer is required to utilize EMU's ticketing system unless approved by Director.

B. EMU will at all times control ticket office, tickets, personnel and ticket receipts for all commercial public events until settlement.

C. Until a valid contract has been entered into between the Customer and the artist and valid technical sheet specifying stage size, sound and lighting requirements have been presented to EMU, no tickets may be sold and no public announcements concerning the event may be made. Customer will not permit tickets or passes to be sold or distributed in excess of the seating capacity of the Facility as determined by EMU.

8. Complimentary Tickets

Complimentary tickets for EMU use shall be limited to an amount consistent with good practice, but in any event, not more than 1% of the printed tickets for the event as taken from the certified ticket manifest.

9. Copyrights

Bookings / Details**Quantity Price Amount**

Customer will assume all costs arising from the use of patented, trademarked, franchised or copyrighted music, materials, devices, processes or dramatic rights used on or incorporated in the event. The Customer shall indemnify, defend and hold harmless EMU, its regents, officers, employees and agents from any and all damages and/or costs, including legal fees, which may arise out of or from claims of copyright infringement.

10. Broadcast and Recording Rights

EMU reserves all rights for television and radio broadcasts and recordings originating from the Facility during the term of this Contract. Should EMU grant Customer such privileges, EMU may require payment in addition to reservation fees, for such broadcast and recording rights. Customer must obtain such permission in writing prior to broadcast date.

11. Photography

EMU reserves the right to photograph portions of the event for use in promotional materials.

12. Advertising

Customer agrees that all advertising of the event will be true and accurate. Furthermore, Customer agrees that all news releases, publicity material, radio or television announcements, publications or other such public notices issued shall refer to EMU only by the name "Eastern Michigan University's Convocation Center" or "Eastern Michigan University's Pease Auditorium". All advertising space in Facility is the exclusive property of EMU and all receipts from advertising shall accrue to EMU.

13. Announcements

EMU reserves the right to make announcements during intermission or at other appropriate times that relate to future attractions, etc. EMU is also entitled to make announcements in the interest of public safety. Customer agrees that it will cooperate and will cause its agents and performers to cooperate with the delivery of such announcements.

14. Building and University Rules and Regulations

Customer will comply with all building and University policies, including, but not limited to:

- A. The use, sale and consumption of alcoholic beverages in the Facility is prohibited unless approved by Assistant VP or Director.
- B. The use of tobacco inside the Facility, on EMU's campus grounds, or in any off-campus facilities owned or leased in total by the university, is prohibited consistent with EMU's Tobacco-Free policy, effective July 1, 2015.
- C. The use, possession and/or sale of any controlled substance on University property are prohibited.
- D. Emergency exits may not be blocked at any time for any reason.
- E. Parking is limited to the designated parking lots. All cars illegally parked will be ticketed and/or towed at the owner's expense.
- F. EMU reserves the right to prohibit animals or animal shows on University property.
- G. For sound reinforcement, EMU staff is permitted only to plug a microphone and cord into an appropriate connection and adjust volume levels. Any need for sound reinforcement beyond this capacity requires the use of a professional service to be contracted by EMU at Customer's expense. Customer agrees to notify EMU of any such need in accordance with Section 3 of this Contract. At no time will Customer be granted access to control of the sound equipment in the Facility.
- H. The use or attachment of any materials on floors, walls or other parts of the Facility without prior written approval of the Assistant VP or Director is strictly prohibited. Any such materials shall be erected in a manner that will not be destructive to University property and must comply with federal, state and local regulations. All such materials shall be removed from the building at the close of the activity, except where other arrangements have been made in advance of the event.
- I. EMU may require one or more University police officer(s) present at the event. The officer(s) shall be contracted for thorough EMU and Customer shall pay the required fee in full prior to the date of the event. If the officer(s) works less than the scheduled number of hours, then after the event EMU by check shall reimburse Customer the amount overpaid.
- J. Customer must satisfy the Assistant VP or Director that he/she is a responsible person and officially represents a responsible organization; that he/she will guarantee orderly behavior, and will underwrite any damages due to his/her use of the Facility; that his/her program is of a nature suitable for presentation in a public institution; that the program will not duplicate, conflict with or compete with University Instructional activities; and that the activity is lawful and in conformity with regulations of the Board of Regents. Responsibility for the use of property and observance of regulations shall rest upon the Customer.
- K. University facilities may not be used for teaching or promoting any theory or doctrine of a subversive nature, or prohibit the discussion of controversial subjects in public forum.
- L. By this Contract, the University does not relinquish the right to control the management of the Facility or enforce all necessary and proper rules for the management and operation of same. EMU hereby reserves the right to eject, at

Bookings / Details**Quantity Price Amount**

its discretion, objectionable person(s) from the Facility.

M. If the Customer's representative who signed the Contract will not be in attendance at the event or activity, a designee suitable to the Assistant VP or Director must be identified on the Contract. This designee must be at the event or activity at all times. The designee shall identify himself/herself to the University representative upon request.

N. The Administration reserves the right to impose additional restrictions when such restrictions will be in the best interest of the University.

15. Default

Should Customer default in the performance of any of the terms and conditions of the Contract, EMU, at its option may terminate the same. Any deposit paid to EMU shall be retained by EMU and shall be considered as payment of liquidated damages. In addition, the University reserves the right to terminate the Contract without cause, upon written notice to the Customer. Upon termination without cause, refunds of deposits will be made in accordance with University guidelines.

16. Insurance

Customer shall provide Workers Compensation Insurance Coverage for Customer's employees and stagehands and shall carry general liability insurance issued by companies authorized to do business in the State of Michigan. Liability insurance shall have limits at least in the following amounts:

- A. \$1,000,000 for all claims arising out of a single accident or occurrence, and
- B. \$1,000,000 for claims of any one person arising out of a single accident or occurrence, and
- C. \$300,000 for property damage: the term of such coverage to coincide with the dates of this agreement, including load-in and load-out.

Certificate of insurance showing EMU named as additional insured in said policy or policies of liability insurance shall be provided not less than 30 days in advance of the date of the event. Additional insurance and/or permits will be required for pyrotechnics.

17. Indemnity

Customer agrees to indemnify, defend, and hold harmless EMU and its regents, officers, employees, agents and students from all demands, claims, suits, actions, or liabilities resulting from injuries or death to any person or property loss by Customer, EMU, or any other person or entity, arising out of or resulting from the use of the Facility, or space therein, by Customer, its officers, employees, members, agents or invitees.

18. Non-Assignment

Customer will not assign, transfer or sub-let this contract or Customer's right, title, or interest therein, without the prior written approval of EMU.

19. Compliance with Laws and Regulations

Customer shall comply with all laws, ordinances and regulations established by Federal, State or local governmental agencies. Customer will require that its agents and employees, and all persons dealing with it, to so comply. Any material violation by the Customer or Customer's agents, of any law shall constitute a breach of this agreement.

20. American with Disabilities Act

EMU believes that it is in compliance with the American with Disabilities Act (ADA) of 1990, with respect to permanent access accommodations. Customer agrees that it is responsible for non-permanent accessibility requirements; such as, but not limited to seating accessibility, auxiliary aids for the visually, hearing, and mobility impaired. One week prior to the event, Customer will provide EMU with the number of disabled persons expected to attend the event and an outline of the accessibility services that will be provided to the disabled attendees. Customer agrees to hold EMU harmless and defend EMU from any and all claims or damages resulting from its actions or those of its exhibitors, contractors, agents, or actions or invitees which cause EMU to be out of compliance with ADA.

21. Right of Entry

In permitting the use of the space herein mentioned, EMU retains the right to enforce all necessary and proper rules for the management and operation of the Facility involved, including the right to interrupt or terminate any performance if deemed necessary by EMU in its sole discretion, in the interest of public safety or the maintenance of good order. Duly authorized representatives of EMU may enter the Facility to be used, or any part thereof, at any time and on any occasion without restrictions whatsoever. All facilities not reserved to Customer, and all parking areas, shall at all times be under the charge of EMU. Facilities reserved by Customer shall be subject to control by EMU when not in actual use by Customer.

Bookings / Details**Quantity Price Amount****22. Payment of Damages**

Customer agrees to pay costs of repair or replacement for any and all damages of whatever origin or nature that may have occurred during the use of the Facility under this contract. Customer agrees to pay estimated damages at time of settlement. If actual costs of repair or restoration exceed the estimate, Customer agrees to make payment of the balance of the cost within 10 days after submission of billing of such work.

23. Forum Selection

The laws of the State of Michigan shall govern the terms of this agreement. Any dispute arising from this agreement shall be resolved in the Courts of Washtenaw County, Michigan or the Michigan Court of Claims. Customer expressly consents to be subject to personal jurisdiction in all Courts located in the State of Michigan.

24. Cancellation

In no event shall the Customer terminate this agreement. Customer understands, recognizes and agrees that EMU may incur substantial damages if Customer cancels or terminates this agreement and that Customer will pay EMU for said damages, plus a reasonable attorney's fees.

25. Force Majeure

The parties hereto shall not be liable for failure of performance hereunder if occasioned by declared or undeclared war, terrorist event, flood, fire, embargo, governmental orders, regulations, governmental expropriation, interruptions of transportation facilities, public health emergency, labor strikes and disputes, or any other causes beyond the control of the parties.

26. Severability

Every provision of this Contract shall be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the legality or validity of the remainder of this agreement.

27. Return of Contract

EMU reserves the right to void this Contract if not properly signed and returned to EMU by date indicated.

28. Contract Binding upon Execution by EMU

This contract shall not be binding on the parties until the Director has signed it.

29. All Addenda and Attachments, including "Addendum A", become a part of this contract.**30. This contract**

This contract is the entire agreement and understanding between the parties as to the subject matter hereof. The contract may be changed, modified, or amended only by the mutual written consent of the parties.

IN WITNESS WHEREOF, the Parties have executed this contract:

EASTERN MICHIGAN UNIVERSITY

By: _____
Director, Convocation Center (date)

Witness: _____
(date)

Customer: _____
(Name of organization)

By: _____
(date)

Witness: _____
(date)

Enclosure #7C
APPROVAL OF CONTRACTED SERVICES AGREEMENT ADDENDUM, WISD
Education Technology Solutions Data Support
Meeting of 1/28/2019
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 _____		Ellen Champagne	Celeste Hawkins	Sharon Lee	Brenda Meadows	Gillian Ream Gainsley	Meredith Schindler	Maria Sheler- Edwards
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Attached is an amendment to the current technology services contract with the Washtenaw Intermediate School District (WISD). Approval of this contract would add a position at YCS, once the position is filled. The title of this position will be: Education Technology Solutions Data Support.

Term of Contract: Remainder of 2017/19 Contract Term

Proposed Motion

" move that the Board of Education approve the Contracted Services Agreement Addendum with the Washtenaw ISD to add a position of Education Technology Solutions Data Support for the remainder of the 2017/18 contract term."

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

Funded 100% with Regional Assistance Grant Funds

Attachments:

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

**WASHTENAW INTERMEDIATE SCHOOL DISTRICT
Contracted Services Agreement Addendum**

The following services are being added to the Technology Services Contract between Washtenaw Intermediate School District and Ypsilanti Community Schools for the remainder of the 2017-2019 contract term.

Data Support and Training Service:

Education Technology Solutions Data Coaching Service for multi-system data management and instructional data coaching and training. Part of this services is to address the district's need to manage of multiple data systems, develop system routines around management, and provide ongoing training to administration and instructional staff on how to manage data and how to integrate it into decision making processes and instruction.

2018-19 Funding Source:

Ypsilanti Community Schools has been identified by the state as a Comprehensive Support and Improvement (CSI) district. As fiscal agent for the Regional Assistance Grant on behalf of YCS, WISD is tasked with identifying systemic challenges that put YCS for CSI identification and for working with the district to institute new systems and supports to improve the district. This service will be funded 100% with Regional Assistance Grant funds.

Agreed to on _____, 2019

_____ DATE _____

Ypsilanti Community Schools, Superintendent

_____ DATE _____

Ypsilanti Community Schools, District Board

_____ DATE _____

Washtenaw Intermediate School District Superintendent

_____ DATE _____

Washtenaw Intermediate School District Board

Enclosure #7D
APPROVAL OF OVERNIGHT FIELD TRIP, YIES
Meeting of 1/28/2019
Presented by Dr. Sherrell Hobbs
Prepared by Paula Gutzman

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

Rationale/Background Information

Re: 5th Grade Camp

Trip Requested By: Kayla VanEgmond

Class: Ypsilanti International Elementary School (YIES) 5th Grade

Destination: Reading, Michigan / Camp Kimball

Trip Date: February 11 – 13, 2019

See attached Field Trip Request Form for additional details.

Proposed Motion

“ ... move that the Board of Education approve the overnight field trip of Ypsilanti International Elementary School to Camp Kimball in Reading, Michigan in February.”

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

Funded by: Student Fees & Fundraising

Attachments:

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



Ypsilanti Community Schools
Field Trip Request Form

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

Name: Kayla VanEgmond

School/Class: YIES 5th Grade

Request Date: 12/17/18

Trip Date: 2/11/19-2/13/19 Number of Students: 24

Trip Destination: Camp Kimball (4502 Berlin Dr. Reading, MI 49274)

Purpose of trip: 5th grade camp encourages outdoor learning, improves student understanding of ecological, historical, and teamwork concepts. Students will experience fun and enjoyment in the outdoors, improve their understanding of ecological, historical and teamwork concepts, expand both their "comfort zones" and their realization of their own abilities, develop a realization of how human actions affect the environment, develop an attitude of personal responsibility for the health of the environment, and strengthen their social skills and self-confidence.

Details about cost: \$80/student for camp, \$40/chaperone for camp, ~\$300 (1hr 40 minutes each way x 2) for 1 bus (~\$12/person)

Account or funding source for trip: Student fees, fundraising (PTO spring bottle drive, bagel drive)

Will subs be needed? Yes, Mr. Brinsden Account for subs:

How this trip fits with the curriculum: Students will put what they have learned in all subjects (reading, math, science, and social studies, as well as interpersonal relationships) into action during outdoor learning experiences.

Number of Staff/Chaperones:

<u>Chaperone Name</u> (If Available)	<u>Relationship to Students</u>	<u>Phone Number</u>
<u>Kayla VanEgmond</u>	<u>Teacher</u>	
<u>Brian Brinden</u>	<u>Teacher</u>	
<u>TBD</u>	<u>Parent Chaperones</u>	

Specific learning objectives to be accomplished/Student outcomes and learning as a result of taking this trip: Students will develop a realization of how human actions affect the environment, Develop an attitude of personal responsibility for the health of the environment, and strengthen their social skills and self-confidence.

Course/Class curriculum, big ideas, or essential questions enforced:
Students will participate in environmental studies while expanding their conflict resolution.

team building, leadership, and communication skills. This will be a great toward-the-end-of-the-year experience to have as these 5th graders leave elementary school before entering middle school. It could become a great tradition at the end of 5th grade, and requires many IB skills including being a risk-taker, communicator, and inquirer.

Pre-Trip lessons/activities: Camp directors will come to school to discuss expectations, what camp will be like, and what learning will take place.

Follow-Up lessons/activities to reinforce/extend learning: Reflections, discussions

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)\

2340 F1

Field Trip Approval

Trip Approved: ☒ Not Approved: ☐ Principal: [Signature] Date: 12/18/18
 Trip Approved: ☒ Not Approved: ☐ Asst Superintendent: [Signature] Date: 12/20/18

(over) Board of Educ Approval: _____

Transportation Department

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

Date of Trip: 2/11/19 - 2/13/19

Destination: Camp Kimball (4502 Berlin Dr. Reading, MI 49274)

Departure Time: 2/11/19 - 8:30 a.m. from YIES

Return Time: 2/13/19 - 12:30 p.m. from Camp Kimball

Number of Buses: 1

Enclosure #7E
APPROVAL OF PURCHASE
Fountas & Pinnell LLI Red Kits (literacy)
Meeting of 1/28/2019
Presented by Dr. Sherrell Hobbs
Prepared by Paula Gutzman

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

Rationale/Background Information

The attached 2018/19 Additional Instructional Time Grant was awarded to Ypsilanti Community Schools in the amount of \$62,159.75 for the purpose of supporting literacy instruction in Grades K – 3.

We are requesting an approval to purchase Fountas & Pinnell Leveled Literacy Intervention (LLI) Red Kit it for each of our buildings serving 2nd – 5th grades. The Fountas & Pinnell LLI is a powerful, short-term intervention, that provides daily, intensive, small group instruction, which supplements classroom literacy teaching. LLI turns struggling reads into successful readers with engaging leveled books and fast-paced, systematically designed lessons. The Red Kit focuses on reading levels L – Q.

Title I teachers who have been using LLI kits with fidelity since October have reported positive results at all levels. Our current system supports levels A – N; the grade level expectation for the end of 3rd grade is Q. In response to the Michigan Third Grade Reading Law, we are proactively requesting the purchase of this program so that it can be in place before the law goes into effect in 2019. Currently, 56% of our 3rd graders scored a year or more behind on the Fall NWEA ELA assessment; 81% were below grade level.

Proposed Motion

“ ... move that the Board of Education approve the purchase of Fountas & Pinnell LLI Red Kits for an amount not to exceed \$21,900.”

Budget Impact: ☐ None ☒ As follows:
Additional Instructional Time Grant

Attachments:

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

To place your HEINEMANN order:

Phone: 800.225.5800 or FAX: 877.231.6980

Email: custserv@heinemann.com

Mail: P.O. Box 6926, Portsmouth, NH 03802-6926

NAME

INSTITUTION

BILLING ADDRESS:

ADDRESS

CITY

STATE

ZIP

CONTACT NAME

PHONE

EMAIL

SHIPPING ADDRESS (IF DIFFERENT):

ADDRESS

CITY

STATE

ZIP

MERCHANDISE TOTAL \$ 19,800⁰⁰

LOCAL & STATE TAX \$ 1,188⁰⁰

SHIPPING \$

ORDER TOTAL \$

☐ CHECK OR MONEY ORDER ENCLOSED. MAKE CHECK PAYABLE TO HEINEMANN.

CHARGE BY CREDIT CARD: ☐ AMEX ☐ VISA ☐ MASTERCARD

CARD #

EXP. DATE

SIGNATURE

☐ PURCHASE ORDER ENCLOSED

PO #

Fountas & Pinnell Literacy™ Order Form

8/9/18

****See separate FPC Order Form to order *Fountas & Pinnell Classroom™***

Fountas & Pinnell Assessment Systems						
Title	Lesson	Text Level	ISBN	Price	Qty.	Total Price
Assessment Systems						
Benchmark Assessment System 1, 3ED Grades K–2, Levels A–N			978-0-325-07769-7	\$ 425.00	1	-
Benchmark Assessment System 2, 3ED Grades 3–8, Levels L–Z			978-0-325-07770-3	\$ 425.00	1	-
NEW! Sistema de evaluación de la lectura, Grados K–2, Niveles A–N © 2019 (Teacher materials in English)			978-0-325-09979-8	\$ 425.00	1	-
Sistema de evaluación de la lectura, Grados K–2, Niveles A–N (Totalmente en español)			978-0-325-05652-4	\$ 388.00	-	-
BAS/SEL Online Data Management System						
Teacher Subscription / 1 Year / Unlimited Students			978-0-325-02836-1	\$ 30.00	-	-
BAS 3rd Edition Individual Components						
Fountas & Pinnell Calculator/Stopwatch			978-0-325-01385-5	\$ 27.50	-	-
The Literacy Continuum, Expanded Edition, Grades PreK–8			978-0-325-06078-1	\$ 75.00	-	-
Benchmark Assessment System 1, 3ED, Assessment Guide, A Guide to the Benchmark Assessment System 1			978-0-325-08063-5	\$ 54.50	-	-
Benchmark Assessment System 2, 3ED, Assessment Guide, A Guide to the Benchmark Assessment System 2			978-0-325-08096-3	\$ 54.50	-	-
Benchmark Assessment System Student Folders (30-Pack)			978-0-325-01280-3	\$ 18.00	-	-
BAS 2nd Edition Individual Components						
Fountas & Pinnell Calculator/Stopwatch			978-0-325-01385-5	\$ 27.50	-	-
Benchmark Assessment System 1, 2ED, Assessment Guide, A Guide to the Benchmark Assessment System 1			978-0-325-04791-1	\$ 54.50	-	-
Benchmark Assessment System 2, 2ED, Assessment Guide, A Guide to the Benchmark Assessment System 2			978-0-325-02793-7	\$ 54.50	-	-
Benchmark Assessment System Student Folders (30-Pack)			978-0-325-01280-3	\$ 18.00	-	-
SEL Individual Components						
Fountas & Pinnell Calculator/Stopwatch			978-0-325-01385-5	\$ 27.50	-	-
NEW! Continuo de la lectoescritura, Expanded Edition: Instrumento para la evaluación, planificación y enseñanza, PreK–2 (Text in English)			978-0-325-09978-1	\$ 36.00	-	-
Continuo de adquisición de la lectoescritura: Guía para la enseñanza, PreK–2 (Totalmente en español)			978-0-325-05657-9	\$ 28.00	-	-
Guía para maestros: Cómo usar el Sistema de evaluación de la lectura (Text in English)			978-0-325-03124-8	\$ 54.50	-	-
Guía para maestros: Cómo usar el Sistema de evaluación de la lectura (Totalmente en español)			978-0-325-05654-8	\$ 54.50	-	-
Expedientes de los estudiantes (Student Folders) (30-pack)			978-0-325-03131-6	\$ 18.00	-	-
BAS/SEL Digital Components						
Benchmark Assessment System 1, Second Edition						
System 1 Professional Development DVD			978-0-325-03037-1	\$ 43.50	-	-

Video de desarrollo profesional (en DVD) (PD DVD)			978-0-325-03127-9	\$ 43.50	-	-
Video de desarrollo profesional (en DVD) (PD DVD) (Totalmente en español)			978-0-325-05653-1	\$ 43.50	-	-
Benchmark Assessment System 2, Second Edition						
System 2 Professional Development DVD			978-0-325-03039-5	\$ 43.50	-	-
RAS/SFI Apps (Available Only Through the iTunes App Store)						
Benchmark Assessment 1 Reading Record iPad App				\$ 14.99	-	-
Benchmark Assessment 2 Reading Record iPad App				\$ 14.99	-	-
Sistema de evaluación de la lectura Reading Record iPad App				\$ 14.99	-	-

Leveled Literacy Intervention (LLI)						
Title	Lesson	Text Level	ISBN	Price	Qty.	Total Price
Intervention Systems						
Leveled Literacy Intervention Orange System, 2ED Levels A-E (Kindergarten)		A-E	978-0-325-06077-4	\$ 2,900.00	-	-
Leveled Literacy Intervention Green System, 2ED Levels A-K (Grade 1)		A-K	978-0-325-06079-8	\$ 3,416.00	-	-
Leveled Literacy Intervention Blue System, 2ED Levels C-N (Grade 2)		C-N	978-0-325-06080-4	\$ 3,324.00	-	-
Leveled Literacy Intervention Red System, Levels L-Q (Grade 3)		L-Q	978-0-325-09931-6	\$ 4,950.00	4	19,800.00
Leveled Literacy Intervention Gold System, Levels O-T (Grade 4)		O-T	978-0-325-09955-2	\$ 4,950.00	X	-
Leveled Literacy Intervention Purple System, Levels R-W (Grade 5)		R-W	978-0-325-02692-3	\$ 4,950.00	-	-
Leveled Literacy Intervention Teal System, Levels U-Z (Grades 6-12)		U-Z	978-0-325-02860-6	\$ 4,950.00	-	-
LLI K-2, 1ED Enhancement Options						
Orange System, 2ED Teacher Resources			978-0-325-09297-3	\$ 996.00	-	-
Green System, 2ED Teacher Resources			978-0-325-09298-0	\$ 996.00	-	-
Blue System, 2ED Teacher Resources			978-0-325-09299-7	\$ 996.00	-	-
Orange System, 2ED Teacher Resources w/Booster Books			978-0-325-09300-0	\$ 1,684.00	-	-
Green System, 2ED Teacher Resources w/Booster Books			978-0-325-09301-7	\$ 1,340.00	-	-
LLI Individual System Components						
System Guides						
Orange System, 2ED (Grade K) System Guide			978-0-325-08836-5	\$ 244.00	-	-
Green System, 2ED (Grade 1) System Guide			978-0-325-08842-6	\$ 244.00	-	-
Blue System, 2ED (Grade 2) System Guide			978-0-325-08855-6	\$ 244.00	-	-
Red System (Grade 3) System Guide			978-0-325-04385-2	\$ 244.00	-	-
Gold System (Grade 4) System Guide			978-0-325-04825-3	\$ 244.00	-	-
Purple System (Grade 5) System Guide			978-0-325-05275-5	\$ 244.00	-	-
Teal System (Grade 6-12) System Guide			978-0-325-07479-5	\$ 244.00	-	-
Lesson Guides						
Orange System, 2ED (Grade K) Lesson Guides, (2-Volume Set)			978-0-325-08835-8	\$ 353.50	-	-
Green System, 2ED (Grade 1) Lesson Guides, (3-Volume Set)			978-0-325-08845-7	\$ 353.50	-	-
Blue System, 2ED (Grade 2) Lesson Guides, (2-Volume Set)			978-0-325-08858-7	\$ 353.50	-	-

Voices on Word Matters			978-0-325-00132-6	\$ 30.00	-	-
DVDs						
The Continuum of Literacy Learning Teaching Library: Professional Development DVDs, Grades PreK-2			978-0-325-02812-5	\$ 499.50	-	-
The Continuum of Literacy Learning Teaching Library: Professional Development DVDs, Grades 3-8			978-0-325-03737-0	\$ 499.50	-	-
The Continuum of Literacy Learning Teaching Library: Professional Development DVDs, Grades PreK-2 and Grades 3-8			978-0-325-03740-0	\$ 899.00	-	-
Word Study DVD			978-0-325-00846-2	\$ 349.50	-	-
Classroom Management DVD			978-0-325-00847-9	\$ 299.50	-	-
Staff Development Bundles (10 copies + 1 DVD SET)						
The Continuum of Literacy Learning Teaching Library Staff Development Bundle, Grades 3-8			978-0-325-03739-4	\$ 704.65	-	-
Fountas & Pinnell Leveled Books Website						
<i>Subscribe at www.FandPLeveledBooks.com</i>						
Annual Individual Subscription				\$ 25.00	-	-
Annual School Subscriptions:						
1-5 teachers			Price per teacher:	\$ 25.00	-	-
6-10 teachers			Price per teacher less 10%:	\$ 22.50	-	-
11-15 teachers			Price per teacher less 15%:	\$ 21.25	-	-
16+ teachers			Price per teacher less 20%:	\$ 20.00	-	-
Apps						
<i>Available only through the iTunes App Store</i>						
Prompting Guide 1 for iPad and iPhone, English				\$ 9.99	-	-
Prompting Guide 1 for iPad and iPhone, Spanish				\$ 9.99	-	-
Prompting Guide 2 for iPad and iPhone, English				\$ 9.99	-	-
Prompting Guide 2 for iPad and iPhone, Spanish				\$ 9.99	-	-
				Total	-	-

Enclosure #7F
APPROVAL OF DONATION
Sue Miller & Walter Moos, Donors
Meeting of 1/28/2019
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 _____		Ellen Champagne	Celeste Hawkins	Sharon Lee	Brenda Meadows	Gillian Ream Gainsley	Meredith Schindler	Maria Sheler- Edwards
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Jonathan Royce, Achieving College & Career Education (ACCE) Principal received a donation on behalf of our ACCE program. This donation was shared with us via email dated January 7, 2019. We are requesting Board approval of the following donation:

Sue Miller and Walter Moos: \$2,000 Cash Donation

Donations make learning possible for students. They provide educational services and opportunities that help make schools more effective and more accessible to students of all backgrounds. These donations will provide opportunities for our ACCE program.

Thank you to each for their donation!

Proposed Motion

" move that the Board of Education accept a \$2,000 cash donation from Sue Miller and Walter Moos, on behalf of the Achieving College & Career Education program."

Budget Impact: ☒ None ☐ As follows:

Attachments:

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

NRR ACCE Awesome Donations!

Inbox

Jonathan Royce

Mon, Jan
7, 3:33
PM

to Alena, Paula, Sherrell, Carol

Good afternoon and Happy New Year!

Great news from our community supporters. We received a \$2,000.00 donation from Sue Miller and Walter Moos.

We'll be sharing this news with the board at our next meeting!

J. Royce

Enclosure #7G
APPROVAL OF CONTRACT, YCHS & ACCE HS
Starr Commonwealth
Meeting of 1/28/2019
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 _____		Ellen Champagne	Celeste Hawkins	Sharon Lee	Brenda Meadows	Gillian Ream Gainsley	Meredith Schindler	Maria Sheler- Edwards
	1 st /2 nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

This contract would be for services at Ypsilanti Community High School (YCHS) and Achieving College and Career Education (ACCE; High School). Services will include Positive Behavioral Interventions and Supports (PBIS) and how to train people, the trauma-informed method for a resilience-focused educational setting. The following participated in the review of this program:

Alena Zachery-Ross, Superintendent
Dr. Sherrell Hobbs, Assistant Superintendent
Ruth Jordan, Director of Student Support Services
Cory Gildersleeve, Ypsilanti Community High School Principal
Jonathan Royce, Achieving College & Career Education Principal
Holly Heaviland, Washtenaw ISD
Sarah Hierman, Washtenaw ISD
Polly Gipson, University of Michigan PROMISE Program

This is a two-year contract:

Year 1: February 2019 - September 2019

Year 2: October 2019 - September 2020

Total Contract Amount: \$277,475.54

Proposed Motion

" move that the Board of Education approve the Starr Commonwealth contract with a beginning date of February 2019 and an ending date of September 2020, for an amount not to exceed \$277,476."

Budget Impact: ☐ None ☒ As follows:

Year 1: Regional Assistance Grant

Year 2: Regional Assistance Grant & Title II

Attachments:

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

Ypsilanti Proposal

YEAR 1 (February 2019-September 2019)

Deliverable	Unit Cost	Qty.	Units	Sub-Total
1 Needs assessment site-visit (HS)	\$2,500.00	1 Days		\$2,500.00
2 Needs assessment site-visit (Alt. HS)	\$2,500.00	1 Days		\$2,500.00
3 Senior level project coordination	\$1,150.00	18 Days		\$20,700.00
4 On-site coaching (split between HS & Alt. HS)	\$5,500.00	8 Months		\$44,000.00
5 On-site Trauma Informed Resilient Schools training	\$3,500.00	1 Training Day		\$3,500.00
6 Online courses	\$199.00	12 Registrations		\$2,388.00
7 Materials/tools/resources	\$2,500.00	1 Set		\$2,500.00
8 Summer conference registrations	\$450.00	12 Participants		\$5,400.00
9 Starr overhead & admin. fees				\$14,860.86
YEAR 1 TOTAL:				\$98,348.86

YEAR 2 (October 2019-September 2020)

Deliverable	Unit Cost	Qty.	Units	Sub-Total
10 Senior level project coordination	\$1,150.00	38 Days		\$43,700.00
11 On-site coaching (split between HS & Alt. HS)	\$5,500.00	12 Months		\$66,000.00
12 On-site mindfulness training & coaching	\$1,150.00	6 Days		\$6,900.00
13 On-site Resetting for Resilience training	\$3,500.00	1 Training Day		\$3,500.00
14 Online courses	\$199.00	60 Registrations		\$11,940.00
15 Certification exams	\$205.00	24 Registrations		\$4,920.00
16 Materials/tools/resources	\$2,500.00	1 Set		\$2,500.00
17 Summer conference Certified Trainer course	\$1,050.00	12 Participants		\$12,600.00
18 Starr overhead & admin. fees				\$27,066.68
YEAR 2 TOTAL:				\$179,126.68