



East Lansing Board of Education

509 Burcham Drive, East Lansing, MI 48823

Regular Meeting
September 13, 2021 - 7:00 PM
Board Room
509 Burcham Drive
East Lansing, Michigan 48823



Agenda

I. Opening of Meeting

A. *Call to Order*

B. *Roll Call*

C. *Mission: Nurturing Each Child, Educating All Students, Building World Citizens*

D. *Approval of Agenda*

The Board of Education approve the agenda of the September 13, 2021 regular meeting, as presented.

E. *Approval of Minutes*

- *August 23, 2021 regular meeting minutes*
- *September 2, 2021 special meeting minutes*

F. *The Board of Education approve the minutes of the August 23, 2021 regular meeting and September 2, 2021 special meeting, as presented.*

3

II. Recognition

III. Student Representative Report

IV. Superintendent's Report

V. Bond Update

VI. Consent Agenda

The Board of Education approve the consent agenda to include the following:

- the request for unpaid personal leave of absence for MacDonald Middle School teacher, **Anthony Gendreau** effective upon the hiring of a qualified teacher to fill his position but no later than October 4, 2021.

VII. **Public Comment:** This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

VIII. Board Discussion

IX. Action Items A. District Wellness Leader

11

The Board of Education approve the contract of Lindsay Young, District Wellness Leader for FY 2021-22 as presented.

B. Food Service Equipment Bids

The Board of Education award the food service equipment bid to Stafford Smith in the amount of \$115.564.

X.

XI. **Committee Reports**

A. Academic and Technology Committee

B. Facilities Committee

C. Finance Committee

D. Intergovernmental Relations

E. Personnel Committee

F. Policy Committee

XII. **Announcements**

XIII. **Adjournment**

Respectfully Submitted,

*Dori Leyko
Superintendent*



Regular Meeting Minutes
Monday, August 23, 2021 7:00 PM Eastern

Board Room
509 Burcham Drive
East Lansing, Michigan 48823

I. Opening of Meeting

I.A. Call to Order

Board President Terah Chambers called the meeting to order at 7:01 p.m.

I.B. Roll Call

Dr. Terah Chambers:	Present
Dr. Kath Edsall:	Absent
Ms. Monica Fink:	Present
Dr. Elizabeth Lyons:	Present
Mr. Chris Martin:	Present
Ms. Kate Powers:	Present
Ms. Debbie Walton:	Present
Ms. Dori Leyko	Present

Present 7, Absent 1

I.C. Mission: Nurturing Each Child, Educating All Students, Building World Citizens

I.D. Approval of Agenda

Motion 21-22/014: *The Board of Education approve the agenda of the August 23, 2021 regular meeting, as presented.*

This motion, made by Ms. Kate Powers and seconded by Mr. Chris Martin, Passed.

Dr. Kath Edsall: Absent, Dr. Terah Chambers: Yea, Ms. Monica Fink: Yea, Dr. Elizabeth Lyons: Yea, Mr. Chris Martin: Yea, Ms. Kate Powers: Yea, Ms. Debbie Walton: Yea

Yea: 6, Nay: 0, Absent: 1

Motion 21-22/015 The Board of Education amend the consent agenda to reflect: hiring of Cosette Buckberry, .35 FTE Red Cedar Elementary Physical Education Teacher, at MA Step 5.5 level, effective August 24, 2021.

This motion, made by Ms. Debbie Walton and seconded by Ms. Kate Powers, Passed.

Dr. Kath Edsall: Absent, Dr. Terah Chambers: Yea, Ms. Monica Fink: Yea, Dr. Elizabeth Lyons: Yea, Mr. Chris Martin: Yea, Ms. Kate Powers: Yea, Ms. Debbie Walton: Yea

Yea: 6, Nay: 0, Absent: 1

I.E. Approval of Minutes

- August 9, 2021 regular meeting
- August 16, 2021 special meeting

Motion 21-22/016: The Board of Education approve the minutes of the August 9, 2021 regular meeting and August 16, 2021 special meeting as presented.

This motion, made by Dr. Elizabeth Lyons and seconded by Ms. Monica Fink, Passed.

Dr. Kath Edsall: Absent, Dr. Terah Chambers: Yea, Ms. Monica Fink: Yea, Dr. Elizabeth Lyons: Yea, Mr. Chris Martin: Yea, Ms. Kate Powers: Yea, Ms. Debbie Walton: Yea

Yea: 6, Nay: 0, Absent: 1

II. Recognition

Mr. Martin recognized the hard working staff and school leaders for their commitments in bringing students back to school. Glencairn put up handmade signs in at least ten different languages.

III. Superintendent's Report

While not the start of school we expected or hoped for, we are extremely excited to have our students back in person and are hopeful for the coming year. Our staff has been working hard to prepare for a positive return and experience for all of our students, and I want to again express my gratitude for your continued flexibility and support over the past 18 months.

First Day of School is This Tuesday! Welcome Back!

The first day of school for students is Tuesday, August 24. It is a full day for middle and high school and a half day for elementary students.

ELPS Fall 2021 Safety Protocols and COVID-19 Prevention Strategies

Here is a link to current district safety protocols and prevention strategies. Additional information and building-specific protocols and routines will continue to be shared by principals. This document has been updated to include communication and reporting protocols.

<https://docs.google.com/document/d/1YzpQZglAIRXKhqZb6bwsagYKIBVq3FNoBQUfbbZRnNQ/edit?usp=sharing>

Updated COVID-19 Guidance from the Ingham County Health Department

Here is a link to updated guidance provided by the Ingham County Health Department.

<https://hd.ingham.org/Portals/HD/Home/Documents/cd/coronavirus/ICHDSchoolCOVIDHandouts.pdf>

IV. Bond Update

Donley Phase 2

- Pictures available on the website - <https://elps.us/our-district/bond-updates/>.

Marble:

- Furniture arrived and is in place – the last delivery was today!
- Teachers and staff were able to get in the building the afternoon of Friday, August 13.

All Buildings

- Solar foundations and structures are in – panels will be placed this fall once they arrive.

Discussion followed.

V. Consent Agenda

Motion 21-22/017: The Board of Education approve the consent agenda to include the following items:

- hiring of **Kelsey Padgett**, 1.0 FTE Glencairn Elementary Teacher, at MA Step 4.5 level, effective August 24, 2021.
- hiring of **Marshall Gerwin**, 1.0 FTE Middle School Counselor, at MA Step 4.5 level, effective August 24, 2021.
- hiring of **Jessica Poke**, 1.0 FTE High School Social Worker, at MA Step 3.5 level, effective August 24, 2021.
- hiring of **Jennifer Jockheck**, 1.0 FTE High School Counselor, at MA Step 10.5 level, effective September 7, 2021.
- hiring of **Melissa Capolingua**, 1.0 FTE Marble Elementary Teacher until January 28, 2022, at MA Step 12 level, effective August 24, 2021.
- hiring of **Cosette Buckberry**, .35 FTE Red Cedar Elementary Physical Education Teacher, at MA Step 5.5 level, effective August 24, 2021.
- the request for an unpaid personal leave of absence for Glencairn Teacher, **Kelly Camiller** for the 2021-22 school year.

This motion, made by Ms. Kate Powers and seconded by Ms. Monica Fink, Passed.

Dr. Kath Edsall: Absent, Dr. Terah Chambers: Yea, Ms. Monica Fink: Yea, Dr. Elizabeth Lyons: Yea, Mr. Chris Martin: Yea, Ms. Kate Powers: Yea, Ms. Debbie Walton: Yea

Yea: 6, Nay: 0, Absent: 1

VI. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker

will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

- Seila Gonzalez, 531 Durand, East Lansing – Lunch time
- Erica Brown-Binion 539 Durand, East Lansing - Lunch time – particularly at MMS
- Mike Feldpaush 1945 N Harrison Rd, East Lansing – The DEISJ person/position

Ms. Fink clarified that the board does not have back and forth with public comments

- Nichole Biber, 1037 Blanchette, East Lansing – Social justice and environmental justice
- Mike Feldpaush 1945 N Harrison Rd, East Lansing – “Code Red” climate
- Nicole Bibber 1037 Blanchette, East Lansing - Climate

VII. Presentation

2021 Summer School Highlights, Glenn Mitcham, Assistant Superintendent

Discussion followed.

VIII. Board Discussion

Dr. Chambers - School board meetings hard to navigate with the public. It is useful to reiterate the mission of ELPS – Nurturing Each Child, Educating All Students, Building World Citizens. The board takes this mission very seriously. Students will be well-prepared for healthy success after graduation. We have built a community to include all students. When we hired a person as our DEISJ, this doesn't represent just one person but us as a district. Dr. Chambers was thrilled and rejoiced over the letter that was sent from Director of Equity and Social Justice, Klaudia Burton. This is a commitment we share as a district and we fully support the efforts of the DEISJ Director. A reminder that public comment is not the only way to speak with the board. She welcomes people to email her or the entire BOE.

IX. Action Items

A. Request for Annual Delegation of School Plan Review and Inspection Authority to the City of East Lansing

Motion 21-22/018: The Board of Education approve the Request for Annual Delegation of School Plan Review and Inspection Authority as presented.

This motion, made by Ms. Debbie Walton and seconded by Ms. Kate Powers, Passed.

Dr. Kath Edsall: Absent, Dr. Terah Chambers: Yea, Ms. Monica Fink: Yea, Dr. Elizabeth Lyons: Yea, Mr. Chris Martin: Yea, Ms. Kate Powers: Yea, Ms. Debbie Walton: Yea

Yea: 6, Nay: 0, Absent: 1

B. Request for Annual Delegation of School Plan Review and Inspection Authority to Meridian Township

Motion 21-22/019: The Board of Education approve the Request for Annual Delegation of School Plan Review and Inspection Authority as presented.

This motion, made by Ms. Kate Powers and seconded by Ms. Debbie Walton, Passed.

Dr. Kath Edsall: Absent, Dr. Terah Chambers: Yea, Ms. Monica Fink: Yea, Dr. Elizabeth Lyons: Yea, Mr. Chris Martin: Yea, Ms. Kate Powers: Yea, Ms. Debbie Walton: Yea

Yea: 6, Nay: 0, Absent: 1

C. Associate High School Principal revised contract for FY 2021-22

Motion 21-22/020: The Board of Education approve the FY 2021-22 revised contract for the Associate High School Principal, as presented. The presented contract modifies the original contract approved by the Board of Education on August 16, 2021, based on a revised start date of August 19, 2021.

This motion, made by Ms. Monica Fink and seconded by Dr. Elizabeth Lyons, Passed.

Dr. Kath Edsall: Absent, Dr. Terah Chambers: Yea, Ms. Monica Fink: Yea, Dr. Elizabeth Lyons: Yea, Mr. Chris Martin: Yea, Ms. Kate Powers: Yea, Ms. Debbie Walton: Yea

Yea: 6, Nay: 0, Absent: 1

X. Committee Reports

X.A. Academic and Technology Committee

- Busy A & T meeting;
- Summer school program recap;
- What comes next for the school year:
 - Safety protocols for students and staff;
 - Curriculum reviews - ways to look at what is happening in our buildings; are we doing the right things for our students;
 - Bringing student representatives to serve on the A & T committee

X.B. Facilities Committee

- No report
- Next meeting in mid-September

X.C. Finance Committee

- No report

X.D. Intergovernmental Relations

- No report

X.E. Personnel Committee

- No report

X.F. Policy Committee

- Rescheduling the last cancelled meeting
- Meeting with Director of Equity and Social Justice - Racial Equity policy

XI. Announcements

Dr. Chambers – this is her favorite meeting of the year - day before the first day of school; seen a bigger response in our team in doing our best for our students

Thank you to everyone.

Mr. Martin - a lot of excited children to start school again.

Thank you to everyone. Have a great first day of school.

XII. Adjournment

The meeting adjourned at 8:19 p.m.

President

Secretary

I. Opening of Meeting

I.A. *Call to Order*

Board President Terah Chambers called the meeting to order at 11:00 a.m.

I.B. *Roll Call*

Dr. Terah Chambers: Present
Dr. Kath Edsall: Present
Ms. Monica Fink: Present
Dr. Elizabeth Lyons: Present
Mr. Chris Martin: Absent
Ms. Kate Powers: Present
Ms. Debbie Walton: Present
Ms. Dori Leyko Present

Present: 7. Absent: 1
Mr. Martin arrived at 11:03 a.m.

I.C. *Mission: Nurturing Each Child, Educating All Students, Building World Citizens*

I.D. *Approval of Agenda*

Motion 21-22/021 The Board of Education approve the agenda of the September 2, 2021 special meeting as presented.

This motion, made by Ms. Kate Powers and seconded by Dr. Kath Edsall, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye

Aye: 6, Nay: 0 Absent: 1

II. Consent Agenda

Motion 21-22/022: The Board of Education approve the consent agenda to include the following items:

- hiring of **Tariq Sumbal**, 1.0 FTE MacDonald Middle School Math Teacher at MA Step 3.5 level, effective September 7, 2021.
- hiring of **Pam Gower**, 1.0 FTE MacDonald Middle School English Teacher at MA Step 13 level, effective September 7, 2021.
- hiring of **Mary Lisa Konett**, 1.0 FTE MacDonald Middle School Science Teacher at MA Step 12 level, effective September 7, 2021.

This motion, made by Ms. Kate Powers and seconded by Ms. Monica Fink, Passed.

Dr. Terah Chambers: Aye, Dr. Kath Edsall: Aye, Ms. Monica Fink: Aye, Dr. Elizabeth Lyons: Aye, Mr. Chris Martin: Aye, Ms. Kate Powers: Aye, Ms. Debbie Walton: Aye

Aye: 7, Nay: 0

III. Public Comment: This is the opportunity to address the Board. Speakers are to confine their remarks to five minutes. If a speaker requires more than five minutes, after all other persons who have requested to speak during this part of the meeting have spoken, that speaker will be allowed additional time. The Superintendent or other district staff may comment to clear up or avoid significant misunderstandings.

None

IV. Announcements

- Discussion on new hires backgrounds - all are currently working in another district.
- What positions are still open? Social Workers, Paraprofessionals and School Nurse.
- COVID guidance - Ms. Leyko will be meeting with Linda Vail later today and will provide any updates or changes to the guidance.

V. Adjournment

The meeting adjourned at 11:28 a.m.

President

Secretary



East Lansing
Public Schools

MEMORANDUM

TO: ELPS Board of Education, Dori Leyko, Superintendent

FROM: Richard Pugh, Director of Finance

SUBJECT: Action Item – Food Service equipment bids

DATE: September 9, 2021

Recommended:

It is recommended that the Board of Education award the food service equipment bid to Stafford Smith in the amount of \$115,564.

Background:

The district recently went out to bid to replace various food service equipment at East Lansing High School and MacDonald Middle School. Attached is a bid summary of the bids received. Each of the bidders is well known in the food service business. We have no reservations in awarding the bid to the low bidder. The equipment being purchased is six air screens and three sandwich slides.

I have previously mentioned the likelihood of having excess allowable fund balance in the Food Service Fund at June 30, 2021. Based on actual audited numbers the excess is approximately \$323,000. The State of Michigan requires a plan to spend down the excess fund balance within one year. This food service equipment improvement will be part of the spend down plan. I'm asking the Board to approve the award now, without an informational item, to try and make an installation date during winter break (end of December 2021) based on lead times for acquiring the equipment.



Client: East Lansing Public Schools

Bond Program - I

Location: East Lansing, Michigan

09/08/21

Job # 2752

Shane Lounsber

Bid Category	Bid Category Description	Subcontractor	ELPS Phase II	Combined
1	Food Service	Stafford Smith	\$ 115,564	\$ 115,564
Subcontractor Cost Subtotal			\$ 115,564	\$ 115,564

East Lansing Public Schools Food Service - HS and MS Bid Package #7 Bid Tabulation

<u>Bid Category 01</u>		<u>Food Service</u>						Estimated Costs: \$		115,564
<u>Contractor</u>	<u>Union/Non-Union</u>	<u>Contractor's Business Location</u>	<u>Bid Security</u>	<u>Familial Relationship</u>	<u>Iran Sanction Act Compliance</u>	<u>Addendums 1,2,3</u>	<u>Combined bids</u>	<u>Base Bid Amount</u>	<u>Remarks</u>	
Stafford Smith	Nonunion	Kalamazoo	x	x	x	x		\$ 115,564		
Merchandising Equipment	Nonunion	Grand Rapids	x	x	x	x		\$ 128,966		
Great Lakes West LLC	Nonunion	Mattawan	x	x	x			\$ 132,789		

Contract Award Information

Contractor	Base Bid Amount	Remarks
Stafford Smith	\$ 115,564	

13