

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
January 27, 2020**

President Johnson convened the meeting at 7:07 p.m. in the Board Room, 15125 Farmington Road, Livonia.

Members Present

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

Members Absent

None

Election of Officers

President:

Mrs. Burton nominated Mr. Johnson for the office of president.

Voting for Mr. Johnson:

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

Nays: None

Vice President:

Mrs. Bonifield nominated Mrs. Burton for the office of vice president.

Voting for Mrs. Burton

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

Nays: None

Secretary:

Mrs. Bradford nominated Mrs. Bonifield for the office of secretary.

Voting for Mrs. Bonifield

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

Nays: None

Treasurer:

It was moved by Mrs. Burton and supported by Mrs. Jarvis that Alison Smith, Director of Finance, be appointed Treasurer of the Livonia Public Schools School District until the next annual election of officers.

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

Nays: None

**School Board
Recognition
Month**

Stacy Jenkins, administrator of communications, recognized Board members and thanked them for serving students, staff, and the community. She shared a *Recognition Resolution* from the Wayne County Regional Educational Service Agency Board of Education and a *Certificate of Proclamation* from Governor Whitmer. Mrs. Jenkins also presented each Board member with a *Certificate of Appreciation* from the Michigan Association of School Boards. Superintendent Oquist thanked the Board of Education for all they do and presented gifts to President Mark Johnson and Vice President Colleen Burton in honor of their ten years of service on the Board.

**Points of Pride
– Jackson Early
Childhood
Center**

Carol Carignan, Student Services Coordinator for Jackson Center, and Gayle Fedoronko, Program Supervisor for Jackson Center, highlighted the many programs offered to more than 770 of our youngest learners. Mrs. Carignan noted that Jackson Center was recently accredited by AdvancED.

**District Update
from the
Superintendent**

Superintendent Oquist shared a slideshow of student and staff activities across the District.

**Audience
Communication**

Several students from the Livonia FRC Robotics provided a season update as well as information about upcoming events.

LaRoy Williams addressed the Board regarding secondary staffing.

Katy Rogowicz addressed the Board regarding her concerns about safety.

Recess

The Board took a recess for approximately ten minutes to visit with guests, then resumed the meeting to continue their business.

**Written
Communication**

None

**Response to
Prior Audience
Communication**

None

**Consent
Agenda**

It was moved by Mrs. Frank and supported by Mrs. Jarvis 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 December 16, 2019
- V.B. Minutes of the Special Meeting of December 16, 2019
- V.C. Minutes of the Closed Session of December 16, 2019

V.D. Minutes of the Special Meeting of January 21, 2020

V.E. Minutes of the Closed Session of January 21, 2020

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

**Limited Out of
District Schools
of Choice for
2020-2021**

It was moved by Mrs. Jarvis and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Superintendent to participate in Limited Schools of Choice under Section 105 and 105c for the 2020-2021 school year. Openings to include no more than 185 seats in kindergarten through eighth grade and five seats in each Global Ed and CAPA at ninth grade only; for a total of up to 195 students.

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

**Approval to
Purchase
Calculators for
Secondary
Schools**

It was moved by Mrs. Bradford and supported by Mr. Centers that the Board of Education approve the recommendation to purchase Texas Instruments TI-84 Plus calculators for our secondary schools. The total cost to purchase 360 calculators to provide each of the middle and high school math departments with 60 new calculators is \$52,872.84.

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

**Approval of
District
Professional
Development
Committee**

It was moved by Mrs. Bonifield and supported by Mrs. Frank that the Board of Education approve the creating of a District-wide advisory committee to provide direction and feedback on District provided professional development. The committee will be comprised of teachers, staff, parents, and administrators.

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

**Adoption of
2019-2020
Second Budget
Amendment**

It was moved by Mrs. Burton and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District adopt the attached second amended budgets for the 2019-20 school year: General Fund, Funded Projects Fund, Special Education Fund, Food Service Fund, Health and Welfare Fund, Debt Retirement Funds: 2013 Bond Series I, 2013 Bond Series II, 2014 Refunding Bond; Scholarship Fund, 2013 Bond Fund, Capital Project Funds: Sinking Fund, Technology Fund, Capital Projects Fund and School Activities Fund.

LIVONIA PUBLIC SCHOOLS



2019-20 Second Amended General Fund and District Budgets

January 2020

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

RESOLVED, that the general appropriation for Livonia Public Schools for revenues for the fiscal year 2019-20 General Fund be amended as follows:

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
REVENUE				
Local	\$ 37,085,894	\$ 35,432,726	\$ 42,764,111	\$ 37,729,776
State	115,626,858	114,388,650	108,576,265	115,641,001
Federal	28,670	26,634	26,634	26,634
Other Financing Sources	<u>7,333,623</u>	<u>6,149,958</u>	<u>5,574,958</u>	<u>5,756,147</u>
Total Revenue	\$ 160,075,046	\$ 155,997,968	\$ 156,941,968	\$ 159,153,558
FISCAL YEAR BEGINNING FUND BALANCE	<u>\$ 22,530,219</u>	<u>\$ 27,103,136</u>	<u>\$ 30,898,556</u>	<u>\$ 30,898,556</u>
REVENUE PLUS BEGINNING FUND BALANCE (TOTAL AVAILABLE TO APPROPRIATE)	\$ 182,605,265	\$ 183,101,104	\$ 187,840,524	\$ 190,052,114

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 2019-20 General Fund be adopted as follows:

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
EXPENDITURES				
INSTRUCTION				
Basic Programs	\$ 74,622,808	\$ 77,578,145	\$ 77,822,635	\$ 77,967,227
Added Needs	<u>16,196,656</u>	<u>16,647,504</u>	<u>17,213,069</u>	<u>17,397,628</u>
Total Instruction	\$ 90,819,464	\$ 94,225,649	\$ 95,035,704	\$ 95,364,855
SUPPORTING SERVICES				
Pupil Support	\$ 9,629,404	\$ 9,934,445	\$ 10,323,722	\$ 9,674,587
Instructional Staff Support	6,353,453	6,599,532	6,806,695	7,095,689
General Administration	815,895	986,261	1,013,159	970,889
School Administration	9,364,429	9,697,172	9,777,172	9,724,832
Business Services	1,977,686	2,220,651	2,225,651	2,261,754
Operations and Maintenance	16,463,248	16,393,064	16,516,930	16,521,578
Transportation	8,020,906	8,457,451	9,404,853	9,892,329
Other Central Support	3,280,158	3,387,859	3,655,364	3,859,158
Athletics	<u>2,187,385</u>	<u>2,329,803</u>	<u>2,336,536</u>	<u>2,336,536</u>
Total Supporting Services	\$ 58,092,563	\$ 60,006,238	\$ 62,060,082	\$ 62,337,352
COMMUNITY SERVICES				
Community Recreation	\$ 202,446	\$ 175,423	\$ 176,423	\$ 176,244
Custody & Child Care	<u>2,580,355</u>	<u>2,722,625</u>	<u>2,758,625</u>	<u>2,761,408</u>
Total Community Services	\$ 2,782,801	\$ 2,898,048	\$ 2,935,048	\$ 2,937,652
OTHER FINANCING USES				
Transfers to Other Funds	<u>12,093</u>	<u>15,000</u>	<u>20,000</u>	<u>20,000</u>
Total Other Financing Uses	\$ 12,093	\$ 15,000	\$ 20,000	\$ 20,000
TOTAL EXPENDITURES	\$ 151,706,922	\$ 157,144,935	\$ 160,050,834	\$ 160,659,859
TOTAL AVAILABLE TO APPROPRIATE LESS TOTAL EXPENDITURES (FISCAL YEAR ENDING FUND BALANCE)	\$ 30,898,344	\$ 25,956,169	\$ 27,789,690	\$ 29,392,255
FUND BALANCE AS A PERCENTAGE OF TOTAL EXPENDITURES	20.4%	16.5%	17.4%	18.3%

FUNDED PROJECTS FUND

* The Funded Projects Fund is reported in the General Fund on the Comprehensive Annual Financial Report submitted to the State.

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 FIRST AMENDED	2019-20 2ND AMENDED
BEGINNING FUND BALANCE				
REVENUES				
Local	\$ 134,837	\$ 163,866	\$ 170,433	\$ 168,355
State	1,918,664	1,844,256	2,166,819	2,352,200
Federal	6,457,286	6,583,631	6,888,140	6,991,884
Transfers from Other Funds	12,093	12,093	12,093	25,215
Total Revenue	\$ 8,522,880	\$ 8,603,846	\$ 9,237,485	\$ 9,537,654
EXPENDITURES				
Instructional	\$ 6,258,294	\$ 6,083,325	\$ 6,421,787	\$ 6,584,622
Support	2,016,720	2,243,486	2,284,078	2,594,539
Community Services	142,668	166,355	177,088	181,389
Transfers to Other Funds	105,198	110,680	354,532	177,104
Total Expenditures	\$ 8,522,880	\$ 8,603,846	\$ 9,237,485	\$ 9,537,654
ENDING FUND BALANCE				
REVENUE DETAIL				
LOCAL SOURCES				
Business Partnerships	\$ 3,136	\$ 16,071	\$ 12,935	\$ 12,935
Dunning Foundation	\$ 36,832	\$ -	\$ 9,168	\$ 9,168
Community Foundation of SE Michigan	542	-	-	125
Hometown Grant	9,465	-	535	535
Japan Foundation	30,000	-	-	-
LPS Foundation	29,613	32,652	32,652	30,545
Miscellaneous Sources	25,249	30,391	30,391	30,295
Wayne RESA	-	84,752	84,752	84,752
Total Local Sources	\$ 134,837	\$ 163,866	\$ 170,433	\$ 168,355
STATE SOURCES				
Section 32d Great School Readiness	\$ 568,400	\$ 568,400	\$ 568,400	\$ 568,400
Section 61a Vocational Education	411,724	536,874	536,874	615,878
Section 61c CTE Equipment	-	-	37,245	34,467
Section 99h FIRST Robotics	17,200	14,400	14,400	20,200
Section 102d Financial Analytic Tools	16,603	-	-	-
Section 104d Computer Adaptive Tests	92,000	47,634	89,100	72,512
Section 107 Adult Education	446,819	383,576	383,576	498,521
Section 41 Bilingual Education	35,063	40,874	40,874	80,353
Section 22i Technology	97,408	10,870	10,870	10,870
Section 35(A) Early Literacy	233,448	241,628	241,628	207,147
Competitive School Safety	-	-	243,852	243,852
Total State Sources	\$ 1,918,665	\$ 1,844,256	\$ 2,166,819	\$ 2,352,200
FEDERAL SOURCES				
Title I	\$ 1,351,408	\$ 1,073,279	\$ 1,235,805	\$ 1,274,618
Title II Part A	433,238	760,276	716,067	716,067
Title II Part A Teacher and Leader Inst Support	11,864	117,136	117,136	105,273
Title III Limited English	61,425	48,957	64,642	68,578
Title III Immigrant	23,494	-	21,495	22,912
Title IV, Part A SSAE	113,460	80,212	89,634	89,634
Vocational Perkins	282,361	258,292	258,292	258,292
IDEA Flow-Through	3,226,841	3,226,841	3,339,840	3,339,840
IDEA Preschool Incentive	209,082	209,082	227,449	227,449
IDEA Low-Incidence Center Program Expansion	611,776	611,776	620,000	620,000
Clean Diesel Grant	-	-	-	71,441
ABE Family Literacy	132,336	197,780	197,780	197,780
Total Federal Sources	\$ 6,457,285	\$ 6,583,631	\$ 6,888,140	\$ 6,991,884
TRANSFERS				
G Fund to Section 32d Great School	\$ 12,093	\$ 12,093	\$ 12,093	\$ 25,215
Total Transfer Sources	\$ 12,093	\$ 12,093	\$ 12,093	\$ 25,215

SPECIAL EDUCATION FUND

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
BEGINNING FUND BALANCE	\$ 976,887	\$ 998,689	\$ 956,376	\$ 956,376
 REVENUES				
Local	\$ 9,140,815	\$ 10,765,465	\$ 10,579,540	\$ 10,224,994
State	<u>5,256,750</u>	<u>5,566,021</u>	<u>5,724,504</u>	<u>5,312,569</u>
Total Revenue	\$ 14,397,565	\$ 16,331,486	\$ 16,304,044	\$ 15,537,563
 EXPENDITURES				
Instructional	\$ 9,149,323	\$ 10,262,958	\$ 10,094,580	\$ 9,702,156
Support	3,948,164	4,587,501	4,893,531	4,547,798
Transfers to Other Funds	<u>1,320,589</u>	<u>1,500,000</u>	<u>1,300,000</u>	<u>1,300,000</u>
Total Expenditures	\$ 14,418,076	\$ 16,350,459	\$ 16,288,111	\$ 15,549,954
 ENDING FUND BALANCE	 \$ 956,376	 \$ 979,716	 \$ 972,309	 \$ 943,985
 EXPENDITURE DETAIL				
Moderate Cognitive Impairment Program	\$ 2,709,548	\$ 3,269,238	\$ 3,297,739	\$ 3,147,035
Visually Impaired Program	1,136,520	1,174,350	1,175,851	1,266,407
Skill Center Program	4,267,794	4,075,449	4,130,199	4,498,371
Autistic Program	4,983,625	6,331,422	6,384,322	5,338,141
Outgoing Transfer To General Fund	<u>1,320,589</u>	<u>1,500,000</u>	<u>1,300,000</u>	<u>1,300,000</u>
Total Expenditures	\$ 14,418,076	\$ 16,350,459	\$ 16,288,111	\$ 15,549,954

FOOD SERVICE FUND

(RESTRICTED)

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
BEGINNING FUND BALANCE	\$ 661,234	\$ 259,754	\$ 561,356	\$ 561,356
REVENUES				
Local Sales	\$ 1,759,507	\$ 1,697,000	\$ 1,697,000	\$ 1,737,000
State Reimbursement	\$ 174,865	\$ 164,504	\$ 164,504	\$ 164,504
Federal Reimbursement	<u>\$ 1,981,472</u>	<u>\$ 1,920,000</u>	<u>\$ 1,920,000</u>	<u>\$ 1,950,000</u>
Total Revenue	\$ 3,915,844	\$ 3,781,504	\$ 3,781,504	\$ 3,851,504
EXPENDITURES				
Support Services	\$ 3,815,721	\$ 3,782,984	\$ 3,900,000	\$ 4,131,061
Transfers to Other Funds	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>
Total Expenditures	\$ 4,015,721	\$ 3,982,984	\$ 4,100,000	\$ 4,331,061
ENDING FUND BALANCE	\$ 561,356	\$ 58,274	\$ 242,860	\$ 81,799

HEALTH & WELFARE FUND

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
BEGINNING FUND BALANCE	\$ 2,323,889	\$ 1,377,192	\$ 1,418,084	\$ 1,418,084
REVENUES				
Employee Contributions	\$ 4,172,124	\$ 3,887,298	\$ 3,887,298	\$ 3,987,298
Transfer From Other Funds	<u>15,753,208</u>	<u>16,554,011</u>	<u>16,554,011</u>	<u>16,754,011</u>
Total Revenue	\$ 19,925,332	\$ 20,441,309	\$ 20,441,309	\$ 20,741,309
EXPENDITURES				
Premiums/Claims/Fees	\$ 20,831,136	\$ 21,116,275	\$ 21,116,275	\$ 21,411,275
ENDING FUND BALANCE	\$ 1,418,084	\$ 702,226	\$ 743,118	\$ 748,118

DEBT RETIREMENT FUNDS

(RESTRICTED)

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
2013 BOND SERIES I				
BEGINNING FUND BALANCE	\$ 959,461	\$ 1,227,356	\$ 793,784	\$ 793,784
REVENUES				
Tax Revenue	\$ 4,862,716	\$ 4,992,455	\$ 4,992,455	\$ 4,992,455
Interest Income	30,461	10,000	10,000	15,000
Total Revenue	\$ 4,893,177	\$ 5,002,455	\$ 5,002,455	\$ 5,007,455
EXPENDITURES				
Bond Redemption	\$ 825,000	\$ 850,000	\$ 850,000	\$ 850,000
Bond Interest	4,226,750	4,193,750	4,193,750	4,193,750
Other	7,103	50,200	50,200	50,200
Total Expenditures	\$ 5,058,853	\$ 5,093,950	\$ 5,093,950	\$ 5,093,950
ENDING FUND BALANCE	\$ 793,784	\$ 1,135,861	\$ 702,289	\$ 707,289
2013 BOND SERIES II				
BEGINNING FUND BALANCE	\$ 1,441,373	\$ 1,287,427	\$ 2,164,092	\$ 2,164,092
REVENUES				
Tax Revenue	\$ 9,433,696	\$ 4,992,455	\$ 4,992,455	\$ 4,992,455
Interest Income	52,611	10,000	10,000	15,000
Total Revenue	\$ 9,486,307	\$ 5,002,455	\$ 5,002,455	\$ 5,007,455
EXPENDITURES				
Bond Redemption	\$ 6,755,000	\$ 1,275,000	\$ 1,275,000	\$ 1,275,000
Bond Interest	1,994,700	3,646,250	3,646,250	3,646,250
Other	13,887	50,500	50,500	50,500
Total Expenditures	\$ 8,763,587	\$ 4,971,750	\$ 4,971,750	\$ 4,971,750
ENDING FUND BALANCE	\$ 2,164,092	\$ 1,318,132	\$ 2,194,797	\$ 2,199,797
2014 REFUNDING BOND				
BEGINNING FUND BALANCE	\$ 858,081	\$ 1,505,677	\$ 850,783	\$ 850,783
REVENUES				
Tax Revenue	\$ 4,850,142	\$ 8,623,332	\$ 8,623,332	\$ 8,623,332
Interest Income	30,461	15,000	15,000	30,000
Total Revenue	\$ 4,880,603	\$ 8,638,332	\$ 8,638,332	\$ 8,653,332
EXPENDITURES				
Bond Redemption	\$ 1,175,000	\$ 7,095,000	\$ 7,095,000	\$ 7,095,000
Bond Interest	3,705,000	1,656,950	1,656,950	1,656,950
Other	7,902	125,200	125,200	125,200
Total Expenditures	\$ 4,887,902	\$ 8,877,150	\$ 8,877,150	\$ 8,877,150
ENDING FUND BALANCE	\$ 850,783	\$ 1,266,859	\$ 611,965	\$ 626,965

SCHOLARSHIP FUND (RESTRICTED)

	2018-19 ACTUAL		2019-20 ADOPTED		2019-20 1ST AMENDED		2019-20 2ND AMENDED
BEGINNING FUND BALANCE	\$ 32,000	\$	29,470	\$	29,471	\$	29,471
REVENUES							
Local- Donations	500		500		500		600
EXPENDITURES							
Scholarships	3,029		3,030		3,030		3,030
ENDING FUND BALANCE	\$ 29,471	\$	26,940	\$	26,941	\$	27,041

2013 BOND FUND (RESTRICTED)

	2018-19 ACTUAL		2019-20 ADOPTED		2019-20 FIRST AMENDED		2019-20 FIRST AMENDED
BEGINNING FUND BALANCE	\$ 30,701,948	\$	3,807,371	\$	11,733,248	\$	11,733,248
REVENUES							
Local	\$ 524,656	\$	40,000	\$	40,000	\$	442,577
Transfer from Other Funds	-		-		-		-
Total Revenue	<u>\$ 524,656</u>	\$	<u>40,000</u>	\$	<u>40,000</u>	\$	<u>442,577</u>
EXPENDITURES							
Capital Outlay	\$ 19,493,357	\$	3,847,371	\$	11,773,248	\$	11,773,248
ENDING FUND BALANCE	\$ 11,733,248	\$	-	\$	-	\$	402,577

CAPITAL PROJECT FUNDS

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
SINKING FUND (RESTRICTED)				
BEGINNING FUND BALANCE	\$ 11,640,604	\$ 5,362,604	\$ 6,753,535	\$ 6,753,535
REVENUES				
Tax Revenue	\$ 4,893,204	\$ 4,822,000	\$ 4,822,000	\$ 4,822,000
Interest Income	<u>219,270</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
Total Revenue	\$ 5,112,473	\$ 5,022,000	\$ 5,022,000	\$ 5,022,000
EXPENDITURES				
Repairs	9,861,579	10,084,604	10,084,604	10,834,604
Other	<u>137,964</u>	<u>300,000</u>	<u>300,000</u>	<u>300,000</u>
Total Expenditures	\$ 9,999,543	\$ 10,384,604	\$ 10,384,604	\$ 11,134,604
 ENDING FUND BALANCE	 \$ 6,753,535	 \$ -	 \$ 1,390,931	 \$ 640,931
 TECHNOLOGY FUND (RESTRICTED)				
BEGINNING FUND BALANCE	\$ 732,882	\$ 121,882	\$ 666,447	\$ 666,447
REVENUES				
Tax Revenue				
Interest Income	<u>14,991</u>	<u>5,000</u>	<u>5,000</u>	<u>7,000</u>
Total Revenue	\$ 14,991	\$ 5,000	\$ 5,000	\$ 7,000
EXPENDITURES				
Technology Equipment	\$ 47,719	\$ 76,882	\$ 600,000	\$ 600,000
Technology Services	33,706	50,000	71,447	73,447
Other	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	\$ 81,426	\$ 126,882	\$ 671,447	\$ 673,447
 ENDING FUND BALANCE	 \$ 666,447	 \$ -	 \$ -	 \$ -
 CAPITAL PROJECTS FUND				
BEGINNING FUND BALANCE	\$ 1,185,164	\$ 1,085,164	\$ 1,185,164	\$ 1,185,164
REVENUES				
Proceeds from Sale of Property	\$ -	\$ -	\$ 575,000	\$ 600,000
Transfer from Other Funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	\$ -	\$ -	\$ 575,000	\$ 600,000
EXPENDITURES				
Transfer to General Fund	\$ -	\$ -	\$ -	\$ -
Other	<u>-</u>	<u>1,085,164</u>	<u>100,000</u>	<u>200,000</u>
Total Expenditures	\$ -	\$ 1,085,164	\$ 100,000	\$ 200,000
 ENDING FUND BALANCE	 \$ 1,185,164	 \$ -	 \$ 1,660,164	 \$ 1,585,164

SCHOOL ACTIVITIES FUND

(GASB 84)

	2018-19 ACTUAL	2019-20 ADOPTED	2019-20 1ST AMENDED	2019-20 2ND AMENDED
BEGINNING FUND BALANCE	\$ 1,215,100	\$ 1,345,326	\$ 1,259,038	\$ 1,259,038
REVENUES- SCHOOL DEPOSITS	\$ 2,356,222	\$ 2,082,051	\$ 2,300,000	\$ 2,300,000
EXPENDITURES- SCHOOL ACTIVITIES	\$ 2,312,284	\$ 2,013,534	\$ 2,500,000	\$ 2,500,000
ENDING FUND BALANCE	\$ 1,259,038	\$ 1,413,843	\$ 1,059,038	\$ 1,059,038

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

**Approval to
Purchase
Buses**

It was moved by Mr. Centers and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the purchase of twenty-two 77-passenger buses through the Michigan School Business Officials Bus Purchasing Program at a total cost not to exceed \$2,220,966.

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

**Approval to
Select Design
Firm for Central
Office
Renovation**

It was moved by Mrs. Jarvis and supported by Mrs. Frank that the Board of Education of the Livonia Public Schools School District approve the recommendation from the Owner's Representative, Plante Moran CRESA, to appoint HED as the design firm for programming and assessment services related to work at the Central Office building for a cost not to exceed \$46,000.

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

**Approval of
2020 Roofing
Projects**

It was moved by Mrs. Frank and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District approve the recommendation of the Owner's Representative, Plante Moran CRESA, to award the contract for roofing replacements at Emerson Middle School and Livonia Career Technical Center in the amount of \$2,339,100 to Royal Roofing, Lake Orion, Michigan, and the contract for roofing replacement at Rosedale Elementary School in the amount of \$510,363 to Quality Roofing, Whitmore Lake, Michigan, plus contingency in the amount of \$227,957 for a total project cost of \$3,077,420 and authorize the Superintendent or her designee to negotiate and execute final contract.

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

**Approval to
Purchase High
School Field
House Curtain
Dividers**

It was moved by Mrs. Bradford and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the purchase of Field House Curtain Dividers at Churchill High School, Franklin High School, and Stevenson High School from C & M Associates, LLC, Livonia, Michigan, in the amount of \$39,885 for the installation of six curtains, plus \$12,000 contingency for a total approved amount of \$51,885.

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

Approval to Purchase Carpet for Shared Time & Adult Education

It was moved by Mrs. Bonifield and supported by Mrs. Frank that the Board of Education of the Livonia Public Schools School District approve the purchase of carpet replacement at Cass Shared Time and Adult Education from Shock Brothers Floor Covering, Roseville, Michigan, in the amount of \$30,750 plus \$3,000 contingency for a total approved amount of \$33,750.

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

Teachers for Approval

It was moved by Mrs. Frank and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and offer employment for the 2019-20 school year to the following teachers:

Ball, Caitlin	1.0 ASD Coach, Student Services
Harris, Meghan	1.0 Resource Room Teacher, Johnson Upper Elementary
Mardeusz, Ashley	1.0 Resource Room Teacher, Stevenson H.S.
Oltman, Evan	1.0 Secondary Social Studies Teacher .6 Holmes Middle School & .4 Stevenson H.S.
Penaranda, Jennifer	.8 Teacher of Speech & Language, Grant Elementary
Sallans, Patricia	1.0 Teacher of Speech & Language, Jackson Center
Seasock, Zachary	1.0 Secondary Science Teacher .4 Holmes Middle School & .6 Stevenson H.S.

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

Teachers for Tenure

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

Laurisa Burke	January 13, 2020
Whitney Cabble	January 5, 2020
Lori Marsh	January 26, 2020

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

Resignation

The Board was informed that, as authorized in the Board of Education motion of June 3, 2019, a resignation was accepted by the superintendent for:

Craig Benedict (Shared Time) January 20, 2020

Retirements

It was moved by Mrs. Jarvis and supported by Mrs. Frank that the

**Board of Education of the Livonia Public Schools School District
adopt resolutions of appreciation for services rendered by:**

Frank Betzel, who will retire from the District on February 28, 2020, and will have devoted 41 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a custodian and building supervisor at Emerson Middle School, Franklin High School, Dickinson Center, Cooper Upper Elementary, Central Office, Perrinville Early Childhood Center, Hull Elementary, Rosedale Elementary, Randolph Elementary, and Buchanan Elementary.

Mary Betzel, who will retire from the District on January 31, 2020, and will have devoted 32.5 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a secretary in the Curriculum Department and Academic Services Department at Central Office.

Carol Klun, who will retire from the District on January 24, 2020, and will have devoted 11.5 years of dedicated, loyal, and outstanding service to the students in Livonia Public Schools as an occupational therapist.

Cynthia Scott, who will retire from the District on June 30, 2020, and will have devoted 28 years of dedicated, loyal, and outstanding service to the students of Garfield Elementary, Webster Elementary, Cass Elementary and Central Office as a teacher, principal, and director of elementary programs

Sharon S. Smith, who will retire from the District on February 28, 2020, and will have devoted 10.4 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a transportation paraprofessional in the Transportation Department.

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

**Sympathy
Resolution for
Family of
Jennifer
Cleaver**

It was moved by Mrs. Burton and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District adopt a sympathy resolution for the family of **Jennifer Cleaver**.

SYMPATHY RESOLUTION

WHEREAS, The Board of Education was deeply saddened to hear of the untimely death of Jennifer Cleaver; and,

WHEREAS, She was a valued staff member in the Livonia Public Schools School District as a paraprofessional at Cleveland Elementary and as a classroom assistant in the Great Start Readiness Program at Garfield Community School; and,

WHEREAS, She consistently demonstrated her outstanding dedication, care, and commitment to students, parents, and colleagues; and,

WHEREAS, Jennifer Cleaver will always be remembered with great fondness and with a profound sense of gratitude for the immeasurable contributions she made to our school district;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Education of the Livonia Public Schools School District offers its deepest sympathy to the family, friends, and colleagues of Jennifer Cleaver.

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

**First Reading of
Board Bylaws:**

Proposed changes to the bylaws below were previously reviewed by the Board. These policies will be on the agenda of the next regular Board meeting for a second reading and potential approval.

**BYLAWS OF THE BOARD
BOARD OPERATIONS
GOALS AND OBJECTIVES**

**BA
NOVEMBER 18, 2002
~~— Reviewed 11/2013~~**

The Board of Education believes that it is in the best interest of education to provide for continuity of action and the orderly transaction of business. To accomplish this, it has adopted these bylaws.

These bylaws and policies are subject in all respects to the law. In the event any bylaws, policies, or portions thereof shall be held contrary to law by a court of competent jurisdiction, such bylaws, policies, or portions thereof shall be void and inoperative; however, all other bylaws, policies, or portions thereof shall continue in effect.

All employees are expected to **adhere to** ~~carry out~~ the policies and administrative procedures of the District, and to act in accordance with applicable law. Failure to adhere to the policies and procedures or engaging in prohibitive acts may result in disciplinary procedures up to and including discharge. **Students, parents, and stakeholders must abide by policies and procedures that are applicable to them.**

**BYLAWS OF THE BOARD
BOARD OPERATIONS
GOAL SETTING MEETINGS**

**BAA
DECEMBER 5, 1988
~~Reviewed 11/2013~~**

The members of the Board of Education shall meet at least two times each year with the Superintendent to review the ~~direction and focus~~ **goals and priorities** of the School District. ~~One meeting each December and July will be scheduled for this purpose.~~

**BYLAWS OF THE BOARD
BOARD OPERATIONS
SCHOOL BOARD OFFICERS**

**BBA
JUNE 20, 1988
~~Reviewed 11/2013~~**

The officers of the Board of Education shall be president, vice president, secretary, and treasurer. **The president, vice president, and secretary** ~~who~~ shall be elected annually by the Board of Education and ~~The president, vice president, and secretary~~ shall be members of the Board. **The treasurer of the School District shall not be a member of the Board of Education, but instead shall be an employee under contract with the Livonia Public Schools School District and shall be appointed annually by the Board of Education.**

**BYLAWS OF THE BOARD
BOARD OPERATIONS
METHOD OF ELECTING BOARD OFFICERS**

**BBAA
JANUARY 21, 2014**

All **Board** officers shall be elected annually on or before the first regular Board meeting in January by the Board of Education and shall serve for one year.

The process for filling any vacant officer position, should it occur, will be as follows:

- President – The vice president will automatically assume the office of president, as outlined in Policy BBABB. If the vice president is not available,

the Board will take nominations and vote to fill the office of president on or before the first **regular** Board meeting following the official vacancy of that position.

- Vice President – The Board will take nominations and vote to fill the office of vice president on or before the first **regular** Board meeting following the official vacancy of that position.
- Secretary – The Board will take nominations and vote to fill the office of secretary on or before the first **regular** Board meeting following the official vacancy of that position.
- Treasurer – The superintendent shall make a recommendation to the Board of Education as to the Finance Department employee who will assume the responsibilities of this position.

Any Board member who fills an officer vacancy under the process above will continue in that role for the balance of the unexpired term.

**BYLAWS OF THE BOARD
BOARD OPERATIONS
DUTIES OF THE PRESIDENT**

**BBABA
AUGUST 15, 2011
Reviewed 11/2013**

The president shall preside at all regular meetings, special meetings, closed sessions, **committee meetings**, and study sessions; shall plan cooperatively with the superintendent the agendas for such meetings; shall represent and speak for the Board when requested to do so and only on action which the Board has already taken; shall sign documents as required by law and correspondence as authorized by the Board; shall appoint Board members as committee chairpersons and members as soon as feasible following the meeting of the election of officers; shall make other committee appointments; and shall perform such other duties as authorized by the Board.

**BYLAWS OF THE BOARD
BOARD OPERATIONS
DUTIES OF THE VICE PRESIDENT**

**BBABB
JUNE 20, 1988
Reviewed 11/2013**

The vice president shall act in the temporary absence of the president and perform other duties for the president when **requested by the president or** authorized by the Board.

In case of a vacancy in the office of president, the vice president shall succeed to the office of president for the balance of the unexpired term.

**BYLAWS OF THE BOARD
BOARD OPERATIONS
DUTIES OF THE **BOARD** SECRETARY**

**BBABC
JANUARY 21, 2014**

It shall be the duty of the **Board** secretary to act as clerk at all meetings of the Board; to record the proceedings of all meetings; and the minutes of all meetings, orders, resolutions and other proceedings of the Board in proper record books; to give the prescribed notice of the annual district meeting, and of all such special meetings as shall be required to give notice of in accordance with the provisions of law; ~~to preserve and file copies of all reports and safely preserve and keep all books, papers and other documents belonging to the office of secretary or to the district, and to deliver the same to his/her successor in office;~~ and to perform such other duties as are or shall be required of the secretary by law or by the Board.

The **Board** secretary shall sign documents and correspondence as authorized by the Board and/or required by law.

**BYLAWS OF THE BOARD
BOARD OPERATIONS
DUTIES OF THE TREASURER**

**BBABE
JUNE 20, 1988
Reviewed 11/2013**

The treasurer of the school district shall not be a Board of Education member but, instead, an employee under a contract to the Board of Education. NOTE: THIS WAS INCORPORATED INTO BBA

The treasurer's term is for one year and the annual election of the treasurer shall take place at the Board's organizational meeting each year.

It shall be the responsibility of the treasurer to have oversight of the the care and custody of all monies of the District, to maintain the financial records of the District in an orderly manner, and to perform such duties as prescribed by the superintendent and Board of Education, and in accordance with law.

**BYLAWS OF THE BOARD
BOARD OPERATIONS
NEW BOARD MEMBER ORIENTATION**

**BBBB
JUNE 20, 1988
Reviewed 11/2013**

A new Board member, or any person who has been elected but not yet installed on the Board of Education, is to be afforded the Board's and the staff's fullest measures of courtesy and cooperation. Board and staff shall make every feasible effort to assist the new Board member to become fully informed about the Board's functions, policies, procedures and current issues. problems.

1. The new Board member shall be expected strongly urged to attend a new Board member orientation session sponsored by the Michigan Association of School Boards, as soon as possible after his/her election. Tuition and expenses shall be paid by the Board District, approved by the Board.
2. The new Board member is encouraged to attend all Board meetings that are open to the public. In the interim between appointment and actually assuming office, the new Board member may will be invited to attend additional all meetings and functions of the Board of Education functions, including executive (closed) sessions, and is to receive all reports and communications normally sent to Board members.
3. A special workshop may be convened for the primary purpose of orienting the new Board member to his/her responsibilities, to the Board's method of operating, and to School District policies and priorities. problems.
4. The new Board member is to be provided with copies of or access to all appropriate publications and guides aids, including the Board policies policy manual and publications of the state and national school board associations.
5. The Board president, the superintendent, and members of the administrative staff will also confer with the new Board member as necessary on current topics, issues, or priorities before the Board. special problems or concerns.

After assuming office, all newly-elected or appointed members of the Board shall, after assuming office, receive orientation on the educational landscape program objectives of Michigan, and instruction/study and study in school finance, school law, responsiveness to the community, ethics, duties and responsibilities of school Board members, and the evaluation of the superintendent and the Board of Education.

Superintendent

It was moved by Mrs. Frank and supported by Mr. Centers that the

Evaluation

Board of Education of the Livonia Public Schools School District approve the evaluation of Superintendent Andrea Oquist, completed by using the MASB evaluation tool, for which she received a *highly effective* rating.

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

Adjournment

President Johnson adjourned the meeting at 9:46 p.m.

Off/Supt/jw