

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
April 14, 2014**

President Johnson convened the meeting at 7:01 p.m. in the Board Room, 15125 Farmington Road, Livonia.

Members Present Tammy Bonifield, Colleen Burton, Mark Johnson, Dianne Laura, Eileen McDonnell, Julie Robinson, Randy Roulier

Members Absent None

Senator Anderson Donates Books Senator Anderson addressed the Board to present a copy of two books for the library of each elementary school, in celebration of March's Reading Month.

Student Art Gallery Recognition – Livonia Career Technical Center Stacy Jenkins, administrator of communications, recognized the artistic ability of students from the Livonia Career Technical Center and presented them with a certificate of recognition. The students pointed out their artwork and shared a few details about their piece. The following Career Center students had artwork displayed: Franklin 12th grade students Rachel Burr, James Crandall, Michele Dimond, and Husayn Jaber; and Stevenson 12th grade student Jennifer Vusich.

Golden Apple Award – Kristy DeGhetto Mrs. Jenkins recognized the Golden Apple honoree Kristy DeGhetto, parent volunteer at Roosevelt. Trustee Burton congratulated Kristy, thanked her for her dedication, and presented her with a Golden Apple plaque and pin.

State Champs It was moved by Mr. Roulier and supported by Mrs. Burton, that the Board of Education of the Livonia Public Schools School District adopt resolutions recognizing Stevenson High School swimmer Nick Arakelian for achieving the 2014 Michigan High School Athletic Association Division 1 state record in the 500-yard freestyle and overall state record in the 200-yard Individual Medley and for being named the State of Michigan Swimmer of the Year; and Franklin High School wrestler Jordan Atienza, for capturing the MHSAA Division 1 state championship in the 160-pound class.

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

Classrooms and Kids Budget Proposal It was moved by Mrs. Bonifield and supported by Mrs. McDonnell, that the Board of Education of the Livonia Public Schools School District adopt a resolution to support State school funding through the *Classrooms and Kids* budget proposal.

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

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 7:41 p.m.

The meeting reconvened at 7:54 p.m.

**Written
Communication**

None

**Audience
Communication**

The following people addressed the Board regarding the proposed Limited Schools of Choice program: Dennis Creedon, Gail Cretu, and Michael Cretu.

**Response to
Prior Audience
Communication**

None

Consent Agenda

It was moved by Mrs. Robinson and supported by Mr. Roulier 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 March 17, 2014
- IV.B. Minutes of the Special Meeting of March 24, 2014
- IV.C. Minutes of the Closed Session of March 24, 2014
- IV.D. Minutes of the Special Meeting of April 9, 2014
- VI.A. Bills for Payment—April 15, 2014

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

**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 Frost Middle School student, grade 7, for serious violations of Livonia Public Schools' Board of Education Policies.

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

**Approval of Bid
Results for
Demolition of
Nankin Mills and
Washington**

It was moved by Mrs. McDonnell and supported by Mrs. Burton that the Board of Education, based upon the recommendation of the Director of Business Services Lisa Abbey, authorize the District Engineer James McMuldloch to prepare the contracts for Livonia Public Schools District with Ahern Contracting, Inc. of Chesterfield, Michigan to demolish Nankin Mills School for a cost of \$186,432.00 and International Construction, Inc. of Shelby Township, Michigan to demolish Washington School for a cost of \$179,900.00, for a total cost of \$366,332.00. Also move that upon receipt of

the contracts, approved payment and performance bonds, Lisa Abbey is authorized to sign said contracts on behalf of Livonia Public Schools' Board of Education.

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

Approval of Bid Results for Lawn Cutting Equipment – 2013 Bond

It was moved by Mrs. Laura and supported by Mrs. Robinson that the Board of Education of the Livonia Public Schools School District accept the bid recommendation for four (4) Grasshopper 930D Zero Turning Lawn Mowers from J & R Tractor, Monroe, Michigan for a total amount of \$57,056.00.

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

Approval of Bid Results for Emerson Boiler Room Drainage Project

It was moved by Mrs. Bonfield and supported by Mrs. Laura that the Board of Education, based upon the recommendation of the Construction Manager, George W. Auch & Company, authorize the Construction Manager to prepare the contracts for Livonia Public Schools District for a total amount of \$97,500.00. Also move that upon receipt of the contracts executed by the contractors and approved payment and performance bonds, Lisa Abbey, Director of Business Services, is authorized to sign said contracts on behalf of Livonia Public Schools' Board of Education.

Ayes: Bonifield, Burton, Johnson, Laura, Robinson, Roulier
Nays: McDonnell

Special Election on August 5, 2014 for Operating and Sinking Fund Millage Renewals

It was moved by Mr. Roulier and supported by Mrs. Bonfield that the Board of Education of the Livonia Public Schools School District call for an election of August 5, 2014, and adopt a resolution for millage renewal proposals.

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

Wayne County Regional Enhancement Millage

It was moved by Mrs. Burton and supported by Mrs. Bonifield, that the Board of Education of the Livonia Public Schools School District adopt a resolution requesting the Wayne County Regional Educational Service Agency (Wayne RESA) to submit to its electors the question of a regional enhancement millage proposal for 2.0 mills for a period of six years, 2014 to 2019 inclusive, at the state primary election on August 5, 2014.

Ayes: None
Nays: Bonifield, Burton, Johnson, Laura, McDonnell, Robinson, Roulier
Motion failed

Limited Schools of Choice Program

It was moved by Mrs. Laura and supported by Mrs. Robinson, that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent to participate in Limited Schools of Choice under Section 105c for the 2014-15 school year. Openings to

include: up to ten (10) students at each grade K-4; and up to five (5) students at each grade 5-6, for a total of 60 students.

Ayes: Bonifield, Burton, Johnson, Laura, Robinson, Roulier
Nays: McDonnell

Approval of Contract with Microsoft Enterprise

It was moved by Mrs. McDonnell and supported by Mrs. Robinson that the Board of Education of the Livonia Public Schools School District accept the bid recommendation from Microsoft Enterprise for Microsoft Operating System and enter into a three-year contract. Also move that the Board authorize the superintendent or his designee to sign said contract on behalf of the Livonia Public Schools' Board of Education. The annual subscription cost is \$81,495.27, for a total of \$244,485.81 for three years.

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

Leave of Absence

It was moved by Mrs. Robinson 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 personal leave of absence for Jessica Dzienis for the 2014-15 school year.

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

Resignations

The Board was informed of the resignation of:

<u>Name</u>	<u>Date Effective</u>
Abigail Barbuto	June 30, 2014
Kevin Casey	June 30, 2014
David Crispin(as a teacher)	June 30, 2014
Kathryn DePerro	June 30, 2014
Bridget Rzuezko	March 31, 2014

Retirements

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

Lisa Brundage, who will retire from the district on June 12, 2014, and will have devoted 25.7 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Stevenson High School and Western Wayne Skill Center.

Sandra Butski, who will retire from the district on July 31, 2014, and will have devoted 15 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a secretary at Churchill High School and Franklin High School.

Janet Haas, who will retire from the district on June 30, 2014, and will have devoted 43.5 years of dedicated, loyal, and outstanding service to the students of Riley Junior High School, Holmes Junior High School, Emerson Junior High School, Churchill High School, and Livonia Career Technical Center as a teacher; Stevenson High School as assistant principal; and Livonia Career Technical Center as principal.

Lawrence Henkel, who will retire from the district on June 12, 2014, and will have devoted 17 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Bentley Center, Stevenson High School, and Western Wayne Skill Center.

Cynthia Hunter, who will retire from the district on June 12, 2014, and will have devoted 23.2 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Western Wayne Skill Center.

Deborah Koch, who will retire from the district on June 30, 2014, and will have devoted 37.4 years of dedicated, loyal, and outstanding service to the students of Kennedy Elementary School, Tyler Elementary School, McKinley Elementary School, and Buchanan Elementary School as a teacher.

Christine Mitchell, who will retire from the district on June 30, 2014, and will have devoted 10.4 years of dedicated, loyal, and outstanding service to the students of Stevenson High School and Churchill High School as a teacher.

Barbara Monasterski, who will retire from the district on June 30, 2014, and will have devoted 17 years of dedicated, loyal, and outstanding service to the students of Churchill High School, Webster Elementary School, and Western Wayne Skill Center as a teacher.

Christine Schulte, who will retire from the district on June 30, 2014, and will have devoted 17 years of dedicated, loyal, and outstanding service to the students of Adams Elementary School and Roosevelt Elementary School as a teacher.

Stephanie Smith, who will retire from the district on July 30, 2014, and will have devoted 19.6 years of dedicated, loyal, and outstanding service to the students at Nankin Mills Elementary School as an Elementary Student Assistance and Family Education Specialist; and, as a school social worker with the Student Services Department, Buchanan Elementary School, Cass Elementary School, and Perrinville Early Childhood Center.

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

Second Reading and Adoption of Board Policies and Bylaws

It was moved by Mrs. Bonifield 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 language, as listed below, for the following:

BD(1) – Formulation of Bylaws

Bylaw BD(1)
Bylaw BDD
Policy DA
Policy DCC
Policy DCE
Policy DFB

Board Operations – Formulation of Bylaws
Board Operations – Board Policy Dissemination
Fiscal Management – Goals and Objectives
Fiscal Management – Budget Preparation
Fiscal Management – Final Adoption of Budget
Fiscal Management – Federal and State Aid

BDD – Board Policy Dissemination

DA – Goals and Objectives

DCC – Budget Preparation

DCE – Final Adoption of

**BYLAWS OF THE BOARD
BOARD OPERATIONS
FORMULATION OF BYLAWS**

**BD(1)
APRIL 14, 2014**

The Board of Education defines "bylaw" as a rule or regulation for the purpose of governing internal operations of the Board and recognizes that many bylaws are mandatory through Michigan general school laws. Changes in bylaws that do not have this source of origin may be made by a vote of a majority of the Board members provided the following notification and review procedure is applied:

Budget

DFB – Federal and State Aid

A Board member requesting a review, change, or adoption of a bylaw shall notify the president by submitting a written statement of the bylaw change at least seven days in advance of the regular meeting he/she wishes the bylaw considered. The president will schedule the request on the agenda, notify the superintendent, and provide Board members materials or information which may be of value in consideration.

Final written form of the proposed bylaw shall be determined by a majority of the Board. Consideration of the bylaw's final written form will be scheduled for the following regular meeting and shall require an affirmative vote of a majority of the Board. Bylaws so established shall have immediate effect.

**BYLAWS OF THE BOARD
BOARD OPERATIONS
BOARD POLICY DISSEMINATION**

**BDD
APRIL 14, 2014**

The superintendent shall create and maintain an orderly plan for preserving and making accessible the policies adopted by the Board and the rules and regulations needed to put them into effect.

The superintendent shall provide access to an up-to-date policy collection for members of the Board and all employees of the school system.

Because the Board policy handbook is a matter of public record, it shall be open for inspection at the Board office during the working day and on the district website.

**BOARD POLICY
FISCAL MANAGEMENT
GOALS AND OBJECTIVES**

**DA
APRIL 14, 2014**

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 only 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
BUDGET PREPARATION**

**DCC
APRIL 14, 2014**

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 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.

**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

**BOARD POLICY
FISCAL MANAGEMENT
FEDERAL AND STATE AID**

**DFB
APRIL 14, 2014**

The Board of Education may accept federal funds and state categorical funds and administer them as directed by law.

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

First Reading of Board Policies:

Policy Chair Mrs. Burton relayed that the policies below were previously reviewed by Board members and the suggested changes were made either to bring the policies up to date with current practice or state law, or are simply grammatical changes. These policies are on the agenda for a first reading and will be brought to the next regular Board meeting for a second reading and possible adoption.

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 - Annuities

**BOARD POLICY
FISCAL MANAGEMENT
ACCOUNTING AND REPORTING**

**DI
~~JUNE 20, 1988~~**

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 ~~monthly~~ report, **through budget amendments three times per year**, of all revenues to the Board of Education.

**BOARD POLICY
FISCAL MANAGEMENT
FINANCIAL REPORTS AND STATEMENTS**

**DIB
~~JUNE 20, 1988~~**

The Board of Education shall receive ~~monthly statements~~ **a listing** of expenditures and ~~receipts wire transfers at regular Board meetings~~.

The Board may require additional financial reports.

**BOARD POLICY
FISCAL MANAGEMENT
AUDIT/PUBLISHED STATEMENT**

**DID
~~JUNE 20, 1988~~**

The Board of Education shall appoint an auditing firm ~~each year~~ who shall present an annual report of its findings as well as periodic reports upon request.

The audited financial statement shall be ~~published in a local newspaper~~ **available on the district website and at district offices** as soon as practicable after it has been presented to the Board.

**BOARD POLICY
FISCAL MANAGEMENT
PAYDAY SCHEDULES**

**DJCA
~~JUNE 20, 1988~~**

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/JHB
~~JUNE 20, 1988~~**

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
~~SEPTEMBER 16, 2013~~**

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
BUSINESS MANAGEMENT
FOOD SERVICES MANAGEMENT AND FREE AND REDUCED PRICE MEALS**

**EE
JUNE 20, 1988**

The district shall operate a school ~~lunch~~ **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
BUSINESS MANAGEMENT
ANNUITIES**

**EGAE
JUNE 20, 1988**

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)

Adjournment

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

Off/Supt/jw