



**Monday, September 23, 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**  
**ACHIEVEMENTS, AWARDS AND RECOGNITION**

**II. ACCEPTANCE OF AGENDA**

**III. PRESENTATION**  
A. Department Update | *Operations* (Enc. #1)  
▪ *Aaron Rose, Director of District Operations*

**IV. PUBLIC COMMENTS #1**

**V. CONSENT AGENDA** (Enc. #2)  
A. September 9, 2019 Regular Meeting Minutes  
B. New Hires & Resignations

**VI. ACTION ITEMS**  
A. **Business/Finance**  
i. **RESOLUTION:** District Appointment of Trustee & Risk Management Coordinator,  
Middle Cities (Enc. #3)  
B. **Human Resources**  
i. Director of Transportation (Enc. #4)

**VII. DISCUSSION:** *Board Facilities Sub-Committee* (Enc. #5)

**VIII. PUBLIC COMMENTS #2**

**IX. OTHER**

**X. BOARD/SUPERINTENDENT COMMENTS**

**XI. ADJOURNMENT**

## Facilities and Operations Update

### Performance Contracting

- Boilers
- LED lighting

### Sinking Fund

- Demolition
- Roofing
- Paving

Presentation by: Aaron Rose,  
Director of Operations  
September 23, 2019

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## Performance Contracting Schneider Electric Boiler Installations @ WiHi and YCMS

- Mechanical Update
- 80% complete at both WiHi and YCMS \*as of 9/11
  - Gas lines
  - Electric
  - Controls
  - Steam Piping
  - Fresh air-intake and Exhaust



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## Performance Contracting Schneider Electric LED Lighting Project

- Buildings complete interior and exterior
  - WiHi/WIMA
  - Holmes
  - [YCMS](#)
  - WRMS
  - [Estabrook](#)
  - Perry
- Buildings to complete
  - [Ford](#)- 100% exterior, 60% interior
  - Erickson- 100% exterior, 0% interior
  - YIES- 100% exterior, 0% interior
  - ACCE- 0% interior/exterior
  - [YCHS](#)- 100% exterior, 95% interior



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## Performance Contracting Summary

- Project cost
  - \$3,712,859
- Exterior lighting change order at WRHS/Transportation
  - \$20,151
- Total- \$3,733,010
- Guaranteed utilities savings (\$4,007,775 over 15 yrs)

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## Energy Efficiency Rebates

- Rebates
  - Rebates received to date: \$50,621.76
    - YCMS-\$4,889.84
    - YCHS- \$34,330.99
    - WRMS- \$11,400.93
  - Pending rebates to date: \$57,555.22
    - WiHi/WIMA- \$10,647.00
    - Estabrook- \$8,315.73
    - Perry- \$7960.99
    - Erickson- \$7,268.27
    - Ford- \$6,951.18
    - ACCE- \$6160.54
    - YIES- \$5,870.04
    - Holmes- \$4,381.47
  - Total- \$108,176.98



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## Facilities and Operations Update

### Performance Contracting

- Boilers
- LED lighting

### Sinking Fund

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September 23, 2019

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## Sinking Fund Projects

- [MSBO sinking fund resource](#)
  - Under current law, a sinking fund is a voted millage of up to 5 mills that may be used for the purchase of real estate sites, the construction or repair of school buildings and facilities, and acquiring or installing technology. The Michigan Department of Treasury has defined technology in this case to mean wiring or materials for installing technology but NOT equipment (e.g., computers) or software.
  - Repairs not Maintenance
- [Adopted Sinking Fund 10 Year Schedule](#)
- Approx. 3.9 Million per/year for 10 years
  - Roof Work
  - Life Safety
  - Technology for Students
  - Paving Work
  - HVAC Upgrades



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## Sinking Fund Project Demolition

- Demolition Projects
  - Kettering- \$155,000.00
  - Thurston- \$325,795.00 (oversized foundation and asbestos abatement)
- Total charged to sinking fund- \$480,795

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## Sinking Fund Project Roofing

- Garland
  - [Estabrook](#)- \$472,242.00 (\$550,000)
    - Carry over- \$77,758
  - [WiHi](#)- \$783,915.45 (1,125,000)
    - Carry over- \$341,084.46
  - YCHS next on schedule
    - [Infrared imaging](#) supports (pg 13/13)
    - Real time work order requests confirm




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## Sinking Fund Project Paving

- Paving projects
  - Bostwick- \$86,157.50
    - 2- Drain basin repairs
      - Concrete and Paving
    - Paving patches and concrete approaches at YCHS bus loop
    - Paving patches and concrete approaches at Estabrook bus loop
    - Paving patches at Transportation Department and Bus Yard
    - Sealcoating and lane stripping at Transportation parking lot



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## Sinking Fund Summary

- Approx. 3.9 million 2019-20
- Garland (roofing)
  - \$1,256,157.45
    - Awaiting retainage costs- \$66,113.55
- Bostwick (paving)
  - \$86,157.50
- HVAC repairs
  - \$14,971.66
- Glass (security)
  - \$4745.11
- Total- \$1,428,145.10
- Current Balance- \$2.5

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Thank you!

What Questions Might You Have?



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**Enclosure #2**  
**APPROVAL OF CONSENT AGENDA**  
**Meeting of 9/23/2019**  
*Presented by Alena Zachery-Ross*  
*Prepared by Paula Gutzman*

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

**Rationale/Background Information**

- a. Consent Agenda
1. September 9, 2019 Regular Meeting Minutes
  2. New Hires
  3. Resignations

**Proposed Motion**

*" .... move that the Board of Education approve the following:*

- 1) September 9, 2019 regular meeting minutes, and;*
- 2) the personnel matters as per the attached list dated September 16, 2019: New Hires and Resignations."*

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

Human Resources List: General Fund

**Attachments:**

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



**YPSILANTI COMMUNITY SCHOOLS**

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

**MINUTES: REGULAR MEETING OF THE BOARD OF EDUCATION**

**Monday, September 9, 2019**

The meeting was called to order by President Dr. Celeste Hawkins at 6:30 p.m. The Pledge of Allegiance was recited, led by President Hawkins.

**MEMBERS OF THE BOARD OF EDUCATION PRESENT**

President Dr. Celeste Hawkins, Vice-President Brenda Meadows, Secretary Maria Sheler-Edwards (6:33 arrival), Treasurer Gillian Ream Gainsley, Trustee Ellen Champagne (8:16 departure), Trustee Sharon Lee, Trustee Meredith Schindler

**MEMBERS OF THE BOARD OF EDUCATION ABSENT:** *None*

(Sheler-Edwards arrival)

**ACHIEVEMENTS, AWARDS AND RECOGNITION**

Proclamation in Memory of Richard J. Laster, Co-Founder, Washtenaw County Summer Youth Sports Camp: YCS presented a plaque to the family of Richard Laster. This camp, founded in 1989, was recently renamed in Mr. Laster's honor. Through this camp, many YCS students had a safe place to gain new skills, have a meal, receive a t-shirt and have fun. This camp made a positive impact on the community. There is a proposed tree planting to honor his work on Saturday, October 19<sup>th</sup>. Presenters also included: Ypsilanti Community Middle School Counselor Brenda Averett, Bill Malcolm, Coach Van Loggin and Linda Edwards-Brown.

**ACCEPTANCE OF AGENDA:** Accepted as Presented

*Motion by Lee, supported by Schindler*

*Action Recorded: 7/Yes; 0/No*

**PRESENTATIONS**

Community Liaisons Update: District Community Liaisons Isiah Daniel, Alex Easley and Arthur Holt, along with YCS Assistant Superintendent Dr. Carlos Lopez and Washtenaw County Juvenile Specialist | Special Projects Manager Kassie Weiland, presented program results from last year. Ms. Weiland is involved after our liaisons make a referral. Dialogue on the program and the process.

Student Assessment Update: Assistant Superintendent Dr. Carlos Lopez provided State assessment results. He also dialogued on background information and modifications that have been made as a result for 2019/20.

**PUBLIC COMMENTS #1:** *None*

**CONSENT AGENDA**

MOTION TO approve the following: 1) August 21, 2019 special meeting minutes; 2) August 26, 2019 regular meeting minutes, and; 3) the personnel matters as per the attached list dated September 5, 2019: New Hires and Resignations.

*Motion by Lee, supported by Champagne*

*Action Recorded: 7/Yes; 0/No*

## **ACTION ITEMS, Student Affairs**

### **Donation: ACCE, Anonymous Donor**

MOTION TO accept a \$25,000 cash donation from an anonymous donor on behalf of the ACCE program.

*Motion by Lee, supported by Sheler-Edwards*

*Action Recorded: 7/Yes; 0/No*

## **ACTION ITEMS, Other**

### **Donation: YCS, Toyota**

MOTION TO accept the donation of 40 laptop computers, valued in excess of \$1,000, from Toyota Motor.

*Motion by Schindler, supported by Lee*

*Action Recorded: 7/Yes; 0/No*

## **DISCUSSION**

Communication Engagement Plan: Superintendent Alena Zachery-Ross introduced a plan to invite the community to the Auditorium on September 30<sup>th</sup> to learn about the Board's priorities and how they may become involved. The expectation is that participants would be able to attend discussion group meetings led by District administrators, the Washtenaw ISD and Washtenaw County leaders. More information will follow.

(Champagne departure)

Transportation Department: Zachery-Ross presented information received from Justin Wilczynski of National Bus Service regarding an update. Information was presented on: 1) school start up; 2) key points from start up; 3) what the District has done, and; 4) what's next. Conversation on a possible need for additional buses due to potential enrollment increases. Hawkins requested before a decision would be made, verification of enrollment numbers would be needed, and, dialogue on purchasing v. leasing vehicles. Board member inquiry on: 1) a possible breach of contract with National Bus, and; 2) if there is need for additional buses, perhaps initially renting buses with purchasing/leasing additional buses in the future, if necessary. Both Ream Gainsley and Schindler were favorable to obtain new buses as an emergency purchase, if necessary. Lee inquired on the possibility of her answering phones at Transportation.

## **PUBLIC COMMENTS #2:**

*Amanda Smith and Tami Latham commented on student transportation.*

## **OTHER**

### **BOARD/SUPERINTENDENT COMMENTS**

- *Sheler-Edwards* attended the planning meeting of the Washtenaw Association of Schools Board (WASB) on Thursday.
- *Meadows* is liaison for the WASB, but did not receive an invite for the event. Comments on the Back-to-School Bash. Lastly, inquiry on communication with Hoekstra regarding busing.
- *Ream Gainsley* commented on student transportation. She stated many kids and staff are excited to be back in school. Many things are going right.
- *Hawkins* commented on Opening Day, the upcoming BP training and transportation.
- *Zachery-Ross* spoke of Opening Day. Comments on the work of teachers in their classrooms, her (and other Cabinet members) visits to schools and interactions, including with students. BluePrint Drivers tell us it does not matter what role staff are in – everybody is involved in this. We are stronger together; last week was a testament to that.

Dialogue on a new health care plan being rolled out, which includes a reduction in staff health care costs. Expressed thanks for all the work that has been done on this, including the EA staff and those working behind the scenes. Director of Human Resources Sue McCarty shared information on the new plan, "Essentials by MESSA". She also spoke on some limitations of the plan. YCS will have five health care plans this year; next year one plan must be eliminated. She shared MEA & MESSA really worked with YCS, but four plans is their top number of plans for Districts.

- *Hawkins* thanked building administration and staff involved in the offering of a new health care plan. Last minute resignations were acknowledged.

*Meeting Adjourned: 9:00 p.m.*

*Minutes Prepared by: Paula Gutzman*

Date Approved: \_\_\_\_\_

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



Board of Education

Name	Location	Position	New Position or Replacement	Salary
New Hire				
Albertie, Cleveland	Transportation	Monitor	New Position	\$14.80
Alexander, Gretta	Transportation	Monitor	New Position	\$14.80
Brandon, Sandra	Transportation	Monitor	New Position	\$14.80
Cry, Jerome	Transportation	Bus Driver	New Position	\$20.55
Eddins, Tara	Transportation	Bus Driver	New Position	\$21.55
Frazier, Tatsey	Transportation	Bus Driver	New Position	\$20.55
Freeman, Rosie	Transportation	Monitor	New Position	\$16.80
Frye, Shavaughn	Transportation	Monitor	New Position	\$14.80
Hill, Celena	Transportation	Bus Driver	New Position	\$20.55
Resignations				
Akerley, Brenda	Middle School	Paraprofessional		
Boyd, Brianna	Perry	Music Teacher		
DeCook, Rebekah	Estabrook	Spec Ed Teacher		
Penzien, Nicole	Perry	1st Grade Teacher		
		Prepared By: L. Nowling		
		9/16/2019		

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

**Enclosure #3**  
**ADOPTION OF BOARD RESOLUTION**  
***District Appointment of Trustee & Risk Management Coordinator to***  
***the Middle Cities Risk Management Trust***  
**Meeting of 9/23/2019**  
*Presented by Alena Zachery-Ross*  
*Prepared by Paula Gutzman*

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

**Background Information**

Attached is a proposed resolution for YCS to appoint a Trustee to the Middle Cities Risk Management Trust. Bylaws of the Middle Cities Risk Management Trust require the appointment of a designated Trustee and an alternate Trustee as District representative(s) to the Trust's Board of Trustees. The Trustee is charged with representing the District on the Board of Directors. The resolution also provides for the Board to name an alternate trustee who can serve as the District representative in the absence of the regular Trustee. The Board may also appoint a risk coordinator who will serve as the primary contact between the Trust and the District for claims management, information gathering, etc.

The primary duties of the Trustee are to represent the District and participate in the deliberations annually on such topics as the coverage provided by the pool, the budget of the pool, and, the approval of the member contributions to support the pool. Typically, the Board meets twice a year: once in winter and once in spring.

**Proposed Motion**

***" .... move that the Board of Education adopt the attached Resolution for District Appointment of a Trustee, an alternate trustee and a risk management coordinator to the Middle Cities Risk Management Trust."***

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

**Attachments:**

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



**Ypsilanti Community Schools  
Resolution for District Appointment  
of a Trustee and Risk Management Coordinator to the  
Middle Cities Risk Management Trust**

WHEREAS:

**Ypsilanti Community Schools** is a member of the Middle Cities Risk Management Trust, having duly executed the membership Interlocal Agreement and Declaration of Trust on July 1, 1987; and,

WHEREAS:

Bylaws of the Trust require the appointment of a designated Trustee and an alternate Trustee as the district's representative(s) to the Trust's Board of Trustees.

NOW THEREFORE, IT IS RESOLVED THAT:

**Director of Business and Finance, Priya Nayak**, is appointed as the district's designated Trustee representative to the Middle Cities Risk Management Trust's Board of Trustees and is authorized to cast the district's vote on all matters which come before the Board. **She** shall serve as Trustee until replaced by this Board in its absolute discretion.

**Accounting Supervisor, Barbara Boone**, is appointed as the district's ALTERNATE Trustee representative to the Middle Cities Risk Management Trust's Board of Trustees and is authorized to cast the district's vote on all matters which come before the Board should the designated Trustee representative be unable to attend a meeting. **She** shall serve as the ALTERNATE Trustee until replaced by this Board in its absolute discretion.

Furthermore, **the Director of Business and Finance, Priya Nayak**, is appointed as Risk Management Coordinator for the District as provided in paragraph 8 of the Interlocal Agreement. **She** shall serve as Coordinator until replaced by this Board in its absolute discretion.

DATE \_\_\_\_\_

Roll Call Vote:

Ayes: \_\_\_\_\_

\_\_\_\_\_

Nays: \_\_\_\_\_

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Maria Sheler-Edwards, Secretary | Board of Education

**Enclosure #4**  
**APPROVAL OF DIRECTOR OF TRANSPORTATION CONTRACT**  
**Meeting of 9/23/19**  
*Presented by Sue McCarty*  
*Prepared by Paula Gutzman*

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

**Rationale/Background Information**

A committee comprised of National Bus and YCS Human Resources interviewed candidates. One candidate was forwarded to the superintendent.

**Proposed Motion**

*" .... move that the Board of Education approve the hire of Kimberly Searcy as Director of Transportation, effective October 1, 2019 – June 30, 2020."*

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

**Attachments:**

☒ Enclosed    ☐ Issue Study Enclosed    ☒ To Be Distributed Separately    ☐ None

Email:  
**Kimberly D. Searcy**

## **Objective**

Seeking the position of Director of Transportation for Ypsilanti Community Schools.

## **Employment History**

### **Transportation Director**

7/2016- Current Bellville Public Schools

- Supervise all areas of transportation for entire district

### **Safety & Training Supervisor**

7/2015- 6/2016 Durham, Ann Arbor, MI \$78,000

- Monthly Safety Meetings
- Scheduling Random Collections
- Scheduling training of new hires and retraining following a preventable accident

### **Safety & Training Supervisor**

9/2011- 6/2015 WISD, Ann Arbor, MI \$77,466

- Monthly Safety Meetings, including two special presentations
- Scheduling Quarterly Random Collections on-site
- Scheduling training of new hires and retraining following a preventable accident

TAAM Instructor-Beginning Bus Driver and Advanced Driver Classes

### **Lead Transportation Supervisor**

8/2010 – 8/2011 WISD, Ann Arbor, MI \$73,000

- Supervised Ypsilanti transportation staff at startup [9/2010] 80+ staff
- Driver and monitor interviewing

### **Transportation Director**

7/2008 – 7/2010 Ypsilanti Public School District, Ypsilanti, MI \$64,000

- Interviewing, hiring and scheduling training of new drivers & monitors
- Supervised complete operation including mechanics
- MDE certification compliance and random drug notifications

### **Transportation Supervisor**

6/2000 – 6/2008 Willow Run Community School District, Ypsilanti, MI \$59,000

- Supervised complete operation including mechanic(s)
  - Union Contract Negotiations
- MDE certification compliance and random drug notifications

## **Education**

9/1995 – 4/1998 Eastern Michigan University, Ypsilanti, MI

- Bachelors of Business Administration in Human Resource Management

1/1992 – 5/1995 Washtenaw Community College, Ann Arbor, MI

- Associates in Applied Sciences

## **References**

Available upon request.



## YPSILANTI COMMUNITY SCHOOLS

### 2019 Board Priorities & Action Plan

August 12, 2019

#### BOARD PRIORITIES

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##### **I. STUDENT ACHIEVEMENT**

*Performance, Growth, Attendance, Graduation Rate*

##### **II. CULTURE AND CLIMATE**

*Equity work, Discipline, Trauma, Restorative Practices, Recruitment and retention.  
Increase student engagement*

##### **III. COMMUNITY INVOLVEMENT**

*A System of Community Involvement*

##### **IV. ACADEMIC PROGRAMS**

*IB, STEAM, Internships, Curriculum, Montessori, Daycare*

##### **V. FACILITIES**

*Programs, Land Disposition, Grade level configuration-Day Care, Pre-Kindergarten*

#### Recommended Next Steps

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1. Board Responsibilities- Develop a Board Sub-Committee that will lead the work around facilities. It will address the topics of academic programs and elementary building grade-level configurations with themes from above.
2. District Administration will utilize the District Network and Performance Management Driver to address areas #1 and #2. The Board will be provided quarterly reports with data that the district is monitoring aligned to the areas of academic performance, growth and attendance (Instructional Infrastructure) and culture and climate- equity, discipline, trauma, restorative, recruitment and retention (Intense Student Support Network and Talent Management).
3. District Administration will develop and recommend a system of community involvement for parents and community partners that align to the district priorities. This recommendation will be provided to the Board at its August 26th Board of Education meeting.