

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
August 18, 2014**

President Johnson convened the meeting at 7:00 p.m. in the Board Room, 15125 Farmington Road, Livonia.

Members Present	Tammy Bonifield, Colleen Burton, Dan Centers, Mark Johnson, Dianne Laura, Eileen McDonnell, Randy Roulier
Members Absent	None
Written Communication	None
Audience Communication	Mr. Jake Emerick addressed the Board regarding background checks for workers who will be on school property when school starts.
Response to Prior Audience Communication	None
Consent Agenda	<p>It was moved by Mr. Roulier and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District approve the following consent agenda items as recommended by the superintendent:</p> <ul style="list-style-type: none">IV.A. Minutes of the Regular Meeting of July 28, 2014IV.B. Minutes of the Special Meeting of July 28, 2014IV.C. Minutes of the Closed Session of July 28, 2014VI.A. Bills for Payment—August 19, 2014VI.B. Approval of 2014-2015 Tuition Rate (\$9,601.45 for non-resident students) <p>Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier Nays: None</p>
Presentation of Summer Academic Programs	Mrs. Sheila Alles, director of academic services, shared a video and information about summer school programs that were held throughout the district this year. Programs included: Camp Emerson, Camp Frost, Franklin High School Focus, Emerson Edge, and Students Helping Students Literacy Program.
Approval of Bid Results for Fuel	It was moved by Mrs. McDonnell and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District approve the purchase of diesel and gasoline fuel for the Transportation Department from the low bidder RKA Petroleum Companies, Romulus, Michigan for the

estimated cost of \$3.03 per gallon for diesel fuel and \$2.97 for gasoline.

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

**Approval of Bid
Results for Paper**

It was moved by Mrs. Bonifield and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District purchase 3,610 cartons of white and color copy paper from Contact Paper Group, Inc. Chicago, Illinois in the total amount of \$87,552.80.

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

**Approval of
Lease Renewal
for Livonia Little
Tots Nursery**

It was moved by Mr. Centers and supported by Mr. Roulier that the Board of Education of the Livonia Public Schools School District approve a lease agreement with Livonia Little Tots Nursery effective July 1, 2014 through June 30, 2015 for a total amount of \$164,853.00.

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

**Recall of
Teachers**

It was moved by Mrs. Bonifield and supported by Mrs. Laura that the Board of Education accept the recommendation of the superintendent and recall to district employment as teachers for the 2014-15 school year the persons listed below:

Haley Albertsen	(1.0) Kindergarten/Kennedy Elementary
Megan Bruestle	(1.0) Grade 6/Riley Upper Elementary
Carolyn Corp	(1.0) Grade 1/Grant Elementary
Kimberly Daugherty	(1.0) Grade 1/Hayes Elementary
Dawn Drabicki	(1.0) Grade 4/Garfield Elementary
Lisa Fritz (Cardenas)	(1.0) Grade 2/Grant Elementary
Stephanie Gidley	(1.0) Grade 1/Grant Elementary
Jillian Hall	(.7) Guidance Counselor/(.2) Health Care Plans & (.1) Guidance/Franklin High School (.2) Guidance/Emerson Middle School (.2) Guidance/Frost Middle School
Meris Hoppe	(.6) Teacher of Speech and Language/Student Services
Nicole Hunter	(1.0) Social Studies/Stevenson High School
Kathryn King	(.6) Science/Churchill High School
Kelly Kurkowski	(1.0) Social Studies/Stevenson High School
Jessica Kusku	(1.0) Teacher of the Visually Impaired/Student Services
Lisa Lee	(.9) Math/Stevenson High School
Melinda Magoulick	(1.0) Grade 1/Cleveland Elementary
Jessica Mathison	(1.0) Language Arts/Churchill High School

Richard Mestdagh	(1.0) Social Studies/Franklin High School
Janette Mow	(1.0) Guidance Counselor/(.7) Stevenson High School & (.3) Holmes Middle School
Meghan Ort	(1.0) Kindergarten/Grant Elementary
Amy Poteracki	(1.0) Kindergarten/Hayes Elementary
Amanda Raupp	(.2) Math/Churchill High School/ & (.2) Math/Livonia Career Center
Eric Schmidt	(1.0) Social Studies/Emerson Middle School
Marlene Scott	(1.0) Math/Churchill High School
Kelli Timmerman	(1.0) Language Arts/Emerson Middle School
Shanan Wheeler	(1.0) Science/Franklin High School

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

Approval of Teachers

It was moved by Mr. Roulier and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and offer employment for the 2014-15 school year to the following teachers:

Leah Clark, Ford ASD Program/Western Wayne Skill Center
Mari Igarashi Fox, Japanese Magnet School
Alison Yu, Japanese Magnet School
Sarah Zakem, Japanese Magnet School

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

Leave of Absence

It was moved by Mrs. McDonnell and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and approve the request for a leave of absence for Karen Ling, effective for the 2014-2015 school year.

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

Resignation

The Board was informed of the resignation of Kelly Stewart, effective July 29, 2014.

Retirement

It was moved by Mrs. Laura and supported by Mr. Roulier that the Board of Education of the Livonia Public Schools School District adopt resolutions of appreciation for the services rendered by:

Mary Beth Lorenz, who will retire from the district on September 30, 2014, and will have devoted 24.1 years of dedicated, loyal, and outstanding service to the students of Roosevelt Elementary School, Marshall Elementary School, Taylor Elementary School, Hoover Elementary School, and Cooper Upper Elementary School as a teacher.

Rosemary Manseau, who retired from the district on June 30, 2014, and devoted 14 years of dedicated, loyal, and outstanding service to the students of Livonia Career Technical Center and Stevenson High School as a teacher.

Karen Pence, who retired from the district on June 30, 2014, and devoted 16 years of dedicated, loyal, and outstanding service to the students of Perrinville Early Childhood Center as a teacher.

Catherine Phillips, who retired from the district on July 31, 2014, and devoted 5.1 of dedicated, loyal, and outstanding service to the students of Cass Elementary School, Kennedy Elementary School, Churchill High School, Johnson Elementary School, Grant Elementary School, and the Student Services Department as a S.A.F.E. Specialist and school social worker.

Jack Ray, who retired from the district on June 30, 2014, and devoted 13 years of dedicated, loyal, and outstanding service to the students of Western Wayne Skill Center as a teacher.

Pamela Timmerman, who retired from the district on June 30, 2014, and devoted 22 years of dedicated, loyal, and outstanding service to the students of Western Wayne Skill Center as a teacher and program specialist.

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

Second Reading and Adoption of Board Policy JGCD – Students, Medications:

It was moved by Mrs. Burton and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and adopt language for the following Board Policy:

**BOARD POLICY
 STUDENTS
 MEDICATIONS**

**JGCD
 August 18, 2014**

Except as otherwise provided by law or Board Policy, a school administrator, teacher, or other school employee designated by the school administration may administer medication to a student only in the presence of another adult, pursuant to written permission of the student's parents or guardian and only in compliance with the written instructions of a physician.

Epinephrine Auto Injectors

Students who are prescribed epinephrine to treat anaphylaxis shall be allowed to self-possess and self-administer the medication if they meet the conditions as stated in this policy and accompanying administrative procedures. Commencing with the 2014-15 school year, each school in the District shall have at least two (2) epinephrine auto-injectors (Epi-Pens) available at the school site. It shall be the responsibility of the Principal to be sure that the supply of Epi-Pens is maintained at the appropriate level and they have not expired. The Administrator of Student Services or his/her designee shall also be responsible for coordinating the training of District employees to administer Epi-Pen injections and to maintain the list of employees authorized to administer such injections.

Individuals Qualified to Administer

Only a licensed, registered professional nurse employed or contracted by the District or a school employee who has successfully passed the required training shall be allowed to possess and administer Epi-Pen injections to students. The persons authorized to use the District maintained Epi-Pens will be maintained in each school by the Principal, and shall be available on an electronically accessible site for employees' reference.

Each school shall have at least two (2) employees at that site who shall be appropriately trained in the use of an Epi-Pen. Training of employees on the appropriate use and administration of an Epi-Pen injection shall be done in accordance with any guidelines provided by the Michigan Department of Education, and shall be conducted under the supervision of a licensed registered professional nurse. The training shall include an evaluation by the nurse of the employees' understanding of the protocols for administering an Epi-Pen injection.

Students to Whom Injections May Be Administered

A licensed, registered, professional nurse or trained and authorized employees under this policy may administer Epi-Pen injections to: 1) any student who has a prescription on file with the District, in accordance with the directives in such prescription, and 2) any individual on school grounds who is believed to be having an anaphylactic reaction.

Reporting of Injections

Any person who administers an Epi-Pen injection to a student shall promptly notify the Principal/Building Administrator who shall be responsible for promptly notifying the student's parent/guardian that an injection has been administered.

All Epi-Pen injections by District employees to students shall be reported in writing to the Student Services Administrator or his/her designee. The report shall include whether the school's or student's Epi-Pen was used, and whether the student was

previously known to be subject to severe allergic reaction (anaphylaxis). The Student Services Administrator or his/her designee shall at least annually report to the Department of Education, in the form and manner determined by the Department, information on the number of injections provided to students, the number of injections with District Epi-Pens and the number of incidents where students were not known to be subject to severe allergic reactions.

The District will maintain procedures for obtaining a prescription, purchase, reorder, storage, and maintenance of at least two epinephrine auto-injectors in each school building.

Ayes: Bonifield, Burton, Centers, Johnson, Laura, McDonnell, Roulier
Nays: None

Adjournment

President Johnson adjourned the meeting at 7:53 p.m.

Off/Supt/jw