YPSILANTI
COMMUNITY SCHOOLS

Monday, February 29, 2016
6:30 p.m. – Regular Meeting

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

AGENDA

I. CALL TO ORDER
PLEDGE OF ALLEGIANCE: *YCHS STEMM Academy– Tanya Bowman, Principal*
ACHIEVEMENTS, AWARDS AND RECOGNITION

II. ACCEPTANCE OF AGENDA

III. PRESENTATIONS
A. 2015/16 Budget Amendment: *Cathy Secor, Director of Business Services*
B. Substitute Service Provider: *Cathy Secor, Director of Business Services* (Enc. #3B)
C. YCS Yes!: *Yen Azzaro, Connie Thompson, Micki Berg, Anita Smith & Kelly Mickel - Committee Members* (Enc. #3C)
D. Primary Years Program (PYP): *Karla Graessley, Director of Elementary Education*

IV. PUBLIC COMMENTS #1

V. CONSENT AGENDA (Enc. #5)
A. February 15, 2016 Regular Meeting Minutes
B. February 15, 2016 Closed Session Meeting Minutes
C. February 20, 2016 Special Meeting Minutes
D. New Hires & Resignations

VI. ACTION ITEMS
A. Business/Finance
i. 2015/16 Budget Amendment (Enc. #6A.i)

B. Student Affairs
i. Field Trip, *YCHS Robotics* (Enc. #6B.i)

C. Human Resources
i. Tentative Agreement, *YCEA* (Enc. #6C.i)

D. Other
i. Donation to Estabrook Elementary, *Robert Kaercher* (Enc. #6D.i)

VII. PUBLIC COMMENTS #2

VIII. BOARD/SUPERINTENDENT COMMENTS

IX. ADJOURNMENT

Enclosure #3B
CHANGE IN SUBSTITUTE SERVICE PROVIDER
Meeting of 2/29/16
*Presented by **Cathy Secor***
*Prepared by **Paula Gutzman***

☒ *Discussion*		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information
Beginning July 1, 2016, there will be a change in our substitute service provider for substitute teachers, paraeducators and coaches. The Washtenaw ISD (WISD) has taken bids. The contract has been awarded to EduStaff. EduStaff will replace our current provider, PESG. The WISD believes EduStaff can provide better service to all districts in the county.

Proposed Motion
None: Information Only

Budget Impact: ☐ **None** ☒ **As follows:**
Minimal: Expectation is for better customer service

Attachments:
☐ **Enclosed** ☐ **Issue Study Enclosed** ☐ **To Be Distributed at Meeting** ☒ **None**

NOW
Recognize, recruit, recommend
- Oct. 17th — first committee meeting
- Event planning for Nov. event

Recognize and recruit small groups
- Beal event
- November meeting w/ advisory committee

OPEN HOUSE SEASON
- Continue recruitment efforts
- Launch Enrollment parties & "geniuses"

WISD support & follow up
- Data & analytics

OCT | NOV | DEC | JAN

Co-chair: Dr. Connie Thompson

Micki Berg, Ford Early Learning Center

Amanda Pierson, Associate teacher at Beatty Early Learning Center

Kat Dudzik, Preschool teacher at Perry Early Learning Center

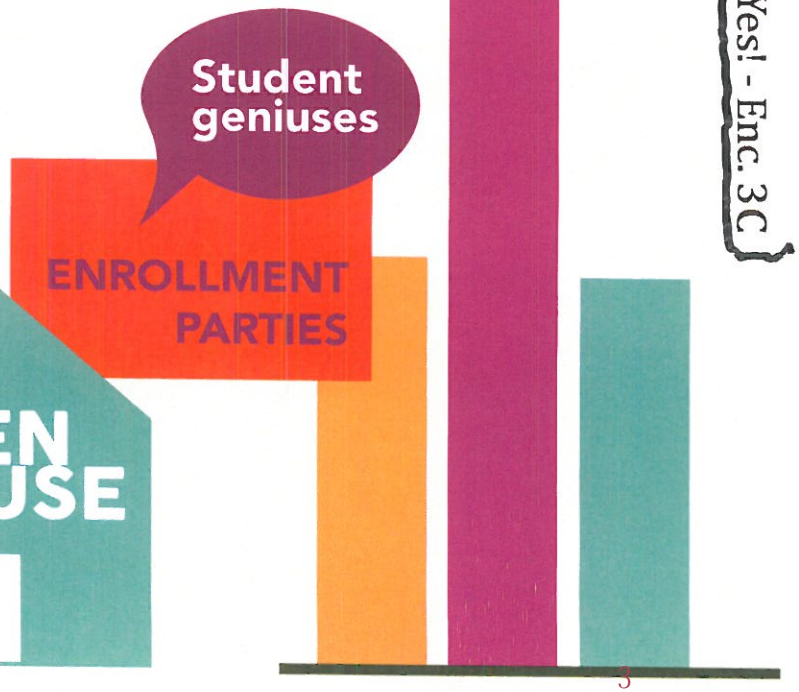
Chris Johnson, Adams STEM Academy

Cassandra Sheriff, Beatty Early Learning Center

1. Recognize effective contact people in community
2. Host satellite social gatherings

Existing parents
Prospective parents
Community members
Educators
Administrators

What does it all mean?
Tools: registration tracking through seasonal enrollment links
Comparison with last year's #s



YCS Yes! - Enc. 3C

Enclosure #5

APPROVAL OF CONSENT AGENDA

Meeting of 2/29/16

*Presented by **Benjamin Edmondson***

*Prepared by **Paula Gutzman***

☐ *Discussion* ☐ *Action – Roll Call* ☒ *Action – Voice* *Ayes*_____ *Nays*_____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

a. Consent Agenda
   1. February 15, 2016 Regular Meeting Minutes
   2. February 15, 2016 Closed Session Meeting Minutes
   3. February 20, 2016 Special Meeting Minutes
   4. New Hires
   5. Resignations

Proposed Motion

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

1) ***February 15, 2016 closed session meeting minutes***
2) ***February 15, 2016 special meeting minutes***
3) ***February 20, 2016 regular meeting minutes***
4) ***the personnel matters as per the attached list dated February 25, 2016: New Hires and Resignations."***

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

All New Hires are Replacements

Attachments:

Closed Session Minutes (1)

☒ **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, February 15, 2016

The meeting was called to order by President Sharon Irvine at 6:31 p.m. The Pledge of Allegiance was recited, led by Adams STEM Academy students.

MEMBERS OF THE BOARD OF EDUCATION PRESENT
Maria Sheler-Edwards, Sharon Lee, Sharon Irvine, Celeste Hawkins, Ellen Champagne, Brenda Meadows

MEMBERS OF THE BOARD OF EDUCATION ABSENT
Meredith Schindler

ACHIEVEMENTS, AWARDS AND RECOGNITION
Adams STEM Academy Points of Pride included: 1) Community Partnerships; 2) Technology; 3) Dedicated Teaching Staff; 4) Unified Arts Program; 5) University Partnerships; 6) Community Focus, and; 7) Parent/Family Involvement

ACCEPTANCE OF AGENDA: The *"amended"* agenda was accepted as presented.
Motion by Trustee Lee, supported by Trustee Champagne
Action Recorded: 6/Yes; 0/No

PRESENTATIONS
Career and Technical Education (CTE): Bill Burnette, CTE Coordinator, shared February is national Career and Technical Education month. Mr. Burnette spoke of numerous awards CTE students recently won at the Skills USA Championships. Award winners for collision repair placed 1st, 2nd, 3rd and 4th. Award winners for automotive refinishing placed 1st, 3rd and 4th. Seven students will compete in State championships.

Discipline/Attendance/Achievement Data: Superintendent Edmondson gave a PowerPoint presentation. Review of ***discipline*** data included looking at trends. Presented was "Discipline Suspensions by School 2015", which included a review of the months of September, October, November and December by school.

Attendance data presented January 2016 average daily attendance for ACTech, STEMM, YNT, YCMS, WIMA and Ford ELC. Also included was truancy percentages of students who have missed more than 10 days this school year. Daily attendance rates are low. There is a connection between student attendance and student achievement. Discussion of interventions/protocols in place before students get to 10 absences. Erickson Principal Kelly Mickel and Adams STEM Principal Christopher Johnson, who were in the audience, shared interventions being used. Attendance is tied to the new truancy legislation.

Recent Northwest Evaluation Association ***(NWEA) testing*** data was presented. Trends discussed. Discussion of factors that impact. Karla Graessley, Director of Elementary Education, shared root causes are being reviewed. Superintendent Edmondson stated his appreciation for the daily work of teachers and principals. Conversation of instruction programs in place (Everyday Math, etc.). Dr. Edmondson commented on work being done to revise report cards and that he would like an increased emphasis on guided reading.

The Board recessed at 7:39 p.m. The meeting reconvened at 7:45 p.m.

DRAFT

Facilities: TMP Architecture's Principal Thomas Kowalski and Senior Vice President Stephen Smith presented a summary of YCS facilities, giving an audit and assessment update. TMP offers a purely objective review. The initial 2013 audit/assessment was reviewed. It has been three years since this report was published. Facilities were recently revisited and there was a review of the current conditions. The 2013 audit, assessment and recommendation was commissioned through the Washtenaw Intermediate School District (WISD). Only the WISD had input; Boards of Education from Willow Run and Ypsilanti Public did not. Reviews included: 1) existing condition; 2) infrastructure needs; 3) function adequacy, and; 4) enrollment and capacity. The 2013 report reviewed building function. The 2013 Executive Summary included: 1) infrastructure needs; 2) building capacity/enrollment, and; 3) 2012/13 enrollment was 4585 students. Building space utilization: 55% of capacity.

The 2016 update reviewed current conditions, including building closures/leasing, functional reorganization, capital maintenance (recosted in today's dollars) and enrollment decreases. It provided an adjusted recommendation. Discussion of building conditions, function, building infrastructure work and 2015/16 enrollment: 3550 students (at 51% of capacity). The building utilization option - previous options A-F in the original executive summary book - require rethinking. Building utilization options G, H and I presented. Most under-utilization is at the middle school and high school level.

Next steps: finalizing the update. The 2016 update should be considered only a draft. Input and vision planning from the Board of Education is required for finalization of recommendations. Discussion of building utilization options and options including taking buildings off-line, a re-aligning grade levels and consolidating programs.

Board comments included discussion of the YCS Facilities Committee.

The WISD requested TMP to "think outside the box". For this summary, TMP went even further out of the box. Suggestion to solicit community input. Documents prepared by TMP for this presentation -- the updated Executive Summary -- should be considered drafts.

PUBLIC COMMENTS #1:
City of Ypsilanti Mayor Amanda Edmonds commented on facilities and environmental toxins (an understanding through Flint).

CONSENT AGENDA

MOTION TO approve the following: 1) February 9, 2016 special meeting minutes; 2) February 9, 2016 closed session meeting minutes; 3) the personnel matters as per the attached list dated February 9, 2016: Resignations.

Motion by Vice-President Hawkins, supported by Trustee Meadows
Action Recorded: 6/Yes; 0/No

ACTION ITEMS, Business/Finance
Audit Firm

MOTION TO designate Rehmann Robson as audit firm for the year ending June 30, 2016.

Motion by Vice-President Hawkins, supported by Trustee Lee
Action Recorded: 6/Yes; 0/No

Food Service Equipment

MOTION TO approve the purchase of Food Service equipment, as per the attached recommendations, for an amount not to exceed $43,525.84.

Motion by Trustee Meadows, supported by Trustee Lee
Roll Call Vote: 6/0 Yes

DRAFT

Yes: Trustee Sheler-Edwards, Trustee Lee, President Irvine, Vice-President Hawkins, Trustee Champagne, Trustee Meadows

Food Service Cube Van

MOTION TO approve the purchase of a cube van for Food Service, as per the attached Quote/Proposal from Varsity Ford, for an amount not to exceed $32,260.

Motion by Trustee Sheler-Edwards, supported by Vice-President Hawkins
Roll Call Vote: 6/0 Yes
Yes: President Irvine, Vice-President Hawkins, Trustee Champagne, Trustee Meadows, Trustee Lee, Trustee Sheler-Edwards

Topics Included: Cathy Secor, Director of Business Services, and Victoria Davis, Food Service Director, commented the MiDEAL pricing is a "best price" and it eliminates the need to bid out. Trustee Meadows asked if a different purchasing plan could be more cost efficient.

PUBLIC COMMENTS #2: *None*

BOARD/SUPERINTENDENT COMMENTS

- Trustee Champagne commented on YCS Facilities Committee members attending this Board meeting. She commented on community support.
- President Irvine thanked members of the Facilities Committee for serving on this committee. She looks forward to the TMP Architecture data. She thanked the administrative team for the information at today's meeting.

RECESS TO CLOSED SESSION – *Section 8 (c) OMA, Collective Bargaining Strategy/YCEA*

MOTION TO convene in closed session under Section 8(c) of the OMA for the purpose of strategy and negotiation sessions connected with a collective bargaining agreement.

Motion by Trustee Champagne, supported by Trustee Meadows
Roll Call Vote: 6/0 Yes
Yes: Trustee Meadows, Trustee Sheler-Edwards, Trustee Lee, President Irvine, Vice-President Hawkins, Trustee Champagne

The meeting was called to closed session at 9:02 p.m. The meeting reconvened to open session at 10:09 p.m.

~~**YCEA REOPENER AGREEMENT, Tentative Agreement**~~ *(Removed on Amended Agenda)*

Board Meeting Adjourned: 10:10 p.m.

Respectfully Submitted,

Sharon Lee, Secretary
Board of Education
Ypsilanti Community Schools

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

MINUTES: SPECIAL MEETING/WORKSHOP OF THE BOARD OF EDUCATION
Saturday, February 20, 2016

The ***Special Meeting*** of the Ypsilanti Community Schools Board of Education was called to order by President Sharon Irvine at 9:14 a.m.

MEMBERS OF THE BOARD OF EDUCATION PRESENT
Maria Sheler-Edwards *(9:16 arrival),* Sharon Irvine, Celeste Hawkins *(9:14 arrival),* Ellen Champagne, Brenda Meadows

MEMBERS OF THE BOARD OF EDUCATION ABSENT
Meredith Schindler, Sharon Lee

ACCEPTANCE OF AGENDA: Accepted as Presented
Motion by Trustee Meadows, supported by Trustee Champagne
Action Recorded: 4/Yes; 0/No

PUBLIC COMMENTS #1: *None*

GOAL SETTING AND STRATEGIC PLANNING (Session #3)
Naomi Norman, Interim Assistant Superintendent of Achievement & Student Services of the Washtenaw Intermediate School District, facilitated the session with a theme on "vision". Discussion of the visioning process. Current reality was also considered. Norms were revisited. Participation in activities.

The Board recessed at 10:34 a.m. The meeting reconvened at 10:40 a.m.

BOARD/SUPERINTENDENT DISCUSSION
Superintendent Evaluation Tool: President Irvine shared a response from YCS Attorney Roy Henley. Mr. Henley will submit a follow up to the Board regarding the superintendent evaluation tool. Discussion of selection of an evaluation tool (MASB, School ADvance)

~~Committee Participation~~ *No Discussion*

RESOLUTION TO ADOPT SUPERINTENDENT EVALUATION TOOL
MOTION TO recognize and adopt the attached Resolution to Adopt Superintendent Evaluation Tool: Michigan Association of School Boards (MASB) Superintendent Evaluation.

Motion by Trustee Meadows, supported by Trustee Champagne
Roll Call Vote: 4/1 Yes
Yes: President Irvine, Vice President Hawkins, Trustee Champagne, Trustee Meadows

PUBLIC COMMENTS #2: *None*

BOARD/SUPERINTENDENT COMMENTS: *None*

Board Meeting Adjournment: 12:46 p.m.

Attachment: 1) Resolution to Adopt Superintendent Evaluation Tool

Respectfully Submitted,

Sharon Lee, Secretary
Board of Education
Ypsilanti Community Schools

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RESOLUTION TO ADOPT SUPERINTENDENT EVALUATION TOOL

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 Ypsilanti Community Schools located at 1885 Packard Road, Ypsilanti, Michigan 48197, on **February 20, 2016** at **9:00 a.m.**

The meeting was called to order by **Sharon Irvine**, President.

Present: Members Sharon Irvine, Brenda Meadows, Ellen Champagne, Celeste Hawkins, Maria Sheler-Edwards

Absent: Members Meredith Schindler, Sharon Lee

The following preamble and resolution were offered by Member Brenda Meadows and supported by Member Ellen Champagne .

WHEREAS:

1. The Board of Education of the Ypsilanti Community has thoroughly reviewed its options of Superintendent evaluation tools.

2. Michigan law requires local and intermediate school district Boards of Education to ensure that a performance evaluation system is in place for the Superintendent.

3. Districts must select a Superintendent evaluation tool by the beginning of the 2016/17 school year. A Board of Education has the following options when choosing an evaluation tool for the Superintendent: 1) a model that was identified by the Michigan Council on Educator Effectiveness {School ADvance Administrator Evaluation System; Reeves Evaluation Model}; 2) an evaluation tool that is on MDE's list {to be created some time this year}; 3) a locally developed tool; 4) MASB's Superintendent evaluation tool, or; 5) a modification of one of the tools mentioned above.

4. Beginning with the 2016/17 school year, Districts must post designated information on their websites in regards to the evaluation.

5. Beginning with the 2016/17 school year, Districts must ensure that training is provided to all evaluators – this includes School Board members. Training must be provided by someone who has expertise in the evaluation tool being used and may be paid for from funds available in the Educator Evaluation Reserve Fund.

6. Based on criteria, the Board of Education of the Ypsilanti Community has selected an evaluation tool for the Superintendent.

NOW, THEREFORE, BE IT RESOLVED:

1. THAT based on criteria, the Board of Education of the Ypsilanti Community has adopted an evaluation tool for the Superintendent:

Name of Evaluation Tool, *Select One*:

MASB's Superintendent Evaluation Tool

~~AdvancED Superintendent Evaluation Tool~~

~~Other~~ _____

Ayes: Members Brenda Meadows, Sharon Irvine, Celeste Hawkins, Ellen Champagne

4/1 Yes

Nays: Members Maria Sheler-Edwards

Resolution declared adopted.

Sharon Irvine

Sharon Irvine, President
Board of Education
Ypsilanti Community Schools

The undersigned, duly qualified and acting **President** of the Board of Education of Ypsilanti Community Schools, Washtenaw County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a meeting held on **February 20, 2016**, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).

Sharon Irvine

Sharon Irvine, President
Board of Education
Ypsilanti Community Schools

Board of Education

Name	Pay Rate	Location	Position	New Position or Replacement
New Hire:				
Arrieta, Stefanie	$36,000.00	Middle School	Special Education EI Teacher	Replacement
Evans, Mishelle	$10.00/hr	Ford	Food Service - Server	Replacement
Resignations:				
Ambrose, Katherine		Middle School	Math/Science Teacher	

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

Prepared by: Lois Nowling, HR 2/25/2016

Enclosure #6A.i

APPROVAL OF 2015/16 FEBRUARY BUDGET AMENDMENT

Meeting of 2/29/16

*Presented by **Cathy Secor***

*Prepared by **Paula Gutzman***

☐ *Discussion* ☒ *Action – Roll Call* ☐ *Action – Voice* *Ayes*_____ *Nays*_____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Cathy Secor will present the amended budget at tonight's meeting. The budget amendment is based on grant monies and personnel changes as of January 1, 2016.

Proposed Motion

" .... move that the Board of Education approve the February amended budget for 2015/16."

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

Budget Amendment

Attachments:

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

Enclosure #6B.i

APPROVAL OF OVERNIGHT FIELD TRIP, *YCHS Robotics*

Meeting of 2/29/16

*Presented by **Linda Kuzon***

*Prepared by **Paula Gutzman***

☐ *Discussion* ☐ *Action – Roll Call* ☒ *Action – Voice* *Ayes*_____ *Nays*_____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Destination: St. Joseph High School; St. Joseph, Michigan
Trip Date: March 10 – 12, 2016
Purpose of Trip: FIRST in Michigan District Competition

See attached Field Trip Request Form for additional details.

Proposed Motion

" .... move that the Board of Education approve the overnight field trip of YCHS Robotics to St. Joseph, Michigan: FIRST in Michigan District Competition in March 2016."

Budget Impact: ☒ **None** ☐ **As follows:**
State of Michigan Robotics Grant

Attachments:

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

YPSILANTI COMMUNITY SCHOOLS
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2340 F1

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

Ypsilanti Community Schools
Field Trip Request Form

Name: D. Scott Heister **School/Class:** YCHS Robotics

Request Date: 2/22/16 **Trip Date:** Mar. 10-12 **Number of Students:** 20

Trip Destination: St. Joseph High School, St. Joseph, Michigan

Purpose of trip: FIRST In Michigan District Competition

Details about cost: Transportation, food, lodging

Account or funding source for trip: State of Michigan Robotics Grant

Will subs be needed? Yes Account for subs: _____

How this trip fits with the curriculum: The robotics team supports the STEMM Middle College Mission.

Number of Staff/Chaperones: 2 staff / 10 total chaperones

Chaperone Name *(If Available)*	Relationship to Students	Phone Number
D. Scott Heister	Staff	734-[redacted]
Brian Skogheim	Staff	734-[redacted]
Mark Wilde	none	734-[redacted]
Beth Darnell	Parent	734-[redacted]
Tommy Means	Alumni	734-[redacted]
Chris Lesser	Alumni	734-[redacted]
Pauline Lesser	Alumni	734-[redacted]
Travis Greer	Alumni	734-[redacted]
Dustin Pepper	Alumni	734-[redacted]
Virginia Murphy	none	734-[redacted]

Specific learning objectives to be accomplished: The FIRST Mission: Our mission is to inspire young people to be science and technology leaders, by engaging them in exciting mentor-based programs that build science, engineering and technology skills, that inspire innovation, and that foster well-rounded life capabilities including self-confidence, communication, and leadership.

Student outcomes and learning as a result of taking this trip: Develop more resilient students who are better leaders and problem-solvers. These competitions also support the Mission of the STEMM Academy: to prepare students to excel in a diverse, information-based technologically advanced and ever changing society.

Course/Class curriculum, big ideas, or essential questions enforced: See STEMM Middle College Mission. Aligns also with Understanding by Design, which has been adopted as the teacher/learning style of the STEMM Academy.

Pre-Trip lessons/activities: 6 Week-long Build Season

Follow-Up lessons/activities to reinforce/extend learning: Running a Robotics Camp for the County in July.

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: Tanya Bowman Date: 2/24 2016

* Trip Approved: ✓ Not Approved: ____ ~~Superintendent:~~ Dir of Seconary Schools Date: 2/24/2016

(over)

Transportation Department

(To be completed by the originator of the field trip)

Date of Trip: 3/10-12/16 Destination: St. Joseph High School

Departure Time: 8:00 AM Return Time: 11:00 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: _____

* Trip approved pending list of drivers, and copies of the driver license, registration and insurance.

LBK

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of Trip: Robotics Overnight Trip to Washington DC.

Proposed Departure Date March 10, 2016 Return Date March 12, 2016

Proposer D. Scott Heister Position Teacher - Teacher-Leader, STEMM

Date by which response is needed Next BOE Meeting Proposal Date 2/22/16

A. Purpose

1) What is the major place to be visited or event to be attended? (See Attached)
2) How is the trip related to the educational program of the District? *Provide meaningful life-changing opportunities for YCHS youth through FIRST Robotics Competition at a FIRST in Michigan District Competition. This trip and associated meetings will provide life-changing opportunities for the participants.*
3) In what ways will the student benefit? *The FIRST Mission: Our mission is to inspire young people to be science and technology leaders, by engaging them in exciting mentor-based programs that build science, engineering and technology skills, that inspire innovation, and that foster well-rounded life capabilities including self-confidence, communication, and leadership.*
4) In what ways will the district benefit? *Develop more resilient students who are better leaders and problem-solvers. The Robotics Team also support the Mission of the STEMM Academy: to prepare students to excel in a diverse, information-based technologically advanced and ever changing society.*
5) How will the trip be evaluated to determine the extent to which these benefits were realized? *In the field of competitions, how well the robot performs, judges evaluations of the Business Plan and Chairman Award presentations.*

B. Students and Staff

1) Which students,(grade, class, or organization) will be going? *Students from STEMM Academy- 9th-12th grade.*
2) How many students in total? 20
3) How many students are currently experiencing academic problems? *1/4*
4) Which staff member will be in charge? D. Scott Heister
5) What previous experience has the staff member had in conducting overnight or extended field trips? *Been conducting this trip for 19+ years, have done trips to Alaska, Hawaii, Florida, and backpacking trips to various locations.*
6) What other staff members will be going? *(Brian Skogheim)*
7) How many chaperones, in addition to staff members will be going? *8 Additional mentors/parents*

8) What are their names and affiliations with the students? *Mark Wilde - former BOE Member, Beth Darnell - Parent, Virginia Murphy - former parent/mentor, Chris Lesser - alumni/engineering mentor, Pauline Lesser - Alumni/Mentor, Tommy Means - Alumni/Mechanical Mentor, Travis Greer - Alumni/Business Mentor, Joel Hurd - former member/manufacturing mentor, Peter Henning - former member/manufacturing mentor.* How many school days will be missed? *1*

9) How will teachers be advised in advance that the students will be out of school? *Email and planned absence form.*

C. School Work

1) How will missed work be made up? *Students will be responsible for missing work.*

2) What special assistance will be provided students with academic problems? *No students are in academic problems, they will be taking their exams early.*

C. Itinerary

1) What is the destination? *St. Joseph, Michigan (See Itinerary)*

2) What will be the mode of transportation? *Private Car/Van.* What liability insurance does the carrier have? Each has insurance

3) Where will the group be housed and fed? *Comfort Inn, Stevensville, MI*

4) What en-route or supplementary activities are planned? *None*

5) What arrangements have been made for dealing with emergency situations? *Additional vehicles, parent permission forms signed, and EMS at the Competition site.*

6) If tour guides are involved, what liability insurance do they carry? NA

G. Finances

1) What is the estimated total cost and cost per student? *$300*

2) What is the source of funds? *State of Michigan Grant and Student's, club fundraising.*

3) How will the funds be collected and safeguarded? *Parent Organization will handle funds needed on the trip.*

4) How will any shortfall be made up or excess funds be used? *State of Michigan Grant*

5) What provision has been made for students who are financially unable to pay any necessary costs? *Fundraiser, State Grant, Robotics Non-Profit*

F. Communications

1) How will you communicate to parents prior to, during, and after the trip? *See attached information packet, as well as a parent / student meeting prior to departure.*
2) List telephone numbers at destination and where group will be housed. *See Attached itinerary.*
3) What information will be provided to the media and the community? *BOE presentation and Facebook posts / photo albums*

Attach Field trip request form to front of this form.

YCS ROBOTICS

Itinerary

Thursday	
8:00 AM	Depart YCHS
6:00 PM	Arrive at Comfort Inn Stevensville, MI
6:30 PM	Set-up Robot Pit at St. Joseph HS
12:00 Midnight	Lights out
Friday/Saturday	
6:00 AM	Rise and shine
7:00 AM	Breakfast
8:00 AM - 7:00 PM	Competition at St. Joseph HS (lunch served at the HS)
7:00 PM	Dinner in St. Joseph
9:00 PM	Pool Time
11:00 PM	Lights Out
Sunday	
6:00 AM	Rise and shine
7:00 AM	Eat breakfast / clean up
8:00 AM	District Championship Day - Elimination Matches
7:00 PM	Depart for YCHS
11:00 PM	Arrive at YCHS

We are only able to take 20 students (max) - Decisions on who is able to go will be based on academic progress, discipline reports and order in which paperwork and Travel Fee is received. Fundraising events (Bowling Fundraiser, Light Bulb Sale available to defray students costs)

Student Information

Each student will need to bring:

- ❑ Comfortable Tennis or causal shoe (no Open Toed Shoes)
- ❑ Blue Jeans for Friday's Competition
- ❑ Black Jeans Saturday's Competition
- ❑ Team Shirts (will be given)
- ❑ Pj's or sleeping clothing
- ❑ Toiletries (deodorant, shampoo, toothbrush, toothpaste...)
- ❑ Sweater and/or sweatshirt, Winter Coat

- The club will bring the food for the menu and dinner-ware.
- Each student must have signed a permission form, medical release form and transportation form and FIRST Release Form.
- YCHS Rules will be in effect the entire trip. This is a school function and use of tobacco, alcohol and/or any illegal substance is strictly prohibited and will result in the student be sent home AT THE PARENTS EXPENSE.

YCS ROBOTICS

Parent Information

(Please Retain)

- Depart at 8:00 PM on March 10 from YCHS Hewitt Road Entrance.
- Transportation will be via passenger vans (Mr. Wilde, Mr. Means and Beth Darnell)
- Arrive home at approx. 11:00 PM on March 12 Hewitt Road Entrance.
- We will be staying at Comfort Inn Stevensville (see below for address/ phone)
- Cost per student is $100 (fundraising opportunities available)

Scott Heister
Team Lead Mentor
734-

Comfort Suites
2633 W. Marquette Woods Road
Stevensville, MI 49127
(269) 428-4888
(269) 428-9888
GM.MI240@choicehotels.com

St. Joseph High School
2521 Stadium Drive, St. Joseph, MI 49085
Phone 269-926-3200

Students not adhering to YCHS rules and regulations will be sent home at the parent's expense.

Enclosure #6C.i

APPROVAL OF TENTATIVE AGREEMENT BETWEEN YCS & YCEA, MEA-NEA

Meeting of 2/29/16

Presented by ***Don Wood & Cathy Secor***

Prepared by ***Paula Gutzman***

☐ *Discussion* ☒ *Action – Roll Call* ☐ *Action – Voice* *Ayes*_____ *Nays*_____		Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows	Meredith Schindler	Maria Sheler-Edwards	Sharon Lee
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

A tentative agreement was reached between YCS and the Ypsilanti Community Education Association (YCEA), MEA-NEA on a wage reopener agreement. This tentative agreement is effective upon ratification through June 30, 2017.

Proposed Motion

" .... move that the Board of Education approve the wage reopener agreement between YCS and the YCEA, MEA-NEA, effective upon ratification through June 30, 2017."

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

Approximately 25% Grant Funds and 75% General Fund

Attachments:

☐ **Enclosed** ☐ **Issue Study Enclosed** ☒ **Distributed Previously** ☐ **None**

Enclosure #6D.i

ACCEPTANCE OF CASH DONATION FOR ESTABROOK ELEMENTARY

Donor: Robert Kaercher

Meeting of 2/29/16

Presented by ***Cathy Secor***

Prepared by ***Paula Gutzman***

☐ *Discussion* ☐ *Action – Roll Call* ☒ *Action – Voice* *Ayes*_____ *Nays*_____		Meredith Schindler	Maria Sheler-Edwards	Sharon Lee	Sharon Irvine	Celeste Hawkins	Ellen Champagne	Brenda Meadows
	1st/2nd							
	Aye							
	Nay							
	Abstain							

Rationale/Background Information

Cathy Secor has submitted the attached cash donation letter for Board of Education review. It is recommended that the Board of Education accept the cash donation of $3000 from Robert Kaercher, Father of Estabrook teacher Maryanne Jaeger, to be used for the purchase of 10 iPads to be used in 2nd - 5th grade classrooms at Estabrook Elementary. Please refer to donation letter for additional details.

Proposed Motion

" .... move that the Board of Education accept a $3000 cash donation from Robert Kaercher, to be used for the purchase of 10 iPads and accessories for Estabrook Elementary."

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

Attachments:

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