

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
April 20, 2015**

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

- Members Present** Tammy Bonifield, Colleen Burton, Dan Centers, Liz Jarvis, Mark Johnson, Dianne Laura, Eileen McDonnell
- Members Absent** None
- Art Gallery Program – Livonia Career Technical Center** Mrs. Stacy Jenkins, administrator of communications, introduced Livonia Career Technical Center students whose artwork was displayed in the Board Room and presented each of them with a certificate of recognition. Students who had artwork on display included Autumn Dixon, Thomas Hamilton, Caitlin Murphy, Leah Strayhorn, and Joseph Wolfram.
- Gift from Riley Upper Elementary PTA** It was moved by Mrs. Jarvis and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District accept the generous donation, totaling \$24,340.00, from the Riley Upper Elementary PTA to Riley Upper Elementary School.
- Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell
Nays: None
- Golden Apple Award – Stephen Mac, Emerson Building Supervisor** Board president Colleen Burton thanked Stephen Mac, Emerson Building Supervisor, for the amazing job he does at Emerson and presented him with the Golden Apple Award. Ann Owen, Emerson principal, expressed her appreciation to Stephen for always going above and beyond at Emerson.
- Recess** The Board recessed from 7:23-7:34 p.m. to visit with guests.
- Written Communication** None
- Audience Communication** Jody and Jeff White addressed the Board regarding concerns they had related to incidents at Churchill High School.
- Lacey Mason addressed the Board regarding a letter she sent to the school about an accident that involved a district bus.

**Response to
Prior Audience
Communication**

None

Consent Agenda

It was moved by Mrs. Bonifield and supported by Mrs. Laura 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 Regular Meeting of March 16, 2015

V.B. Minutes of the Special Meeting of March 30, 2015

VII.A Bills for Payment—April 21, 2015

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

**CLASS
Presentation –
Learning Labs**

Mrs. Sheila Alles, director of academic services, presented *Learning Labs*, the most recent episode of CLASS (Continuous Learning and Student Success). The presentation highlighted staff utilizing this job embedded professional development program with students to support two district literacy initiatives.

**Expulsion of One
Secondary
Student**

It was moved by Mr. Centers and supported by Mr. Johnson that the Board of Education of the Livonia Public Schools School District expel one Holmes Middle School student, grade 8, for serious violations of Livonia Public Schools' Board of Education policies.

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

**Approval to
Purchase Text to
Speech Software**

It was moved by Mrs. McDonnell and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District purchase a three year subscription to *Snap&Read Universal*, a Text to Speech software program, at a total cost of \$30,046.

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

**Approval of Bid
Results for
Marching Band
Musical
Equipment –
2013 Bond**

It was moved by Mrs. Jarvis and supported by Mr. Johnson that the Board of Education of the Livonia Public Schools School District approve the purchase of high school marching band equipment from Marshall Music of Lansing, Michigan, for a purchase price of \$50,104.

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

**Bid Results for
Bus Hoist**

It was moved by Mrs. Laura and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District, based

upon the recommendation of the Construction Manager, George W. Auch & Company, authorize the Construction Manager to prepare the contracts for the Transportation Garage Hoist Project for a total cost (including general conditions and fees) of \$132,500. 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, Centers, Jarvis, Johnson, Laura, McDonnell
Nays: None

Approval of Waste Removal Services

It was moved by Mrs. Bonifield and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District authorize the Superintendent Randy Liepa or his designee to enter into a two year agreement for waste removal services with Rizzo Environmental Services, Sterling Heights, Michigan.

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, McDonnell
Nays: None
Abstain: Laura (family member was recently employed by Rizzo)

Approval to Secure Owner's Representative to Update Facilities Assessment

It was moved by Mr. Johnson and supported by Mr. Centers, that the Board of Education of the Livonia Public Schools School District authorize the Superintendent Randy Liepa or his designee to enter into an agreement with Plante Moran Cresa to perform an assessment of the school district's facilities for the long-term facility plan.

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

Resignation

The Board was informed of the resignations of the following persons, effective June 30, 2015:

Johanna Anand
Eric Cassie
Karen Ervin
Rebecca Novack
Michael Shaw

Retirements

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

Rebecca Blossom will retire from the district on June 30, 2015, and will have devoted 35.1 years of dedicated, loyal, and outstanding service to the students of Bryant Junior High School, Holmes Junior High School, Tyler Elementary School, Washington Elementary School, and Randolph Elementary School as a teacher.

Mary Marsha Byrd will retire from the district on June 30, 2015, and will have devoted 18.5 years of dedicated, loyal, and outstanding service to the students of Hull Elementary

School, Holmes Middle School, Livonia Career Technical Center, and Churchill High School as a teacher and assistant principal.

Suzanne Crooks will retire from the district on June 30, 2015, and will have devoted 23.9 years of dedicated, loyal, and outstanding service to the students of Adams Elementary School, Hull Elementary School, and Roosevelt Elementary School as a teacher.

Donna Crosier will retire from the district on June 30, 2015, and will have devoted 15 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a secretary at the Business Partnership Office, Livonia Career Technical Center, Frost Middle School, Communications Department, and Stevenson High School.

Janice Esch will retire from the district on June 12, 2015, and will have devoted 23 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a general helper, cook/baker/helper, and kitchen manager at Adams Elementary School, Taylor Elementary School, Emerson Middle School, and Johnson Upper Elementary School.

David Fuller will retire from the district on June 30, 2015, and will have devoted 46.5 years of dedicated, loyal, and outstanding service to the students of Dickinson Junior High School and Churchill High School as a teacher.

Judy Moaikel will retire from the district on June 30, 2015, and will have devoted 16.4 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Cooper Elementary School, Student Services Department, Holmes Middle School, and McKinley Center.

Mary Pilon will retire from the district on June 30, 2015, and will have devoted 17 years of dedicated, loyal, and outstanding service to the students of Tyler Elementary School, Cooper Elementary School, and Roosevelt Elementary School as a teacher.

Terry Taylor will retire from the district on June 30, 2015, and will have devoted 19 years of dedicated, loyal, and outstanding service to the students of Cleveland Elementary School, Coolidge Elementary School, McKinley Elementary School, and Cooper Upper Elementary School as a teacher and principal.

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

First Reading of Board Policy IHF – Graduation Requirements

Superintendent Dr. Liepa reported that the Policy Committee reviewed the proposed new language for the policies shown below. These policies will be brought to the next regular Board meeting for a second reading and possible adoption.

**BOARD POLICY
 INSTRUCTIONAL PROGRAMS
 GRADUATION REQUIREMENTS**

**IHF – Section #2
 February 9, 2015**

GRADUATION REQUIREMENTS (2016 and beyond)

1. **Number of Classes:** Each student shall be registered as a full time student for a minimum of eight (8) semesters. Exceptions for the second semester of the senior year for which special schedule arrangements are necessary may be approved by the principals.
2. **Credit Requirements:** A minimum of 23 units of credit (one unit equals one credit) must be successfully earned.
3. **Credit Earned Prior to High School:** A student who, prior to entering high school, successfully completes a course at a Michigan public school that is

aligned with the high school course content expectations will earn credit toward fulfilling the graduation requirements. A list of courses for which this applies will be maintained by the Office of Instruction. Grades for these courses will not be used in the calculation of the student's high school grade point average.

4. **Common Learnings:** Each student is required to earn a minimum of 18 credits in the area of common learnings outlined below:
A minimum of eighteen (18) units of credit must be earned in the following areas:
- | | |
|---|-----------------|
| A. Language Arts (Grades 9, 10, 11, and 12) | 4.0 units |
| • 1 unit Language Arts 9 | |
| • 1 unit Language Arts 10 | |
| • 1 unit (.5 Composition and .5 Literature) | |
| • 1 unit (Choice of 12 th Grade Language Arts Classes) | |
| B. Mathematics | 4.0 units |
| 4 units of mathematics which must include at least Geometry, Algebra I and Algebra II (or an equivalent) with a math or math-related class in the final year. | |
| C. Science | 3.0 units |
| • 1 unit Biology | |
| • 1 unit Chemistry | |
| • 1 unit Physics/Physical Science or completes a CTE Program | |
| D. Social Studies | 3.0 units |
| • 1 unit World History | |
| • 1 unit U.S. History | |
| • 0.5 unit American Government | |
| • 0.5 unit Economics | |
| E. Physical Education | 1.0 unit |
| • 0.5 unit Personal Fitness | |
| • 0.5 unit Health | |
| F. Visual, Performing, and/or Applied Arts | 1.0 unit |
| G. World Languages | 2.0 units |
| • 2 units of the same World Language, or | |
| • 1 unit of the same World Language and 1 unit of completes a Career and Technical Education (CTE) Program, or | |
| • 1 unit of the same World Language and 1 unit of VPAA in addition to required VPAA credit | |
| TOTAL | 18 units |

5. **Electives:** Of the 23 units required for graduation, 5 units of credit may be electives.
6. **Online Learning Experience:** Students are required to experience twenty (20) hours of online learning. The requirement will be met through online experiences provided in high school core required courses.
7. **Personal Curriculum Plan:** A personal curriculum plan may be developed for a student in which graduation requirements are modified in accordance with the state mandated Michigan Merit Curriculum. For example, the VPAA requirement can be modified through a Personal Curriculum Plan for a student who takes additional credit(s) beyond the required credits in English Language Arts, Math, Science, or World Language or if the student completes a CTE program.
8. **Testing Out:** A student will receive credit for a Michigan Merit curriculum course in which the student earns a qualifying score on the test out that measures a student's understanding of the subject area content expectations that apply to the credit. Test out scores will not be used to calculate grade point average. Testing out is not a credit recovery option.
9. **Required Testing:** As a requirement for graduation, a high school student must participate in all state or federal academic testing programs which the

School District is required to administer, unless otherwise indicated in an Individualized Education Program (IEP), a Section 504 Plan, or similar program of services. A high school student's failure to meet this requirement will render him/her ineligible for a high school diploma, and will preclude that student's participation in graduation commencement exercises. Any deviation from this requirement must be approved by the Superintendent or his/her designee.

- 10. Early Graduation:** If a student meets all other requirements, approval for early graduation may be granted at the end of seven (7) semesters. To apply for early graduation, the Application for Early Graduation and a letter to the principal must be completed by the end of the first card marking of the student's senior year. Approval for early graduation will be contingent upon educational experiences or training in high school which have afforded the student early entry into college or an advanced training program, a concrete job offer utilizing these educational experiences, or family financial need. Diplomas will be issued in June. An exception to this section may be granted with approval of the Board of Education upon the recommendation of the superintendent.

**First Reading of
Board Policy BHA
– Code of Ethics**

Superintendent Dr. Liepa reported that the Policy Committee reviewed the proposed new language for the policies shown below. These policies will be brought to the next regular Board meeting for a second reading and possible adoption.

**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~~ **follow established Board Operating Procedures for additional information** 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~~ **ensure** that persons addressing the Board follow established policy guidelines as outlined in Board policy.
- I will ~~insure~~ **ensure** 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~~ **ensure** that all Board members are given an opportunity to ~~reflect~~ **express** 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.

**Second Reading
of Board Policy
EBA –
Disposition of
Real Property**

It was moved by Mr. Johnson and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and adopt Board Policy language as shown below for Board Policy EBA – Disposition of Real Property.

**BOARD POLICY
BUSINESS MANAGEMENT
DISPOSITION OF REAL PROPERTY**

**EBA
APRIL 20, 2015**

The Board of Education believes that it is in the interest of the Livonia Public Schools School District to preserve, maintain, and retain ownership of its lands and buildings that have current or future educational value. The primary covenant of this policy is that the sale and permanent dispossession of the real property of this district is disfavored. The Board will analyze any unsolicited or solicited requests for the sale and permanent dispossession of its real property to determine whether there is an interest for the district to sell or dispossess assets which substantially outweigh the Board's primary policy disfavoring such action.

In the event the Board of Education decides to exercise its property powers to sell real estate, the Board must authorize the conditions for sale. The Board reserves the right to reject any and all offers at its sole discretion. No property will be offered for sale until an independent appraisal is completed. Employees of the school district and members of the Board of Education shall be prohibited from purchasing directly or indirectly any real estate offered by the district.

The Board may authorize the administration to use qualified consultants who have expertise in land development matters on an hourly basis. The compensation paid to consultants can never be based upon percentage or commission formulas unless approved by the Board in which case the Board would seek a payment formula which allowed the district to opt for the lesser of either a fixed payment schedule or a percentage on a commission formula.

Proceeds derived from the sale of real estate will be held in trust in a special capital project fund account identified separately from any other capital project funds which shall be used for purchasing other real estate for the district and/or for renovating, replacing, or developing real estate, facilities, or long-term assets as authorized by the Board of Education, unless the fund balance of the district's General Fund is below 5% of the total expenditures at which time the Board of Education may determine to utilize proceeds in the General Fund to protect programs.

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

Adjournment

President Burton adjourned the meeting at 8:46 p.m.

Off/Supt/jw