

**MINUTES  
BOARD OF EDUCATION  
Livonia Public Schools  
15125 Farmington Road  
Regular Meeting  
March 17, 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, Mark Johnson, Dianne Laura, Eileen McDonnell, Julie Robinson, Randy Roulier
- Members Absent** None
- Student Art Gallery Recognition – Churchill High School** Mrs. Stacy Jenkins, administrator of communications, recognized the artistic ability of students from Churchill High School and presented the students with a certificate of recognition. Each student pointed out their artwork and shared a few details about their piece. The following Churchill students had artwork on display: Garrett Byron, Camyle Cryderman, Caroline Hocking, Zachary Smith, and Lauren Saint Pierre.
- Gift from Perrinville Early Childhood Center PTA** It was moved by Mr. Roulier and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District accept the generous gift, totaling \$4,675.72, from the Perrinville Early Childhood Center PTA to Perrinville for instructional technology.
- Ayes: Bonifield, Burton, Johnson, Laura, McDonnell, Robinson, Roulier  
Nays: None
- Gift from DonorsChoose.org to Webster Elementary** It was moved by Mrs. Burton and supported by Mrs. Robinson that the Board of Education of the Livonia Public Schools School District accept the generous gift of a 3-D printing bundle, called MakerBot Academy Bundle, valued at \$2,874 for classroom use at Webster Elementary.
- Ayes: Bonifield, Burton, Johnson, Laura, McDonnell, Robinson, Roulier  
Nays: None
- Read Across America Resolution** 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 in recognition of *Read Across America* during the month of March 2014.
- Ayes: Bonifield, Burton, Johnson, Laura, McDonnell, Robinson, Roulier  
Nays: None
- Recess** President Johnson asked if Board members had any objection to taking a five to ten minute recess to visit with guests. There were no objections, therefore the Board recessed at 7:20 p.m.

The meeting reconvened at 7:31 p.m.

**Written  
Communication**

None

**Audience  
Communication**

None

**Response to Prior  
Audience  
Communication**

None

**Consent Agenda**

It was moved by Mrs. Robinson and supported by Mrs. Burton 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 February 10, 2014

VI.A. Bills for Payment—March 18, 2014

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

**Quarterly Report  
for Focus Schools**

Mrs. Sheila Alles, Director of Academic Services, provided information to the Board about steps the district is taking to reduce student achievement gaps in our five Focus Schools – Cass Elementary, Garfield Elementary, Frost Middle School, Churchill High School, and Franklin High School.

**Approval of  
Construction Bid  
Results for  
Cleveland,  
Coolidge, and  
Rosedale – 2013  
Bond**

It was moved by Mrs. McDonnell and supported by Mrs. Bonifield that the Board of Education approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the construction project budgets for Cleveland Elementary, \$2,619,964; Coolidge Elementary, \$2,737,810; and Rosedale Elementary, \$1,883,184 for a total of \$7,240,908 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 list of Contractors Awarded Bid document from the Construction Manger, McCarthy & Smith, Inc.

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

Abstain: Burton (family member may provide supplies to some of the companies listed on the McCarthy & Smith document)

**Approval of  
Construction Bid  
Results for Cooper  
and Frost – 2013  
Bond**

It was moved by Mrs. Laura and supported by Mrs. Burton that the Board of Education approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the construction project budgets for Cooper Upper Elementary, \$4,185,652 and Frost Middle School, \$4,929,313 for a total of \$9,114,965 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 list of Contractors Awarded Bids from Barton Malow Company.

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

**Approval of  
Abatement Bid  
Results for  
Cleveland,  
Coolidge, and  
Rosedale – 2013  
Bond**

It was moved by Mrs. Bonifield and supported by Mrs. McDonnell, that the Board of Education approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the abatement project budgets for Cleveland, \$107,279; Coolidge, \$501,537 and Rosedale Elementary School, \$107,040 for a total of \$715,856 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 list of Contractors Awarded Bids document from Nova Environmental, Inc.

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

**Approval of  
Abatement Bid  
Results for Cooper  
and Frost – 2013  
Bond**

It was moved by Mrs. Robinson and supported by Mr. Roulier that the Board of Education approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the abatement project budgets for Cooper Upper Elementary, \$165,840 and Frost Middle School, \$441,115 for a total of \$606,955 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 list of Contractors Awarded Bids document from Environmental Testing and Consulting, Inc.

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

**Approval of Bid  
Results for High  
School Press  
Boxes – 2013  
Bond**

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 high school press boxes project budgets for Churchill, Franklin, and Stevenson High School, for a total of \$531,989 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 list of Contractors Award Bids document from George W. Auch Company.

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

**Approval of Bid  
Results for  
Structured Cabling  
– 2013 Bond**

It was moved by Mrs. Burton and supported by Mrs. Robinson that the Board of Education approve the recommendation from the district's Technology Designer, Barton Malow Company, to appoint Amcomm Telecommunications as the contractor for the structured cabling portion of the 2013 bond for a total amount of \$615,593; and authorize

Superintendent Randy Liepa to negotiate and execute final contracts on behalf of Livonia Public Schools School District's Board of Education.

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

**Approval of Bid Results for Network Electronics, Wireless Infrastructure and Phone System – 2013 Bond**

It was moved by Mrs. McDonnell and supported by Mrs. Laura that the Board of Education approve the recommendation from the district's Technology Designer, Barton Malow Company, to appoint Netech Corporation as the contractor for the network electronics, wireless infrastructure and phone system portions of the 2013 bond for a total amount of \$3,815,312; and authorize Superintendent Randy Liepa to negotiate and execute final contracts on behalf of Livonia Public Schools School District's Board of Education.

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

**Approval of Bid Results for Public Address and Classroom Soundfield Systems – 2013 Bond**

It was moved by Mrs. Laura and supported by Mr. Roulier that the Board of Education approve the recommendation from the district's Technology Designer, Barton Malow Company, to appoint Sound Engineering as the contractor for the public address and classroom soundfield system portions of the 2013 bond for a total amount of \$2,614,881; and authorize Superintendent Randy Liepa to negotiate and execute final contracts on behalf of Livonia Public Schools School District's Board of Education.

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

**Adoption of 2013-2014 Second Budget Amendments**

It was moved by Mrs. Bonifield and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District adopt the following amended budgets for the 2013-14 school year: General Operating, Special Education Fund, Debt Retirement Fund, 2013 Bond Fund, Building and Site Technology Fund, Technology Bond Fund, Sinking Fund Capital Projects Fund, 2012 Capital Projects Fund, Food Service Fund, Health and Welfare Fund, Athletic Fund, Scholarship Fund and Funded Projects Fund.

**RESOLUTION FOR BUDGET ADOPTION  
BY THE BOARD OF EDUCATION  
LIVONIA PUBLIC SCHOOLS**

RESOLVED, that the general appropriation for Livonia Public Schools for revenue for the fiscal year 2013-14 General Fund is amended as follows:

<b>REVENUE</b>	<b>13/14 ADOPTED</b>	<b>13/14 FIRST AMENDED</b>	<b>13/14 SECOND AMENDED</b>
Local	\$ 27,857,110	\$ 28,090,039	\$ 28,008,639
State	\$ 108,368,598	\$ 105,990,825	\$ 109,078,747
Federal	\$ 40,000	\$ 40,000	\$ 41,700
Incoming Transfers & Other Transactions	\$ 2,512,000	\$ 2,184,000	\$ 2,218,376
<b>Total Revenue</b>	<b>\$ 138,777,708</b>	<b>\$ 136,304,864</b>	<b>\$ 139,347,462</b>
Beginning Fund Balance as of 7/1/2013			
Non-spendable			
Unassigned	\$ 2,984,330	\$ 2,984,330	\$ 2,984,330
Assigned	\$ 1,861,756	\$ 3,763,178	\$ 3,763,178
<b>Total Beginning Fund Balance as of 7/1/2013</b>	<b>\$ 4,846,086</b>	<b>\$ 6,747,508</b>	<b>\$ 6,747,508</b>
<b>Total Fund Balance and Revenues Available to Appropriate</b>	<b>\$ 143,623,794</b>	<b>\$ 143,052,372</b>	<b>\$ 146,094,970</b>

The property tax adopted to be levied to support General Fund Operating purposes is 18.00 mills non-homestead and 6.00 mills on Commercial Personal Property

**RESOLUTION FOR BUDGET ADOPTION  
BY THE BOARD OF EDUCATION  
LIVONIA PUBLIC SCHOOLS**

RESOLVED, that the general appropriation for Livonia Public Schools for expenditures for the fiscal year 2013-14 General Fund is amended as follows:

<b>EXPENDITURES</b>	<b>13/14 ADOPTED</b>	<b>13/14 FIRST AMENDED</b>	<b>13/14 SECOND AMENDED</b>
<b>INSTRUCTION</b>			
Basic Programs	\$ 71,168,222	\$ 70,775,523	\$ 72,720,764
Added Needs	12,762,425	12,406,471	12,617,919
Adult & Continuing Education	502,786	474,607	506,336
<b>Total Instruction</b>	<b>\$ 84,433,433</b>	<b>\$ 83,656,601</b>	<b>\$ 85,845,019</b>
<b>SUPPORTING SERVICES</b>			
Pupil	\$ 8,905,953	\$ 9,064,851	\$ 9,410,093
Instructional Staff	6,550,881	6,532,326	6,707,134
General Administration	810,026	748,246	776,054
School Administration	9,311,066	9,158,732	9,400,298
Business	4,537,883	4,424,580	3,652,178
Operations	13,785,224	13,512,871	14,135,151
Transportation	6,922,168	6,854,112	6,941,659
Central	2,683,922	2,654,200	2,678,141
<b>Total Supporting Services</b>	<b>\$ 53,507,123</b>	<b>\$ 52,949,918</b>	<b>\$ 53,700,708</b>
<b>COMMUNITY SERVICES</b>			
Custody & Child Care	\$ 2,181,428	\$ 2,163,532	\$ 2,193,237
<b>Total Community Services</b>	<b>\$ 2,181,428</b>	<b>\$ 2,163,532</b>	<b>\$ 2,193,237</b>
<b>OPERATION TRANSFERS AND OTHER</b>			
Transfers to Other Districts	\$ 50,000	\$ 50,000	\$ 50,000
Transfers to Other Funds	1,590,054	1,467,954	1,518,000
Other Transactions	-	-	3,000
<b>Total Operating Transfers and Other</b>	<b>\$ 1,640,054</b>	<b>\$ 1,517,954</b>	<b>\$ 1,571,000</b>
<b>TOTAL APPROPRIATED-GENERAL FUND</b>	<b>\$ 141,762,038</b>	<b>\$ 140,288,005</b>	<b>\$ 143,309,964</b>
<b>ANTICIPATED FUND BALANCE AS OF 7/1/2014</b>			
Assigned	\$ -	\$ -	\$ -
Unassigned	\$ 1,861,756	\$ 2,764,367	\$ 2,785,006
<b>Total Anticipated Fund Balance as of 7/1/2014</b>	<b>\$ 1,861,756</b>	<b>\$ 2,764,367</b>	<b>\$ 2,785,006</b>

All unassigned fund balance is available for appropriation in the subsequent budget year.

# SPECIAL EDUCATION FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 1,097,020	\$ 1,102,226	\$ 1,102,226
<b>REVENUES</b>			
General Fund Transfer	\$ 790,953	\$ 878,480	\$ 833,817
County	13,244,569	12,629,011	12,414,139
State Foundation	4,342,285	4,232,101	4,127,395
State Categorical	4,342,285	-	431,672
<b>Total Revenue</b>	<b>\$ 22,720,092</b>	<b>\$ 17,739,592</b>	<b>\$ 17,807,023</b>
<b>EXPENDITURES</b>			
Instructional	\$ 12,251,573	\$ 12,149,640	\$ 12,034,233
Support	4,402,220	4,422,986	4,446,218
Outgoing Transfers and Other	1,900,000	1,900,000	1,900,000
<b>Total Expenditures</b>	<b>\$ 18,553,793</b>	<b>\$ 18,472,626</b>	<b>\$ 18,380,451</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 4,166,299</b>	<b>\$ (733,034)</b>	<b>\$ (573,428)</b>
<b>FUND BALANCE</b>	<b>\$ 5,263,319</b>	<b>\$ 369,192</b>	<b>\$ 528,798</b>

Note: The Special Education budget is required to be amended and approved by the County several times throughout the year. Exact budget details are determined based on student enrollment and placements.

# SPECIAL EDUCATION FUND EXPENDITURES BY PROGRAM

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>PROGRAM COSTS</b>			
Autistic	\$ 4,590,312	\$ 4,511,716	\$ 4,548,640
Skill Center	4,523,208	4,146,851	4,357,092
Least Restrictive Environment	2,764,737	3,070,326	2,914,239
Trainable Mentally Impaired	4,546,290	4,329,986	4,318,657
Visually Impaired	1,515,681	1,712,933	1,521,755
<b>Total Program Costs</b>	<b>\$ 17,940,228</b>	<b>\$ 17,771,812</b>	<b>\$ 17,660,383</b>
<b>INDIRECT COSTS</b>			
Total Building Expenditures	\$ 347,799	\$ 375,972	\$ 397,968
12.00% Reimbursable Indirect Costs	(1,634,234)	(1,575,158)	(1,577,900)
<b>Costs in Excess of Building Expense</b>	<b>\$ (1,286,435)</b>	<b>\$ (1,199,186)</b>	<b>\$ (1,179,932)</b>
<b>OTHER</b>			
Outgoing Transfer To General Fund	\$ 1,900,000	\$ 1,900,000	\$ 1,900,000
<b>Total Expenditures</b>	<b>\$ 18,553,793</b>	<b>\$ 18,472,626</b>	<b>\$ 18,380,451</b>



# DEBT RETIREMENT FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 1,702,260	\$ 1,734,633	\$ 1,734,633
<b>REVENUES</b>			
Tax Revenues	\$ 18,545,765	\$ 18,294,478	\$ 17,445,765
Interest Income	25,000	25,000	25,000
Other Revenue			
<b>Total Revenue</b>	<b>\$ 18,570,765</b>	<b>\$ 18,319,478</b>	<b>\$ 17,470,765</b>
<b>EXPENDITURES</b>			
Bond Redemption	\$ 10,195,000	\$ 10,625,000	\$ 11,308,888
Bond Interest	8,004,704	7,603,688	7,603,689
Other	300,000	160,000	251,500
<b>Total Expenditures</b>	<b>\$ 18,499,704</b>	<b>\$ 18,388,688</b>	<b>\$ 19,164,077</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 71,061</b>	<b>\$ (69,210)</b>	<b>\$ (1,693,312)</b>
<b>FUND BALANCE</b>	<b>\$ 1,773,321</b>	<b>\$ 1,665,423</b>	<b>\$ 41,321</b>

**NOTE:** The property tax adopted to cover debt is 4.6 mills.

The 2004A and 2004B Refunding Bonds were refinanced in 2014 to take advantage of lower interest rates. Fund Balance of \$2,405,000 was used to reduce \$683,888 of principal and \$1,721,112 of interest.

# 2013 BOND FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 106,287,483	\$ 107,421,833	\$ 107,421,833
<b>REVENUES</b>			
Bond Proceeds			
Interest Revenue	\$ 20,000	\$ 100,000	\$ 130,000
<b>Total Revenue</b>	<b>\$ 20,000</b>	<b>\$ 100,000</b>	<b>\$ 130,000</b>
<b>EXPENDITURES</b>			
Fees and Other Costs		\$ 520,000	\$ 520,000
Capital Outlay	\$ 12,000,000	\$ 26,000,000	\$ 26,000,000
<b>Total Expenditures</b>	<b>\$ 12,000,000</b>	<b>\$ 26,520,000</b>	<b>\$ 26,520,000</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ (11,980,000)</b>	<b>\$ (26,420,000)</b>	<b>\$ (26,390,000)</b>
<b>FUND BALANCE</b>	<b>\$ 94,307,483</b>	<b>\$ 81,001,833</b>	<b>\$ 81,031,833</b>

Capital Outlay expenditures will be amended throughout the year  
based on annual bond projects.

# BUILDING & SITE TECHNOLOGY FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 1,865,991	\$ 1,913,214	\$ 1,913,214
<b>REVENUES</b>			
Interest Income	\$ 240	\$ 250	\$ 250
<b>Total Revenue</b>	<b>\$ 240</b>	<b>\$ 250</b>	<b>\$ 250</b>
<b>EXPENDITURES</b>			
Technology Equipment	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Transfer to General Fund			
<b>Total Expenditures</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ (999,760)</b>	<b>\$ (999,750)</b>	<b>\$ (999,750)</b>
<b>FUND BALANCE</b>	<b>\$ 866,231</b>	<b>\$ 913,464</b>	<b>\$ 913,464</b>

Funds to be used for "Five Year Technology Plan" and other technology purchases district wide Current year projects: Network Maintenance, upgrade network equipment, school computer labs, other.

# TECHNOLOGY BOND FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 36,523	\$ 36,527	\$ 36,527
<b>REVENUES</b>			
Interest Income	\$ -	\$ 100	\$ 5
<b>Total Revenue</b>	\$ -	\$ 100	\$ 5
<b>EXPENDITURES</b>			
Equipment	\$ 36,523	\$ 36,627	\$ 36,532
<b>Total Expenditures</b>	\$ 36,523	\$ 36,627	\$ 36,532
<b>SURPLUS (DEFICIT)</b>	(36,523)	\$ (36,527)	\$ (36,527)
<b>FUND BALANCE</b>	\$ -	\$ -	-

# SINKING FUND CAPITAL PROJECTS BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 4,935,457	\$ 6,917,793	\$ 6,917,793
<b>REVENUES</b>			
Property Taxes	\$ 4,454,986	\$ 4,475,985	\$ 4,290,000
Interest Income	2,000	2,000	2,000
Other Income			
<b>Total Revenue</b>	<b>\$ 4,456,986</b>	<b>\$ 4,477,985</b>	<b>\$ 4,292,000</b>
<b>EXPENDITURES</b>			
Repairs	\$ 5,000,000	\$ 7,000,000	\$ 7,000,000
Taxes written off	\$ 100,000	\$ 100,000	\$ 100,000
<b>Total Expenditures</b>	<b>\$ 5,100,000</b>	<b>\$ 7,100,000</b>	<b>\$ 7,100,000</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ (643,014)</b>	<b>\$ (2,622,015)</b>	<b>\$ (2,808,000)</b>
<b>FUND BALANCE</b>	<b>\$ 4,292,443</b>	<b>\$ 4,295,778</b>	<b>\$ 4,109,793</b>

Current Year Projects may include; paving, cement, water mains, parking lot lights, storm sewers, play structures, gym floors, major building renovations, boiler repair, tunnel work, sheet metal siding, grading/drainage, and other work as needed throughout the year.

**NOTE:** The adopted property tax levy for the sinking fund is 1.120 mills.

# 2012 CAPITAL PROJECTS FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 30,358	\$ 29,782	\$ 29,782
<b>REVENUES</b>			
Interest Income	\$ -	\$ 100	\$ -
<b>Total Revenue</b>	\$ -	\$ 100	\$ -
<b>EXPENDITURES</b>			
Capital Improvements	\$ 30,358	\$ 29,882	\$ 29,782
<b>Total Expenditures</b>	\$ 30,358	\$ 29,882	\$ 29,782
<b>SURPLUS (DEFICIT)</b>	\$ (30,358)	\$ (29,782)	\$ (29,782)
<b>FUND BALANCE</b>	\$ -	\$ -	\$ -

NOTE: Source of funds is the sale of property in 2012. Funds to be used for Capital Improvements.

# FOOD SERVICE FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 662,241	\$ 737,907	\$ 737,907
<b>REVENUES</b>			
Local Sales	\$ 1,732,006	\$ 1,782,154	\$ 1,861,256
State Reimbursement	149,531	141,712	141,712
Federal Reimbursement	1,978,595	1,983,435	1,759,742
General Fund Support	33,000	23,000	23,000
<b>Total Revenue</b>	<b>\$ 3,893,132</b>	<b>\$ 3,930,301</b>	<b>\$ 3,785,710</b>
<b>EXPENDITURES</b>			
Wages & Benefits	\$ 1,439,690	\$ 1,475,258	\$ 1,489,829
Contracted Services	415,550	415,550	416,550
Food Costs	1,685,825	1,666,156	1,454,381
Non-Food Cost	241,000	337,000	327,000
<b>Total Expenditures</b>	<b>\$ 3,782,065</b>	<b>\$ 3,893,964</b>	<b>\$ 3,687,760</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ 111,067</b>	<b>\$ 36,337</b>	<b>\$ 97,950</b>
<b>FUND BALANCE</b>	<b>\$ 773,308</b>	<b>\$ 774,244</b>	<b>\$ 835,857</b>

# HEALTH & WELFARE FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 3,860,660	\$ 4,269,667	\$ 4,269,667
<b>REVENUES</b>			
Employee Transfers	\$ 3,142,503	\$ 3,061,550	\$ 3,182,364
Employee Paid Premiums	40,636	40,636	40,636
Employee Voluntary Insurance	262,438	262,438	297,600
Other Fund Transfers	3,793,625	3,515,786	3,530,470
General Fund Transfers	13,837,875	12,873,306	12,814,291
<b>Total Revenue</b>	<b>\$ 21,077,077</b>	<b>\$ 19,753,716</b>	<b>\$ 19,865,361</b>
<b>EXPENDITURES</b>			
Claims	\$ 9,812,648	\$ 5,155,774	\$ 4,855,774
Premiums	10,698,000	15,181,156	15,557,939
Administrative Fees	834,000	629,000	629,000
Voluntary Insurance	262,438	262,438	297,600
<b>Total Expenditures</b>	<b>\$ 21,607,086</b>	<b>\$ 21,228,368</b>	<b>\$ 21,340,313</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ (530,009)</b>	<b>\$ (1,474,652)</b>	<b>\$ (1,474,952)</b>
<b>FUND BALANCE</b>	<b>\$ 3,330,651</b>	<b>\$ 2,795,015</b>	<b>\$ 2,794,715</b>

Funds used to record costs of claims, fees and premiums for employees benefit costs. Estimates include the change from the self-insured health care plan to the fully insured plan effective January 1, 2014.



# ATHLETIC FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ -	\$ -	\$ -
<b>REVENUES</b>			
Student Fees	\$ 640,000	\$ 640,000	\$ 631,000
Gate Receipts	241,041	241,041	238,041
General Fund Transfers	627,054	644,954	660,269
<b>Total Revenue</b>	<b>\$ 1,508,095</b>	<b>\$ 1,525,995</b>	<b>\$ 1,529,310</b>
<b>EXPENDITURES</b>			
Coaches/Director/Stipends	\$ 634,509	\$ 652,529	\$ 654,944
Contracted Services	590,986	665,948	666,848
Supplies/Equipment/Misc.	282,600	207,518	207,518
<b>Total Expenditures</b>	<b>\$ 1,508,095</b>	<b>\$ 1,525,995</b>	<b>\$ 1,529,310</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

# SCHOLARSHIP FUND BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ 43,188	\$ 44,164	\$ 44,164
<b>REVENUES</b>			
Donations	\$ 500	\$ 500	\$ 500
Interest Income		100	-
<b>Total Revenue</b>	<b>\$ 500</b>	<b>\$ 600</b>	<b>\$ 500</b>
<b>EXPENDITURES</b>			
Scholarships	\$ 4,000	\$ 4,000	\$ 4,000
<b>Total Expenditures</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ (3,500)</b>	<b>\$ (3,400)</b>	<b>\$ (3,500)</b>
<b>FUND BALANCE</b>	<b>\$ 39,688</b>	<b>\$ 40,764</b>	<b>\$ 40,664</b>

# FUNDED PROJECTS BUDGET

	13/14 ADOPTED	13/14 FIRST AMENDED	13/14 SECOND AMENDED
<b>BEGINNING FUND BALANCE</b>	\$ -	\$ -	\$ -
<b>REVENUES</b>			
General Fund Transfer	205,261	\$ -	\$ -
Local	197,780	72,478	109,795
State	500,511	556,372	716,795
Federal	6,823,747	6,887,102	6,868,069
<b>Total Revenue</b>	<b>\$ 7,727,299</b>	<b>\$ 7,515,952</b>	<b>\$ 7,694,659</b>
<b>EXPENDITURES</b>			
Instructional	4,984,822	\$ 4,673,252	\$ 4,858,704
Support	2,584,043	2,699,469	2,697,510
Community Service	71,521	68,006	69,160
Outgoing Transfers and Other	86,913	75,225	69,285
<b>Total Expenditures</b>	<b>\$ 7,727,299</b>	<b>\$ 7,515,952</b>	<b>\$ 7,694,659</b>
<b>SURPLUS (DEFICIT)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUND BALANCE</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**2013-2014**  
**LOCAL, STATE AND FEDERALLY FUNDED PROJECTS**

	REVENUE	EXPENSE	TRANSFER
<b>LOCAL SOURCES</b>			
American Chemical Society	\$ 1,372	\$ 1,372	\$ -
Business Partnerships	\$ 30,499	\$ 30,499	\$ -
Bright House Networks	\$ 1,250	\$ 1,250	\$ -
City of Livonia	\$ 4,960	\$ 4,960	\$ -
Community Foundation Southeast Michigan	\$ 1,275	\$ 1,275	\$ -
Cagwin Insurance	\$ 3,000	\$ 3,000	\$ -
Grand Valley State University	\$ 22,500	\$ 22,500	\$ -
LPS Foundation	\$ 28,761	\$ 28,761	\$ -
Fuel Up To Play	\$ 821	\$ 821	\$ -
MEEMIC	\$ 493	\$ 493	\$ -
Wayne RESA	\$ 14,864	\$ 14,864	\$ -
<b>Total Local Sources</b>	<b>\$ 109,795</b>	<b>\$ 109,795</b>	<b>\$ -</b>
<b>STATE SOURCES</b>			
Section 22i Technology Infrastructure	\$ 310,347	\$ 310,347	\$ -
Section 99h FIRST Robotics	\$ 8,000	\$ 8,000	\$ -
Section 32d Great School Readiness	\$ 341,040	\$ 341,040	\$ -
Michigan Merit Curriculum Grant	\$ 55,000	\$ 55,000	\$ -
MDE Mini-Grant	\$ 5,295	\$ 5,295	\$ -
<b>Total State Sources</b>	<b>\$ 719,682</b>	<b>\$ 719,682</b>	<b>\$ -</b>
<b>FEDERAL SOURCES</b>			
Title I	\$ 1,333,711	\$ 1,333,711	\$ -
Title I School-Wide Planning Grant	\$ 6,000	\$ 6,000	\$ -
Title II Part A	\$ 385,426	\$ 385,426	\$ -
Title III Limited English	\$ 46,935	\$ 46,935	\$ -
Title III Immigrant Students	\$ 3,467	\$ 3,467	\$ -
Vocational Perkins	\$ 232,623	\$ 232,623	\$ -
IDEA Flow-Through	\$ 3,177,602	\$ 3,177,602	\$ -
IDEA Preschool Incentive	\$ 190,348	\$ 190,348	\$ -
IDEA Low-Incidence Center Program Expansion	\$ 742,705	\$ 742,705	\$ -
ABE Family Literacy	\$ 140,000	\$ 140,000	\$ -
ABE English/Civics Literacy	\$ 13,000	\$ 13,000	\$ -
Physical Education Program (PEP)	\$ 593,365	\$ 593,365	\$ -
<b>Total Federal Sources</b>	<b>\$ 6,865,182</b>	<b>\$ 6,865,182</b>	<b>\$ -</b>
<b>Total Grants</b>	<b>\$ 7,694,659</b>	<b>\$ 7,694,659</b>	<b>\$ -</b>
Funded Indirect Costs		\$ (64,376)	\$ 64,376
<b>Net General Fund Transfer from Funded Projects</b>	<b>\$ 7,694,659</b>	<b>\$ 7,630,283</b>	<b>\$ 64,376</b>

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

**Sale of Eagle Drive Property**

It was moved by Mr. Roulier and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District approve delegating to the superintendent or his designee the authority to enter into an agreement with Bellagio Homes, Inc., whereby Bellagio Homes, Inc. will purchase three vacant lots on Eagle Drive, Livonia, Michigan for a total of \$135,000 pursuant to the offer to purchase real estate.

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

**Retirements**

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

**Patricia Abele**, who will retire from the district on June 30, 2014, and will have devoted 19 years of dedicated, loyal, and outstanding service to the students of Holmes Middle School, Cleveland Elementary School, McKinley Elementary School, and Cooper Upper Elementary School as a teacher.

**Avis Bennett**, who will retire from the district on June 12, 2014, and will have devoted 16.7 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Emerson Middle School, Frost Middle School, Randolph Elementary School, and Holmes Middle School.

**Brenda Grimmatt**, who will retire from the district on June 12, 2014, and will have devoted 24 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Garfield Elementary School, Taylor Elementary School, Randolph Elementary School, Cooper Elementary School, Hayes Elementary School, Nankin Mills Elementary School, Riley Middle School, Churchill High School, and Holmes Middle School.

**Charles Liles**, who retired from the district on February 28, 2014, and devoted 17.3 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a bus driver with the Transportation Department.

**Cynthia Pearl**, who will retire from the district on June 30, 2014, and will have devoted 15 years of dedicated, loyal, and outstanding service to the students of Grant Elementary School and Cass Elementary School as a teacher.

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

**Second Reading & Adoption of Board Policy  
GBRB – Criminal History Record Check**

It was moved by Mrs. Laura 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 follows, for Board Policy GBRB – Criminal History Record Check.

**BOARD POLICY  
PERSONNEL  
CRIMINAL HISTORY RECORD CHECK**

**GBRB  
March 17, 2014**

Prior to employing any individual, either full-time or part-time, or permitting an individual to continuously and regularly work in the schools under contract, the District shall request and

obtain a criminal history records check of the individual in accordance with applicable state and federal laws. As used in this policy, the phrase “continuously and regularly work under contract” shall apply to individuals, including owners and employees of entities, that contract directly with the District to provide instructional services to students or related and auxiliary services to special education students, custodial services, transportation services, counseling services, food services, administrative services, or any other services on more than an intermittent or sporadic basis.

The District may determine it necessary to conditionally hire an individual or to conditionally allow an individual to continuously and regularly work under contract, prior to receiving an individual’s criminal history records check, provided that:

- The criminal history records check has been requested prior to conditionally employing the individual or conditionally allowing the individual to continuously and regularly work under contract;
- The individual signs a statement disclosing all crimes for which he or she has been convicted, if any, and acknowledges that his or her employment contract or assignment with the District may be terminated if there are discrepancies between the individual’s disclosure and the criminal history records check; and
- The individual is hired or allowed to continuously and regularly work under contract for a particular school year during that school year or not more than 30 days before the beginning of that school year.

An applicant for employment with the District shall give written consent at the time of application for the criminal history records check. The applicant must submit his or her fingerprints to the Michigan State Police for the purpose of the criminal history records checks at the time the applicant initially applies for employment with the District or is initially employed by the District or is initially assigned to continuously and regularly work under contract.

The District shall ensure that criminal history checks have been completed as to each individual assigned to provide continuous and regular services, including substitute teachers, by contract.

For individuals working in more than one school district, either through direct employment by the school districts or by continuously and regularly working under contract in the school districts, the District may, in lieu of requesting a criminal history records check, use a records check previously obtained by another school district, provided that the individual has agreed in writing to allow the other school district to share the results of the records check.

If an individual’s criminal history records check has already been completed by and reported to another school district, intermediate school district, public school academy or nonpublic school, the District need not obtain another records check for the individual, provided that the individual remains employed or remains continuously and regularly working under contract with the same employer, with no separation from service by any school district, intermediate school district, public school academy, or nonpublic school in this state. Upon receipt of an individual’s criminal history records check from another school district, intermediate school district, public school academy or nonpublic school, the District must confirm that the records check belongs to that individual and whether there have been any additional convictions by processing the individual’s name, sex, and date of birth through the Internet Criminal History Access Tool (ICHAT).

For purposes of the preceding paragraph, the phrase “no separation from service” means:

- The employee was laid off or placed on a leave of absence and returned to active employment with the same employer within one year; or
- The employee transferred without a break in service to another school district, intermediate school district, public school academy, or nonpublic school and remains continuously employed.

When the District receives a criminal history records check that discloses that an individual has been convicted of a listed offense, as defined under MCL 28.722, or any felony, as defined under MCL 761.1, the District shall take steps to verify that information using public records. If the District verifies that an individual was convicted of a listed offense, as defined under MCL 28.722, the District shall not employ the individual in any capacity and shall not allow the individual to regularly and continuously work under contract in any of its schools. If the District verifies that an individual was convicted of a felony, as defined under MCL 761.1, other than a listed offense, the District shall not employ the individual in any capacity and shall not allow the individual to continuously and regularly work under contract in any of its schools, unless the Superintendent and Board of Education each specifically approve the employment or work assignment of the individual in writing.

Within 60 days of receiving a criminal history records check that discloses a conviction as described in the preceding paragraph, the District shall submit to the Michigan Department of Education a report detailing the information and any action taken as a result by the District.

Upon receipt of an individual's criminal history records check, the District shall retain the records check in the individual's employment records. Information obtained through a criminal history records check, and the records check itself, are confidential. With the exception of certain circumstances enumerated herein, employees of the District and members of the Board of Education are prohibited from disclosing or disseminating information obtained through a criminal history records check or the records check itself to any person who is not directly involved in evaluating the applicant's qualifications for employment or assignment. Employees and Board members may, however, disclose the following:

- A misdemeanor conviction involving sexual or physical abuse;
- Any felony conviction;
- A District employee or Board member may confirm to an employee of another school district either that a criminal history records check has revealed that an individual does not have any criminal history or that no criminal history records check was received for the individual;
- A District employee or Board member may provide a copy of the criminal history records check obtained for an individual to a representative of another school district, provided that the individual has agreed, in writing, to share the results of the criminal history records check.

Any criminal history records check received from the Michigan Department of Education or Michigan State Police regarding District employees with criminal convictions shall be exempt from disclosure under the Freedom of Information Act (FOIA) for the first fifteen (15) days after receipt of the records check. If the information is determined to be inaccurate during the first fifteen (15) days, the information is exempt from disclosure under FOIA. If the information is determined to be accurate during the first fifteen (15) days, the District must disclose the information in accordance with applicable state laws. Criminal history records checks may be released with the written authorization of the individual.

The District may only use information received through a criminal history records check for the purpose of evaluating an individual's qualifications for employment or assignment in the position for which he or she has applied or been assigned.

All individuals who, as of December 1, 2005, were employed by the District, either full-time or part-time, or were assigned to continuously and regularly work under contract, must undergo a criminal history records check by July 1, 2008 under the policies and procedures described herein. Such individuals shall give written consent for the criminal history records check and shall submit his or her fingerprints to the Michigan State Police for the purpose of the records check. Individuals who fail to consent to the criminal history records check, fail to submit his or her fingerprints, or otherwise fail to cooperate with the District's attempt to obtain the

individual's criminal history record check shall have their employment terminated or their work assignment ended.

The District need not obtain a criminal history records check for individuals that the District directly employs or individuals that are assigned to continuously and regularly work under contract, provided that:

- The individual is 19 years of age or younger and is enrolled as a general education student of a school district, intermediate school district, public school academy or non public school;
- The individual is 26 years of age or younger and is enrolled in special education programs or services in a school district, intermediate school district, public school academy, or nonpublic school.

Before employing such individuals or assigning them to continuously and regularly work under contract, the District shall perform a criminal history check on that individual using the Internet Criminal History Access Tool (ICHAT). If the ICHAT search discloses that an individual has been convicted of a listed offense, as defined under MCL 28.722, or any felony, as defined under MCL 761.1, the District shall take steps to verify that information using public records. If the District verifies that an individual was convicted of a listed offense, as defined under MCL 28.722, the District shall not employ the individual in any capacity and shall not allow the individual to continuously and regularly work under contract in any of its schools. If the District verifies that an individual was convicted of a felony, as defined under MCL 761.1, other than a listed offense, the District shall not employ the individual in any capacity and shall not allow the individual to regularly and continuously work under contract in any of its schools, unless the Superintendent and Board of Education each specifically approve the employment or work assignment of the individual in writing.

The District shall establish the necessary administrative procedures for obtaining from the Criminal Records Division of the State Police any criminal history on the applicant maintained by the State Police and the Federal Bureau of Investigations. In addition, the District shall request the State Police to obtain a criminal history records check from the Federal Bureau of Investigation.

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

## **Second Reading & Adoption of Board Bylaw BHA – Code of Ethics**

It was moved by Mrs. Robinson and supported by Mr. Roulier that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and adopt language, as follows, for Board Bylaw BHA – Code of Ethics:

### **BYLAWS OF THE BOARD BOARD OPERATIONS CODE OF ETHICS**

**BHA  
March 17, 2014**

**As members of the Livonia Public Schools Board of Education, we shall promote the best interests of the school district as a whole, and will make decisions that place student learning and the success of all students first by adhering to the following educational and ethical standards:**

As a Board member,

- I will make decisions in terms of the educational welfare of children, and will seek to develop and maintain schools that meet the individual needs of all children regardless of their race, color, national origin, age, religion, sex, height, weight, marital status, or handicap/disability.



- I will focus Board action on policy making, strategic planning, and designating and evaluating the superintendent.
- I will recognize that the role of the Board is to govern and oversee the management of the District. I will delegate authority to the Superintendent for the day to day operations of the District and will not seek to participate in the day-to-day operations.
- I will review and evaluate all policies, bylaws, procedures, and processes, and will work to make desired changes so they will be current, up to date, and relevant.
- I will come to Board meetings prepared to discuss and take action on all agenda items. I will study the material in the Board packet and send requests for additional information to the Superintendent or his/her designee prior to each Board meeting.
- I will give the Superintendent or Board President notification of my concerns prior to the Board meetings, so that the concerns can be properly addressed.
- I will understand that I have not only the right, but the duty, to express my views and opinions and ask questions at the Board table, and will make a good faith effort to understand the views of others.
- I will recognize that the Board must make decisions as a whole in public. I will render all decisions based on the available facts and my independent judgment, and I will refuse to surrender my independent judgment to individuals or special interest groups.
- I will avoid being placed in a position of conflict of interest, and, if such a conflict is unavoidable, I will disclose such interest and abstain from voting on such matters.
- I will respect the decision and the implementation of the consensus of the Board once a decision has been made.
- I will recognize that while I am free to express my personal views, the Board President is the spokesperson for the Board and the Superintendent is the spokesperson for the District.
- I will be respectful and listen to all ideas presented to the Board, be it from parents, staff, students, community members, other Board members, or other stakeholders. I will listen and then refer any person to appropriate personnel.
- I will communicate to other Board members and the Superintendent expression of public reaction to Board policies and school programs.
- I will exercise caution when communicating between and among Board members via electronic communication, and will abide by the Open Meetings Act.
- I will hold confidential all matters that, if disclosed, would needlessly injure individuals, schools, or the district. I will respect the confidentiality of information that is privileged under applicable law, including closed session discussions.
- I will stay informed about current educational issues by individual study and through participation in programs providing needed information; for example, those sponsored by my state and national school board associations.
- I will take no private action that will compromise the Board, the Administration, or the District.
- I will refrain from using my Board position for personal or partisan gain.
- I will support the employment of those persons best qualified to serve as District staff.
- I will support and protect District personnel in the proper performance of their duties.
- I will, along with my fellow Board members, review, revise (if appropriate) and sign this Code of Ethics annually at the beginning of each year.

As Board President,

- I will insure that persons addressing the Board follow established policy guidelines as outlined in Board policy.
- I will insure that persons addressing the Board do so in a professional manner and not allow inappropriate communication to be directed to the Board or the Superintendent during Board meetings.
- I will insure that all Board members are given an opportunity to reflect their views. I will work toward building consensus among all Board members.
- I will follow parliamentary procedure, to the extent that it does not conflict with Board policy.

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

Nays: None

## Second Reading & Adoption of Board Bylaws:

### ABCD A – Unexpired Term Fulfillment

### BHA(1) – Conflict of Interest, Board Members

### BHA(2) – Conflict of Interest, Administration

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 Policy Committee and adopt language, as follows, for Board Bylaw ABCDA-Unexpired Term Fulfillment, Board Bylaw BHA(1)-Conflict of Interest, Board Members and BHA(2)-Conflict of Interest, Administration.

#### BYLAWS OF THE BOARD DISTRICT ORGANIZATION UNEXPIRED TERM FULFILLMENT

ABCD A  
March 17, 2014

(1) If less than a majority of the trustee seats of the Board of Education become vacant, the remaining members of the Board appoint a qualified resident to fill the vacancy immediately. If a vacancy is not filled within 30 days after it occurs, the Intermediate School Board shall fill the vacancy by appointment. If a majority of the offices are vacant at the same time, the Intermediate School Board shall fill each vacancy by appointment.

(2) If a vacancy occurs in an office of School Board member more than 90 days before a regular school election, an election shall be held at that regular school election to fill that office for the remainder of the office's unexpired term, if any. This subsection applies regardless of whether an individual is appointed under subsection (1) to fill the vacancy.

(3) Within three (3) days after an appointment is made to fill a vacancy in an elected office in a school district, the secretary of the School Board shall notify the School District election coordinator, in writing, of the name, address, and office of the person who vacated the office as well as the person filling the office.

#### BYLAWS OF THE BOARD BOARD OPERATIONS CONFLICT OF INTEREST - BOARD MEMBERS

BHA(1)  
March 17, 2014

This policy is intended to govern each Board member in the conduct of the business of the school district.

Public Act 606 of the Michigan School Code provides direction to assure appropriate actions on behalf of School Board members related to potential conflicts of interest. As outlined in P.A. 606, any Board member who believes or has reason to believe that he or she has a conflict of interest with regard to a contract or other financial transaction that requires the approval of the Board shall abstain from voting on the contract or other financial transaction and shall disclose the specific conflict of interest. A member of the Board is presumed to have a conflict of interest if the member or his or her family member has a financial interest, or a competing financial interest, in the contract or other financial transaction or is an employee or recommended for hire by the school district.

For the purposes of this section, an individual is not considered to have a financial interest in any of the following instances:

- (a) A contract or other financial transaction between the school district, intermediate school district, or public school academy and any of the following:

- (i) A corporation in which the individual is a stockholder owning 1% or less of the total stock outstanding in any class if the stock is not listed on a stock exchange or owning stock that has a present market value of \$25,000.00 or less if the stock is listed on a stock exchange.
  - (ii) A corporation in which a trust, if the individual is a beneficiary under the trust, owns 1% or less of the total stock outstanding in any class if the stock is not listed on a stock exchange or owns stock that has a present market value of \$25,000.00 or less if the stock is listed on a stock exchange.
  - (iii) A professional limited liability company organized pursuant to the Michigan limited liability company act, 1993 PA 23, MCL 450.4101 to 450.5200, if the individual is an employee but not a member of the company.
- (b) A contract or other financial transaction between the school district, intermediate school district, or public school academy and any of the following:
    - (i) A corporation in which the individual is not a director, officer, or employee.
    - (ii) A firm, partnership, or other unincorporated association, in which the individual is not a partner, member, or employee.
    - (iii) A corporation or firm that has an indebtedness owed to the individual.
  - (c) A contract between an intermediate school district and a constituent district.
  - (d) A contract awarded to the lowest qualified bidder, upon receipt of sealed bids pursuant to a published notice for bids if the notice does not bar, except as authorized by law, any qualified person, firm, corporation, or trust from bidding. This subdivision does not apply to amendments or renegotiations of a contract or to additional payments under the contract that were not authorized by the contract at the time of award.

If a majority of the members of the Board of a school district or intermediate school district or of the board of directors of a public school academy are required to abstain from voting on a contract or other financial transaction due to the operation of this section, then, notwithstanding any other provision of law or any bylaw, for the purposes of that contract or other financial transaction, the members who are not required to abstain constitute a quorum of the board or board of directors and a majority of those members eligible to vote is required for approval of the question.

As used in this section, "family member" means a person's spouse or spouse's sibling or child; a person's sibling or sibling's spouse or child; a person's child or child's spouse; or a person's parent or parent's spouse, and includes these relationships as created by adoption or marriage.

In addition, no elected official of Livonia Public Schools shall become employed by the school district until that individual has been out of office at least one full year from the date of official separation from office.

Board members will not only abide by the requirements under P.A. 606, but any other disclosures and voting requirements on conflict of interest for public contracts as required by law.

In addition, Board of Education members will not involve themselves in the administrative process of developing recommendations or making decisions and will not influence staff for same when there is a conflict of interest. This includes any familial or acquaintance relationship. Board members are expected to hold each other accountable to this standard as outlined in Board operating procedures.

#### **BYLAWS OF THE BOARD**

#### **BOARD OPERATIONS**

#### **CONFLICT OF INTEREST - ADMINISTRATION**

No member of the immediate family of a person holding the title of superintendent or director shall become employed by the district.

As used in this section, "family member" means a person's spouse or spouse's sibling or child; a person's sibling or sibling's spouse or child; a person's child or child's spouse; or a person's parent or parent's spouse, and includes these relationships as created by adoption or marriage.

**BHA(2)**

**March 17, 2014**

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

### **First Reading of Board Policies & Bylaws:**

### **BYLAW BD(1) Board Operations**

Trustee Colleen Burton, chair of the Policy Committee, reported that the Policy Committee reviewed the revised language for the following:

#### **BYLAWS OF THE BOARD**

#### **BOARD OPERATIONS**

#### **FORMULATION OF BYLAWS**

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 the Michigan General School Laws. Changes in

**BD(1)**

**JUNE 20, 1988**

## – Formulation of Bylaws

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:

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.

## BYLAW BDD Board Operations – Board Policy Dissemination

### BYLAWS OF THE BOARD BOARD OPERATIONS BOARD POLICY DISSEMINATION

**BDD**  
~~JUNE 20, 1988~~

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**.

## POLICY DA Fiscal Management – Goals and Objectives

### BOARD POLICY FISCAL MANAGEMENT GOALS AND OBJECTIVES

**DA**  
~~JUNE 20, 1988~~

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 ~~public schools in 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 ~~children~~ **students** of the system.
3. Enable school administrators **and the sSchool bBoard and state department of education** 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.

## POLICY DCC Fiscal Management – Budget Preparation

### BOARD POLICY FISCAL MANAGEMENT BUDGET PREPARATION

**DCC**  
~~JUNE 20, 1988~~

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 ~~this the~~ tentative budget, the Board of Education shall ~~establish a budget calendar~~ **delegate to the superintendent the responsibility to establish all budget meeting dates** in accordance with law.

## POLICY DCE Fiscal Management – Final Adoption of Budget

### BOARD POLICY FISCAL MANAGEMENT FINAL ADOPTION OF BUDGET

**DCE**  
~~JUNE 20, 1988~~

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**.

## POLICY DFB Fiscal Management – Federal and State Aid

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

**DFB/DFC  
~~JUNE 20, 1988~~**

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

**Adjournment**

President Johnson adjourned the meeting at 8:58 p.m.

**Off/Supt/jw**