

YPSILANTI COMMUNITY SCHOOLS

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

MINUTES OF THE BOARD OF EDUCATION (Meeting #2 of 2)

ORGANIZATIONAL MEETING AND REGULAR MEETING OF THE BOARD OF EDUCATION

Monday, January 28, 2019

The meeting was called to order by Vice-President Dr. Celeste Hawkins at 7:02 p.m. The Pledge of Allegiance was recited.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

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

MEMBERS OF THE BOARD OF EDUCATION ABSENT: *None*

ACHIEVEMENTS, AWARDS AND RECOGNITION

Honoring January 2019 as School Board Recognition, Superintendent Alena Zachery-Ross acknowledged and thanked the Board of Education and each trustee individually, presenting each Board member with a plaque.

Ypsilanti International Elementary School (YIES) Points of Pride were not shared at this meeting, as scheduled. Due to a Snow Day, it was suggested that YIES students remain home.

ACCEPTANCE OF AGENDA, AS AMENDED: Agenda amended as follows - 1) Item B5 Removed, Ypsilanti Promise Board Representative.

Motion by Schindler, supported by Hawkins

Action Recorded: 7/Yes; 0/No

ELECTION OF ACTING CHAIRPERSON

MOTION: Nominate Superintendent Zachery-Ross to serve as acting chairperson for the Organizational Meeting.

Motion by Sheler-Edwards, supported by Lee

Action Recorded: 7/Yes; 0/No

Zachery-Ross appointed Board Secretary Paula Gutzman to serve as acting Secretary.

PUBLIC COMMENTS #1: *None*

BOARD ORGANIZATION

NOMINATION AND ELECTION OF BOARD OFFICERS

PRESIDENT

The following Board members expressed interest in serving as President:

1) Celeste Hawkins: Support Received by - a) Ream Gainsley; b) Hawkins; c) Meadows; d) Lee

2) Ellen Champagne: Support Received by - a) Sheler-Edwards; b) Schindler; c) Champagne

MOTION OF NOMINATION AND ELECTION OF PRESIDENT: **Dr. Celeste Hawkins to serve until the 2020 Organizational Meeting**

Motion by Lee, supported by Meadows

Roll Call Vote: 7/0 Yes

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

VICE-PRESIDENT

The following Board members expressed interest in serving as Vice-President:

- 1) Brenda Meadows: Support Received by - a) Hawkins; b) Schindler; c) Meadows; d) Lee
- 2) Maria Sheler-Edwards: Support Received by - a) Ream Gainsley; b) Sheler-Edwards; c) Champagne

MOTION OF NOMINATION AND ELECTION OF VICE-PRESIDENT: **Brenda Meadows** to serve until the 2020 Organizational Meeting

Motion by Lee, supported by Champagne

Roll Call Vote: 7/0 Yes

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

SECRETARY

The following Board member expressed interest in serving as Secretary: Maria Sheler-Edwards

MOTION OF NOMINATION AND ELECTION OF SECRETARY: **Maria Sheler-Edwards** to serve until the 2020 Organizational Meeting

Motion by Lee, supported by Meadows

Roll Call Vote: 7/0 Yes

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

TREASURER

The following Board member expressed interest in serving as Treasurer: **Gillian Ream Gainsley**

MOTION OF NOMINATION AND ELECTION OF TREASURER: **Gillian Ream Gainsley** to serve until the 2020 Organizational Meeting

Motion by Lee, supported by Hawkins

Roll Call Vote: 7/0 Yes

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

APPOINTMENTS OF BOARD COMMITTEE MEMBERS AND LIAISONS

Parliamentarian: Brenda Meadows

Head Start Policy Committee: Sharon Lee

Legislative Relations Network (LRN) Designee: Gillian Ream Gainsley

Washtenaw Association of School Boards (WASB) Representative: Brenda Meadows

~~Ypsilanti Promise Board Representative~~ Item Deleted from Agenda (suggested by Sheler-Edwards)

Ypsilanti Foundation Board Liaison: Maria Sheler-Edwards

Michigan Association of School Boards (MASB) Convention Delegate/Alternate:

- 1) Delegate, Maria Sheler-Edwards; 2) Alternate, Ellen Champagne

Coordinated School Health Team: Gillian Ream Gainsley

Sex Education Advisory Board (SEAB): Meredith Schindler & Sharon Lee

SUBCOMMITTEES

Policy: 1) Meredith Schindler, Chair; 2) Brenda Meadows; 3) Celeste Hawkins

Financial & Operational Planning: 1) Gillian Ream Gainsley, Chair; 2) Ellen Champagne; 3) Brenda Meadows

Strategic & Educational Performance (DTN): 1) Sharon Lee, Chair; 2) Celeste Hawkins

Community Relations: 1) Gillian Ream Gainsley, Chair; 2) Maria Sheler-Edwards

School Culture and Discipline: 1) Sharon Lee, Chair; 2) Celeste Hawkins; 3) Ellen Champagne (unless meets during day)

Expulsion Review: Item Deleted from Agenda (suggested by Champagne)

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

Motion by Lee, supported by Champagne

Action Recorded: 7/Yes; 0/No

ACTION ITEMS

CONSENT AGENDA

MOTION 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.

Motion by Lee, supported by Schindler

Action Recorded: 7/Yes; 0/No

ADMINISTRATOR EMPLOYMENT CONTRACT

MOTION 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.

Motion by Sheler-Edwards, supported by Meadows

Roll Call Vote: 7/0 Yes

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

Topics Included: Per Zachery-Ross, former Board President Sharon Irvine gave permission for new hire to start before Board approval.

ADOPTION OF BOARD OF EDUCATION MEETING SCHEDULE

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

Motion by Schindler, supported by Ream Gainsley

Action Recorded: 7/Yes; 0/No

Topics Included: One calendar amendment -- Cancel Wednesday, January 30, 2019 Board Workshop; reschedule meeting to February 4, 2019 at 5:30 p.m.

APPOINTMENT OF DISTRICT COMPLIANCE OFFICERS

MOTION 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).

Motion by Champagne, supported by Lee

Action Recorded: 7/Yes; 0/No

REVIEW AND APPROVAL OF BUSINESS ITEMS

AUTHORIZATION FOR USE OF FACSIMILE SIGNATURE

MOTION 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.

Motion by Schindler, supported by Meadows

Action Recorded: 7/Yes; 0/No

AUTHORIZATION TO EXECUTE CONTRACTS AND SIGN DOCUMENTS ON BEHALF OF THE DISTRICT

MOTION 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.

Motion by Meadows, supported by Lee

Action Recorded: 7/Yes; 0/No

AUTHORIZATION OF BANK ACCOUNT SIGNATORIES

MOTION 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.

Motion by Lee, supported by Champagne

Action Recorded: 7/Yes; 0/No

DESIGNATION OF DEPOSITORY FOR SCHOOL DISTRICT FUNDS

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

Normal Operations Deposits & Withdrawals

Michigan Liquid Asset Fund Plus (MILAF)

Bank of Ann Arbor

Fifth Third Bank

Bonded Indebtedness Paying Agents

Bank of New York

Huntington National Bank

U.S. Bank

Motion by Schindler, supported by Lee

Action Recorded: 7/Yes; 0/No

DESIGNATION OF ELECTRONIC TRANSFER OFFICER (ETO)

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

Motion by Lee, supported by Champagne

Action Recorded: 7/Yes; 0/No

DESIGNATION OF AUDIT FIRM

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

Motion by Schindler, supported by Champagne

Action Recorded: 7/Yes; 0/No

Topics Included: Sheler-Edwards spoke of previous conversation of switching audit firm; possibly a RFP for next year.

DESIGNATION OF LEGAL COUNSEL

AMENDED: MOTION TO authorize the following law firms: Thrun Law Firm PC (retainer); Dykema Gossett PLLC and Collins and Blaha PC. NOTE: Regarding Dykema Gossett, the Board instructs administration to complete any current cases with Dykema Gossett. Afterwards, Dykema Gossett is no longer designated as legal counselor for the District.

Motion by Schindler, supported by Meadows

Action Recorded: 7/Yes; 0/No

Topics Included: Champagne requested removal of Dykema Gossett; Schindler agreed.

DELEGATION OF MEETING POSTING RESPONSIBILITIES

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

Motion by Schindler, supported by Lee

Action Recorded: 7/Yes; 0/No

DESIGNATION OF NEWSPAPER FOR BID NOTICES AND OTHER LEGAL POSTINGS

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

Motion by Sheler-Edwards, supported by Schindler

Action Recorded: 6/Yes; 1/No

ACTION ITEMS

RESOLUTION: School Bus Fleet Proposal

MOTION TO adopt the following resolution regarding the school bus fleet proposal: LEASE Agreement - Resolution to Authorize Participation in the MSBO Bus Purchasing Program to Order 30 School Buses.

Motion by Schindler, supported by Champagne

Roll Call Vote: 7/0 Yes

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

Topics Included: Schindler read Resolution aloud.

YCS COMMENCEMENT 2019 VENUE

MOTION TO 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.

Motion by Lee, supported by Schindler

Roll Call Vote: 7/0 Yes

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

CONTRACTED SERVICES AGREEMENT ADDENDUM (Technology). WISD

MOTION TO 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 2017/1819 contract term.

Motion by Schindler, supported by Lee

Roll Call Vote: 7/0 Yes

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

FIELD TRIP, YIES 5th Grade

MOTION TO approve the overnight field trip of Ypsilanti International Elementary School to Camp Kimball in Reading, Michigan in February.

Motion by Lee, supported by Sheler-Edwards

Action Recorded: 7/Yes; 0/No

FOUNTAS & PINNELL LITERACY

MOTION TO approve the purchase of Fountas & Pinnell LLI Red Kits for an amount not to exceed \$21,900.

Motion by Schindler, supported by Ream Gainsley

Roll Call Vote: 7/0 Yes

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

DONATION: ACCE | Sue Miller and Walter Moos

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

Motion by Lee, supported by Schindler

Action Recorded: 7/Yes; 0/No

STARR COMMONWEALTH

MOTION TO 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.

Motion by Schindler, supported by Lee

Roll Call Vote: 7/0 Yes

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

Topics Included: Kier Ingraham, Achieving College and Career Education (ACCE) Dean of Students was also a part of this conversation.

PUBLIC COMMENTS #2: None

OTHER: None

BOARD/SUPERINTENDENT COMMENTS

- Sheler-Edwards congratulated the new Board officers.
- Zachery-Ross thanked the Board for their service; congratulations to new members officially in office. Considering the recent extreme windchills (-20 plus), student safety is a first priority. Consideration of school closings were superintendents working together with the Road Commission.
- Champagne appreciated the early "call off" from school and appreciates the work Zachery-Ross does to make these decisions.
- Schindler commented on the work done to keep kids safe.
- Champagne commented on kids who may not have meals if they are not at school.
- Zachery-Ross shared several agencies reach out to assist families; however, today some closed at 3:00 p.m.
- Schindler inquired on a Backpack Program.
- Lee shared Food Gatherers has a program.
- Hawkins thanked those for support, and those in officer roles.

Meeting Adjourned: 9:18 p.m.

Attachment: RESOLUTION School Bus Fleet Proposal, Lease Agreement

Date Approved: 2.4.2019



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

Initials: pej

Lease Agreement

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 Celeste Hawkins

The following Resolution was offered by Member Meredith Schindler and supported by Member Ellen Champagne.

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

Resolution Declared: Adopted (7 / 0 , 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.

Maria Sheler-Edwards

Secretary
Board of Education
Ypsilanti Community Schools