

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
February 8, 2016**

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

**Members
Present**

Bonifield (arrived at 7:07 p.m.), Burton, Centers, Jarvis, Johnson, Laura, McDonnell

**Members
Absent**

None

**Art Gallery
Emerson Middle
School
Students**

Mrs. Jenkins, administrator of communications, recognized students from Emerson Middle School for their creative artwork. Students who had artwork on display included: Students Alexis Bouplon, Mackenzie Marsh, Madison Reynolds, Kaliyah Watson, and Maya Zimmerman. Mrs. Jenkins also pointed out the artwork of Stevenson student Sarah Dressing, whose artwork was not displayed last month when Stevenson art students were recognized.

**Golden Apple
Award**

Mrs. Jenkins introduced the Golden Apple Award recipient -- Lori Magoulick, Franklin High School paraprofessional -- and shared some examples of Mrs. Magoulick's outstanding support of staff and students at Franklin. Trustee Bonifield congratulated Ms. Magoulick and presented her with the Golden Apple plaque and pin.

**Team Effort
Award**

Mrs. Jenkins announced and introduced the recipients of the Team Effort Award – Chuck Dardas and David Lawrence from Alpha USA; Gene Keyes from Schoolcraft College; and Dan West of the Livonia Chamber of Commerce. These individuals were recognized for generously donating their time and talent to support the LPS industrial education programs.

**Gift to Emerson
Middle School**

It was moved by Mrs. Bonifield and supported by Mrs. Laura that the Board of Education of the Livonia Public Schools School District accept the generous donation of 30 Toshiba laptop computers, 2 3-D printers, 35 drafting table tops, 18 computer table tops, 60 rolling office chairs and supplies such as paint, casters, etc. with a total value of \$21,974.53, from the following individuals and businesses:

| | |
|-----------------------------|-------------------------------------|
| Christine Strumbos Family | Jack and Pat Kirksey (former Mayor) |
| Nicholas Strumbos Family | Dan West |
| Alpha USA and Employees | Gene Keyes |
| Livonia AM Rotary | Jay Groendyke |
| Livonia Chamber of Commerce | Shelly McMahon |
| Livonia Kids and Families | Bill Joyner |
| NYX | Quality Metalcraft |
| ZF/TRW | UPS Store #3011 – Eric Ladwig |
| Schoolcraft College | Dozer Cycle |
| Madonna College | I:ME |
| Nikolas Motorsport | Local 174 UAW |
| Mayor Dennis Wright | |

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

Nays: None

**Principals’
Week
Resolution**

It was moved by Mrs. Centers and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District adopt a resolution establishing the week of February 7-13, 2016, as Principals’ Week in Livonia Public Schools.

**PRINCIPALS’ WEEK
RESOLUTION**

WHEREAS, Principals' Week is dedicated to recognizing the significant contributions of Livonia Public Schools’ principals and their commitment to providing quality educational experiences and guidance for their students; and,

WHEREAS, energetic and inspiring school leadership is essential if schools, teachers, and support staff are to implement college and career-ready standards and assessments; and,

WHEREAS, school principals play a vital role in the success of students and act as the liaison between the school and the community it serves; and,

WHEREAS, we join with educators, parents and students to raise awareness of the importance of educational leadership;

NOW, THEREFORE, BE IT RESOLVED, that the trustees of the Livonia Public Schools’ Board of Education recognize the week of February 7-13, 2016, as

SCHOOL PRINCIPALS’ WEEK

and encourage all citizens to thank and support the efforts of school principals in our community.

Colleen Burton, President
Board of Education

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

Nays: None

Recess

The Board recessed at 7:43 p.m. to visit with guests and reconvened the meeting at 8:00 p.m.

**Written
Communication**

None

**Audience
Communication**

Dan Cosgrove, Melodie Provencher, and Russ Keberly addressed the Board regarding teacher compensation.

**Response to
Prior Audience
Communication**

None

**Consent
Agenda**

It was moved by Mrs. Jarvis and supported by Mr. Centers 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 January 19, 2016

V.B. Minutes of the Special Meetings (2) of January 19, 2016

V.C. Minutes of the Closed Sessions (2) of January 19, 2016

VI.A. Bills for Payment—February 9, 2016

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

Nays: None

**Appointment of
Special
Education
Principal**

It was moved by Mr. Johnson and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and appoint Patrick Mies to the position of principal of the Western Wayne Skill Center.

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

Nays: None

**Approval of
Teachers**

It was moved by Mrs. McDonnell and supported by Mr. Centers 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:

Name

Rebecca Johnston

April Wholihan

Alexandra Starr

Assignment

**(.6) Teacher of Speech & Language
Student Services**

**(.6) English/Language Arts Teacher
Emerson Middle School**

**(.8) Science Teacher
Stevenson High School**

Paul Salisbury **(.8) Math Teacher**
Churchill High School

Samuel Vomastek **(1.0) Math Teacher**
Franklin High School

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

Nays: None

Resignations

As authorized in the Board of Education motion of June 22, 2015, resignations have been accepted by the director of human resources for: Leanne Engle and Miyuki Lee, effective January 29, 2016.

Retirements

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

Christine Dailey, who will retire from the district on June 30, 2016, and will have devoted 15.2 years of dedicated, loyal, and outstanding service to the students at Frost Middle School, Perrinville Early Childhood Center, and Jackson Early Childhood Center as a teacher.

Georgia Grieve, who retired from the district on February 5, 2016, and devoted 18.5 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a kitchen manager at Washington Elementary School, Randolph Elementary School, Cleveland Elementary School, Riley Upper Elementary School, and as a cook baker II at Emerson Middle School.

Janet Hubacher, who will retire from the district on June 30, 2016, and will have devoted 21.8 years of dedicated, loyal, and outstanding service to the students of Riley Middle School and Emerson Middle School as a teacher.

Melisia Taylor, who will retire from the district on June 30, 2016, and will have devoted 24.2 years of dedicated, loyal, and outstanding service to the students of Holmes Middle School and Stevenson High School as a teacher.

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

Nays: None

**Sympathy
Resolution**

It was moved by Mrs. Laura and approved by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District adopt a sympathy resolution for the family of Rolland H. Upton, Jr.

Rolland Upton, Jr.

WHEREAS, The Board of Education was saddened to hear of the untimely death of Rolland Upton, Jr.; and,

WHEREAS, he was employed by the Livonia Public Schools School District as the assistant superintendent/business administrator and superintendent from 1958 through 1974; and

WHEREAS, he consistently demonstrated his outstanding dedication to students, parents, and staff; and,

WHEREAS, Rolland Upton, Jr. will be remembered with great fondness and with a profound sense of gratitude for the immeasurable contributions he made to our school district;

NOW, THEREFORE, BE IT RESOLVED That the Board of Education of the Livonia Public Schools School District offer its deepest sympathy to the family and friends of Rolland Upton, Jr.

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

Nays: None

Approval of Resolution to Ratify the Sale of Bonds – 2016 Series II

It was moved by Mr. Centers and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District approve a resolution to ratify the sale of the second series of the 2013 voter approved bonds.

Livonia Public Schools School District, Wayne County, Michigan (the "Issuer")

A regular meeting of the board of education of the Issuer (the "Board") was held in the _____, within the boundaries of the Issuer, on Monday, the 8th day of February, 2016, at ____ o'clock in the __m.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS:

1. By resolution adopted on December 14, 2015 (the "Bond Resolution"), the Issuer authorized the issuance of not to exceed Eighty-Seven Million Fifty Thousand Dollars (\$87,050,000) 2016 School Building and Site Bonds, Series II (the "Bonds"); and

2. In the Bond Resolution, the board of education (the "Board") authorized the sale of the Bonds and delegated authority to the Superintendent to accept the offer of J.P. Morgan Securities LLC to purchase the Bonds subject to parameters established in the Bond Resolution; and

3. Based upon information provided by the Issuer's financial consulting firm, the Superintendent accepted an offer from J.P. Morgan Securities LLC and the co-managing underwriters named in the Bond Purchase Agreement (collectively, the "Underwriter") to purchase the Bonds, and the Board desires to ratify and affirm the acceptance of the offer.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The offer of the Underwriter as set forth in the bond purchase agreement dated February 4, 2016 (the "Bond Purchase Agreement"), and the terms and conditions set forth therein, presented to the Superintendent to purchase the Bonds at a purchase price of \$87,292,344.31, which is the par value of the Bonds, plus an original issue premium of \$11,359,115.45, and less the Underwriter's discount of \$246,771.14, is hereby ratified and affirmed. The Bonds shall be issued in the aggregate principal sum of \$76,180,000 and designated 2016 School Building and Site Bonds, Series II (General Obligation - Unlimited Tax).

2. The Bonds shall be dated February 24, 2016, and shall mature on May 1 of the years 2017 through 2036, inclusive, May 1, 2040, and May 1, 2045, on which interest is payable commencing November 1, 2016 and semi-annually thereafter on May 1 and November 1, at the rates and in the principal amounts set forth in Exhibit A and shall be subject to optional and mandatory redemption as set forth herein. The Underwriter has agreed in the Bond Purchase Agreement that it shall initially offer the Bonds to the public at the yields set forth in Exhibit A hereto.

3. The Bonds or portions of Bonds in multiples of \$5,000, maturing on or after May 1, 2027, shall be subject to redemption prior to maturity, at the option of the Issuer in such order as the Issuer may determine and by lot within any maturity, on any date occurring on or after May 1, 2026, at par plus accrued interest to the redemption date.

4. The Bonds due May 1, 2040 and May 1, 2045, are term bonds subject to mandatory redemption in part, by lot, on the redemption dates and in the principal amounts set forth below and at a redemption price equal to the principal amount thereof, without premium, together with interest thereon to the redemption date, as set forth below.

| <u>Bonds due May 1, 2040</u> | | <u>Bonds due May 1, 2045</u> | |
|------------------------------|--------------------------|------------------------------|--------------------------|
| <u>Redemption Dates</u> | <u>Principal Amounts</u> | <u>Redemption Dates</u> | <u>Principal Amounts</u> |
| May 1, 2037 | \$3,275,000 | May 1, 2041 | \$3,725,000 |
| May 1, 2038 | 3,375,000 | May 1, 2042 | 3,850,000 |
| May 1, 2039 | 3,475,000 | May 1, 2043 | 3,950,000 |
| May 1, 2040 (maturity) | 3,600,000 | May 1, 2044 | 4,075,000 |
| | | May 1, 2045 (maturity) | 4,175,000 |

When term bonds are purchased by the Issuer and delivered to the Paying Agent for cancellation or are redeemed in a manner other than by mandatory redemption, the principal amount of the term bonds affected shall be reduced by the principal amount of the Bonds so redeemed or purchased in the order determined by the Issuer.

5. Notice of redemption of any Bond shall be given not less than thirty (30) days and not more than sixty (60) days prior to the date fixed for redemption by mail to the registered owner's or owners' registered address shown on the registration books kept by the Paying Agent (the "Paying Agent"). The Bonds shall be called for redemption in multiples of \$5,000, and Bonds of denominations of more than \$5,000 shall be treated as representing the number of Bonds obtained by dividing the denomination of the Bond by \$5,000, and such Bonds may be redeemed in part. The notice of redemption for Bonds redeemed in part shall state that upon surrender of the Bond to be redeemed a new Bond or Bonds in an aggregate principal amount equal to the unredeemed portion of the Bond surrendered shall be issued to the registered owner thereof.

If less than all of the Bonds of any maturity shall be called for redemption, unless otherwise provided, the particular Bonds or portions of Bonds to be redeemed shall be selected by the Paying Agent, in such manner as the Paying Agent in its discretion may deem proper, in the principal amounts designated by the Issuer. Any Bonds selected for redemption which are deemed to be paid in accordance with the provisions of the Bond Resolution and this resolution will cease to bear interest on the date fixed for redemption. Upon presentation and surrender of such Bonds at the corporate trust office of the Paying Agent, such Bonds shall be paid and redeemed.

6. Blank Bonds with the manual or facsimile signatures of the President and Secretary of the Board affixed thereto, shall, upon issuance and delivery and from time to time thereafter as necessary, be delivered to the Paying Agent for safekeeping to be used for registration and transfer of ownership.

7. The Bonds shall be registered as to principal and interest and are transferable as provided in the Bond Resolution only upon the books of the Issuer kept for that purpose by the Paying Agent, by the registered owner thereof in person or by an agent of the owner duly authorized in writing, upon the surrender of the Bond together with a written instrument of transfer satisfactory to the Paying Agent duly executed by the registered owner or agent thereof and thereupon a new Bond or Bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the Bond Resolution, and upon payment of the charges, if any, therein provided. The Bonds are issuable in denominations of \$5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

If any Bond shall become mutilated, the Issuer, at the expense of the holder of the Bonds, shall furnish or cause to be furnished, and the Paying Agent shall authenticate and deliver, a new Bond of like tenor in exchange and substitution of the mutilated Bond, upon surrender to the Paying Agent of the mutilated Bond. If any Bond issued under this resolution shall be lost, destroyed or stolen, evidence of the loss, destruction or theft and indemnity may be submitted to the Paying Agent, and if satisfactory to the Paying Agent and the Issuer, the Issuer at the expense of the owner, shall furnish or cause to be furnished, and the Paying Agent shall authenticate and deliver a new Bond of like tenor and bearing the statement required by Act 354, Public Acts of Michigan, 1972, as amended, being sections 129.131 to 129.134, inclusive, of the Michigan Compiled Laws, or any applicable law hereafter enacted, in lieu of and in substitution of the Bond so lost, destroyed or stolen. If any such Bond shall have matured or shall be about to mature, instead of issuing a substitute Bond, the Paying Agent may pay the same without surrender thereof.

8. Upon delivery of the Bonds, the accrued interest, if any, shall be deposited in the Debt Retirement Fund for the Bonds and the balance of the Bond proceeds shall be used as follows:

A. The approximate sum of \$234,947.36 shall be used to pay the cost of issuance of the Bonds, and any balance remaining from that sum after paying the cost of issuance shall be deposited in the 2016 Capital Projects Fund.

B. The sum of \$247,213.26 from the Bonds shall be used to purchase municipal bond insurance for the Bonds from Assured Guaranty Municipal Corp., New York, New York (the

“Insurer”).

C. The sum of \$86,810,183.69 shall be deposited to the 2016 Capital Projects Fund.

9. The Preliminary Official Statement, dated January 27, 2016, is deemed final for purposes of SEC Rule 15c2-12(b)(1), relating to the Bonds and its use and distribution by the Underwriter is hereby authorized, approved and confirmed.

10. The Superintendent is authorized and directed to execute and deliver the final Official Statement on behalf of the Issuer. The Superintendent is further authorized to approve, execute and deliver any amendments and supplements to the final Official Statement necessary to assure that the statements therein are true, as of the time the Bonds are delivered to the Underwriter, and that it does not contain any untrue statement of a material fact and does not omit to state a material fact necessary in order to make the statements, in light of the circumstances under which they were made, not misleading. The Superintendent is further authorized to execute a Certificate of Issuer to enable the Underwriter to comply with Rule 15c2-12 under the Securities and Exchange Act of 1934 in connection with the offering and sale of the Bonds. In the absence of the Superintendent, the President may execute the above documents.

11. The Issuer hereby authorizes the purchase of municipal bond insurance from the Insurer. The cost of the insurance in the amount of \$247,213.26 is hereby approved. The Superintendent’s acceptance of the Insurer’s commitment to provide municipal bond insurance for the Bonds, attached hereto as Exhibit B (the “Insurance Commitment”), is hereby ratified and affirmed. The President, Vice President, or Superintendent is hereby authorized to execute and deliver to the Insurer the documents required by the Insurance Commitment.

12. The Issuer hereby ratifies and affirms the appointment of The Huntington National Bank, Grand Rapids, Michigan, as Paying Agent-Bond Registrar and directs the Superintendent of Schools to execute and deliver to the Insurer for and on behalf of the Issuer a Paying Agent-Bond Registrar Agreement.

13. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Livonia Public Schools School District, Wayne County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on February 8, 2016, the original of which is part of the Board’s minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the “Open Meetings Act” (Act 267, Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

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

Nays: None

Approval of Bid Results for Abatement – Stevenson High School

It was moved by Mrs. Jarvis and supported by Mrs. Laura that the Board of Education of the Livonia Public Schools School District approve the recommendation from our Owner’s Representative, Plante Moran Cresa, to approve the Stevenson High School abatement project budget for \$200,207 and contingency funds of \$40,041 for a total amount of \$240,248 and authorize the Assistant Superintendent of Business Services to negotiate and execute final contracts on behalf of the Board of Education with recommended contractors.

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

Nays: None

**Approval of Bid
Results for
Construction –
Upper
Elementary &
Middle School
Projects**

It was moved by Mr. Johnson and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District approve the recommendation from our Owner's Representative, Plante Moran Cresa, to approve the construction project for Phase III Johnson Upper Elementary School \$5,457,271 and Holmes Middle School \$6,052,736, plus contingency of \$865,816 for a total of \$12,375,823, and authorize the Assistant Superintendent of Business Services to negotiate and execute final contracts on behalf of the Board of Education with the recommended contractors.

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

Nays: None

**Approval of Bid
Results for
Construction
Re-bids –
Elementary
School Projects**

It was moved by Mrs. McDonnell and supported by Mr. Johnson that the Board of Education of the Livonia Public Schools School District approve the recommendation from our Owner's Representative, Plante Moran Cresa, to approve the construction re-bid for Phase III elementary schools for construction and contingency costs of \$258,298 for a total revised cost of \$9,792,325 for these projects and authorize Assistant Superintendent of Business Services to negotiate and execute final contracts on behalf of Livonia Public Schools School District's Board of Education with the recommended contractors.

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

Nays: None

**Approval of
Environmental
Consultant –
Stevenson High
School**

It was moved by Mrs. Bonifield and supported by Mr. Centers 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 Arch Environmental Group for the Stevenson High School bond project at a cost of \$40,000 and authorize the Assistant Superintendent of Business Services to negotiate and execute final contracts on behalf of the Board of Education.

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

Nays: None

**Approval of Bid
Results for
McKinley
Demolition**

It was moved by Mrs. Laura and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District, based upon the recommendation of Assistant Superintendent of Business Services Lisa Abbey, prepare the

contracts for Livonia Public Schools with International Construction, Inc., Shelby Township, Michigan, to demolish McKinley School for a total cost of \$239,900.00. Also move that upon receipt of contracts, approved payment and performance bonds, Lisa Abbey is authorized to sign said contracts on behalf of the Board of Education.

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

Nays: None

Approval of Bid Results for Playscape – Rosedale and Garfield Great Start Readiness Program (GSRP)

It was moved by Mr. Centers and supported by Mrs. McDonnell that that the Board of Education of the Livonia Public Schools School District accept the low bid for play structure equipment for Rosedale Elementary and Garfield Elementary GSRP from Play Environments, Inc., Holland, Michigan for a total cost of \$32,198.00.

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

Nays: None

Approval to Purchase Computer Lab Tables

It was moved by Mrs. Jarvis and supported by Mrs. Laura that the Board of Education of the Livonia Public Schools School District purchase 250 computer tables and power strips from Troxell at a cost of \$86,005, with delivery and assembly of the tables at a cost of \$8,750. The total cost for this purchase is \$94,755.

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

Nays: None

Approval of Limited Schools of Choice Program for 2016-2017

It was moved by Mr. Johnson and supported by Mrs. McDonnell that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Superintendent to participate in *Limited Schools of Choice* under Section 105c for the 2016-17 school year. Openings to include: up to fifteen (15) students at kindergarten; up to fifteen students (15) each grade 1-6; up to ten (10) students at each grade 7-8; for a total of up to 125 students.

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

Nays: None

First Reading of Board Policies:

The Policy Committee previously reviewed the proposed changes to the following policies, which will be brought to the Board at the

regular meeting of March 21 for a second reading:

GAAA – Non-discrimination

JAB – Non-Discrimination on the Basis of Handicap – Section 504

JGI – Suspected Student Abuse and Neglect

BHA – Code of Ethics

**BOARD POLICY
PERSONNEL
NON-DISCRIMINATION**

It is the policy of the Board of Education that Livonia Public Schools School District will not discriminate against any person on the basis of sex, race, color, national origin, religion, height, weight, marital status, handicap, or disability. The District reaffirms its long-standing policy of compliance with all applicable federal and state laws and regulations prohibiting discrimination including, but not limited to, Titles VI and VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000d, et seq., and 42 U.S.C. §§ 2000e, et seq.; Title IX of the Educational Amendments of 1972, 20 U.S.C. §§ 1681, et seq., Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. § 794; the Americans with Disabilities Act of 1990, 42 U.S.C §§ 12101, et seq., the Handicappers' Civil Rights Act, MCL §§ 37.1101, et seq.; and the Elliott-Larsen Civil Rights Act, MCL §§ 37.2101, et seq.

The Director of Student Services is appointed the Civil Rights Coordinator regarding complaints of disability/handicap discrimination involving educational services, programs, and activities. The Assistant Superintendent for Personnel **Director of Human Resources** is appointed the Civil Rights Coordinator regarding all other complaints of discrimination.

The Civil Rights Coordinator is designated to receive and resolve complaints from any person who believes that he/she may have been discriminated against in violation of this policy. Any person who believes he/she has been discriminated against in violation of this policy should file a written complaint with the Civil Rights Coordinator within ten (10) calendar days of the alleged violation. The Civil Rights Coordinator will then take the following action. First, commence an investigation of the complaint. Second, arrange for a meeting to occur with the complainant, which may include School District staff who are knowledgeable of the facts and circumstances of the particular complaint or who have particular expertise which will assist in resolving the complaint. Third, complete the investigation of the complaint and provide in writing a reply to the complainant. If the Civil Rights Coordinator determines that a violation has occurred, he/she shall propose a fair resolution of the complaint and deliver the determination to the complainant and the School District's Superintendent. The complainant may appeal the Civil Right Coordinator's determination to the Superintendent by so notifying the Superintendent in writing within ten (10) calendar days of the Civil Rights Coordinator's determination. The Superintendent may conduct additional investigation of the facts and circumstances surrounding the complaint. The Superintendent shall affirm or reverse the Civil Rights Coordinator's decision and, if warranted, implement the Civil Rights Coordinator's proposed resolution or a modification thereof. The Superintendent's decision shall be final.

**BOARD POLICY
NONDISCRIMINATION ON THE
BASIS OF HANDICAP—SECTION 504**

The School District, in accordance with Section 504 of the Rehabilitation Act of 1973 and its implementing regulations, is committed to providing a free appropriate education to each qualified handicapped student within its jurisdiction, regardless of the nature or severity of the handicap.

The administrative rules establish the procedure in which the School District may meet this commitment. The School District may, as an alternative or in combination with

**GAAA
~~AUGUST 16, 1999~~**

**JAB
~~OCTOBER 2, 2000~~**

this procedure, follow the provisions established for identification, evaluation, and placement of students under the Individuals with Disabilities in Education Act (IDEA).

This Board Policy and the Administrative Procedure have been developed and adopted for the purpose of complying with the School District's educational services obligations under Section 504 of the Rehabilitation Act of 1973 and its implementing regulations, and it is not designed or intended, nor should it be construed, to grant broader rights or remedies. This Board Policy and Administrative Procedure do not, and should not be construed to, create rights or remedies enforceable in contract or by any law other than Section 504 and its implementing regulations.

The School District's administration may issue interpretative memoranda and adopt directives and procedures to implement this Section 504 of the Rehabilitation Act of 1973, Board Policy, and Administrative Procedure.

The ~~Assistant Superintendent of Human Resources~~ **Director of Student Services** is designated as the School District's Section 504 Educational Services Coordinator. As such, the ~~Assistant Superintendent of Human Resources~~ **Director of Student Services** is responsible for coordinating the implementation of the School District's obligations under Section 504 of the Rehabilitation Act of 1973, its implementing regulations, Board Policy, and the Administrative Procedure. A student or parents/guardian, who believes that the School District has violated its obligation under Section 504 of the Rehabilitation Act of 1973 or its implementing regulations, Board Policy, or the Administrative Procedure, may file a written complaint with the School District's Section 504 Coordinator within ten (10) calendar days of the alleged violation. The Coordinator will meet with the person who filed the complaint and conduct a reasonable investigation of the facts and circumstances surrounding the complaint. If the Coordinator determines that a violation has not occurred, the Coordinator shall, in writing, so advise the person who filed the complaint and the School District's Superintendent. If the Coordinator determines that a violation has occurred, he/she shall put his/her determination in writing, propose a fair resolution of the complaint and deliver the determination to the person who filed the complaint and the School District Superintendent.

The person who filed the complaint or the School District may appeal the Coordinator's determination to the Superintendent by so notifying the Superintendent in writing within ten (10) calendar days of the Coordinator's determination. The Superintendent may conduct additional investigation of the facts and circumstances surrounding the complaint. The Superintendent shall affirm or reverse the Coordinator's decision and, if warranted, implement the Coordinator's proposed resolution or a modification thereof. The Superintendent's decision shall be final.

BOARD POLICY

STUDENTS

SUSPECTED ~~STUDENT CHILD~~ ABUSE AND NEGLECT

JGI

DECEMBER 1996

Any Livonia Public Schools employee, who is a specifically mandated reporting person ~~under~~ the Child Protection Law, who has reasonable cause to suspect child abuse or neglect shall make, or ~~cause to be made, assure that~~ an oral report ~~be made~~ immediately to the ~~Wayne County Family Independence Agency (formerly the Department of Social Services)~~ Wayne County Department of Human Services – Child Protective Services. In addition, the employee shall also immediately report such ~~suspected child abuse or neglect to the employee's immediate supervisor or administrator. appropriate administrator or supervisor. Within 72 hours, the employee shall file, or cause to be filed, and assure that a written report is filed within 72 hours. The~~ written report ~~must be made available to the employee's immediate administrator~~

or supervisor. The written report may be cosigned by the employee's immediate administrator or supervisor.

Any Livonia Public Schools employee, who is employed, licensed, registered, or certified to provide health care, educational, social welfare, or mental health services, who suspects or has reasonable cause to believe that a vulnerable adult has been abused, neglected, or exploited shall make an oral report immediately to the Wayne County Department of Social Services—Adult Protective Services. The employee may also file a written report. In addition, the employee shall immediately report such suspected abuse, neglect, or exploitation to the employee's immediate supervisor or administrator.

All district employees, who are specifically mandated reporting persons ~~in~~ under the Child Protection Law and the Social Welfare Act, will be advised, at least annually, of their responsibilities under these laws. ~~State of Michigan Child Protection Law.~~

Any Livonia Public Schools employee, who is not a specifically mandated reporting person ~~in~~ under the Child Protection Law or the Social Welfare Act, who has reasonable ~~has~~ cause to suspect child abuse or neglect, or who suspects or has reasonable cause to believe that a vulnerable adult has been abused, neglected, or exploited, shall immediately report ~~such the same~~ to ~~their~~ his or her immediate administrator or supervisor.

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

**BHA
May 18, 2015**

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 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 ensure that persons addressing the Board follow established ~~policy~~ guidelines as outlined in Board policy.
- I will ~~ensure that~~ **advise** persons addressing the Board **to** do so in a ~~professional~~ **respectful** manner and not allow inappropriate communication to be directed to the Board or the Superintendent during Board meetings.
- I will ensure that all Board members are given an opportunity to 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.

**Recess to
Closed Session
for
Superintendent
Evaluation**

It was moved by Mrs. McDonnell and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District recess to closed session for: **Superintendent's Evaluation.**

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

Nays: None

Recess

The Board recessed at 9:37 p.m. and resumed the regular meeting at 11:02 p.m.

Adjournment

President Burton adjourned the meeting at 11:02 p.m.

Off/Supt/jw