



SPECIAL MEETING/Board Workshop
Tuesday, December 10, 2019 | 6:30 p.m.

YCS Board of Education Meeting

YCS Central Office * 1885 Packard Road * Ypsilanti, MI 48197 * (734)221-1230

Michigan Association of School Boards Facilitated Board Sessions
Board Self-Assessment & Superintendent's Evaluation

AGENDA

- I. CALL TO ORDER | PLEDGE OF ALLEGIANCE
- II. ACCEPTANCE OF AGENDA
- III. PUBLIC COMMENTS
- IV. **REQUEST FOR CLOSED SESSION: Section 8(a) OMA, Personnel Evaluation of Superintendent** (Enc. #1)
 - Mary Kerwin, Facilitator
Senior Consultant, Michigan Association of School Boards
- V. RECONVENE TO OPEN SESSION
- VI. ***ADOPTION OF SUPERINTENDENT'S EVALUATION** (Enc. #2)
- VII. ***ADOPTION OF EMERGENCY OPERATING PLAN** (Enc. #3)
- VIII. ***APPROVAL OF OVERNIGHT FIELD TRIP, YCHS Science Club** (Enc. #4)
- IX. **BOARD OF EDUCATION SELF-ASSESSMENT**
 - Mary Kerwin, Facilitator
- X. OTHER
- XI. BOARD/SUPERINTENDENT COMMENTS
- XII. 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.

Enclosure #1
REQUEST FOR CLOSED SESSION SECTION 8(a) OMA
Personnel Evaluation of Superintendent
Meeting of 12/10/19
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		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

In accordance with Michigan's Open Meetings Act (OMA), enacted in 1976 as Public Act 267, all closed meetings must be called by a motion at a public meeting of the Board of Education followed by a roll call vote. The Board of Education needs to meet in closed session under Section 8(a) of the Open Meetings Act, *Personnel Evaluation of Superintendent*.

Proposed Motion

" move that the Board of Education convene in closed session under Section 8(a) of the OMA to consider a personnel evaluation of the Superintendent."

Budget Impact: ☒ None ☐ As follows:

Attachments:

☐ Enclosed
 ☒ Distributed Previously
 MASB Superintendent Evaluation Tool
☒ To Be Distributed @ Meeting
☐ None

Called to Closed Session at: _____

Reconvene at: _____

Enclosure #2
ADOPTION OF SUPERINTENDENT'S PERSONNEL EVALUATION
Meeting of 12/10/19
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		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

Michigan law requires that local and intermediate school district Boards of Education ensure that a performance evaluation system is in place for Superintendents. The performance evaluation system must include a formal evaluation of the Superintendent by the Board of Education at least annually.

YCS has selected the Michigan Association of School Boards' Superintendent evaluation as its tool for evaluation. Districts must post information on their websites in regards to the evaluation.

Proposed Motion

" move that the Board of Education adopt the personnel evaluation of Superintendent Alena Zachery-Ross."

Budget Impact: ☒ None ☐ As follows:

Attachments:

☐ Enclosed ☒ Final Evaluation: *Presented After Closed Session* ☐ None

Enclosure #3
ADOPTION OF EMERGENCY OPERATIONS PLAN
Meeting of 12/10/19
Presented by Alena Zachery-Ross
Prepared by Paula Gutzman

<input type="checkbox"/> <i>Discussion</i> <input checked="" type="checkbox"/> <i>Action – Roll Call</i> <input type="checkbox"/> <i>Action – Voice</i> <i>Ayes</i> _____ <i>Nays</i> _____		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

MCL 380.1308b(4) states, "A school district, intermediate school district, or public school academy that adopts and implements a statewide school safety information policy under section 1308 that meets the requirements under subsection (3) is in compliance with subsection (2)."
[http://www.legislature.mi.gov/\(S\(po1hgvpe1j0njrffxwiwjoo\)\)/mileg.aspx?page=GetObject&objectname=mcl-380-1308b](http://www.legislature.mi.gov/(S(po1hgvpe1j0njrffxwiwjoo))/mileg.aspx?page=GetObject&objectname=mcl-380-1308b)

The guidance from the Washtenaw ISD and Michigan State Police has provided a secondary option to adopt the statewide school safety plan. Each building has reviewed the plans and provided overall input. We must submit one District plan for adoption. Each building will utilize this plan to adopt to meeting the needs of their own buildings.

Proposed Motion

" move that the Board of Education adopt the YCS Emergency Operations Plan, as presented."

Budget Impact: ☒ None ☐ As follows:

Attachment(s):

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

Enclosure #4
APPROVAL OF OVERNIGHT FIELD TRIP, YCHS Science Club
Meeting of 12/10/19
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 _____		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

Re: Camping trip annually taken with previous YCHS STEMM teacher Scott Heister. Jessica Krueger has been the female chaperone the last couple years and is she is now the point person for this event.

Trip Requested By: Jessica Krueger, YCHS AC-Tech Teacher & Math Department Head

Class: YCHS Science Club

Destination: Wilderness State Park; Mackinaw City, MI

Trip Date: December 12 – 15, 2019

Proposed Motion

" move that the Board of Education approve the overnight field trip of the Ypsilanti Community High School Science Club to Mackinaw City, December 12 -15, 2019."

Budget Impact: ☐ None ☒ As follows:

Science Club Fundraising & Student Fees

Attachment(s):

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



Ypsilanti Community Schools
Field Trip Request Form

2340 F1

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

Name: Jessica Krueger **School/Class:** YCHS Science Club

Request Date: 11/19/19 **Trip Date:** Dec 12-15 **Number of Students:** 14

Trip Destination: Mackinaw City

Purpose of trip: Teach, empower and transform the lives our youth, by building connections to the natural world and developing life-skills, by pushing themselves to overcome physical and cognitive limitations while working in groups to accomplish tasks which will serve students for the rest of their lives.

Details about cost: Transportation, food, lodging, park fees and supplies

Account or funding source for trip: Science Club fundraising and Student fees

Will subs be needed? Yes Account for subs: _____

How this trip fits with the curriculum: Trip is not a class-based trip, though we will be learning about ecosystems of Upper Michigan, there is not a specific class connected with this trip.

Number of Staff/Chaperones: 1 staff / 5 total chaperones

<u>Chaperone Name (If Available)</u>	<u>Relationship to Students</u>	<u>Phone Number</u>
<u>D. Scott Heister</u>	<u>Former Staff / ISD Staff</u>	
<u>Mark Wilde</u>	<u>Robotics Mentor</u>	
<u>Thomas Humbarger</u>	<u>Robotics Mentor</u>	
<u>Jessica Krueger</u>	<u>Staff</u>	
<u>Laura Matney</u>	<u>Former Bright Futures Staff</u>	

Specific learning objectives to be accomplished: Provide meaningful life-changing opportunities for YCHS youth through activity-based educational experiences in a variety of natural settings, including County, and State Parks. Exposure to many natural wonders will be accessed through camping and hiking excursions. These trips will provide life-changing opportunities for the participants.

Student outcomes and learning as a result of taking this trip: Students will develop and strengthen life-skills such as: working as a cohesive team to accomplish tasks, food preparation, personal hygiene, physical and mental endurance, problem-solving, leadership and developing a sense of connectedness to nature and to the world in-which the students live.

Course/Class curriculum, big ideas, or essential questions enforced: Not attached to a specific class

Pre-Trip lessons/activities: Not attached to a specific class

Follow-Up lessons/activities to reinforce/extend learning: Not attached to a specific class

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)

Field Trip Approval

Trip Approved: ☒ Not Approved: ☐ Principal: [Signature] Date: 11/26/19
 Trip Approved: ☒ Not Approved: ☐ Asst. Superintendent: [Signature] Date: 12.3.19

(over)

Transportation Department*(To be completed by the originator of the field trip)*Date of Trip: 12/12-15/2019 Destination: Mackinaw City (Wilderness State Park)Departure Time: 8:30 AM Return Time: 5:00 PM Number of Buses: 0**Certification**

This is to certify that this trip, as requested, is in conformity with the administrative guidelines established by the District as well as any applicable State regulations.

Date: _____ Business Office Signature: _____