

December 2, 2019
6:30 p.m. – Regular Meeting



(Meeting #2 of 2)

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

AGENDA

I. CALL TO ORDER

PLEDGE OF ALLEGIANCE: *YIES Students – Cassandra Sheriff, Principal*
ACHIEVEMENTS, AWARDS, AND RECOGNITION

II. ACCEPTANCE OF AGENDA

III. PRESENTATIONS

- A. Housing Access for Washtenaw County (Enc. #1)
Sara Lamb, Family Shelter and Diversion Specialist
- B. Refinancing Opportunities (Enc. #2)
Bill Roche, Managing Director of Public Finance
HUTCHINSON, SHOCKEY, ERLEY & CO.
- C. Parent and Community Engagement (Enc. #3)
Carlos Lopez, Assistant Superintendent of Curriculum and Instruction

IV. *APPROVAL OF PERSONNEL MATTERS (Enc. #4)

- A. Retirees, New Hires, Recalls, Resignations & Layoffs

V. ACTION ITEMS

- A. **Business/Finance**
 - i. Resolution to Adopt November Budget Amendment, 2019 (Enc. #5)
 - ii. GSRP Contract (Enc. #6)
 - iii. Resolution to Adopt 401(a) Defined Contribution Plan [Enc. #7]

VI. PUBLIC COMMENTS #2

VII. OTHER

VIII. BOARD/SUPERINTENDENT COMMENTS

IX. ADJOURNMENT

****Action Item***

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

Points of Pride, Ypsilanti International Elementary School (YIES)
Monday, December 2, 2019

Point-of-Pride #1

The 5th-grade students at YIES hosted a Family Feast during this season to embrace diversity, appreciation, and celebration of different cultures and perspectives of the holiday season by sharing family recipes on November 26th. It was a well attended and received event.

Point of Pride #2

WIHI 11th grade students have collaborated with our Intervention Specialist to volunteer their services to provide literacy tutoring and support to YIES students. The program continues to grow with more and more students volunteering their services.

Point of Pride #3

YIES K-5 Student Council's vision is to create a safe school environment for students who will build a better world through intercultural understanding and respect. Student Council members have implemented a recycling program at YIES, and coordinated services with the City of Ypsilanti to successfully run the program.

Point of Pride #4

Each year the International Day of Peace is observed around the world on September 21st. YIES students took action in many ways to promote a world of peace. A special thanks to [Esatto View Photography](#) for taking our school-wide peace photo, and [The Ypsilanti Food Co-Op](#) for providing popsicles for all students to enjoy as we celebrated International Peace Day.

Point of Pride #5

YIES Morning Assemblies, which focus on IB Attitudes and Learner Profiles, has now incorporated Action where students take what they have learned and engage in a form of contribution or service. It has been great to see students share how they are contributing to our school, and the community at large (i.e. recycling, increasing awareness about real-world issues, raising funds and collecting goods for shelters, etc.)

Point of Pride #6

YIES students, staff and families have taken on the **Be The "I" in KIND Movement**. We believe that One KIND act can change someone's life and many such acts create a MOVEMENT. Students and staff catch each other being kind, and we those kind acts during our morning assemblies.

Point of Pride #7

YIES 4th grade students have been discussing the significance of the American Flag, and what it symbolizes: freedom, dignity, and tolerance. Noticing that our school flag has some wear and tear, the students have decided to take ACTION and facilitate a walk-a-thon during recess to raise money to purchase a new school flag; the goal is \$40.00. The 4th-grade students would like to be the first to raise the new flag at YIES and discuss the importance of the American flag with the student body during our morning assembly.

Submitted By: Cassandra Sheriff, Ypsilanti International Elementary School Principal

Enclosure #1

Housing Access for Washtenaw County

A Program of the Salvation Army

Coordinated Entry for the
Washtenaw County Continuum of
Care





HAWC is Washtenaw County's single point of entry for the housing and homelessness coordinated entry system. HAWC assesses and refers all individuals and families who are experiencing homelessness or at-risk of experiencing homelessness to all available housing resources in the county. Residents of Washtenaw County may call HAWC for housing assistance, information and/or a referral.

Please note: there is a severe shortage of housing resources in Washtenaw County and HAWC is not able to help all people who are experiencing a housing crisis.



HAWC Operations



CALL CENTER HOURS

Monday-Friday: 8:30 am to 5:00 pm

After Hours: 211 (those in an unsafe location will be connected to on-call staff)



WALK-IN HOURS

Tuesdays: The Salvation Army | 9 S. Park St. Ypsilanti | 9am-noon

Thursdays: The Salvation Army | 100 Arbana Dr. Ann Arbor | 1-4pm



OUTREACH

- www.housingaccess.net
- Landlord Tenant Court
- Assessment appointments at the Delonis Center and CMH Towner (*appointments made by calling HAWC*)
- HAWC presentations to agencies & the public (*schedule at HAWC_Washtenaw@usc.salvationarmy.org*)



How to Get Help?

HAWC serves approximately **2,500 households** per month over the phone in the following way:

**STEP
1**

Individuals & families call HAWC with any housing concerns or crises

**STEP
2**

HAWC completes an intake screening to determine needs

**STEP
3**

Based on need, HAWC helps households with next steps,
which can include:

- Housing search tools
- Referrals to mainstream or legal services
- Prevention & diversion strategies
- Prevention assessment for financial assistance
- Homelessness assessment, including administration of common assessment tool VI-SPDAT
- Shelter referral
- Housing Choice Voucher paperwork



HUD Category 1: Homeless

Service Delivery

Intake Screening – Vulnerability Assessment – Referral to available Housing Resource

Definition

An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- Has a primary nighttime residence that is a public or private place not meant for human habitation;
- Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution

Financial Assistance

HAWC assesses qualifying households who are currently homeless or at risk of becoming homeless to provide **one-time financial assistance** to prevent eviction or for first months rent or security deposit.

Resources are dependent on funding availability and fluctuate throughout the year.

Prevention Funding Restrictions:

- Foreclosure prevention
- Rent to own/lease to purchase
- Transitional Housing
- Pay rent bills from a previous address
- Pay utilities and/or rent for tenants renting a unit owned by a family member
- Mortgage payments/mortgage refinancing costs
- Moving expenses
- Motel/hotel vouchers
- Furniture
- Construction or rehabilitation
- Utility assistance

For More Information:

Kara Painter, Associate Coordinator

- Kara_painter@usc.salvationarmy.org
- 734-548-6390

Eric Hendershot, Program Coordinator

- Eric_Hendershot@usc.salvationarmy.org
- 734-548-6091

Sara Lamb, Shelter Coordinator

- Sara_Lamb@usc.salvationarmy.org
- 734-548-6391

Access HAWC:

Hotline:

734-961-1999

Fax:

734-668-0908

Address:

100 Arbana Drive

Ann Arbor, MI 48103

Website:

www.housingaccess.net





Ypsilanti Community Schools
Taxable Advance vs. Tax Exempt Current
Refunding of 2011 Refunding Bonds

Enclosure #2



	Taxable vs. Tax -Exempt	
	TAXABLE ADVANCE REFUNDING	TAX EXEMPT CURRENT REFUNDING
Dated Date	2/6/2020	2/4/2021
First Interest Payment	5/1/2020	11/1/2021
Par Amount of Refunding Bonds	\$21,785,000	\$18,125,000
Arbitrage Yield	2.43%	1.99%
True Interest Cost	2.52%	2.11%
Escrow Yield	1.59%	1.50%
Negative Arbitrage	\$215,584	\$24,584
Approximate Gross Savings	\$1,437,208	\$2,209,700
Average Gross Annual Savings	\$120,295	\$220,970
Net Present Value (PV) Savings	\$1,261,506	\$1,973,371
Net PV Savings as % of Par Refunded	6.10%	9.54%

Prepared by Hutchinson Shockey Erley Co.
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 wroche@hsemuni.com



**YPSILANTI COMMUNITY SCHOOLS
(FORMERLY WILLOW RUN COMMUNITY SCHOOLS)
COUNTY OF WASTENAW STATE OF MICHIGAN
2020 REFUNDING BONDS (REFUNDS SLRF)**



**YPSILANTI COMMUNITY SCHOOLS
(FORMERLY WILLOW RUN)**

2020 Refunding Bonds (Refunds SLRF)

Before Refunding	Total Borrowing and Repayments	\$7,990,052
	Dated Date	2/6/2020
Refunding Bonds	Par Amount	\$6,270,000
	True Interest Cost	2.687%
	Total Interest Payments	\$1,358,083
	Total Debt Service	\$7,628,083
Savings	Total Estimated Savings	\$361,969
	NPV Savings (\$)	\$245,787
	NPV Savings (%)	3.99%

Willow Run Schools

Outstanding Debt

11/27/2019

Willow Run Schools
Outstanding Voted Unlimited Tax Debt
11/27/2019

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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

WILLOW RUN CUSIP(971175) #902577 - UTQ Bond Debt - WASHTENAW County

Dated: 09/29/2011	Issue Amt: 22,785 M	Rates: 3.50 - 5.00%	1st Int: 05/01/2012	Last Mat: 05/01/2031
SubIssue 1- UTQ - Financial Refunding				Issue Amt: 22,785 M

Refunds 10/15/01 (21/31)

Rev. Cover: -

Debt Type: General Obligation	Other Security: No Security	Jr Lien: No
Tax Designation: No Designation	Tax Base: Unlimited Tax Security	Debt Shared: No
Feature: State School Fund Qualified	Enhancement: Insured	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: Yes

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	CallType	Call Date	Prem
NW0	05/01/2021	5.000	112.560	2,110 M					
NX8	05/01/2022	3.500	98.258	2,125 M			Callable		
NY6	05/01/2023	3.750	98.334	2,100 M			Callable		
NZ3	05/01/2024	4.000	98.827	2,075 M			Callable		
PA6	05/01/2025	4.000	97.840	2,075 M			Callable		
PB4	05/01/2026	4.000	97.193	2,075 M			Callable		
PC2	05/01/2027	4.125	98.023	2,050 M			Callable		
PD0	05/01/2028	4.125	97.357	2,050 M			Callable		
PE8	05/01/2029	4.250	97.933	2,050 M			Callable		
NN0	05/01/2030	4.250	96.747	2,050 M			Callable		
NP5	05/01/2031	4.500	98.714	2,025 M			Callable		
SubIssue Outstanding				22,785 M					

Mat. Beg.	Mat. End	Beginning	Ending	Call Price
05/01/2022	05/01/2031	05/01/2021	AND Thereafter	100.00
In whole or in part on any date.*				
*Verify <u>any date</u> and <u>interest date</u> with Notice of Sale or Official Statement.				

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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

YPSILANTI COMMUNITY SCHOOLS CUSIP(987864) #906126 - Series C, Refunds SSBLF of Orig. Ypsilanti SD Bond Debt - WASHTENAW County

Dated: 09/27/2016 Issue Amt: 32,965 M Rates: 2.03 - 2.62% 1st Int: 05/01/2017 Last Mat: 05/01/2023

Subissue 1- Series C, Refunds SSBLF of Orig. Ypsilanti SD - Financial Student Loan

Issue Amt: 32,965 M

Rev. Cover:

Debt Type: General Obligation	Other Security: No Security	Jr Lien: No
Tax Designation: Taxable	Tax Base: Unlimited Tax Security	Debt Shared: No
Feature: State School Fund Qualified	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: Yes

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	Call Type	Call Date	Prem
PC3	05/01/2020	2.030	100.000	6,550 M					
PD1	05/01/2021	2.180	100.000	6,550 M					
PE9	05/01/2022	2.440	100.000	6,750 M					
PF6	05/01/2023	2.620	100.000	6,765 M					
Subissue Outstanding				26,615 M					

Total Outstanding: \$92,045 M

Willow Run Schools
Outstanding Limited Tax Debt
Paid from General Fund

Cost breakdown between Willow Run and Ypsilanti Schools

Not yet completed

11/27/2019

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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal Authority of

Michigan Finance Authority CUSIP(59447P) #903851 - Revenue Bonds (Ypsilanti Comm Schools) Bond Debt

Dated: 08/20/2013	Issue Amt: 18,615 M	Rates: 4.00 - 5.00%	1st Int: 02/01/2014	Last Mat: 08/01/2026
Subissue 1- Revenue Bonds (Ypsilanti Comm Schools) - Financial Refinancing				Issue Amt: 18,615 M

Rev. Cover: -

Debt Type: Revenue	Other Security: No Security	Jr Lien: No
Tax Designation: No Designation	Tax Base: N.A.	Debt Shared: No
Feature: No Feature	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: No

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	Call Type	Call Date	Prem
WG2	08/01/2020	5.000	3.560	1,530 M					
WH0	08/01/2021	5.000	3.870	1,610 M					
WJ6	08/01/2022	5.000	4.130	1,690 M					
WK3	08/01/2023	4.000	4.290	1,775 M					
WL1	08/01/2024	4.250	4.460	1,845 M					
WM9	08/01/2025	4.500	4.660	1,925 M					
WN7	08/01/2026	4.625	4.820	2,010 M					
Subissue Outstanding				12,385 M					

Mat. Beg.	Mat. End	Beginning	Ending	Call Price
08/01/2024	08/01/2026	08/01/2023	AND Thereafter	100.00

In whole or in part on any date.*

*Verify any date and interest date with Notice of Sale or Official Statement.

**Ypsilanti Schools
Outstanding Debt**

11/27/2019

Ypsilanti Schools
Outstanding Voted Unlimited Tax Debt

11/27/2019

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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

YPSILANTI CUSIP(987864) #901548 - Refunds 12/17/98 (10/20) Bond Debt - WASHTENAW County

Dated: 09/29/2009	Issue Amt: 23,360 M	Rates: 4.00 - 4.00%	1st Int: 11/01/2009	Last Mat: 05/01/2020
SubIssue 1- Refunds 12/17/98 (10/20) - Financial Refunding				Issue Amt: 23,360 M

Rev. Cover: -

Debt Type: General Obligation	Other Security: No Security	Jr Lien: No
Tax Designation: No Designation	Tax Base: Unlimited Tax Security	Debt Shared: No
Feature: State School Fund Qualified	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: Yes

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	Call Type	Call Date	Prem
MQ5	05/01/2020	4.000	96.969	2,220 M			Callable		
SubIssue Outstanding				2,220 M					

Mat. Beg.	Mat. End	Beginning	Ending	Call Price
05/01/2019	05/01/2020	05/01/2018	AND	Thereafter
		05/01/2018	AND	Thereafter
				100.00
				100.00

In whole or in part on any date.*

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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

YPSILANTI COMMUNITY SCHOOLS CUSIP(987864) #905554 - Series A, Refunds 6/22/05 (16/20) Bond Debt - WASHTENAW County

Dated: 12/23/2015	Issue Amt: 9,315 M	Rates: 4.00 - 4.00%	1st Int: 05/01/2016	Last Mat: 12/23/2020
SubIssue 1- Series A, Refunds 6/22/05 (16/20) - Building & Equipment & Site				Issue Amt: 9,315 M

Rev. Cover: -

Debt Type: General Obligation	Other Security: No Security	Jr Lien: No
Tax Designation: No Designation	Tax Base: Unlimited Tax Security	Debt Shared: No
Feature: State School Fund Qualified	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: Yes

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	CallType	Call Date	Prem
MW2	12/23/2019	4.000	107.198	1,920 M					
MX0	12/23/2020	4.000	108.387	1,900 M					
SubIssue Outstanding				3,820 M					



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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

YPSILANTI COMMUNITY SCHOOLS CUSIP(987864) #905555 - Series B, 4/15/05 (21/26) Bond Debt - WASHTENAW County

Dated: 12/23/2015	Issue Amt: 12,800 M	Rates: 2.25 - 5.00%	1st Int: 05/01/2016	Last Mat: 04/15/2026
Subissue 1- Series B, 4/15/05 (21/26) - Building & Equipment & Site				Issue Amt: 12,800 M

Rev. Cover: -

Debt Type: General Obligation	Other Security: No Security	Jr Lien: No
Tax Designation: No Designation	Tax Base: Unlimited Tax Security	Debt Shared: No
Feature: State School Fund Qualified	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: Yes

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	CallType	Call Date	Prem
MY8	04/15/2021	2.250	100.199	2,220 M					
MZ5	04/15/2022	5.000	114.920	2,160 M					
NA9	04/15/2023	2.375	98.368	2,155 M					
NB7	04/15/2024	5.000	116.366	2,095 M					
NC5	04/15/2025	5.000	116.738	2,090 M					
ND3	04/15/2026	3.000	98.942	2,080 M			Callable		
Subissue Outstanding				12,800 M					

Mat. Beg.	Mat. End	Beginning	Ending	Call Price
05/01/2026	05/02/2026	05/01/2025	AND Thereafter	100.00

In whole or in part on any date.*

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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

YPSILANTI COMMUNITY SCHOOLS CUSIP(987864) #906124 - Series A, Refunds Orig. Ypsilanti SD 10/23/07 (18/32) Bond Debt - WASHTENAW County

Dated: 09/27/2016 Issue Amt: 33,745 M Rates: 2.00 - 5.00% 1st Int: 05/01/2017 Last Mat: 05/01/2032

Sublssue 1- Series A, Refunds Orig. Ypsilanti SD 10/23/07 (18/32) - Building & Equipment & Site Issue Amt: 33,745 M

Rev. Cover: -

Debt Type: General Obligation	Other Security: No Security	Jr Lien: No
Tax Designation: No Designation	Tax Base: Unlimited Tax Security	Debt Shared: No
Feature: State School Fund Qualified	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: Yes

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	CallType	Call Date	Prem
NG6	05/01/2020	4.000	109.340	1,885 M					
NH4	05/01/2021	5.000	115.193	1,960 M					
NJ0	05/01/2022	5.000	117.014	2,050 M					
NK7	05/01/2023	5.000	118.649	2,140 M					
NL5	05/01/2024	5.000	120.179	2,230 M					
NM3	05/01/2025	2.000	98.132	2,320 M					
NN1	05/01/2026	5.000	122.545	2,340 M					
NP6	05/01/2027	5.000	121.397	2,420 M			Callable		
NQ4	05/01/2028	5.000	120.543	2,455 M			Callable		
NR2	05/01/2029	5.000	119.979	2,505 M			Callable		
NS0	05/01/2030	5.000	119.510	2,550 M			Callable		
NT8	05/01/2031	5.000	119.044	2,600 M			Callable		
NU5	05/01/2032	5.000	118.673	2,645 M			Callable		
Sublssue Outstanding				30,100 M					

Mat. Beg.	Mat. End	Beginning	Ending	Call Price
05/01/2027	05/01/2032	05/01/2026	AND Thereafter	100.00
In whole or in part on any date.*				
*Verify any date and interest date with Notice of Sale or Official Statement.				



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Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

YPSILANTI COMMUNITY SCHOOLS CUSIP(987864) #906125 - Series B, Refunds SSBLF of Orig. Ypsilanti SD Bond Debt - WASHTENAW County

Dated: 09/27/2016	Issue Amt: 5,285 M	Rates: 2.03 - 2.62%	1st Int: 05/01/2017	Last Mat: 05/01/2023
Subissue 1- Series B, Refunds SSBLF of Orig. Ypsilanti SD - Financial School Loan				Issue Amt: 5,285 M

Rev. Cover: -

Debt Type: General Obligation	Other Security: No Security	Jr Lien: No
Tax Designation: Taxable	Tax Base: Unlimited Tax Security	Debt Shared: No
Feature: State School Fund Qualified	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: Yes

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	Call Type	Call Date	Prem
NX9	05/01/2020	2.030	100.000	840 M					
NY7	05/01/2021	2.180	100.000	945 M					
NZ4	05/01/2022	2.440	100.000	1,085 M					
PA7	05/01/2023	2.620	100.000	1,235 M					
Subissue Outstanding				4,105 M					

Ypsilanti Schools
Outstanding Limited Tax Debt
Paid from General Fund

Cost breakdown between Willow Run and Ypsilanti Schools

Not yet completed

11/27/2019



Municipal Advisory Council of Michigan

26211 Central Park Blvd, Suite 508 - Southfield, Michigan 48076
313-963-0420 800-337-0696 Fax 313-963-0943 www.mi-macsites.com

Bond & Maturity

Direct Debt as of 11/27/2019

Municipal School District of

YPSILANTI COMMUNITY SCHOOLS #903850 - Refinance SANs of Ypsilanti and Willow Run Bond Debt - WASHTENAW County

Dated: 08/20/2013	Issue Amt: 18,615 M	Rates: 4.00 - 5.00%	1st Int: 02/01/2014	Last Mat: 08/01/2026
Subissue 1 - Financial State Aid				Issue Amt: 18,615 M

Rev. Cover: -

Debt Type: Revenue	Other Security: No Security	Jr Lien: No
Tax Designation: No Designation	Tax Base: Limited Tax Security	Debt Shared: No
Feature: State School Fund Not Qualified	Enhancement: No Enhancement	(*See Share of Partners Report)
USA Involvement: No USA Involvement	Payment Source:	Refunding: No

Cusip	Maturity	Rate	Yield/Offer	Amount	Term	Insurer	CallType	Call Date	Prem
	08/01/2020	5.000	3.560	1,530 M					
	08/01/2021	5.000	3.870	1,610 M					
	08/01/2022	5.000	4.130	1,690 M					
	08/01/2023	4.000	4.290	1,775 M					
	08/01/2024	4.250	4.460	1,845 M			Callable		
	08/01/2025	4.500	4.660	1,925 M			Callable		
	08/01/2026	4.625	4.820	2,010 M			Callable		
Subissue Outstanding				12,385 M					

Mat. Beg.	Mat. End	Beginning	Ending	Call Price
08/01/2024	08/01/2026	08/01/2023	AND Thereafter	100.00

In whole or in part on any date.*

*Verify any date and interest date with Notice of Sale or Official Statement.

December 2, 2019

Parent & Community Engagement

Our Goal

- To sponsor an *Annual Family and Community Empowerment Conference* that brings families and our community together to learn about the many resources that exist in Ypsilanti, MI to support them and the children in matters that are important to them.
- To better align our *YCS Intense Student Support Network (ISSN)* System and Partners with the needs identified by our families.

Family and Community Empowerment Conference Day

- **What:** *Family and Community Empowerment Conference*
- **When:** Saturday, March 14, 2020
- **Where:** Ypsilanti Community High School
2095 Packard Road, Ypsilanti, MI 48197
- **Time:** 9:00 a.m. – 1:00 p.m.
- **This event is FREE**

ISSN Focus Areas Targeted

- Care
- Partnerships
- Safety
- Membership
- Academics

Family Survey

- YCS designed and mailed out a comprehensive family survey during *Parent Teacher Conferences* to ask families to identify topics of interest in the following ISSN Focus Areas:
 - Care
 - Partnership
 - Safety
 - Membership
 - Academics.

Results of Family Survey

- **The results gained from the family survey identified the following areas of interest:**
 - Supporting Behaviors at Home & School
 - Physical Health (Fitness, Nutrition, & Medical)
 - Improving Family & Community Communication
 - Home & School Relationships
 - Mental Health
 - Before and Afterschool Programs
 - Library Partnerships
 - Food Security
 - Michigan Works & Employment
 - Community Partnerships that Support Families

Results of Family Survey Con't

- **The results gained from the family survey identified the following areas of interest:**
 - Bullying
 - Internet safety
 - Raising Resilient Responsible Children
 - Improving Communication with the Child's Teacher and School
 - Belonging
 - Inclusive Environment
 - College Readiness & Preparation
 - 3rd Grade Reading Law Support
 - Title I Support

Call for Partnering Opportunities with YCS

- **What:** *Family and Community Empowerment Conference* Partnering Opportunity for our Partners
- **When:** Wednesday, December 11, 2019
- **Where:** Ypsilanti Community Administration Building
1885 Packard Road, Ypsilanti, MI 48197
- **Time:** 9:30 a.m. – 1:30 p.m.

Next Steps

- To meet with our Partners to match their services with the needs of our families and community.
- To identify potential Partners to serve in discussion panels, workshops, talks, make and take sessions, etc.
- To secure Partners that will be instrumental in helping us to offer our parents and community the resources needed.

What questions might you have?

Assume Positive Intent



If you realized how powerful your thoughts are...
you would never think a negative thought.



Ypsilanti Community Schools
Alena Zachary-Ross, Superintendent
Dr. Carlos Lopez, Assistant Superintendent
1885 Packard Road
Ypsilanti, MI 48197
(734) 221-1210 Fax (734) 221-1214

November 22, 2019

Dear School Partner,

We are excited to host our first **Family and Community Empowerment Conference** on Saturday, March 14, 2020. The purpose of this conference is to inform and empower families with the resources to help their children succeed. We are looking for local businesses and organizations to join us in making this event truly special for our families and community.

We would like to convene community partners to dialogue about partnership opportunities within the following topic areas available during this event.

Care:

- Supporting Behaviors at home & schools
- Physical Health (Fitness, Nutrition, Medical)
- Improving Family & Community Communication
- Home/School Relationships
- Mental Health and Wellness

Partnerships:

- Library Assistance
- Before & Afterschool Program
- Community Partnerships that Support
- Assistance with Food
- Jobs

Safety:

- Bullying
- Raising Resilient Responsible Children
- Internet Safety and Child Digital Footprint
- Improving Communication with my child's teacher and school
- SEL Development

Academics:

- Improving Student Reading, Math, and Science
- Study Skills
- Help with Homework
- Helping my child prepare for college and college readiness (SAT)
- Supporting Academic at Home
- Special Needs & Learning Problems and Extra Needs

We ask that you attend an informational meeting on December 11, 2019, from 9:30 - 11:30 am at the Ypsilanti Community Schools Administration Building located at, 1885 Packard Rd. Ypsilanti, MI 48197. This meeting will highlight the vision of this event as well as communicate the role that your partnership would be able to provide.

Your sponsorship comes with advertisement space on the event banners and mailers.

Please RSVP to Jerilyn Lynn at 734-730-3421 or Email: jlynn6@ycschools.us.

Thank you.

Yours Sincerely,
Family and Community Empowerment Committee

Stronger Together



JOIN
US

YOU ARE INVITED
FAMILY & COMMUNITY
EMPOWERMENT CONFERENCE
SPONSORS MEETING

**OPEN
TO ALL**

WHERE

**YPSILANTI COMMUNITY
ADMINISTRATION
BUILDING
1885 PACKARD RD
YPSILANTI, MI**

WHEN

**WEDNESDAY, DECEMBER 11, 2019
9:30 - 11:30 AM**

RSVP: Jerilyn Lynn - Ph: 734-730-3421 or jllynn6@ycschools.us

Enclosure #4

APPROVAL OF PERSONNEL MATTERS: *New Hires & Resignations*

Meeting of 12/2/2019

Presented by Alena Zachery-Ross

Prepared by Gutzman/Zachery-Ross

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

Rationale/Background Information:

- a. New Hires
- b. Resignations

Proposed Motion

" move that the Board of Education approve the personnel matters as per the attached list dated November 21, 2019: New Hires & Resignations."

Budget Impact: ☐ None ☒ As follows:

Human Resources List: Replacements and one new position of bus monitor

Attachments:

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

Board of Education

[illegible]

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

Enclosure #5
ADOPTION OF DECEMBER 2019 BUDGET AMENDMENT
Meeting of 12/2/19
*Presented by **Priya Nayak***
*Prepared by **Gutzman/Zachery-Ross***

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%;"></th> <th style="width: 15%;">Brenda Meadows</th> <th style="width: 15%;">Gillian Ream Gainsley</th> <th style="width: 15%;">Ellen Champagne</th> <th style="width: 15%;">Sharon Lee</th> <th style="width: 15%;">Meredith Schindle r</th> <th style="width: 15%;">Maria Sheler- Edwards</th> <th style="width: 15%;">Celeste Hawkins</th> </tr> <tr> <td>1st/2nd</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Aye</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Nay</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Abstain</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>		Brenda Meadows	Gillian Ream Gainsley	Ellen Champagne	Sharon Lee	Meredith Schindle r	Maria Sheler- Edwards	Celeste Hawkins	1 st /2 nd								Aye								Nay								Abstain							
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Rationale/Background Information

The proposed first budget revision reflects the most current budget data available for the 2019/20 fiscal year. The attached is a revised version for the General Fund December Budget Amendment.

Proposed Motion

“ ... move that the Board of Education adopt the resolution to Amend the 2019-2020 Budget, as presented.”

Budget Impact: ☐ None ☒ As follows:
 General Fund

Attachments:

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

Resolution for Adoption By The Board of Education

Ypsilanti Community Schools

2019 - 2020

Resolved, that this resolution shall be the general appropriations of the Ypsilanti Community Schools for the fiscal year 2019-2020.
Resolution to make appropriations and to provide for the disposition of all income received by the Ypsilanti Community Schools.

BE IT FURTHER RESOLVED, that the total revenue, including a tax levy of 18.0000 mills, and unappropriated fund balance be available for appropriations in the GENERAL EDUCATION FUND of Ypsilanti Community Schools for the fiscal year of 2019-2020 as follows:

	2019 - 2020 Original Budget	2019 - 2020 Budget First Amendment 12/02/2019	Change
REVENUE			
Local Revenue	\$10,813,058.00	\$10,563,448.00	(\$249,610.00)
State Revenue	\$31,477,321.00	\$30,961,193.00	(\$516,128.00)
Federal Revenue	\$7,560,614.00	\$8,687,204.00	\$1,126,590.00
incoming Transfers & Other Transactions	\$8,001,964.00	\$7,596,656.00	(\$405,308.00)
Fund Modifications	\$175,000.00	\$175,000.00	
Total Revenues	\$58,027,957.00	\$57,983,501.00	(\$44,456.00)
BE IT FURTHER RESOLVED, that \$58,027,957 of the total available to appropriate in the GENERAL EDUCATION FUND is hereby appropriated in the amounts and for the purposes set forth below:			
EXPENDITURES:			
Basic Programs, Instructions	\$24,425,845.00	\$23,816,616.00	(\$609,229.00)
Added Needs, Instruction	\$6,543,968.00	\$7,199,170.00	\$655,202.00
Pupil Support	\$6,325,627.00	\$6,478,134.00	\$152,507.00
Instructional Support	\$2,363,884.00	\$2,205,815.00	(\$158,069.00)
General Administration	\$776,879.00	\$776,879.00	\$0.00
Schools Administration	\$2,681,207.00	\$2,681,207.00	\$0.00
Business Support	\$827,055.00	\$696,560.00	(\$130,495.00)
Operations/Maintenance	\$5,516,029.00	\$5,516,029.00	\$0.00
Transportation	\$3,807,049.00	\$3,807,049.00	\$0.00
Central Services	\$1,540,794.00	\$1,340,148.00	(\$200,646.00)
Athletics	\$651,165.00	\$631,165.00	(\$20,000.00)
Community Services	\$359,866.00	\$370,964.00	\$11,098.00
Outgoing Transfers & Other Transactions	\$45,000.00		(\$45,000.00)
Debt Service	\$2,103,500.00	\$2,403,676.00	\$300,176.00
Fund Modifications	\$60,089.00	\$60,089.00	\$0.00
Total Expenditures	\$58,027,957.00	\$57,983,501.00	(\$44,456.00)
Excess Expenditures over Revenue	\$0.00	\$0.00	\$0.00
Audited Fund Balance - July 1, 2019	\$5,994,240.00	\$5,994,240.00	\$0.00
Projected Fund Balance - June 30, 2020	\$5,994,240.00	\$5,994,240.00	\$0.00

Enclosure #6
APPROVAL OF GSRP CONTRACT, 2019/20
Meeting of 12/2/19
Presented by Priya Nayak
Prepared by Gutzman/Zachery-Ross

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 10%;"></th> <th style="width: 12.5%;">Brenda Meadows</th> <th style="width: 12.5%;">Gillian Ream Gainsley</th> <th style="width: 12.5%;">Ellen Champagne</th> <th style="width: 12.5%;">Sharon Lee</th> <th style="width: 12.5%;">Meredith Schindler</th> <th style="width: 12.5%;">Maria Sheler- Edwards</th> <th style="width: 12.5%;">Celeste Hawkins</th> </tr> <tr> <td>1st/2nd</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Aye</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Nay</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Abstain</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>		Brenda Meadows	Gillian Ream Gainsley	Ellen Champagne	Sharon Lee	Meredith Schindler	Maria Sheler- Edwards	Celeste Hawkins	1 st /2 nd								Aye								Nay								Abstain							
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Rationale/Background Information

It is recommended that the Board of Education approve the Sub-Recipient Contract with the Washtenaw Intermediate School District for Great Start Readiness Program (GSRP) services at YCS for 2019/20. The contract term is October 1, 2019, through September 30, 2020. The total reimbursement to be paid will not exceed the amount of \$1,268,515. There are 396 allocated slots.

Proposed Motion

" move that the Board of Education approve the 2019/20 Great Start Readiness Program (GSRP) Sub-Recipient Contract with the Washtenaw ISD for total reimbursement not to exceed the amount of \$1,268,515."

Budget Impact: ☐ None ☒ As follows:

Grant Funds: See Contract

Attachments:

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



**Great Start Readiness Program (GSRP) Sub-recipient Contract:
2019-2020**

This is intended to be a contract between:

Ypsilanti Community Schools
(hereinafter referred to as the sub-recipient)

And

Washtenaw Intermediate School District (WISD)
1819 South Wagner, P.O. Box 1406
Ann Arbor, MI 48106-1406

TERM:

The term of this contract shall be for a period of Twelve (12) months commencing upon **October 1, 2019** and shall continue through **September 30, 2020**.

GSRP funds are appropriated annually based on the State of Michigan's fiscal year; specifically, October 1 through September 30. MDE issues allocations to ISDs based on this fiscal year. WISDs has selected an alternate twelve-month period overlapping the State fiscal year in which to expend GSRP grant funds, **July 1, 2019** through **June 30, 2020**.

AGREEMENT:

Washtenaw Intermediate School District (WISD) has been awarded a grant by the Michigan Department of Education under the authority of Public Act 58 of 2019, effective October 1, 2019 – September 30, 2020.

This grant was awarded to support the operation of Great Start Readiness Programs (GSRP) serving eligible four-year old children with high-quality preschool services within the Washtenaw Intermediate School District. WISD has determined that these programs and services are best delivered via a subcontract relationship with school districts, charter schools and community-based organizations experienced in the operation of Great Start Readiness Programs. Thus, the model shall focus upon utilizing the expertise and resources within existing entities in order to provide an integrated, family-centered approach to preschool services and activities.

WISD and the sub-recipient agree as follows:

I. GENERAL AGREEMENT:

The sub-recipient shall, in a satisfactory manner as determined by WISD, and in accordance with all applicable laws, rules, policies and procedures as outlined in both the Michigan Department of Education's GSRP Implementation Manual and WISD's GSRP Policies and Procedures Manual perform the following functions:

- A. Operate GSRP Programs in accordance within the Michigan Department of Education requirements of at least 120 classroom contact days and the minimum number of operating hours per day for either a part-day or school-day program.
- B. Ensure that program operations meet all Michigan Department of Education and other pertinent regulations and management responsibilities.
- C. Maintain records and accounts as deemed necessary by the Grantee and Michigan Department of Education (7 years).
- D. Employ and/or contract for the services of qualified staff necessary to the operation of the program, meeting the required certification and other staff qualification requirements per Michigan Department of Education regulations.
Sub-recipients unable to employ qualified GSRP staff must submit appropriate documentation to WISD for approval of staff placement prior to employment of GSRP staff. Failure to comply may result in staff termination. The sub-recipient also agrees to maintain appropriate GSRP staffing ratios at all times per Michigan Department of Education regulations and Michigan Department of Human Services' Child Care Licensing Rules.
- E. Provide suitable classroom, office, and activity space to comply with Michigan Department of Human Services' Child Care Licensing Rules. A current child care license is required to operate a GSRP classroom and other program-utilized space and it is the sub-recipient's responsibility to obtain and maintain this licensing in good order to be eligible for funds. If at any time, the sub-recipient loses their child care license or has their license changed to a provisional status, the sub-recipient must notify WISD immediately.
- F. Operate according to a pre-approved budget and submit requests for payment using the format and schedule provided by WISD.
- G. Agree that the total reimbursement to be paid hereunder will not exceed the amount of \$1,268,515.00 (\$3,371.25 per slot x 396 ~~{0 part day, 208 school day, and 188 blended}~~ slots minus \$3,500 per classroom) for all services rendered unless thereafter mutually amended by WISD and the sub-recipient. The sub-recipient will offer either part-day or school-day programming based on the slot allocation listed above.
- H. WISD will retain \$253.75 per slot and \$3,500 per GSRP classroom to provide the sub-recipient with the following supports and services:
- Three (3) percent plus \$3,500 per classroom to provide:
 - Qualified Early Childhood Specialist support which includes Program Quality Assessment administration, monitoring, mentoring of staff, professional development support and child assessment support.
 - Two (2) percent for all administrative and financial support.
 - Two (2) percent for the joint recruitment and marketing system.
- I. The assigned slots shall be fully enrolled with eligible children **by November 22, 2019**. If the assigned slots are unfilled as of November 22, 2019 WISD reserves the right to reassign unused slots to another sub-recipient and transfer the annual per slot reimbursement award.
- J. Sub-recipients are responsible for submitting a detailed program budget for approval by WISD prior to requesting any reimbursements for expenses.

- K. The sub-recipient will assist WISD in meeting all goals, objectives, and reporting requirements of the grant.

II. TERMS AND CONDITIONS

This Agreement is subject to all of the conditions and terms expressed below.

A. Suspension/Termination of Agreement by the WISD:

If the grant from the Michigan Department of Education under which this Agreement is funded is terminated or suspended, or it has been determined that the sub-recipient has not met the conditions of this Agreement, WISD shall have the right to suspend or terminate this Agreement by providing 30 days advance written notice to the sub-recipient and specifying the effective date thereof. Upon suspension/termination, WISD assumes full responsibilities under this grant with the Michigan Department of Education.

B. Suspension/Termination of Agreement by the Sub-recipient:

If the sub-recipient is unable or unwilling to satisfactorily comply with existing or additional conditions and terms as may be lawfully applied by the Michigan Department of Education, the sub-recipient may suspend or terminate the Agreement by providing 30 days advance written notice to WISD and specifying the effective date thereof. Upon suspension/termination, WISD assumes full responsibilities under this grant with the Michigan Department of Education.

C. Reclamation of Property:

In the event of termination by either party, all property, equipment, finished and unfinished documents, data, studies, and reports purchased with grant dollars or prepared by the sub-recipient under this or previous Agreement(s) shall, at the option of WISD and in accordance with all applicable State regulations, become the property of WISD. Sub-recipients are also required to maintain an up to date inventory of all equipment and supplies purchased with GSRP funds. A complete inventory list must be provided to WISD on an annual basis.

D. Changes to the Agreement:

WISD reserves the right to request changes in the scope of services to be provided by the sub-recipient under this Agreement. Such changes may be attributable to requirements of the Michigan Department of Education or requested by WISD for the good operation of the program. In the event of such a change, it will be discussed with the sub-recipient to achieve mutual understanding and agreement, before being incorporated as an amendment to this Agreement. In cases of a funding decrease imposed by the Michigan Department of Education, WISD reserves the right to unilaterally adjust the maximum amount of annual reimbursement accordingly.

E. Disallowed Expenses:

The sub-recipient may not expend funds provided under this Agreement for goods or services other than those necessitated by the provision of those programs and services stipulated under this Agreement and approved by the Michigan Department of Education.

F. Prohibitions Against Discrimination:

The sub-recipient shall ensure that no person shall be excluded from participation in, denied the proceeds of, or be subject to discrimination in any form as a result of the performance of this Agreement. The sub-recipient shall further ensure that no applicant, candidate, employee, or volunteer will be subject to discrimination in any

form and that affirmative action will be taken to ensure that applicants are employed and that employees are treated during employment without regard to race, religion, color, national origin, age, gender, or disability.

- G. Local and State Laws: The sub-recipient shall comply at all times with all applicable laws, rules, ordinances, and codes of State and local governments.

III. **PROGRAM AND SERVICES**

WISD and the sub-recipient agree to the following functions and responsibilities in order to provide high-quality, valuable preschool services under this Agreement:

- A. Enrollment:
Children enrolled in a GSRP must be enrolled to MDE and WISD guidance for prioritization, eligibility, and enrollment criteria. The sub-recipient must maintain within the file of every enrolled child, a copy of the complete Interest Form provided by WISD. Additionally, if the sub-recipient is approved by WISD to enroll families over the GSRP income eligibility threshold, the sub-recipient will implement the sliding scale fee schedule, and must obtain pre-approval from WISD for each enrollment.
- B. Recruitment:
The sub-recipient agrees to follow the joint recruitment process required by MDE and established by WISD. All joint recruitment efforts will be done in coordination with WISD Head Start delegates and partners. The sub-recipient agrees to ensure that all families begin the recruitment processing using the county-wide Preschool Interest Form system and to adhere to the recruitment and enrollment procedures provided by WISD.
Recruitment of children shall be comprehensive and collaborative. The sub-recipient agrees to participate and support county wide joint recruitment efforts for Head Start and GSRP, to promote Head Start and GSRP services within their own service area and to distribute jointly development preschool marketing materials.
The sub-recipient agrees that all children with disabilities and/or special needs shall be served with required accommodations and modifications as documented in the child's Individualized Education Plan (IEP).
- C. Monitoring:
The sub-recipient shall permit on-site monitoring inspections by WISD or State of Michigan representatives and shall require its employees to furnish such information as, in the judgment of WISD or State of Michigan representatives, may be relevant to compliance with the Agreement and/or any directives applicable to the GSRP or to the effectiveness, legality, and achievements of the program. On-site monitoring could include both program and financial reviews. If a sub-recipient is found in non-compliance the sub-recipient will be placed on a compliance plan to ensure high quality preschool programming. If satisfactory improvement is not achieved, the sub-recipient can risk the loss of GSRP funding in subsequent program years.
- D. Reports:
The sub-recipient shall submit financial, program, progress, evaluation, and other reports as required by WISD. The sub-recipient is responsible for maintaining a student data system which includes completing all necessary information set forth by the Center for Educational Performance and Information (CEPI) and the Michigan Student Data System (MSDS) for student tracking. Additionally, the sub-recipient will

prepare reports in the format outlined by WISD for MSDS data submissions. WISD will be responsible for submitting all required sub-recipient GSRP information into MSDS and work collaboratively with the sub-recipient to ensure all data is correct and without error.

The sub-recipient shall furnish program-related reports to WISD by the deadlines established by WISD so that State of Michigan timeline requirements for data submissions will be met. WISD is responsible for completion and submission to the State of Michigan of all reports under the GSRP grant. Records will be made available for audit or inspection purposes and will be retained for a minimum of seven (7) years after the expiration of this Agreement, unless written permission to destroy them is received from both WISD and State of Michigan. As report deadlines and timelines may change annually, WISD will supply the sub-recipient with specific deadlines for all required reports.

E. Program Evaluation:

The sub-recipient is required to participate in the Great Start to Quality System (GSTQ), and secure a rating of 3 stars or higher. The expectation for all sub-recipients is that they will secure and maintain at least a 4 star rating by their second year of operation as a GSRP sub-recipient.

WISD will conduct a program evaluation using the online Program Quality Assessment-Revised (PQA-R) tool in accordance to State guidelines and submit PQA-R results to the Michigan Department of Education.

The sub-recipient agrees to secure and maintain a 3.0 or higher score on the Program Quality Assessment- Revised (PQA-R) in an effort to demonstrate high-quality services, with long-term goals of reaching a 3.5 or higher score on the PQA-R. WISD is responsible to submit such results to Michigan Department of Education, work in partnership with the sub-recipient to provide technical assistance, and to monitor quality improvement plans. WISD will provide the sub-recipient with a qualified Early Childhood Specialist in accordance to Michigan Department of Education requirements.

Failure to maintain a minimum rating of 4 stars within the GSTQ system and/or a minimum score of 3.0 on the PQA-R, will result in the sub-recipient being placed on a compliance plan for program quality improvement.

F. Parent Involvement / Education:

Parent education and involvement shall be an overriding theme of the GSRP. Strong focus shall be placed on child development, parental expectations, development of child self-esteem, child management techniques, and the importance of family literacy practices. Parent involvement activities must include, but are not limited to, the following:

- A minimum of two (2) parent-teacher conferences shall be held annually as well as two (2) home visitations by the child's teacher.
- Parent representation from each sub-recipient licensed site on the WISD School Readiness Advisory Council per Michigan Department of Education guidelines in order to include parents at the center of program decision-making. Each sub-recipient shall recruit at least one GSRP parent representative and one parent alternative per site, to serve on the School Readiness Advisory Committee.
- Parents shall be provided with both informational and educational services throughout the year.
- Linkages to human services, quality child care, support agencies in the community, mental health services, health services, and dental services.

- Sub-recipients will promote and encourage parent participation on the county-wide advisory council which meets quarterly.

G. Curriculum / Child Assessment/Child Screening:

The sub-recipient shall use an approved curriculum, child assessment tool and child screening set forth by the Michigan Department of Education. Both the approved curriculum and assessment tool shall be implemented following best-practices and with fidelity. Lessons shall be structured around the needs of the child and family. The sub-recipient shall, at minimum:

- Provide the Early Childhood Specialist with access to daily lesson plans for classroom operations as requested.
- Ensure that lesson plans address goals and objectives, including individualization.
- Provide access to all child assessment data as requested.
- Provide access to child screening data as requested.

H. Professional Development:

WISD and its GSRP sub-recipients shall partner to make available quality professional development opportunities to all GSRP staff members. It is the expectation that sub-recipient staff will attend relevant professional development opportunities as organized by WISD.

WISD shall assist in the provision of both required and requested professional development by partnering with other community-based and state-wide training providers. The sub-recipient should avail its staff of these opportunities and ensure staff members have access to any training required to ensure a high-quality GSRP program.

WISD will assist in providing training for staff in the developmental screening tool, approved curriculum, and the approved child assessment tool. However, it is the responsibility of the sub-recipient to ensure that all staff members have received training in these areas to ensure full compliance and a quality implementation of the program.

The sub-recipient shall designate an administrative staff person to attend monthly Preschool Partnership meetings and be a primary point of contact for WISD.

Attendance at all monthly Preschool Partnership meetings is a requirement for GSRP sub-recipients.

I. Licensing:

The sub-recipient is responsible for maintaining and securing child care licensing through the Department of Licensing and Regulatory Affairs (LARA). The sub-recipient must notify WISD immediately if there is any change to its child care license status or if LARA is conducting an investigation.

J. Dispute Resolution:

In the event of any dispute concerning the implementation or implementation of this contract, the sub-recipient must notify WISD's Executive Director of Early Childhood Programs in writing of the nature of the concern or dispute. WISD will make a determination to resolve the dispute within 10 business days of receiving the written dispute. If the sub-recipient is not satisfied by the determination provided by WISD's Executive Director of Early Childhood Programs, the written concern or dispute will be submitted to WISD's Superintendent within 15 business days for further interpretation of the dispute.

K. Carryover:

The sub-recipient is expected to fully expend the funds in the grant year and for the 2019-20 program year, carryover of GSRP funds will not be allowed.

L. Financial Requirements:

1) Budget

- The sub-recipient will submit all required budget documents to WISD in accordance with the GSRP budget guidelines and utilize the budget template provided by WISD. Budget amendments will be allowed no more than once during the grant year.
- The sub-recipient will include in their financial records non-grant revenue and expense(s) lines for approved tuition-charged children who were over income. All funds collected must be spent on GSRP related items. All monies will be fully expended by **June 30, 2020** and detailed back up will be submitted in accordance with the reimbursement parameters.

2) Budget Amendments

- The sub-recipient may request that WISD review and approve a budget amendment to the 2019-20 to adjust specific line items and expenses. All budget amendment requests must include a revised budget document utilizing the budget template provided by WISD as well as a written justification for any requested budget changes. Budget amendments will be allowed no more than once during the grant year. All budget amendment requests must be submitted prior to April 30, 2020 and must be approved by WISD's Preschool Supervisor.

3) Transportation Budget

- Sub-recipients receiving additional supplemental funds to support the cost of transporting GSRP children to and from the program must submit a separate budget detailing the anticipated transportation expenses and submit separate budget reimbursement requests for those funds must be submitted separately.

4) Financial Records

- The sub-recipient must retain all financials for a minimum of 7 years. This includes general ledger and detailed receipts and invoices specific to GSRP expenditures.
- All financial records must be made available upon request from WISD or MDE.

M. Payment for Services:

WISD will transfer funds, not exceeding the maximum amount specified in section I.(G). of this Agreement, when the following conditions and dates are met:

- The State of Michigan has released GSRP funding to WISD.
- The sub-recipient has submitted an approved budget to WISD.
- All required reports and documentation have been submitted to WISD with documentation provided by the sub-recipient.
- Funds may be requested by the sub-recipient on a monthly basis; WISD requires that sub-recipients submit reimbursement requests at least quarterly in order to stay current in managing the grant's funds with appropriate documentation.
- WISD reserves the right to withhold GSRP funds if:
 1. The sub-recipient is deemed in non-compliant with any of the requirements above.
 2. The sub-recipient fails to fill the approved number of allocated GSRP slots.

3. The submitted expenses do not align with the sub-recipient's approved budget.

Signed:

for the Sub-recipient

Date

Superintendent
Washtenaw Intermediate School District

Date

Executive Director of Early Childhood Programs
Washtenaw Intermediate School District

Date

Enclosure #7
ADOPTION OF RESOLUTION
TO ADOPT A 401(a) DEFINED CONTRIBUTION PLAN
Alena Zachery-Ross, Superintendent
Meeting of 12/2/2019
Presented by Priya Nayak
Prepared by Paula Gutzman

<input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action – Roll Call <input type="checkbox"/> Action – Voice Ayes _____ Nays _____	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 15%;">Brenda Meadows</td> <td style="width: 15%;">Gillian Ream Gainsley</td> <td style="width: 15%;">Ellen Champagne</td> <td style="width: 10%;">Sharon Lee</td> <td style="width: 15%;">Meredith Schindler</td> <td style="width: 15%;">Maria Sheler-Edwards</td> <td style="width: 15%;">Celeste Hawkins</td> </tr> <tr> <td>1st/2nd</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Aye</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Nay</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> <tr> <td>Abstain</td> <td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>		Brenda Meadows	Gillian Ream Gainsley	Ellen Champagne	Sharon Lee	Meredith Schindler	Maria Sheler-Edwards	Celeste Hawkins	1 st /2 nd								Aye								Nay								Abstain							
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Rationale/Background Information

The resolution sent to the Board for the Superintendent includes amendments regarding the:

1. *Changing all references of 403(b) to 403(b)/401(a)*
2. *Correcting the number of pays from 26 to 24*

Proposed Motion

" move that the Board of Education approve the change in language in the superintendent's contract and approve the resolution for the 401(a) retirement savings account with Plan Member for Superintendent Alena Zachery-Ross."

Budget Impact: ☐ None ☒ **As follows:** There are no additional costs. This is a change from the agreed 403(b) in the superintendent's contract to a 401(a).

Attachments:

Resolution

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

RESOLUTION TO ADOPT A 401(a) DEFINED CONTRIBUTION PLAN

Ypsilanti Community Schools; Washtenaw County, Michigan

A meeting of the Board of Education of the District was held in the Professional Development Room at the District Administration Building located at 1885 Packard Road, Ypsilanti, MI 48197, on the 2nd day of December 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, Ypsilanti Community Schools, pursuant to its authority to adopt employee retirement benefit programs, is moving to ensure the 401(a) Defined Contribution is compliant with respect to state and federal regulations and that their operation is open and available to those employees participating in the plan; and

WHEREAS, the Board wishes to have investment products offered by PlanMember Securities Corporation as an investment option for the plan;

WHEREAS, the investment policy will allow participants to understand how the Plans are operated; and

FURTHER, this policy shall remain effective and in place until it is modified, revoked, or rescinded by a future Resolution.

RESOLVED, the Board authorizes the adoption of the 401(a) Plan Document.

AYES: _____

NAYS: _____

Resolution Declared Adopted

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

I hereby certify that the foregoing constitutes a true and complete copy of resolution adopted by the Board of Education of Ypsilanti Community Schools, County of Washtenaw, State of Michigan, at a regular meeting held on December 2, 2019 and that the meeting was conducted and public notice of the meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267 of 1978, and that minutes of said meeting were kept and will be or have been made available as required by said Act.

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