

**MINUTES  
BOARD OF EDUCATION  
Livonia Public Schools  
15125 Farmington Road  
Regular Meeting  
June 18, 2018**

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

**Members Present**

Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson

**Members Absent**

None

**Recognition of Marc Hage – MIAAA Athletic Director of the Year**

It was moved by Mrs. Burton and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District adopt a resolution recognizing Churchill High School Athletic Director Marc Hage as the 2019 Michigan Interscholastic Athletic Administrators Association's Athletic Director of the Year.

**LIVONIA PUBLIC SCHOOLS  
BOARD OF EDUCATION  
June 18, 2018**

**RESOLUTION**

***WHEREAS**, the Trustees of the Livonia Public Schools School District Board of Education are desirous of publicly recognizing excellence among employees of the school district; and*

***WHEREAS**, Marc Hage, Athletic Director at Churchill High School and member of the Michigan Interscholastic Athletic Administrators Association, has been named the 2019 MIAAA Athletic Director of the Year for the State of Michigan; and*

***WHEREAS**, Marc is a 28-year employee of Livonia Public Schools, first serving six years as a teacher, followed by 22 years as Athletic Director at Churchill High School, his alma mater; and*

***WHEREAS**, in achieving this honor, Marc has demonstrated outstanding leadership and dedication on the local and regional level of athletic administration; and*

***WHEREAS**, this adds to the many accomplishments Marc has achieved in his career, including being named Regional Athletic Director of the Year in 2002 and 2011; receiving the MIAAA National and State Level George Lovich Award of Merit; receiving the MIAAA Allen W. Bush Distinguished Service Award and serving as president of the Western Lakes Athletic Association and the Kensington Lakes Athletic Association for 12 years;*

***NOW, THEREFORE, BE IT RESOLVED**, that the Trustees of the Board of Education do hereby commend and congratulate Marc Hage on his outstanding accomplishments in high school athletics administration and thank him for the dedicated service he has rendered to interscholastic athletics locally, regionally and across the State of Michigan.*

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Gift to Franklin High School Food Pantry**

It was moved by Mrs. Frank and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District accept the generous monetary donations to the Food Pantry Program at Franklin High School, totaling \$27,857.82. These generous donations were made by the following organizations and individuals:

**Livonia Kids and Families (\$25,627.82)**  
**Mile City Church (\$2,130)**  
**George & Eunice Bageris (\$100)**

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**District Update from the Superintendent**

Superintendent Oquist shared the following:

- A Shout Out to LCTC students and teacher Melinda Bush for their accomplishments in the recent Games4Change competition. Students researched how to make the City of Detroit better, following a theme of Connected Cities, and 12 of 16 finalists were LCTC students!
- Congratulations to Charles McDougall, Stevenson graduate, for receiving Boy Scouting's highest award of Eagle Scout. Charles coordinated and assisted other scouts and volunteers in the construction of ten picnic benches for the Methodist Children's Home outdoor recreation and counseling center.
- A special Shout Out and thank you to many LPS staff who are not off for the summer and are just gearing up for the next ten weeks of preparing our District for the new school year.
- Mark your calendars for our annual Bounce-Back-to-School event on August 23, 5-8 p.m. at Riley Upper Elementary School. Proceeds from this event go to the LPS Foundation.

**Audience Communication**

**Lisa Brabeu** addressed the Board regarding investigative procedures at schools.

**Lynn O'Neil** addressed the Board to relay that former superintendent Dr. Randy Liepa will be presenting on public school finance at the Bennett Civic Center Library in Livonia on June 19, at 7 p.m.

The Board recessed at 7:29 p.m. to visit with guests and reconvened the meeting at 7:34 p.m.

**Written Communication**

None

**Response to  
Prior Audience  
Communication**

None

**Consent  
Agenda**

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

- V.A. Minutes of the Public Hearing of June 4, 2018
- V.B Minutes of the Special Meeting of June 4, 2018
- V.C. Minutes of the Closed Session of June 4, 2018
- V.D. Minutes of the Regular Meeting of June 4, 2018
- VI.A. Approval to Renew MHSAA Membership for 2018-19

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Approval to  
Purchase  
Algebra 2  
Textbooks**

It was moved by Mrs. Bradford and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District purchase the textbook *envision Algebra 2, 2018* for secondary Algebra 2 courses from Pearson Education, Inc. at a total cost of \$124,900.66.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Approval of  
Roofing Design  
& Construction  
Services Firm**

It was moved by Mrs. Bonifield and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District approve the recommendation of the Owner's Representative, Plante Moran CRESA, to award the contract for roofing design work and construction administration services on the summer 2019 roof replacement at Johnson Elementary to Roofing Technology Associates (RTA), Livonia, Michigan, for a total cost of \$48,000.00 and authorize the Superintendent or her designee to negotiate and execute final contract.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Approval to  
Purchase a  
Generator**

It was moved by Mrs. Frank and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District approve the purchase of a 100kW diesel generator for the Administration Complex from Cummins Sales and Service, New Hudson, Michigan in the amount of \$34,691.00.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Leave of  
Absence**

It was moved by Mr. Centers and supported by Mrs. Bonifield 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 as listed below:

<u>Name</u>	<u>Date Effective</u>
Mary Kay Hussey	2018-19 school year

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Retirements**

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

**Mitzi Castelli** will retire from the district on June 30, 2018, and has devoted 23 years of dedicated, loyal, and outstanding service to the students of Holmes Middle School and staff in Academic Services as a teacher and curriculum facilitator.

**Judith Gordon** will retire from the district on June 30, 2018, and has devoted 18 years of dedicated, loyal, and outstanding service to the students of Stevenson High School as a teacher.

**Cathlene Hedden** will retire from the district on June 15, 2018, and has devoted 22 years of dedicated, loyal, and outstanding service to the students of Cooper Elementary and Cleveland Elementary as a teacher.

**Denise Kimball** will retire from the district on June 18, 2018, and has devoted 15 years of dedicated, loyal, and outstanding service to the students of Kennedy Elementary, Cooper Upper Elementary, and Riley Upper Elementary as a teacher.

**John Moore** will retire from the district on June 18, 2018, and has devoted 21 years of dedicated, loyal, and outstanding service to the students of Bryant Center and Franklin High School as a teacher.

**Wayne Roberts** will retire from the district on June 29, 2018, and has devoted 38 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a custodian at McKinley and Cleveland Elementary schools, an employee of the Maintenance Department, and manager of the Maintenance Department.

**Laurie Van Aartsen** will retire from the district on June 18, 2018, and has devoted 30 years of dedicated, loyal, and outstanding service to the students of Coolidge Elementary, Adams Elementary, Cass Elementary, McKinley Elementary, Hoover Elementary, Hayes Elementary, and Buchanan Elementary as a teacher.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Letter of  
Understanding  
with LPA**

It was moved by Mrs. Bradford and supported by Mrs. Jarvis that the Board of Education enter into a Letter of Understanding with the Livonia Paraprofessionals' Association, whose agreement has been approved by LPA leadership. Said agreement is in reference to the establishment of GSRP Associate Teachers and Classroom Assistants into the Association.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Second  
Reading of  
Board Policy  
DA – Goals and  
Objectives**

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

**BOARD POLICY  
FISCAL MANAGEMENT  
GOALS AND OBJECTIVES**

**DA  
JUNE 18, 2018**

The Board of Education shall meet with the superintendent prior to the start of the fiscal year to determine the goals and objectives of the school system. These goals and objectives shall be factors in the development of the budget.

Purpose

1. Maintain an accurate record of all the details involved in school business transactions.
2. Provide a system to ensure that the resources of the school system will be safeguarded and used primarily for the benefit of the students of the system.
3. Enable school administrators and the School Board to plan future activities effectively.
4. Facilitate an analysis of how the school system spends its money, especially in terms of the requirements and educational policies inherent in the budget.
5. Provide a means for the school system to report to various local, state, and national groups concerning the financial operations and status of the school system, and also to compare its performance with other comparable districts.

**BOARD POLICY  
FISCAL MANAGEMENT  
GOALS AND OBJECTIVES**

**DA  
~~APRIL 14, 2014~~  
—Reviewed 5/2018**

The Board of Education shall meet with the superintendent prior to the start of the fiscal year to determine the goals and objectives of the school system. These goals and objectives shall be factors in the development of the budget.

Purpose

6. Maintain an accurate record of all the details involved in school business transactions.
7. Provide a system to ensure that the resources of the school system will be safeguarded and used ~~only~~ **primarily** for the benefit of the students of the system.
8. Enable school administrators and the School Board to plan future activities effectively.
9. Facilitate an analysis of how the school system spends its money, especially in terms of the requirements and educational policies inherent in the budget.
10. Provide a means for the school system to report to various local, state, and national groups concerning the financial operations and status of the school system, and also to compare its performance with other comparable districts.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Second  
Reading of  
Board Policy  
DB – Budget  
Goals and  
Objectives  
(formerly DCA)**

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

**BOARD POLICY  
FISCAL MANAGEMENT  
BUDGET GOALS AND OBJECTIVES**

**DB  
JUNE 18, 2018**

The budget of the school district shall:

1. Provide information on the educational activities for which public funds are being expended and the costs thereof.
2. Ensure the continuance of this educational program for the budgeted period of time.
3. Be regarded as an important public relations instrument as it communicates the prioritization of resources.
4. Serve as a means of financial control.
5. Provide the Board of Education and administration with the authority to make expenditures within the approved budget to support the educational programs.
6. Serve as a basis for determining the amount of revenue which must be obtained from local taxation.
7. Serve as an instrument that will facilitate accurate estimates of future expenditures.
8. Serve as an instrument by which the Board may study the expenditures of the District by budget categories, thus enabling them to better evaluate individual projects.

**BOARD POLICY  
FISCAL MANAGEMENT  
BUDGET GOALS AND OBJECTIVES**

**~~DCA~~ DB  
~~JUNE 20, 1988~~**

The budget of the school district ~~should~~ shall:

9. ~~Indicate to the people of the school district what it costs in dollars and cents to offer a particular type of educational program.~~ Provide information on the educational activities for which public funds are being expended and the costs thereof.
10. Ensure the continuance of this educational program for the budgeted period of time.
11. ~~Provide information on the educational activities for which public funds are being expended and is~~ Be regarded as an important public relations instrument as it communicates the prioritization of resources.
12. Serve as a means of financial control.
13. Provide the Board of Education and administration with the authority to make

expenditures within a ~~pattern established by a predetermined educational program~~  
the approved budget to support the educational programs.

- 14. Serve as a basis for determining the amount of revenue which must be obtained from local taxation.
- 15. Serve as an instrument that will facilitate accurate estimates of future expenditures.
- 16. Serve as an instrument by which the Board may study the expenditures of the District by budget categories, thus enabling them to better evaluate individual projects.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Board Policy  
DC – Budget  
Preparation and  
Adoption  
(formerly DCC)**

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

<b>BOARD POLICY</b>	<b>DC</b>
<b>FISCAL MANAGEMENT</b>	<b>JUNE 18, 2018</b>
<b>BUDGET PREPARATION AND ADOPTION</b>	

It shall be the responsibility of the superintendent to have prepared prior to the beginning of the fiscal year a tentative budget for the following school year. This tentative budget shall include all the anticipated revenues and expenditures for the coming school year.

Upon receipt of the tentative budget, the Board of Education shall delegate to the superintendent the responsibility to establish all budget meeting dates in accordance with law.

Prior to final adoption of the budget, the Board of Education shall publish, in accordance with laws, in a newspaper having a general circulation throughout the district a notice of its intent to review and adopt the final budget in a public hearing. The notice shall appear at least seven days prior to the Board meeting and shall include such information as the date, time, and place of such hearing.

At this public hearing, the Board shall provide copies of budget summaries for the general public, utilizing the State’s school accounting codes. It is further the intent of the Board that these same copies shall be available to the public one week prior to the budget review meeting.

The Board of Education shall adopt the budget at a formal Board meeting. The superintendent shall provide periodic reports to the Board of Education which show the status of all of the District’s funds in the various state school accounting codes.

Copies of the final adopted budget shall be available at the Board of Education office and on the District website.

<b>BOARD POLICY</b>	<b>DCCDC</b>
<b>FISCAL MANAGEMENT</b>	<b>APRIL 14, 2014</b>
<b>BUDGET PREPARATION AND ADOPTION</b>	

It shall be the responsibility of the superintendent to have prepared prior to the beginning of the fiscal year a tentative budget for the following school year. This tentative budget shall include all the anticipated ~~receipts~~ revenues and expenditures

for the coming school year.

Upon receipt of the tentative budget, the Board of Education shall delegate to the superintendent the responsibility to establish all budget meeting dates in accordance with law.

Prior to final adoption of the budget, the Board of Education shall publish, in accordance with laws, in a newspaper having a general circulation throughout the district a notice of its intent to review and adopt the final budget in a public hearing. The notice shall appear at least seven days prior to the Board meeting and shall include such information as the date, time, and place of such hearing.

At this public hearing, the Board shall provide copies of budget summaries **for the general public, by state code classification utilizing the State's school accounting codes.** ~~for the general public.~~ It is further the intent of the Board that these same copies shall be available to the public one week prior to the budget review meeting.

The Board of Education shall adopt the budget at a formal Board meeting. The superintendent shall provide periodic reports to the Board of Education which show the status of all of the ~~Board's~~ **District's** funds in the various state school accounting codes.

Copies of the final adopted budget shall be available at the Board of Education office and on the District website.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Board Policy  
DCDA – Budget  
Publications/  
Public Review  
(removal of  
policy)**

It was moved by Mrs. Frank and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and **remove Board Policy DCDA – Budget Publications/Public Review**, which has been incorporated into Board Policy DC – Budget Preparation and Adoption

~~(This policy was incorporated into Policy DC above)~~

~~**BOARD POLICY** **DCDA**  
**FISCAL MANAGEMENT** **JUNE 20, 1988**  
**BUDGET PUBLICATIONS/PUBLIC REVIEW**~~

~~Prior to final adoption of the budget, the Board of Education shall publish, in accordance with laws, in a newspaper having a general circulation throughout the district a notice of its intent to review and adopt the final budget in a public hearing. The notice shall appear at least seven days prior to the Board meeting and shall include such information as the date, time and place of such hearing.~~

~~At this public hearing, the Board shall provide copies of budget summaries by state code classification for the general public. It is further the intent of the Board that these same copies shall be available to the public one week prior to the budget review meeting.~~

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None



**Board Policy  
DCE – Final  
Adoption of  
Budget  
(removal of  
policy)**

It was moved by Mr. Centers and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and **remove Board Policy DCE – Final Adoption of Budget**, which has been incorporated into Board Policy DC – Budget Preparation and Adoption.

(This policy was incorporated into Policy DC above)

~~**BOARD POLICY  
FISCAL MANAGEMENT  
FINAL ADOPTION OF BUDGET**~~

~~**DCE  
APRIL 14, 2014**~~

~~The Board of Education shall adopt the budget at a formal Board meeting. The superintendent shall provide periodic reports to the Board of Education which show the status of all of the Board's funds in the various state school accounting codes.~~

~~Copies of the final adopted budget shall be available at the Board of Education office and on the district website.~~

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Board Policy  
DD – Line Item  
Transfer  
Authority  
(formerly DCI)**

It was moved by Mrs. Bradford 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 Board Policy language for:

**BOARD POLICY  
FISCAL MANAGEMENT  
LINE ITEM TRANSFER AUTHORITY**

**DD  
JUNE 18, 2018**

No Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education through the budget and in keeping with the fiscal policies adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

The superintendent is charged with the general supervision of the execution of the budgets adopted by the Board and shall hold accountable the employees of the school district who are responsible for those budgets and for adhering to fiscal Board policies. Commensurate with this charge and for purposes of meeting emergency needs, the superintendent is authorized to transfer between codes an amount not to exceed \$50,000 prior to approval by the Board of Education.

**BOARD POLICY  
FISCAL MANAGEMENT  
LINE ITEM TRANSFER AUTHORITY**

~~**DCI  
JUNE 20, 1988**~~

No Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education **through the budget** and in keeping with the **fiscal policies** ~~budgetary policy statement~~ Board adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

The superintendent is charged with **the** general supervision of the execution of ~~the~~ budgets adopted by the Board and shall hold **accountable** ~~the department heads~~ **employees of the school district who are** responsible for ~~the performance of their responsibilities within the budgetary policy statement~~ **those budgets and for adhering to**

**fiscal Board policies** adopted by the Board. Commensurate with this charge and for purposes of meeting emergency needs, the superintendent is authorized to transfer between codes an amount not to exceed \$50,000 prior to approval by the Board of Education.

Ayes: Bonifield, Bradford, Burton, Centers, Frank, Jarvis, Johnson  
Nays: None

**Adjournment**

President Johnson adjourned the meeting at 8:18 p.m.

**Off/Supt/jw**