

YPSILANTI COMMUNITY SCHOOLS

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

MINUTES: REGULAR MEETING OF THE BOARD OF EDUCATION

Monday, July 15, 2019

The meeting was called to order by President Dr. Celeste Hawkins at 6:31 p.m. The Pledge of Allegiance was recited.

MEMBERS OF THE BOARD OF EDUCATION PRESENT

President Dr. Celeste Hawkins, Vice-President Brenda Meadows, Secretary Maria Sheler-Edwards (6:34 arrival), Treasurer Gillian Ream Gainsley, Trustee Sharon Lee

MEMBERS OF THE BOARD OF EDUCATION ABSENT

Trustee Ellen Champagne, Trustee Meredith Schindler

MEMBERS OF YCS CABINET PRESENT & PARTICIPANTS IN MID-TERM MONITORING

Assistant Superintendent Dr. Carlos Lopez, Director of Human Resources Sue McCarty, Director of Business & Finance Priya Nayak, Communications/Marketing Coordinator Taryn Willis

ACHIEVEMENTS, AWARDS AND RECOGNITION

Priya Nayak, Director of Business & Finance, earned the Michigan School Business Officials "Business Office Specialist Certification".

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

Motion by Lee, supported by Ream Gainsley

Action Recorded: 4/Yes; 0/No

PRESENTATIONS

Performance Management, Blueprint & NWEA: Dr. Carlos Lopez, Assistant Superintendent, gave a PowerPoint presentation. Presented was an update of year-end NWEA scores. Plans are to provide professional development regarding how to use the data to make instructional decisions.

Ypsilanti Community Middle School (YCMS) Reconfiguration Plan: Dr. Lopez presented an overall plan that has been developed, including dialogue on the YCMS MI-Excel Blueprint *Saving Lives* Year 1 Reconfiguration Plan 2019/20 and the Promise Professional Development Plan, 2019/2020 School Year. If the Board approves the recommendation for YCMS principal, he will be included in the continued planning. Dialogue on communication with Achieving College & Career Education (ACCE) parents of the middle school students returning from ACCE back to YCMS.

English Language Arts (ELA) Curriculum Consideration: Dr. Lopez presented a PowerPoint, which included feedback from literacy coaches and teachers, the professional development plan, and, the budget. Lopez explained the process, rationale and recommendation. This would be our new K-12 ELA curriculum.

PUBLIC COMMENTS #1

Debra Stevens acknowledged a quick Board reply to her letter to the Board. Acknowledgement of Aaron Rose, new Director of Facilities, and his work. Comments on professional development for paraeducators, and, kindergarten assessment.

CONSENT AGENDA

MOTION TO approve the following: 1) June 24, 2019 special meeting/budget hearing minutes; 2) June 24, 2019 regular meeting minutes; 3) the personnel matters as per the attached listed dated 7/3/19: New Hires & Resignations, and; 4) annual contract renewals for educational resources: a) Apex Learning, \$40,000; b) Illuminate Education, \$23,793.92 x three years; c) Imagine Learning, \$225,000, and; d) NWEA, \$42,136.

Motion by Lee, supported by Ream Gainsley

Action Recorded: 5/Yes; 0/No

ACTION ITEMS, Student Affairs

Field Trip, Ypsilanti Community High School Marching Band

MOTION TO approve the overnight field trip of the Ypsilanti Community High School marching band to attend band camp in Somerset, Michigan from August 5 – 10, 2019.

Motion by Sheler-Edwards, supported by Meadows

Action Recorded: 5/Yes; 0/No

Donation: 2020 Art Department Washington, D.C. Trip | "Willa's Fundraiser"

MOTION TO accept a \$1,924 cash donation from "Willa's fundraiser" on behalf of the YCS Art Washington, D.C. 2020 trip.

Motion by Lee, supported by Meadows

Action Recorded: 5/Yes; 0/No

Donation: 2020 Art Department Washington, D.C. Trip, Ypsilanti Rotary Foundation

MOTION TO accept a \$5,000 cash donation from the Ypsilanti Rotary Foundation for the 2020 Art Department Washington, D.C. trip.

Motion by Meadows, supported by Lee

Action Recorded: 5/Yes; 0/No

Head Start Grant Award, 2019/20

MOTION TO approve the Head Start grant award for the period of July 1, 2019 – June 30, 2020, with a base grant amount of \$1,854,244.

Motion by Lee, supported by Ream Gainsley

Roll Call Vote: 5/0 Yes

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

English Language Arts Curriculum, Houghton Mifflin Harcourt

MOTION TO approve the Houghton Mifflin Harcourt purchase of 'Into Reading Into Lit Comprehensive 6-Yr K-12' with a 6-year subscription for the total amount of \$495,286.77, which will be deferred in payments as follows: 1/3 due no later than –

July 31, 2019 & July 31, 2020 & July 31, 2021.

Motion by Ream Gainsley, supported by Sheler-Edwards

Roll Call Vote: 5/0 Yes

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

Note: Payment amounts of "1/3" equal \$165,095.59 yearly.

ELA Professional Learning Plan, Houghton Mifflin Harcourt

MOTION TO approve the purchase of the Houghton Mifflin Harcourt professional learning plan for its K-12 ELA core curriculum, for a term of July 1, 2019 – June 30, 2020 and an amount not to exceed \$50,376.

Motion by Sheler-Edwards, supported by Lee

Roll Call Vote: 5/0 Yes

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

ACTION ITEMS, Business/Finance

RESOLUTION: School Bond Loan Revolving Fund Annual Application

MOTION TO adopt the presented resolution to authorize the Annual Loan/Repayment Activity Application for the former Willow Run Community Schools.

Motion by Meadows, supported by Lee

Roll Call Vote: 5/0 Yes

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

RESOLUTION: General Appropriations | School Activity Fund Budget 7.15.19

MOTION TO adopt the presented General Appropriations Resolution /School Activity Fund Budget 7.15.19 for 2019/20 with a \$177,258 fund balance ending June 30th.

Motion by Lee, supported by Ream Gainsley

Roll Call Vote: 5/0 Yes

Yes: Meadows, Ream Gainsley, Lee, Sheler-Edwards & Hawkins

Waiver Form, Ypsilanti Township (Michigan Department of Licensing and Regulatory Affairs)

MOTION TO approve the authorization of the Request for Annual Delegation of School Plan Review and Inspection Authority to a Local Unit of Government Enforcing Agency to add bathrooms to the former Willow Run Middle School, contingent upon the WISD August 6, 2019 bond passing.

Motion by Meadows, supported by Lee

Roll Call Vote: 5/0 Yes

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

Topics Included: The work to be done is to modify four bathrooms. Superintendent Zachery-Ross commented this is not a vote for a lease today. Today is a vote on the waiver only. Randy Trent, Co-Director of Facilities, stated a lease would be about a two-year, maybe another year.

InnoSynth Consulting Services

MOTION TO approve the Second Fee Agreement with InnoSynth Technologies for accounting services for 2018/19, with a term of July 11 – August 16, 2019 for an amount not to exceed \$76,800.

Motion by Ream Gainsley, supported by Sheler-Edwards

Roll Call Vote: 5/0 Yes

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

Topics Included: Zachery-Ross commented on the “items identified in the audit”. These items must be in place.

ACTION ITEMS, Human Resources & “Other”

RESOLUTION: Consideration of Elimination of Position/Non-Renewal

MOTION TO adopt the Resolution for Consideration of Elimination of Position and Non-Renewal of Contract.

Motion by Meadows, supported by Lee

Roll Call Vote: 5/0 Yes

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

Donation: YCS Event Series Sponsorship, The Ride, AATA: Item Moved up on Board Agenda

MOTION TO accept a \$1,000 cash donation from The Ride/Ann Arbor Area Transportation Authority for the YCS Event Series Sponsorship.

Motion by Sheler-Edwards, supported by Meadows
Action Recorded: 5/Yes; 0/No

Ypsilanti Community Middle School Principal

MOTION TO approve the hire of Steven B. Elam for Principal of Ypsilanti Community Middle School, effective August 5, 2019 – June 26, 2020.

Motion by Meadows, supported by Lee

Roll Call Vote: 5/0 Yes

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

Holmes Elementary Principal

MOTION TO approve the hire of Gregory W. Anglin for Principal of Holmes Elementary School, effective August 5, 2019 – June 26, 2020.

Motion by Sheler-Edwards, supported by Meadows

Roll Call Vote: 5/0 Yes

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

DISCUSSION: First Read, NEOLA Policy Updates | These updates keep us in compliance. There is a different NEOLA process now. Updates will now be completed online as of Fall 2019; no more paper updates. This First Read included the bylaws/policies included on the July 15, 2019 meeting/Enclosure #16/First Read (see attached for detailed listing of policies considered).

PUBLIC COMMENTS #2: *None*

The Board recessed at 8:18 p.m. The meeting reconvened at 8:28 p.m.

BOARD MONITORING OF DISTRICT PERFORMANCE (Mid-Term Monitoring)

Mary Kerwin, Senior Consultant | Michigan Association of School Boards (MASB) facilitated this session. MASB Consultant Deb Macon also participated in the facilitation. Conversation and monitoring for progress of the Superintendent's performance goals. Dialogue between Board trustees, the superintendent and cabinet members included the following areas for this mid-term monitoring: 1) Student Growth and Achievement; 2) Feedback; 3) Annual Reports; 4) Finances; 5) Climate/Culture; 6) Human Resources, and; 7) Partnerships. Takeaways included:

1) moving forward – students/Board members/community members participating on committees;

2) attendance rates are below target rate. Conversation on possible contributors, including the areas where there are no sidewalks/safe walk zones for students. Comments on possible collaboration with city, township, officials, etc. on need for sidewalks. Perhaps a survey could be done on where needs are and funding.

3) Community Liaisons – how can the Board know if their work is making progress? The Board requested a review of data to know if it is fruitful. Talk of County flowchart that liaisons use.

Kerwin stated YCS is committed to the Blueprint, moving the District forward, and, every child succeeding. Kerwin shared Trustee Schindler comments in her absence.

BOARD OF EDUCATION SELF-ASSESSMENT

Mary Kerwin, Senior Consultant | Michigan Association of School Boards (MASB) facilitated this session with Board members. MASB Consultant Deb Macon also facilitated. The session examined Board performance, and, ways to improve their work and continue progress. Dialogue included "things the Board does well", and, "areas for improvement". The self-assessment is a way to build a strong and more effective Board.

OTHER

- *Zachery-Ross* shared the date of August 21st for the Board workshop with Dr. Dorinda Carter. The Board was in consensus of this date.
- *Sheler-Edwards* dialogued about the Thurston Neighborhood Watch meeting, including the request of the residents for a park, and, inclusion on events.
- *Meadows* commented on funding a park, including information from the township supervisor.

BOARD/SUPERINTENDENT COMMENTS: *None*

Meeting Adjourned: 10:21 p.m.

Attachment: Enclosure #16/FIRST READ: NEOLA POLICY UPDATES/Meeting of 7/15/2019

Minutes Recorded by: Paula Gutzman

Date Approved: August 12, 2019



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

Enclosure #16
FIRST READ: NEOLA POLICY UPDATES
Meeting of 7/15/2019

FIRST READ

Second Read and Approval will be considered at next regular meeting.

Rationale/Background Information

Re: NEOLA of Michigan Local Templates/Policy Updates

The Board of Education shall adopt bylaws and policies for the organization and operation of this Board and the District. The following are submitted for Board review and are ready to begin the approval process.

The following bylaws/policies are included in tonight's First Read:

GROUP #1 |

EDGAR COLLECTION, Special Release: 30, #2

Bylaw 0144.3: Conflict of Interest
 1130/3110/4110: Conflict of Interest
 6110: Grant Funds
 6111: Internal Controls
 6112: Cash Management of Grants
 6114: Cost Principles ...
 6116: Time & Effort Reporting
 6325: Procurement – Federal Grants/Funds
 6550: Travel Pay't & Reimbursement
 7300: Disposition of Real Property
 7310: Disposition of Surplus Property
 7450: Property Inventory
 8500: Food Services

Also, included in this packet to NEOLA:
 Vision Update, #2105
 Mission Update, #2105
 District Compliance Officers Update, #4123

SOCIAL MEDIA POLICY COLLECTION, Special Release: April 2018
 Bylaw 0100: Definitions

7540: Technology
 7540.04: Staff Technology ...
 7544: Use of Social Media

TECHNOLOGY COLLECTION, Special Release:

February 2017
 8300: Continuity of Organ. Operations Plan
 8305: Information Security

ESSA: February 2017

5111.01: Homeless Students
 5111.03: Children & Youth in Foster Care
 8340: Letters of Reference

GROUP #2 | NEOLA 32, #2

0143.1: Public Expression ...
 0144.1: Compensation
 1421: Criminal History ...
 3121: " "
 4121: " "
 4162: Controlled Substance
 5111: Eligibility of Resident ...
 7540.02: Web Accessibility ...

8321: Criminal Justice ...

GROUP #3 | NEOLA 33, #1

0100: Definitions
0122: Board Powers
0131.1: Bylaws & ...
0143.1: Public Expression ...
0165.6: Cancellation
0166: Agenda
0167.1: Voting
0167.2: Closed Session
0167.3: Public Participation ...
0167.6: Use of ...
1422: Nondiscrimination ...
1662: Anti-Harassment
2112: Parent & ...
2260: Nondiscrimination ...
2261: Title I ...
2271: Postsecondary (Dual)
2700: P.A. 25 ...
3120: Employment ...
3120.04: Employment ...
3122: Nondiscrimination
3130: Assignment
3362: Anti-Harassment
4122: Nondiscrimination ...
4162: Controlled Substance ...
4362: Anti-Harassment
5330: Use of ...
5460: Graduation ...

5517: Anti-Harassment
5517.02: Sexual Violence
5610.01 (rescind)
5630.01: Student Seclusion ...
6325: Procurement ...
6350: (rescind)
8210: School Calendar

Group #4 | NEOLA 33, #2

0100: Definitions
0167.2: Closed Session
1422.01: Drug-Free ...
1430: Leaves of ...
2210: Curriculum ...
2414: Reproductive ...
3120: Employment of ...
3120.04: " "
3430: Leaves ...
4430: " "
5113.01: School of Choice ...
5113.02: School Choice ...
5200: Attendance
6321: New School ...
6325: Procurement ...
6605: Crowdfunding
8400: School Safety ...
8402: Emergency Operations ...
8500: Food Service
8640: Transportation ...

Policies may be viewed at this link:

<https://go.boarddocs.com/mi/ycs/Board.nsf/Public?open&id=welcome>
(then, click "Policies" in the upper right corner to access Board policies)

A Second Read is planned for our next regular meeting, along with a consideration of an approval of the presented bylaws/policies.

Attachments:

☐ Enclosed ☐ To Be Distributed at Meeting ☒ None (please view online @ above link)