

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
May 19, 2014**

President Johnson convened the meeting at 7:02 p.m. in the Board Room, 15125 Farmington Road, Livonia.

Members Present	Tammy Bonifield, Colleen Burton, Dan Centers, Mark Johnson, Dianne Laura, Eileen McDonnell, Julie Robinson, Randy Roulier
Members Absent	None
District School Improvement Team Update	Mrs. Andrea Oquist, director of elementary programs, presented the Board with a summary of the work that was done this year by the District School Improvement Team (DSIT). She shared that the DSIT continues to focus on the creation of a new mission statement, as well as the ongoing monitoring of the District's school improvement goals and moving LPS toward their Shared Vision.
Student Art Gallery Recognition – Franklin High School	Stacy Jenkins, administrator of communications, recognized the artistic ability of students from Franklin High School and presented them with a certificate of recognition. The students pointed out their artwork and shared a few details about their piece. The following Franklin students had artwork on display: Michele Dimond, Madison Eisenhauer, Melanie Gorden, Ashley Mays, and Alexis Surmacz.
LPS Education Foundation Annual Update	Mrs. Diane Policelli, president of the LPS Education Foundation, provided the Board with an update on the activities of the Foundation, noting that the Foundation awarded grants to LPS schools totaling \$25,000; has 1,300 students enrolled in its <i>Competitive Edge College Savings Program</i> ; created an honorary board with 28 prominent civic and community leaders who will serve as ambassadors for the Foundation; and held its annual back-to-school event and annual luncheon. She thanked everyone who made this all possible by volunteering their time and/or making donations.
Gifts to Livonia Warriors Robotics Program	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 generous monetary and in-kind donations of \$5,000 from Denso International America; \$5,000 from AISIN Technical Center of America; \$1,500 from SABIC; and \$1,000 from each of the following companies: RCO Engineering, HM White, and Albert Kahn Associates to the Livonia Warriors Robotics Program.

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

**Michigan PTA
Administrator of
the Year Award
to
Superintendent
Randy Liepa**

Michigan PTA President Teresa Marhofer and President Elect Ruthann Jaquette, presented the Administrator of the Year Award to Superintendent Randy Liepa, in recognition of his exemplary service to students, staff, and the community. They thanked Dr. Liepa for his outstanding commitment to Livonia Public Schools.

Recess

President Johnson asked if Board members had any objection to taking about a ten minute recess to visit with guests. There were no objections, therefore the Board recessed at 8:00 p.m.

The meeting reconvened at 8:12 p.m.

**Written
Communication**

None

**Audience
Communication**

None

**Response to
Prior Audience
Communication**

None

Consent Agenda

It was moved by Mrs. Bonifield and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District approve the following consent agenda items as recommended by the superintendent:

- IV.A. Minutes of the Regular Meeting of April 14, 2014
- IV.B. Minutes of the Special Meeting of May 6, 2014
- IV.C. Minutes of the Special Meeting of May 7, 2014
- VI.A. Bills for Payment—May 20, 2014

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

**AdvancED
District
Accreditation
Presentation and
Team Effort
Award**

Mrs. Sheila Alles, director of academic services, presented an overview of the findings of the AdvancED External Review Team and their recommendation to renew the district's accreditation. She shared several commendations and recommendations that were given to the district by AdvancED.

Mrs. Alles extended her appreciation to the many individuals who were part of the District's Quality Assurance Review Team (QAR), whose charge was to monitor the District's school-based school improvement efforts, by presenting them with a Team Effort Award. Members of the 2013-2014 District QAR Team included:

Sheila Alles	Director of Academic Services, Central Office, Co-chair
Steve Archibald	Director of Secondary Programs, Central Office, Co-chair
Andrea Oquist	Director of Elementary Programs, Central Office, Co-chair
Dianne Laura	LPS Board Member
Kathy Donagrandi	Administrator, Student Services
Sarah Aherne	Assistant Principal, Cooper Upper Elementary
Joe Anderson	Principal, Churchill High School
Carol Carignan	Coordinator, Student Services
Mitzi Castelli	Curriculum Facilitator, Academic Services
Deb Clancy	Wayne RESA, School Improvement Consultant
Danielle Daniels	Principal, Kennedy Elementary
William Green	Principal, Garfield Elementary
Nan Kaufman	Curriculum Facilitator, Academic Services
Joan Livingston	Curriculum Facilitator, Academic Services
Theresa O'Brien	Principal, Hayes Elementary
Tammy Spangler-Timm	Principal, Randolph Elementary
Eric Stromberg	Principal, Holmes Middle School

Mrs. Alles also noted that the following retired individuals were previously members of the QAR Team and were also very instrumental in the successful work of the team:

Rob Freeman	LPS Board Member
Ann Kalec	Principal, Coolidge Elementary
Donna McDowell	Administrator of Communications
Linda Minsterman	Principal, Riley Upper Elementary
Carolyn Rakotz	Wayne RESA, School Improvement Consultant
Charlotte Worthen	Director of Elementary Programs

Expulsion of One Secondary Student

It was moved by Mrs. Burton and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District expel one Churchill High School student, grade 9, for serious violations of Livonia Public Schools' Board of Education policies.

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

Approval of Bid Results for Entryway and Window Treatment Projects

It was moved by Mr. Roulier and supported by Mrs. Burton that the Board of Education approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the entryways and window treatments project budgets for Cleveland, \$127,930; Coolidge, \$138,286 and Rosedale Elementary Schools, \$93,295; Cooper Upper Elementary School, \$112,783 and Frost Middle School, \$195,550; for a total amount of \$667,844 and

– 2013 Bond

authorize Superintendent Randy Liepa to negotiate and execute final contracts on behalf of Livonia Public Schools School District's Board of Education with the contractors on the Contractors Award Bids document from McCarthy & Smith, Inc.

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

**Approval of Bid
Results for
Security Services
– 2013 Bond**

It was moved by Mr. Centers and supported by Mr. Roulier that the Board of Education of the Livonia Public Schools School District approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the security services project budgets for the Phase I summer projects at Cleveland, Coolidge and Rosedale Elementary Schools, Cooper Upper Elementary School, and Frost Middle School for a total of \$50,402.18 and authorize Superintendent Randy Liepa to negotiate and execute final contracts on behalf of Livonia Public Schools School District's Board of Education with the contractors on the Contractors Award Bids document from Plante Moran Cresa.

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

**Approval of Bid
Results for Move
Management
- 2013 Bond**

It was moved by Mrs. Laura and supported by Mrs. McDonnell that the Board of Education approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the move management budgets for Cleveland, \$23,500; Coolidge, \$26,980 and Rosedale Elementary Schools, \$22,769; Cooper Upper Elementary School, \$24,432 and Frost Middle School, \$28,872 for a total of \$126,553 and authorize Superintendent Randy Liepa to negotiate and execute final contracts on behalf of Livonia Public Schools School District's Board of Education with the contractors on the Contractors Award Bids document from Plante Moran Cresa.

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

**Approval of
Resolution for
Best Practices
Incentive Grant**

It was moved by Mrs. Burton and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District adopt the resolution for the Financial Best Practice Incentive grant that is offered by the State of Michigan for the 2013-14 school year

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

**Approval of
Wayne RESA's
General Fund**

It was moved by Mr. Roulier and supported by Mrs. Laura, that the Board of Education of the Livonia Public Schools School District adopt a resolution

**Operating
Budget**

approving the General Fund Operating Budget for the 2014-2015 school year for the Wayne County Regional Educational Service Agency ("RESA").

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

**Approval of 2014-
2015 Cooperative
Education
Program
Agreements**

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 renewal of the Cooperative Agreements for the 2014-2015 school year as follows:

Northville Public Schools

- Career Technical Education (Northville students coming to LCTC)

Plymouth-Canton Community Schools

- Career Technical Education (Plymouth-Canton students coming to LCTC)

Crestwood Public Schools

- Career Technical Education (Crestwood students coming to LCTC)

Wayne Westland Community Schools

- Career Technical Education Exchange (Wayne-Westland students coming to LCTC and LPS students going to William D. Ford Career Technical Center)
- Alternative Education (LPS students going to Tinkham Center)

Redford Union

- Career Technical Education (Redford Union students coming to LCTC)

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

**Granting Tenure
Status to
Specified
Teachers**

It was moved by Mrs. Bonifield and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and grant tenure status to the following teachers effective on the respective dates:

Carrienne Braun	April 30, 2014
Kimberly Finney	March 4, 2014
Lisa Lee	May 9, 2014
Darci Licata	March 15, 2014
Anna McGuire	August 31, 2014
Jessica Scott	August 31, 2014
Elizabeth Turbiak	August 31, 2014
Courtney Wozniak	March 16, 2014
Daniel Yowell	August 31, 2014
Kristina Zubarev	August 31, 2014

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

**Leave of
Absence**

It was moved by Mr. Centers and supported by Mrs. McDonnell 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 **Lori Burkall** for the 2014-15 school year.

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

Retirements

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

Michelle Benedict, who will retire from the district on June 12, 2014, and will have devoted 20 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Franklin High School, Riley Upper Elementary School, and Frost Middle School.

Patricia Bremenour, who will retire from the district on August 20, 2014, and will have devoted 17 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a general clerk, bookkeeper, and secretary at Stevenson High School, Riley Middle School, and Churchill High School.

Patricia Campbell, who will retire from the district on June 30, 2014, and will have devoted 18.7 years of dedicated, loyal, and outstanding service to the students of Tyler Elementary School and Coolidge Elementary School as a teacher.

Cynthia Canney, who will retire from the district on June 30, 2014, and will have devoted 26 years of dedicated, loyal, and outstanding service to the students of Grant Elementary School and Roosevelt Elementary School as a special education paraprofessional; and as a teacher at Cooper Elementary School, Cleveland Elementary School and Coolidge Elementary School.

Mary Combs, who will retire from the district on May 30, 2014, and will have devoted 18.3 years of dedicated, loyal, and outstanding service to the students throughout the District as a Shared Time Supervisor and Administrator of Shared Time, Adult Education, and English as a Second Language programs.

Patricia Curd, who will retire from the district on June 30, 2014, and will have devoted 21.5 years of dedicated, loyal, and outstanding service to the students of Hayes Elementary School and Johnson Upper Elementary School as a teacher.

Geraldine Donahue, who will retire from the district on June 12, 2014, and will have devoted 28.2 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a bus driver and dispatcher with the Transportation Department.

Nancy Fischer, who will retire from the district on June 12, 2014, will have devoted 17.8 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Cleveland Elementary School, Buchanan Elementary School, and Perrinville Early Childhood Center.

Cheryl Graham, who retired from the district on April 30, 2014, and has devoted 14.8 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a bus driver with the Transportation Department.

William LaChance, who will retire from the district on June 30, 2014, and will have devoted 5.7 years of dedicated, loyal, and outstanding service to the students of Stevenson High School and Franklin High School as a teacher.

Joyce Mautone, who will retire from the district on June 30, 2014, and will have devoted 16 years of dedicated, loyal, and outstanding service to the students throughout the District as a school social worker.

Joy Rose, who will retire from the district on June 30, 2014, and has devoted 25 years of dedicated, loyal, and outstanding service to the students of McKinley Elementary School and Cleveland Elementary School as a learning specialist and teacher.

Tieng Wagner, who will retire from the district on June 30, 2014, and has devoted 28.1 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a custodian at Nankin Mills Elementary School, Garfield Elementary School, McKinley Elementary School, and Rosedale Elementary School.

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

Second Reading and Adoption of Board Policies:

**DI –
Accounting and
Reporting**

**DIB –
Financial Reports
and Statements**

**DID –
Audit/Published
Statement**

**DJCA –
Payday
Schedules**

**DK –
Student
Activities Fund
Management**

**EDDA –
Special Use of
School Buses**

It was moved by Mrs. Burton and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and adopt language, as listed below, for the following Board policies:

DI	Accounting and Reporting
DIB	Financial Reports and Statements
DID	Audit/Published Statement
DJCA	Payday Schedules
DK	Student Activities Fund Management
EDDA	Special Use of School Buses
EE	Food Services Management and Free & Reduced Price Meals
EGAE	Business Management - Annuities

BOARD POLICY

FISCAL MANAGEMENT

ACCOUNTING AND REPORTING

All income for the operation of the school district shall be reported to the Board of Education and shall be deposited immediately to the school district's bank accounts. Whenever applicable, funds shall be deposited to those accounts where interest can be earned.

Accounts shall be kept up-to-date and in order according to good auditing and state recommended procedures. The treasurer of the school district shall be responsible for the accounting of these funds and shall, through the superintendent, provide a report, through budget amendments three times per year, of all revenues to the Board of Education.

BOARD POLICY

FISCAL MANAGEMENT

FINANCIAL REPORTS AND STATEMENTS

The Board of Education shall receive a listing of expenditures and wire transfers at regular Board meetings.

The Board may require additional financial reports.

DI

MAY 19, 2014

DIB

MAY 19, 2014

**EE –
Food Services
Management and
Free & Reduced
Price Meals****BOARD POLICY
FISCAL MANAGEMENT
AUDIT/PUBLISHED STATEMENT****DID
MAY 19, 2014**

The Board of Education shall appoint an auditing firm who shall present an annual report of its findings as well as periodic reports upon request.
The audited financial statement shall be available on the district website and at district offices as soon as practicable after it has been presented to the Board.

**EGAE –
Business
Management -
Annuities****BOARD POLICY
FISCAL MANAGEMENT
PAYDAY SCHEDULES****DJCA
MAY 19, 2014**

See individual master agreements:

- AFSCME (American Federation of State, County & Municipal Employees)
- LCEA (Livonia Community Education Association)
- LEA (Livonia Education Association)
- LEADS (Livonia Educational Administrators)
- LPA (Livonia Paraprofessionals' Association)
- LSA (Livonia Secretarial Association)
- SEALS (Supervisory Employees' Association)

**BOARD POLICY
FISCAL MANAGEMENT
STUDENT ACTIVITIES FUND MANAGEMENT****DK
MAY 19, 2014**

The Board of Education authorizes the establishment and maintenance of a student activity account at each of the schools of the district. An administrator of the school shall be responsible for the proper administration of the financial activities of each student activity account in accordance with the provisions of state law and appropriate accounting practices and procedures. All monies collected shall be deposited in the student activity account at a local bank. All payments made from the student activity account shall have the approval of the administrator responsible for the student activity account.

The annual school district audit shall include an audit of student organization funds. Payment for the audit shall be made from district funds.

Reserves shall be limited to amounts estimated as necessary for the beginning of the following year's operation unless being used by agreement for multi-year fundraising efforts.

Monies raised by student organizations must be expended for the benefit of the students.

The superintendent shall establish appropriate rules and regulations for the implementation of this policy.

**BOARD POLICY
STUDENT TRANSPORTATION
SPECIAL USE OF SCHOOL BUSES****EDDA
MAY 19, 2014**

The Board will maintain a fleet of school district buses. Use of these buses is limited to the following:

1. Transporting students to the various educational programs of the Livonia Public Schools School District.
2. Transportation of non-public school students as required by law.
3. Transportation in support of field trips, activity programs, athletic programs, or other school related or school sponsored activities.

4. Transportation for activities sponsored and approved by the Department of Community Education Services.
5. Transportation for other school districts or local governmental agencies on an emergency basis as approved by the Superintendent.

Loaning, renting, leasing or otherwise making school district buses available to the general public or other agencies is not permitted.

BOARD POLICY**EE****BUSINESS MANAGEMENT****MAY 19, 2014****FOOD SERVICES MANAGEMENT AND
FREE AND REDUCED PRICE MEALS**

The district shall operate a school food service program in its schools as required by law. The supervisor of food services shall cooperate with each school principal in matters essential to the proper functioning of the food service program.

The Board of Education recognizes its responsibility to provide free and reduced price meals to eligible students. (Note: This sentence is taken in its entirety from Policy EEA, combining two policies into one)

BOARD POLICY**EGAE****BUSINESS MANAGEMENT****MAY 19, 2014****ANNUITIES**

See individual Master Agreements:

- AFSCME (American Federation of State, County & Municipal Employees)
- LCEA (Livonia Community Education Association)
- LEA (Livonia Education Association)
- LEADS (Livonia Educational Administrators)
- LPA (Livonia Paraprofessionals' Association)
- LSA (Livonia Secretarial Association)
- SEALS (Supervisory Employees' Association)

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

Adjournment

President Johnson adjourned the meeting at 9:58 p.m.

Off/Supt/jw