

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
December 14, 2015**

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

**Members
Present**

Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

**Members
Absent**

None

**Art Gallery
Churchill High
School
Students**

Mrs. Jenkins, administrator of communications, introduced Churchill High School students whose artwork was displayed behind the Board table. Students Elayna Cunningham, Caroline Hocking, Mary Hodges, Autumn Sayyae, and Veronica Shoemaker shared information about their art.

**Appointment of
Superintendent**

President Burton provided some background information regarding the superintendent search process – Former superintendent, Dr. Randy Liepa, accepted a position as Wayne County Superintendent; Michigan Leadership Institute (MLI) was hired by the Board as the search firm for a new superintendent; staff and community forums were held to obtain feedback regarding the superintendent position; the position was posted and applications accepted through the summer; four individuals were interviewed, resulting in one potential candidate.

The Board decided to repost the position in December or January to potentially have a larger pool of candidates. Towards the end of November, MLI asked the Board to be sure there were no internal candidates interested in the superintendent position. During the November study session, the Board asked Andrea Oquist (who was serving as Interim Superintendent) to reconsider taking the position on a permanent basis, and Mrs. Oquist agreed to do so. During their November Study Session, the Board agreed to vote at the December 12th regular meeting regarding the appointment of Mrs. Oquist as superintendent.

It was moved by Mrs. Laura and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District

adopt the resolution to appoint Andrea Oquist as Superintendent of Schools.

**Livonia Public Schools School District
Appointment of Superintendent
Andrea Oquist**

WHEREAS, The Board of Education of the Livonia Public Schools School District has engaged in a comprehensive search for an outstanding school leader to fill the vacant position of Superintendent of Schools; and

WHEREAS, the Board of Education has determined, through the aforementioned search process and by means of the district’s direct experience over the last four months, that Andrea Oquist is the type of leader the Livonia Public Schools School District seeks;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education does hereby designate Andrea Oquist as its choice to become Superintendent of Schools, contingent upon the successful negotiation of an employment agreement. The effective date of the appointment is to be determined through the aforementioned negotiation process.

BE IT FURTHER RESOLVED, that the President of the Board of Education is hereby authorized to negotiate said employment agreement with Mrs. Oquist on behalf of the Livonia Public Schools’ Board of Education and to bring forward to the full Board of Education the complete employment agreement for final approval at the earliest possible time, thus ending the Superintendent search process.

BE IT FURTHER RESOLVED, that the Board of Education expresses its sincere appreciation to Michigan Leadership Institute for their thorough and professional guidance throughout this very important Superintendent search process.

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

Nays: None

Recess

The Board recessed at 7:39 p.m. to visit with guests and reconvened the meeting at 8:03 p.m.

Written Communication

None

Audience Communication

John Stewart addressed the Board to congratulate Mrs. Oquist and voice his support for public education.

Liz Evans addressed the Board to thank Livonia Public Schools for their support of the American Cancer Society, and present LPS with an award for their participation in the Relay for Life of Livonia.

Jennifer Andrzejczak addressed the Board regarding the Jackson Early Childhood Center and early childhood education.

John Grzebik addressed the Board to congratulate Mrs. Oquist and to thank the Board for their diligence throughout the superintendent search process.

Eileen Brandt addressed the Board regarding special education and the Western Wayne Skill Center.

**Response to
Prior Audience
Communication**

None

**Consent
Agenda**

It was moved by Mrs. McDonnell 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 November 16, 2015
- V.B. Minutes of the Special Meeting of November 23, 2015
- V.C. Minutes of the Closed Session of November 23, 2015
- VI.A. Bills for Payment—December 15, 2015
- VI.B. Approval of Resolution for Summer Tax Collection

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

Nays: None

**Approval of
Resolution to
Authorize the
Issuance and
Sale of Bonds**

It was moved by Mrs. Jarvis and supported Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District approve the resolution authorizing the issuance of bonds, delegation of the sale of bonds, and other matters relating thereto including the authorization of the Superintendent to execute necessary documents and agreements.

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

Nays: None

**Approval of
Agreement for
Building
Utilization
Assessment &
Prioritization of
Bond Projects**

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 Assistant Superintendent of Business Services to enter into an agreement for the Building Utilization Assessment and Prioritization of Bond Projects on behalf of Livonia Public Schools' Board of Education. The first phase study, Enrollment Projection, will cost \$15,000.00 and the second phase study, Building Utilization Assessment and Facilitation, will cost \$45,000.00 for a total cost of \$60,000.00.

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

Acceptance of Yeo & Yeo Audit Report for 2013 Bond

It was moved by Mr. Centers and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District accept the fiscal year 2015 audit report for the 2013 Bond as presented by the audit firm of Yeo and Yeo.

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

Approval of Bid Results for Physical Education Equipment

It was moved by Mrs. Bonifield and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the purchase of physical education equipment from Exercise Warehouse, Livonia, Michigan for a total cost of \$57,731.15.

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

Approval to Purchase Mobile Media Carts – 2013 Bond

It was moved by Mrs. Laura and supported by Mr. Johnson that the Board of Education purchase 52 mobile media carts from Troxell Communications Inc. for the technology-related items at a cost of \$89,486.28 and DCP Solutions for the hardware items at a cost of \$43,596.80. The total cost for this purchase is \$133,083.08.

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

Approval of Change Order for Inacomp TSG Contract for Computer Workstations – 2013 Bond

It was moved by Mrs. McDonnell and supported by Mrs. Laura that the Board of Education of the Livonia Public Schools School District approve the change order to Inacomp Technical Services Group for 330 additional computers, in the amount of \$320,932.00, using the available contingency funds.

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

Approval of Teacher

It was moved by Mrs. Jarvis and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District

accept the recommendation of the superintendent and offer employment for the 2015-16 school year to the teacher listed below:

<u>Name</u>	<u>Assignment</u>
Ericka Crawford	(.9) Teacher Consultant of Students with Visual Impairments / Student Services

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

Nays: None

Retirements

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

Alphonse DiPaolo, who will retire from the district on January 29, 2016, and will have devoted 23.5 years of dedicated, loyal, and outstanding service to the students of Frost Middle School and Stevenson High School as an assistant principal; and Western Wayne Skill Center as a principal.

Rodney Foster, who will retire from the district on January 31, 2016, and will have devoted 20.5 years of dedicated, loyal, and outstanding service to the students of Stevenson High School as a teacher.

Linda Preston, who will retire from the district on December 18, 2015, and will have devoted 18.2 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Holmes Middle School, Cooper Elementary School, Riley Upper Elementary School, and Johnson Upper Elementary School.

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

Nays: None

Recommend Expulsion of One Secondary Student

It was moved by Mrs. Laura and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District expel one Churchill High School student, grade 12, for serious violations of Livonia Public Schools' Board of Education Policies.

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

Nays: None

Second Reading of Board Policy BD(1) – Formulation of Bylaws

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

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

**BD(1)
DECEMBER 14, 2015**

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

A Board member, the Superintendent, or other interested party requesting a review, change, deletion or adoption of a bylaw shall notify the Board president by submitting a written statement of the bylaw change at least seven days in advance of the meeting at which he/she wishes the bylaw to be considered. The president will schedule the request on the agenda, notify the superintendent, and have materials or information provided to Board members which may be of value in consideration of the proposed adjustment to Board bylaws.

Final written form of the proposed bylaw shall be determined by the Board. The Board will place a first reading of the proposed or amended bylaw on the agenda of a regular or special voting meeting. Consideration of the final written form of the bylaw will be placed on the agenda of a subsequent regular or special voting meeting. Bylaws so established shall have immediate effect. The formal adoption or deletion of bylaws shall be recorded in the minutes of the Board of Education.

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura,
McDonnell

Nays: None

**Second
Reading of
Board Policy
BD(2) –
Formulation of
Policies**

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 for the following:

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

**BD(2)
DECEMBER 14, 2015**

The formulation and adoption of written policies shall constitute the basic method by which the Board of Education shall exercise its leadership in the operation of the Livonia Public Schools School District. The study and evaluation of reports concerning the execution of its written policies shall constitute the basic method by which the Board shall exercise its control over the operation of the school district.

A Board member, the Superintendent, or other interested party may propose changes to a current policy, recommend deletion of a policy, or propose a new policy. It is the desire of the Board that the policies reflect the thinking of the Board, the school administrators and its personnel, and the community. Policies may be amended, deleted, or revised by a majority vote of the Board.

The Board will place a first reading of the proposed, deleted or amended policy on the agenda of a regular or special voting meeting. Consideration of the final written form of the policy will be placed on the agenda of a subsequent regular or special voting meeting. The formal adoption of policies shall be recorded in the minutes of the Board of Education.

Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura, McDonnell

Nays: None

**Second
Reading of
Board Policy
BDA – Policy
Development
System**

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

BYLAWS OF THE BOARD

BOARD OPERATIONS

POLICY DEVELOPMENT SYSTEM

BDA

DECEMBER 14, 2015

The Board of Education endorses for use in this district the policy development, codification, and dissemination system herein adopted.

This system is a general guideline for such tasks as policy research, the drafting of preliminary policy proposals, reviewing policy drafts with concerned groups, presenting new and revised policies to the Board for consideration and action, policy dissolution, policy dissemination, policy evaluation, and the maintenance of a continuous and easy-to-use policy manual.

System Maintenance

A member of the central office staff is to be delegated with the responsibility to maintain the Board's policy reference files, to draft policy proposals as instructed by the Board and/or superintendent, to maintain the Board policy manual, and to serve as liaison between the Board and the Michigan School Boards Association and other sources of policy research information.

Once a valid need for a specific policy is determined, the following general systematic procedures to evaluate the issue shall be followed:

1. The Board will define the issue to be covered by the policy, establish a time schedule, and direct the superintendent to make staff assignments for research.
2. When appropriate, the Board will suggest additional sources to be contacted. Documentation of this action will be in the Board minutes and published as a solicitation for information, so that the widest possible concerned public has a chance to respond.
3. If the Board does not feel that additional information is required, they may direct the superintendent to have a draft document developed after all constituent, political, legal, and economic implications are developed.
4. After data is collected, all constituent groups and existing policy will be considered before the superintendent is directed to have a draft document developed.
5. A check and review of legality will be conducted by the legal staff or attorney.
6. The Board will review the draft.
7. If necessary, the Board will identify groups from which additional information should be solicited and the mode of solicitation.
8. The Board will review the draft of the policy statement and make necessary revisions and then consider the final draft for adoption.

Regular Meeting

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Ayes: Bonifield, Burton, Centers, Jarvis, Johnson, Laura,
McDonnell

Nays: None

Adjournment

President Burton adjourned the meeting at 9:18 p.m.

Off/Supt/jw