

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION**

**Regular Meeting
Board Room
15125 Farmington Road
Livonia, Michigan 48150
January 27, 2020 - 7:00 PM**

AGENDA

- I. ROLL CALL: Tammy Bonifield, Karen Bradford, Colleen Burton,
Dan Centers, Crystal Frank, Liz Jarvis, Mark Johnson**
- II. PLEDGE OF ALLEGIANCE**
- III. COMMUNICATIONS**
 - A. Election of Officers**
 - B. School Board Recognition Month**
 - C. Points of Pride - Jackson Early Childhood Center**
 - D. District Update from the Superintendent**
 - E. Written Communications**
 - F. Audience Communications (limited to 15 minutes, with remainder following
Personnel Matters)**
 - G. Response to Prior Audience Communications**
- IV. CONSENT AGENDA--Items marked with an "*" will be considered in one motion.
These routine items have been individually reviewed by Board committees
and were unanimously recommended for placing on this consent agenda. Any
member of the Board may remove items from the consent agenda prior to
voting.**
- V. DISPOSITION OF MINUTES**
 - A. *Minutes of the Regular Meeting of December 16, 2019**
 - B. *Minutes of the Special Meeting of December 16, 2019**
 - C. *Minutes of the Closed Session of December 16, 2019**
 - D. *Minutes of the Special Meeting of January 21, 2020**
 - E. *Minutes of the Closed Session of January 21, 2020**
- VI. INSTRUCTION MATTERS**
 - A. Limited Out of District Schools of Choice for 2020-2021**
 - B. Approval to Purchase Calculators for Secondary Schools**
 - C. Approval of District Professional Development Committee**
- VII. BUSINESS MATTERS**
 - A. Adoption of 2019-2020 Second Budget Amendment**
 - B. Approval to Purchase Buses**
 - C. Approval to Select Design Firm for Central Office Renovation**
 - D. Approval of 2020 Roofing Projects**
 - E. Approval to Purchase High School Field House Curtain Dividers**
 - F. Approval to Purchase Carpet for Shared Time & Adult Education
- Section 107 Adult Ed Grant**
- VIII. PERSONNEL MATTERS**
 - A. Teachers for Approval**
 - B. Teacher for Tenure**
 - C. Resignation**
 - D. Retirements**
 - E. Sympathy Resolution for the Family of Jennifer Cleaver**
- IX. HEARING FROM BOARD MEMBERS**

- A. First Reading of Board Bylaws**
 - BA - Goals and Objectives**
 - BAA - Goal Setting Meetings**
 - BBA - School Board Officers**
 - BBAA - Method of Electing Board Officers**
 - BBABA - Duties of the President**
 - BBABB - Duties of the Vice President**
 - BBABC - Duties of the Secretary**
 - BBABE - Duties of the Treasurer**
 - BBBB - New Board Member Orientation**
- B. Superintendent Evaluation**
- C. Hearing from Board Members**
- X. ADJOURNMENT**

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: III.A.

TOPIC: Election of Officers

RECOMMENDATION:

- a. Election of **President**:
Make nominations. Close nominations. Roll call vote.
- b. Election of **Vice President**:
Make nominations. Close nominations. Roll call vote.
- c. Election of **Secretary**:
Make nominations. Close nominations. Roll call vote.
- d. Appointment of **Treasurer**:
Move that Alison Smith, Director of Finance, be appointed
Treasurer of the Livonia Public Schools School District
until the next annual election of officers.

RESOURCE PERSONNEL:

Board of Education

EXHIBITS:

None

Off/Supt/jw

33500 Van Born Road
Wayne, Michigan 48184-2497
www.resa.net

Randy A. Liepa, PH.D., Superintendent
James Petrie, Board of Education President

January 22, 2020

All Wayne County School District Board of Education Members,

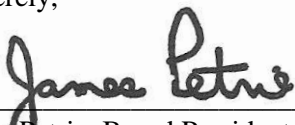
RE: School Board Recognition Resolution

The month of January provides us with an opportunity to celebrate the great work that is being done by school boards both in our county and throughout the State of Michigan. As board of education members, you continue to represent the citizens in your individual communities to ensure that your school district is providing quality educational opportunities for each and every child. In Wayne County, the commitment of over 200 school board members is reflected daily throughout the 33 school districts that educate the 275,000 students who attend public schools in this county.

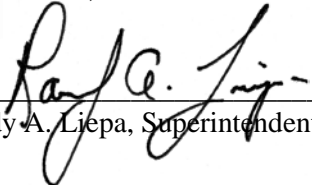
At the January meeting of the Wayne RESA Board of Education, our Board approved the attached "Local School District Board of Education Recognition Resolution." This resolution represents the continued appreciation for your efforts from the Wayne RESA Board of Education members and provides a public acknowledgement of your dedication to public school education in Wayne County. It is a small token, but represents the very strong feelings we hold about the important contributions you make to your community and the students you serve.

Thank you for your continued leadership and please be assured that your efforts are noticed and greatly appreciated!

Sincerely,



James Petrie, Board President



Randy A. Liepa, Superintendent

cc: District Superintendents

**Wayne County Regional Educational Service Agency
Board of Education**

**Local School District Board of Education
Recognition Resolution**

January, 2020

WHEREAS, the Boards of Education of the 33 constituent school districts of Wayne County promote quality education for all children attending their local schools; and

WHEREAS, these committed public servants demonstrate dedication to their civic duty and voluntarily contribute countless hours of service on behalf of the students of Wayne County and their communities; and

WHEREAS, Wayne County School Boards are strong advocates for the needs of their students in their communities and with policy makers in Lansing and Washington; and

WHEREAS, Wayne County School Boards regularly do all they can to ensure academic success for all Wayne County Schools; and

WHEREAS, Wayne County School Board members support and participate in both community and school events volunteering their time and resources; and

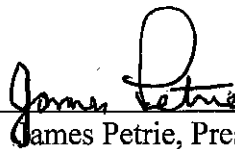
WHEREAS, Wayne County School Boards understand the importance of a quality education for its youth, and recognize that this is the most important factor in the success of our local communities, state and country; and


WHEREAS, local control continues to play a vital role in the success of public education; and

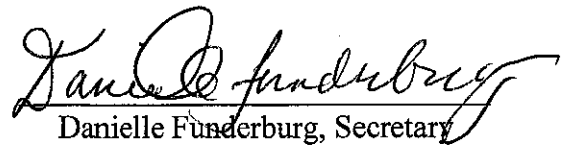
WHEREAS, the State of Michigan, and the State Board of Education have declared January, 2020 as School Board Recognition Month.

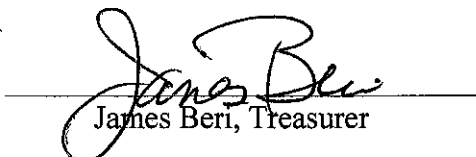
NOW, THEREFORE BE IT RESOLVED, that the Wayne County Regional Educational Service Agency Board of Education in the spirit of the School Board Recognition Month, recognizes, celebrates and commends the dedication, contributions and leadership of the Wayne County School Boards of Education.

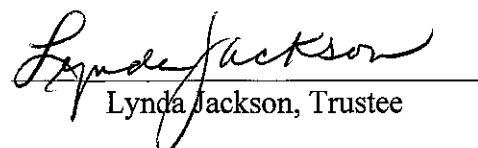
Presented and Adopted, January 15, 2020.


James Petrie, President


Mary Blackmon, Vice-President


Danielle Funderburg, Secretary


James Beri, Treasurer


Lynda Jackson, Trustee

STATE OF MICHIGAN



CERTIFICATE OF PROCLAMATION

ON BEHALF OF THE PEOPLE OF MICHIGAN,
I, Gretchen Whitmer, governor of Michigan, do hereby proclaim

January 2020

as

SCHOOL BOARD RECOGNITION MONTH

WHEREAS, Michigan is home to roughly 600 local boards of education that work to enrich the lives of Michigan's students through education and directly influence instruction in Michigan's public schools; and,

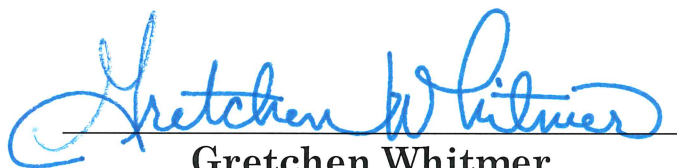
WHEREAS, Article VIII, Section 2 of the Michigan Constitution of 1963 states that providing for the education of Michigan's children is a fundamental duty of the state government; and,

WHEREAS, local school board members are exceptional individuals who have committed themselves to this duty by governing school districts and advancing student achievement in the schools and communities in which they serve; and,

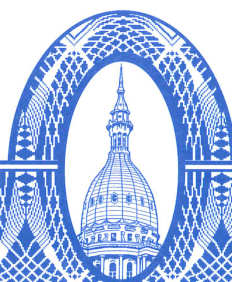
WHEREAS, during this month, we join with the Michigan Association of School Boards, Michigan Department of Education, local school districts and community organizations to recognize and raise awareness of the countless efforts and contributions of local school boards and school board members throughout Michigan; and,

NOW, THEREFORE, I, Gretchen Whitmer, governor of Michigan, do hereby proclaim January 2020 as School Board Recognition Month in Michigan.





Gretchen Whitmer
Governor



**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: IV.

TOPIC: Consent Agenda

RECOMMENDATION:

Move 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

RATIONALE:

The agenda for the Board of Education meeting has certain items designated and identified by an asterisk *. These items, identified in advance with concurrence of the Board President, will be acted upon in a single motion.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Andrea L. Oquist, Superintendent

EXHIBITS:

Attached
Off/Supt/jw

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Regular Meeting
December 16, 2019**

President Johnson convened the meeting at 7:03 p.m. in the Board Room, 15125 Farmington Road, Livonia.

Members Present

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

Members Absent

None

Gift from ZF TRW Automotive

It was moved by Mrs. Burton and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District accept the generous donation of \$3,500 from ZF TRW Automotive to Livonia Public Schools.

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

Points of Pride – 2013 Bond Final Presentation

Livonia Public Schools and Plante Moran Cresa presented a final look back at the results of 2013 Bond purchases, projects, and finances. This presentation served as a culmination and celebration of six years of successful Bond work, resulting in the updated and renovated school buildings we see today throughout the District.

District Update from the Superintendent

Superintendent Oquist announced student and staff achievements across the District, and relayed information about activities taking place at Livonia Public Schools.

Recess

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

Written Communication

None

Audience 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 November 25, 2019
- V.B. Minutes of the Special Meeting of December 9, 2019
- V.C. Minutes of the Closed Session of December 9, 2019

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

Adoption of District Emergency Operations Plan

It was moved by Mr. Centers and supported by Mrs. Frank that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Superintendent and adopt the Emergency Operations Plan developed in accordance with the requirements of Public Act 436 of 2018.

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

Approval of Additional Funds for Elementary Walking Paths

It was moved by Mrs. Bonifield and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District approve the additional cost for Elementary Walking Paths to Best Asphalt, Romulus Michigan, for a total increased cost of \$43,250.00.

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

Teachers for Approval

It was moved by Mrs. Bradford and supported by Mrs. Frank 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:

- Brazil-Ackley, Lisa 1.0 Art Teacher (Elem -- .8 Grant &.2 Cleveland)
- Wilk, Brittany 1.0 Social Worker (Upper Elem -- .6 Johnson & .4 Cooper)

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

Teachers for Tenure

It was moved by Mrs. Jarvis and supported by Mr. Centers 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 teacher, effective on the respective date:

- Laura Pluff November 27, 2019

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

Retirements

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

- Kimberly DuSablou**
- Julie Graunstadt**
- Dorothy Holmes**
- Sandra Wise**
- Dale Yanka**

Kim DuSablou, who retired from the District on November 6, 2019, and devoted 20.8 years of dedicated, loyal, and outstanding service to the students of Churchill High School and Emerson Middle School as a teacher.

Julie Graunstadt, who will retire from the District on January 24, 2020, and will have devoted 23 years of dedicated, loyal, and outstanding service to students throughout the District as a teacher of speech and language.

Dorothy Holmes, who will retire from the District on January 31, 2020, and will have devoted 24.5 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a secretary at Franklin High School, Taylor Elementary, and Hoover Elementary.

Sandra Wise, who will retire from the District on December 31, 2019; and will have devoted 21.4 years of dedicated, loyal, and outstanding service to the students of McKinley Elementary and Cooper Upper Elementary as a teacher.

Dale Yanka, who will retire from the District on January 24, 2020; and will have devoted 30.5 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a custodian and building supervisor at Emerson Middle School, Perrinville Early Childhood Center, and Kennedy Elementary.

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

Separation Agreement

It was moved by Mr. Centers and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District approve the separation agreement between the Livonia Public Schools School District, Livonia Education Association (LEA), and Timothy Backiel.

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

Second Reading of Board Policy BCBK –

It was moved by Mrs. Burton and supported by Mrs. Bradford 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:

**Executive
(Closed)
Sessions –**

**BYLAWS OF THE BOARD
BOARD OPERATIONS
EXECUTIVE (CLOSED) SESSIONS**

**BCBK
DECEMBER 16, 2019**

The Board of Education may meet in closed session only for the following purposes:

1. To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, when the named person requests a closed hearing. A person requesting a closed hearing may rescind the request at any time, in which case the matter at issue shall be considered thereafter only in open session. Requests for closed sessions shall be made in writing and signed by the individual(s) making said request.
2. To consider the dismissal, suspension, or disciplining of a student when the student or the student's parent or guardian requests a closed hearing. Requests for closed sessions shall be made in writing and signed by the individual(s) making said request.
3. For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.
4. To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
5. To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only when an open meeting would have a detrimental financial effect on the litigating or settlement position of the Board.
6. To review the specific contents of an application for employment or appointment to public office when the candidate requests that the application remain confidential. However, all interviews by the Board for employment or appointment to public office shall be held in an open meeting.
7. To consider security planning to address existing threats or prevent potential threats to the safety of the students and staff.
8. To consider material exempt from discussion or disclosure by state or federal statute.

For the purposes identified in Items 1, 2, and 3, a simple majority vote is sufficient to adopt in the public portion of the meeting the motion to convene a closed session. For items 4-8, a two thirds roll call vote of the members in open session is required to call a closed session.

The purpose of the closed session shall be stated at the time the vote is taken. The closed session shall be recorded in separate minutes which shall not be made a matter of public record except as provided in P.A. 267. Votes on matters considered in closed session must be taken in a public meeting and entered into the minutes of that meeting.

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

**Second
Reading of
Board Policy JB
– Compulsory
Attendance**

It was moved by Mrs. Bonifield and supported by Mrs. Frank 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:

**BOARD POLICY
STUDENTS
COMPULSORY ATTENDANCE**

**JB
DECEMBER 16, 2019**

Regular and timely student attendance is vital to a student’s success and will be a common and shared expectation of the schools, the parents, and the students. Attendance in the elementary and secondary schools of the Livonia Public Schools School District shall be in accordance with the law.

The law in Michigan governing compulsory attendance requires a parent, legal guardian, or other person having control of a child age six to eighteen to send the child to school during the entire school year, except under limited circumstances specified in the Revised School Code, subsection (3) of subsection 380.1561.

Children becoming six years of age before September 1 shall be enrolled on the first day of the school year in which their sixth birthday occurs. A child becoming six years of age on or after September 1 shall be enrolled on the first school day of the school year following the child's sixth birthday.

The School District shall report to the appropriate authorities any child who is absent from school in violation of the compulsory attendance law.

Parents are responsible for contacting the school in all cases of student absence. All absences will be classified as excused, unexcused, or school business. An excused absence is defined as an absence beyond the control of the student (e.g. illness, family emergency) and reported to the school by the student’s parent or guardian within the designated timeframe. An unexcused absence will result when the parent or guardian does not notify the school of the student’s absence within the designated timeframe. A school business absence includes field trips, counselor appointments, or other instances when the student is absent from class but is present in or involved with a school function. In cases of doubt, the administrator will make the final determination as to whether an absence is excused or unexcused. Exceptions to the attendance policy may be applicable to a student eligible under either the Individuals with Disabilities Education Act (IDEA) or Section 504 of the Rehabilitation Act of 1973.

More than three consecutive days of absence is considered to be an extended absence. A total of ten or more absences is considered to be excessive. Written documentation may be requested by the school administration for cases of extended or excessive absences.

Attendance Records

Attendance records shall be maintained in accordance with law.

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

**Second
Reading of
Board Policy
JBA –
Placement of
Students
Enrolling into
Livonia Public
Schools**

It was moved by Mrs. Bradford and supported by Mrs. Frank 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:

**BOARD POLICY
STUDENTS
PLACEMENT OF STUDENTS ENROLLING
INTO LIVONIA PUBLIC SCHOOLS**

**JBA
DECEMBER 16, 2019**

Students who enroll into Livonia Public Schools should customarily be placed in the

grade assigned by the previous school. Children who have completed kindergarten in another system but who are of LPS kindergarten age will be initially enrolled in kindergarten. Adjustments may be made in grade placement when warranted by performance in our school setting.

If a grade level is impossible to determine, the student should usually be assigned to an age-appropriate grade level. The building principal has the discretion to place individual students at the most appropriate grade level.

A child who resides in the School District may enroll in kindergarten if the child is at least five years of age on September 1 of the school year of enrollment, as set by the State of Michigan.

If a child residing in the School District is not five years of age on September 1, but will be five years of age not later than December 1 of a school year, the parent or legal guardian of that child may enroll the child in kindergarten for that school year if the parent or legal guardian notifies the School District in writing that he or she intends to enroll the child in kindergarten for that school year. After receiving this notification, the School District may make a recommendation to the parent or legal guardian of the child that the child is not ready to enroll in kindergarten due to the child's age or other factors. However, regardless of this recommendation, the parent or legal guardian retains the sole discretion to determine whether or not to enroll the child in kindergarten.

Special Education Students

Special education programs and services are provided to eligible students from birth to age 26.

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

Second Reading of Board Policy JBE - Truancy

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

BOARD POLICY STUDENTS TRUANCY

JBE DECEMBER 16, 2019

The Livonia Public Schools School District shall report to the appropriate authorities any child who is absent from school in violation of the compulsory attendance law.

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

Second Reading of Board Policy JGCC – Communicable Diseases

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 Policy Committee and adopt Board Policy language for:

BOARD POLICY STUDENTS COMMUNICABLE DISEASES

JGCC DECEMBER 16, 2019

The Board of Education authorizes the superintendent or the superintendent’s designee in appropriate circumstances to exclude a student or employee from the premises of the School District when the individual is known or reasonably suspected to have contracted a communicable disease based on the Wayne County Department of Public Health Disease Control Division Communicable Disease Reference Chart.

The superintendent or the superintendent’s designee is charged with adhering to the aforementioned guidelines and procedures that provide, case by case, an assessment of the risks the infected individual presents to those persons who may come in contact with that individual. These guidelines and procedures must assure that confidentiality of the medical condition of the student or employee is maintained and that information is disseminated only on a "need to know" basis.

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

**Board Policy JK
– Fundraising
Activities**

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 Policy Committee and adopt Board Policy language for:

**BOARD POLICY
STUDENTS
FUNDRAISING ACTIVITIES**

**JK
DECEMBER 16, 2019**

Fundraising activities refer to school and district sponsored activities that generate funds to support school programs and student activities. While there is recognition of the desire and need for fundraising, there is also the understanding for some constraint to prevent them from becoming too numerous and overly demanding on employees, students, parents, the business community, and the general public. The fundraising activities of each school shall be kept within a reasonable limit.

All fundraising activities must be compliant with federal, state, and local laws and must have the prior approval of the superintendent or the superintendent’s designee before announcing or advertising for the solicitation of funds.

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

**Adjournment
Off/Supt/jw**

President Johnson adjourned the meeting at 9:08 p.m.

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Special Meeting
December 16, 2019**

President Johnson convened the special meeting at 6:35 p.m. in the Board Room, 15125 Farmington Road, Livonia.

Members Present: Tammy Bonifield, Karen Bradford, Colleen Burton, Dan Centers, Crystal Frank, Liz Jarvis, Mark Johnson

Members Absent: None

Audience Communications: None

Recess to Closed Session – Consider Written Legal Opinion from Counsel It was moved by Mrs. Burton and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District recess to closed session to: **Consider Written Legal Opinion from Counsel.**

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

The Board recessed to closed session.

Adjournment Mr. Johnson adjourned the meeting at 6:57 p.m.

Off/Supt/jw

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
Special Meeting
January 21, 2020**

President Johnson convened the special meeting at 7:48 p.m.,
15125 Farmington Road, Livonia.

Members Present: Tammy Bonifield, Karen Bradford, Colleen Burton, Dan Centers,
Crystal Frank, Liz Jarvis, Mark Johnson

Members Absent: None

Audience Communications: None

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

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

The Board recessed to closed session.

Adjournment President Johnson adjourned the closed session at 10:25 p.m.

Off/Supt/jw

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VI.A.

TOPIC: Limited Out of District Schools of Choice for 2020-2021

RECOMMENDATION:

Move 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.

RATIONALE:

Section 105 & 105c Limited Schools of Choice will bring additional revenue to the District in the amount of approximately \$1,560,000 if all seats are filled and preserve programs essential to the students of Livonia Public Schools.

BUDGETARY INFORMATION:

Added revenue to the general fund – up to \$1,560,000

RESOURCE PERSONNEL:

Keith McDonald, Director of Human Resources

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VI.B.

TOPIC: Approval to Purchase Calculators for Secondary Schools

RECOMMENDATION:

Move 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.

RATIONALE:

The purchase of Texas Instruments TI-84 Plus calculators for the secondary math departments will provide additional classrooms with updated calculators. It will allow for the flexibility of additional sets for sharing with mathematics classrooms for students to utilize during the school day.

BUDGETARY INFORMATION:

The funding for this purchase will come from the Instructional Materials portion of the 2013 Bond.

RESOURCE PERSONNEL:

Theresa O'Brien, Chief Academic Officer

EXHIBITS:

Attachment

QUOTE CONFIRMATION



DEAR TYLER DUNCAN,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LDQR276	1/14/2020	LPS-TI84 PLUS CE	1271134	\$52,872.84

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Texas Instruments TI-84 Plus CE EZ-Spot Teacher Pack - graphing calculator Mfg. Part#: 84PLCE/TPK/2L1 UNSPSC: 44101808 Contract: REMC Supplies, Furniture & Technology 2019 (2019 Supplies, Furn&Tech)	36	3633233	\$1,468.69	\$52,872.84

PURCHASER BILLING INFO		SUBTOTAL	\$52,872.84
Billing Address: LIVONIA PUBLIC SCHOOLS ACCTS PAYABLE 15125 FARMINGTON RD LIVONIA, MI 48154-5474 Phone: (734) 523-9164 Payment Terms: NET 30-VERBAL		SHIPPING	\$0.00
		SALES TAX	\$0.00
		GRAND TOTAL	\$52,872.84
		DELIVER TO Shipping Address: LIVONIA PUBLIC SCHOOLS TYLER DUNCAN 15125 FARMINGTON RD LIVONIA, MI 48154-5474 Shipping Method: DROP SHIP-COMMON CARRIER	

Need Assistance? CDW•G SALES CONTACT INFORMATION			
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**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VI.C.

TOPIC: Approval of District Professional Development Committee

RECOMMENDATION:

Move 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.

RATIONALE:

This committee would give us the opportunity to work with our stakeholders to provide a direction for professional development. The formation of this committee would also allow us to count professional development days as student instructional days based on the revisions to the School Code. It will allow us to count the professional development day on March 10 as an instructional day.

BUDGETARY INFORMATION:

N/A

RESOURCE PERSONNEL:

Theresa O'Brien, Chief Academic Officer

EXHIBITS:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VII.A.

TOPIC: Adoption of 2019-20 Second Budget Amendment

RECOMMENDATION:

Move 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.

RATIONALE:

This action is in compliance with the Spirit of the Uniform Budgetary and Accounting Act – Public Act 621. The amendment was reviewed by the Finance Committee on January 21, 2020.

BUDGETARY INFORMATION:

This resolution will set the parameters for revenues and expenditures within which the district will expect to utilize for the 2019-2020 school year.

RESOURCE PERSONNEL:

Alison Smith, Director of Finance

EXHIBITS:

Attached.

kp

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	\$ 1,981,472	\$ 1,920,000	\$ 1,920,000	\$ 1,950,000
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	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
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	15,753,208	16,554,011	16,554,011	16,754,011
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	<u>30,461</u>	<u>10,000</u>	<u>10,000</u>	<u>15,000</u>
Total Revenue	\$ 4,893,177	\$ 5,002,455	\$ 5,002,455	\$ 5,002,455
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	<u>7,103</u>	<u>50,200</u>	<u>50,200</u>	<u>50,200</u>
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	<u>52,611</u>	<u>10,000</u>	<u>10,000</u>	<u>15,000</u>
Total Revenue	\$ 9,486,307	\$ 5,002,455	\$ 5,002,455	\$ 5,002,455
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	<u>13,887</u>	<u>50,500</u>	<u>50,500</u>	<u>50,500</u>
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	<u>30,461</u>	<u>15,000</u>	<u>15,000</u>	<u>30,000</u>
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	<u>7,902</u>	<u>125,200</u>	<u>125,200</u>	<u>125,200</u>
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



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY
 WASTE MANAGEMENT AND RADIOLOGICAL PROTECTION DIVISION
 FUEL TRANSFORMATION PROGRAM
 VOLKSWAGEN STATE MITIGATION TRUST
 BUDGET PROPOSAL FORM

Applicant Name:	Livonia Public Schools
Project Name:	VW Settlement Grant 19-20
Eligible Mitigation Action:	2 - Class 4-8 School Bus, Shuttle Bus, or Transit Bus (Eligible Buses)
Type:	School Bus
Government/Non-Government Owned:	Government Owned
Project Number (assigned by DEQ):	

CONTRACTUAL SERVICES	HOURS or UNITS	RATE or TOTAL	% of FUNDING	GRANT AMOUNT	MATCH AMOUNT	TOTAL
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
Contractual Services Subtotal				\$ -	\$ -	\$ -

SUPPLIES & MATERIALS (itemize)	QUANTITY	COST	% of FUNDING	GRANT AMOUNT	MATCH AMOUNT	TOTAL
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
Supplies & Materials Subtotal				\$ -	\$ -	\$ -

VEHICLE(S) & EQUIPMENT	QUANTITY	COST	% of FUNDING	GRANT AMOUNT	MATCH AMOUNT	TOTAL
77 Passenger Bus-Propane	22	\$ 95,953.00	40.0%	\$ 844,386.40	\$ 1,266,579.60	\$ 2,110,966.00
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
		\$ -		\$ -	\$ -	\$ -
Vehicle(s) & Equipment Subtotal				\$ 844,386.40	\$ 1,266,579.60	\$ 2,110,966.00

TOTAL PROJECT						
	Total All Costs			\$ 844,386.40	\$ 1,266,579.60	\$ 2,110,966.00

SOURCES OF MATCH: Organization	DOLLAR VALUE COMMITTED:		
	In Kind	Cash	Total
Livonia Public Schools General Fund	\$ -	\$ 1,266,579.60	\$ 1,266,579.60
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Subtotal	\$ -	\$ 1,266,579.60	\$ -
Total (Must equal total project match from above):			\$ 1,266,579.60

Michigan Bus Purchasing
Price Comparison Report - Spec #12895
 Jul 18, 2019 12:46 PM

Buying Organization **Holland**
 670 E 16th St
 Holland MI 49423-3738

Notes Livonia 77 Pass Propane

Product Category Conventional (2018-19 Phase II)

Product 77 Passenger

Quantity 8

Option	Option SKU	Buyer Comments	Hoekstra	Holland	Midwest Transit
Product Base Price			\$84,393.00	\$84,945.00	\$85,064.00

Chassis Options

Alternator

240-amp, Leece-Neville C123 \$132.00 S/E \$159.00

Axle, Front: minimum load

12,000 lbs. C142 \$159.00 S/E \$117.00

Axle, Rear: minimum load

23,000 lbs. C153 \$623.00 S/E \$272.00

Batteries

3 12-volt, 950-CCA each C163 S/E S/E \$256.00

Brake Dust Shield

Brake dust shield on all wheels C170 S/E S/E S/E

Brakes, ESC

Electronic Stability Control for Air Brakes C172 S/E S/E N/C

Engine

Propane Engine, 6.8 liter w/Ford trans C220 N/A \$6,000.00 N/A

Propane Engine, PSI 8.8L wPTS 2500 trans C221 --- --- \$6,584.00

Propane Engine, PSI 8.0L wAllison 2300 trans C222 \$6,840.00 --- ---

Fan Drive

Electromagnetic On/Off Type C195 \$98.00 S/E N/C

Fuel Tank

Increase to 98-gallon propane tank C253 N/A \$1,300.00 \$1,570.00

Full Instrumentation Package (Engine)

Low Coolant indicator with audible alarm C260 S/E S/E S/E

Heater Block, Internal (Engine)

Replace 2" tape w/6" Reflexite tape	B452	\$153.00	N/A	N/A
Light Visor				
Overhead flasher light visor	B455	S/E	S/E	N/C
Light, Exterior				
Light check system	B460	S/E	S/E	S/E
Lights, Strobe				
Delete light & wiring	B480	(\$77.00)	(\$87.00)	(\$98.00)
Lights, LED				
Sound Off brand for LED package	B500	N/A	S/E	S/E
Mirror System				
Lever-lock adjustable 6" x 30"	B521	S/E	S/E	\$95.00
Mirror, Timer				
Timer for heated mirror	B525	S/E	S/E	\$56.00
Mirrors, Crossview				
Rosco, Eye-Max LP, heated	B537	\$42.00	S/E	\$10.00
Mirrors, Crossview, Arms				
Stainless steel arms	B555	S/E	\$29.00	\$30.00
Mirrors, Rearview				
Rosco Open View ES, heated	B573	S/E	S/E	N/A
Mirrors, Rearview, Arms				
Stainless steel arms	B590	S/E	\$24.00	\$60.00
Power Source				
12-volt power source in driver's area	B615	\$31.00	S/E	N/C
Radio & Public Address System				
AM/FM radio, PA system inside	B622	N/A	\$424.00	\$239.00
Rust Proofing				
All interior doors	B645	S/E	S/E	S/E
Seat, Driver's				
National, air ride w/o arm rests	B663	\$138.00	\$142.00	\$35.00
Seats, Fire Block				
Delete fire block	B703	(\$551.00)	(\$250.00)	(\$760.00)
Seats, Passenger: Color				
Brown/Beige	B711	N/C	S/E	N/C
Severe Service Package				
Must meet Colorado Racking Test	B740	S/E	S/E	\$210.00
Stepwell				
Stainless steel	B755	N/A	\$425.00	\$694.00
Stop Arm Signals				
Transpec 7000, electric LED lights, front & rear	B764	S/E	\$161.00	(\$464.00)
Storage Compartment Driver's Area				

Over drivers sash window	B781	S/E	\$88.00	\$157.00
Storage Pouch				
Mounted on barrier behind driver	B782	\$21.00	\$12.00	\$50.00
Window, Rear				
Tempered, 28% tinted	B870	\$15.00	\$31.00	N/C
Configured Price			\$94,178.00	\$95,828.00
				\$97,219.00

Dealer Options

Replace 2" with 6" reflective tape			\$125.00	
Replace 2" with 6" reflective tape				(Hidden)
extended range tank - NA		\$1,500.00		
stainless Steel Stepwell		\$698.00		
		Hoekstra	Holland	Midwest Transit
		Unit Price \$96,376.00	\$95,953.00	\$97,219.00
		Total Price \$771,008.00	\$767,624.00	\$777,752.00
		Grand Total \$771,008.00	\$767,624.00	\$777,752.00

$$\begin{array}{r}
 \$95,953 \\
 \times 22 \\
 \hline
 \$2,110,966
 \end{array}$$

$$\begin{array}{r}
 \$5,000 \text{ contingency} \\
 22 \\
 \hline
 \$110,000
 \end{array}$$

$$\begin{array}{r}
 2,110,966 \\
 110,000 \\
 \hline
 \$2,220,966 \text{ Total Cost} \\
 \text{(Maximum)}
 \end{array}$$

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VII.C.

TOPIC: Approval to Select Design Firm for Central Office Renovation

RECOMMENDATION:

Move 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.

RATIONALE:

HED has the expertise to do a needs assessment and architectural programming work to identify, evaluate, and recommend a scope of work for a potential Central Office renovation.

BUDGETARY INFORMATION:

Capital Projects Fund

RESOURCE PERSONNEL:

Alison Smith, Director of Finance

EXHIBITS:

Attached

kp



January 9, 2020

Ms. Alison Smith
Director of Finance
Livonia Public Schools
15125 Farmington Road
Livonia, MI 48154

RE: Contract Award Recommendation for Programming/Assessment Services:
2020 Project – Livonia Central Office Renovation

Dear Ms. Smith:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of a Design Firm for the Project listed above. This update represents the mutual efforts of PMC and LPS Administration and staff to present a framework in order to identify, evaluate and recommend a Design Firm to provide programming/assessment services for this Project.

Of the four firms that were requested to provide a proposal, HED appears to have the best expertise, staff and resources to perform the aforementioned services. They have demonstrated their skill and ability in being able to provide programming/assessment services for a corporate office environment, and if recommended by LPS, the ability to continue forward with the District and provide design and construction administration services for the remainder of the Project.

Accordingly, PMC and LPS is recommending HED as the Design Firm for the 2020 Project listed above. HED's proposal for Programming/Assessment services is not to exceed \$46,000.00. Should LPS decide to move forward with the Renovation Project, HED's submittal to continue on with design services will be negotiated based upon the final scope and their proposal.

With the Board's concurrence, an AIA C103 - 2015 Standard Form of Agreement Between Owner and Consultant will be prepared for HED, pending final review and approval of terms by District legal counsel.

PMC is available at the Board's convenience to discuss the above rationale and answer any questions regarding this recommendation.

Sincerely,

PLANTE MORAN CRESA

A handwritten signature in blue ink that reads 'Lisa M. Pitt'.

Lisa M. Pitt, LEED AP BD + C
Senior Consultant

Enclosures: Programming Proposals for Central Office



January 15, 2020

Mr. Phillip Francis
Director of Operations
Livonia Public Schools
15125 Farmington Road
Livonia, MI 48154

RE: Sinking Fund Projects
Contract Award Recommendation for Roof Replacement Project
Emerson Middle School, Livonia Career Tech Center (LCTC) and Rosedale Elementary School

Dear Mr. Francis:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of Prime Contractors for the Projects listed above. This update represents the mutual efforts of PMC, Roofing Technology Associates, Ltd. (RTA), LPS administration and staff (the Project Team) to present a framework in order to identify, evaluate and recommend Prime Contractor firms for these Projects.

On November 5, 2019, Construction Documents were formally issued and made available. An advertisement for bids was published in a local newspaper and also posted to the required State of Michigan website.

On December 11, 2019, six (6) bid proposals were received for the Projects and over the next several days were reviewed to determine the budget implications. Interviews were conducted on December 16, 2019 and January 7, 2020 and were attended by representatives from the Project Team. The scope of work (which includes full removal and replacement of the existing roofing systems), project schedule, phasing, manpower requirements, safety, and other particulars regarding the work were reviewed and discussed.

Upon completion of the interviews, and after subsequent clarifications and discussions, the Project Team is recommending the Firms listed in RTA's recommendation letter dated January 14, 2020 as the lowest responsible bidders. The recommendation is to award work at Emerson Middle School, LCTC and Rosedale Elementary School. The recommendation includes acceptance of Alternate No. 1 – replacement of the roof above the LCTC auto shop.

Including hard construction of \$2,849,463 and construction contingency of \$227,957 (8%), the total Project award recommendation equals \$3,077,420.

For the Prime Contractor, the cost for this work will be detailed in AIA Contract A105 – 2017 Standard Form of Agreement between Owner and Contractor, as modified, pending final review and approval of terms by district legal counsel.

The Project Team is available at the Board's convenience to answer any questions regarding bidding, the proposals, interview process, or the recommendation herein. Please direct all questions through me via email at scott.smith@plantemoran.com.

Sincerely,

PLANTE MORAN CRESA



Scott Smith, LEED AP
Senior Consultant

Enclosures: Cost Summary
 Roofing Technology Associates, LTD. Recommendation Letter
 Bid Tabulation
 Existing Roofing Condition Map



2020 ROOFING REPLACEMENT - COST SUMMARY

	Hard Construction		
Project	Budget	Actual	Variance
Emerson Middle School	\$ 2,060,000	\$ 1,718,600	\$ (341,400)
Livonia Career Tech Center	\$ 800,000	\$ 620,500	\$ (179,500)
Rosedale Elementary	\$ 710,000	\$ 510,363	\$ (199,637)
Totals	\$ 3,570,000	\$ 2,849,463	\$ (720,537)

	Construction Contingency (8%)		
	Budget	Actual	Variance
Project Contingency	\$ 285,600	\$ 227,957	\$ (57,643)
Totals	\$ 285,600	\$ 227,957	\$ (57,643)

	Total Project Costs		
	Budget	Actual	Variance
Project Total	\$ 3,855,600	\$ 3,077,420	\$ (778,180)
Totals	\$ 3,855,600	\$ 3,077,420	\$ (778,180)



ROOFING TECHNOLOGY ASSOCIATES, LTD.

38031 SCHOOLCRAFT
LIVONIA, MICHIGAN 48150-1065
(734) 591-4444 • FAX (734) 591-1660 • E-MAIL: rta@rtald.com
Web site www.rtald.com

January 14, 2020
Project No. 19-046

Mr. Phillip Francis
Livonia Public Schools
15125 Farmington Road
Livonia MI 48154-5474
pfrancis@livoniapublicschools.org

RE: **BID EVALUATION**
Roof Replacement

- Emerson Middle School
- Rosedale Elementary School
- Career Tech Center

Livonia, Michigan

Dear Mr. Francis:

A total of six (6) bids for the referenced projects were received by the School District on December 11, 2019 and publicly opened. We have reviewed the bids which have been tabulated on the attached form.

Bid Results

The apparent low bidder at Emerson Middle School was Quality Roofing for \$1,365,339.00 with Royal Roofing as the apparent second-low bidder for \$1,718,600.00.

The apparent low bidder at Rosedale Elementary School was Quality Roofing for \$510,363.00.

The apparent low bidder at Livonia Career Technical Center was Royal Roofing for \$507,900.00 with an Alternate No.1 (re-roof at the auto shop) for \$112,600.00.

Due Diligence

Following the bid opening, post-bid interviews were conducted by RTA, Plante Moran Cresa and LPS (The Project Team) on December 16, 2019 with Quality Roofing and Royal Roofing. At the meetings, Emerson and Rosedale were discussed with Quality Roofing and LCTC and Emerson were discussed with Royal Roofing. Upon completion of the meetings, the team reached out to several client references as provided by both firms. Royal Roofing's references were positive, which matches experiences from numerous projects that RTA and Royal have completed together previously. However, due to mixed reviews from Quality Roofing's references, it was



decided to conduct a follow-up interview on January 7, 2020. From this meeting, it appeared that Quality Roofing did not have a full understanding of the manpower required to complete a project of Emerson's size and complexity within in the provided timeframe.

Recommendations

Emerson Middle School: Given the noted concerns for Quality Roofing above, our recommendation is for the second-low bidder, Royal Roofing to be awarded Emerson Middle School for **\$1,718,600.00**.

Rosedale Elementary School: The team is in agreement the smaller size project should be manageable given the manpower projections provided by Quality Roofing during our post-bid process. Therefore, it is our recommendation that Quality Roofing as the apparent low bidder is awarded Rosedale Elementary School for **\$510,363.00**.

This will allow Quality Roofing the opportunity to prove their abilities to LPS on a smaller-scale project and be re-evaluated should they be the apparent low bidder on any future larger-scale LPS projects.

LCTC: As the apparent low bidder, Royal Roofing confirmed they have the required manpower for both Emerson and LCTC. Therefore, we recommend Royal Roofing is awarded LCTC inclusive of Alternate No.1 for **\$620,500.00**

It is recommended to have a contingency fund for unforeseen conditions of approximately 8%.

Sincerely,

ROOFING TECHNOLOGY ASSOCIATES, LTD.

Michael C. Bode, RRC
Project Manager

MCB/lab

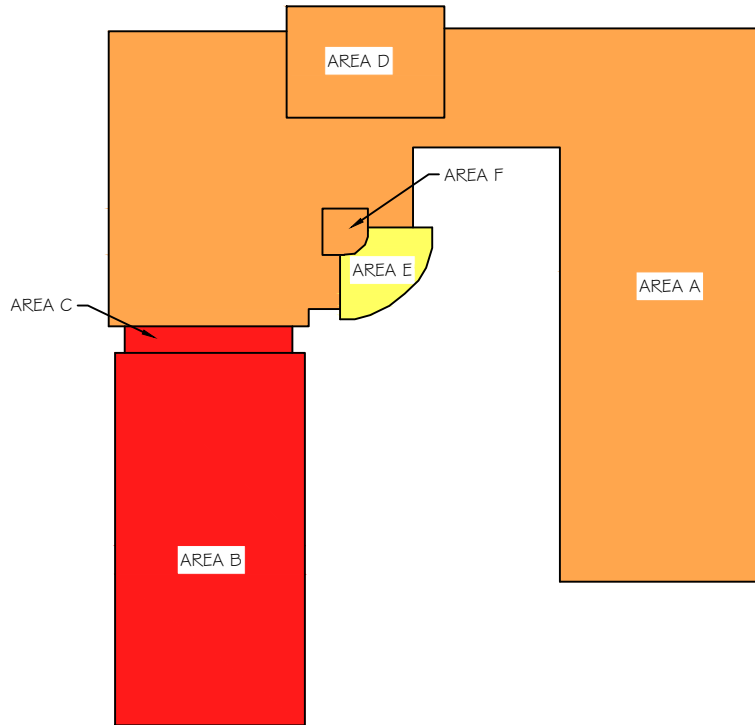
Attachment

Cc: Scott Smith



**LIVONIA PUBLIC SCHOOLS
BID TABULATION**

	VJM	NEWTON CRANE	LUTZ	JD CANDLER	ROYAL	QUALITY
Emerson Middle	----	----	\$1,978,000	\$1,962,000	\$1,718,600	\$1,365,339
Career Tech	----	\$677,300	----	\$612,000	\$507,900	\$556,384
Rosedale Elem.	\$644,347	\$736,600	-----	\$710,000	\$594,600	\$510,363
Total for all 3 Bldgs			----		\$2,821,100	\$2,432,000
Unit Price No. 1 – Wood Nailers						
1 x 4	2.00	5.00	3.00	4.00	2.00	3.00
1 x 6	2.50	5.00	3.25	4.00	2.50	3.50
1 x 8	3.85	5.00	3.75	4.00	3.00	4.00
2 x 4	2.75	5.00	4.00	4.00	2.50	5.00
2 x 6	3.50	5.00	4.75	4.00	3.00	6.00
2 x 8	4.75	6.00	5.25	4.25	3.50	7.00
2 x 10	5.75	6.00	5.75	4.25	4.00	8.00
2 x 12	6.75	7.00	6.75	4.50	4.50	9.50
½" thick plywood	2.75	7.00	6.50	4.00	3.00	4.75
¾" thick plywood	4.86	8.00	7.00	4.50	4.00	5.75
Unit Price No. 2 – Sheet Metal Plate						
	3.50	5.00	4.00	3.50	4.50	7.75
Unit Price No. 3 – Drain						
	950	1,200	2,000	1,500	1,200	5,500 2,000
Unit Price No. 4 – Deck						
	5.65	8.00	8.00	6.50	6.00	4.50
Unit Price No. 5 – 1.5" Insulation						
		3.00	1.50		1.35	2.50
Alternate No. 1 – Career/Tech Center Area C – Add the sum of:						
	N/A	\$126,700	No bid	\$140,000	\$112,600	\$144,425



GENERAL NOTES:

1. All areas and dimensions shown are approximate and based upon rough field measurements taken by representatives of Roofing Technology Associates, Ltd.
2. This drawing should not be used for bidding or estimating purposes. Contractors are responsible for their own field measurements, quantities and verification of conditions shown.

CONDITION		SERVICEABLE LIFE	RCI
failed		0 - 1 years	0 - 30
very poor		1 - 3 years	31 - 45
poor		3 - 6 years	46 - 55
fair		6 - 10 years	56 - 65
fair to good		10 - 15 years	66 - 75
good		15+ years	76 - 100

ROOF AREA PLAN

not to scale

NOTE: components shown are new unless noted as existing



ROOFING TECHNOLOGY ASSOCIATES, LTD.

38031 SCHOOLCRAFT ROAD
LIVONIA, MICHIGAN 48150-1065
(734) 591-4444

LIVONIA PUBLIC SCHOOLS
ROSEDALE ELEMENTARY SCHOOL
3665 I ANN ARBOR TRAIL
LIVONIA, MICHIGAN

Project No: 17-043

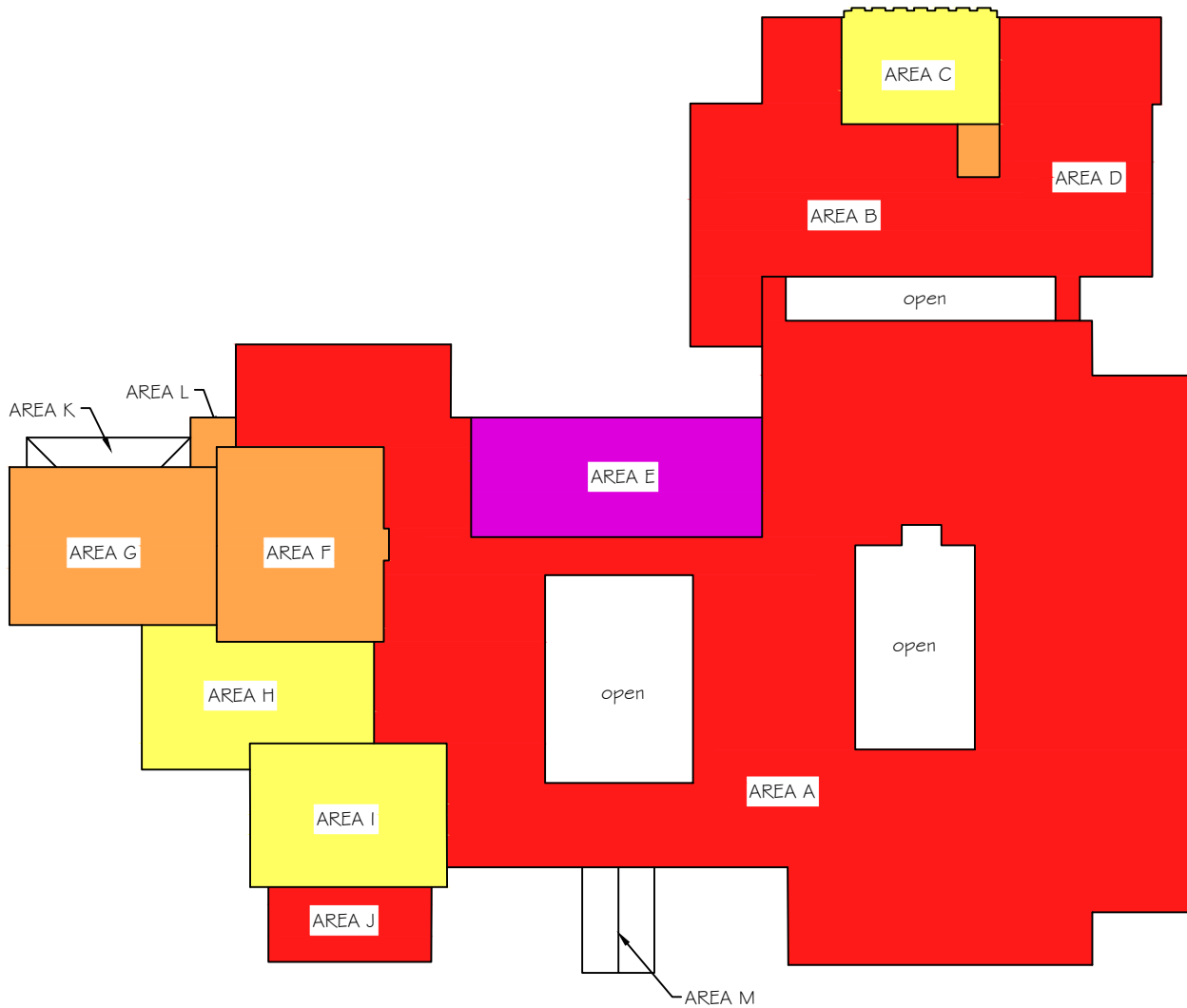
Drawn By: JDS

Detail No:

Date: JUNE, 2017

Checked By: MCB

12



GENERAL NOTES:

1. All areas and dimensions shown are approximate and based upon rough field measurements taken by representatives of Roofing Technology Associates, Ltd.
2. This drawing should not be used for bidding or estimating purposes. Contractors are responsible for their own field measurements, quantities and verification of conditions shown.

CONDITION		SERVICEABLE LIFE	RCI
failed		0 - 1 years	0 - 30
very poor		1 - 3 years	31 - 45
poor		3 - 6 years	46 - 55
fair		6 - 10 years	56 - 65
fair to good		10 - 15 years	66 - 75
good		15+ years	76 - 100

ROOF AREA PLAN

not to scale

NOTE: components shown are new unless noted as existing



ROOFING TECHNOLOGY ASSOCIATES, LTD.

38031 SCHOOLCRAFT ROAD
LIVONIA, MICHIGAN 48150-1065
(734) 591-4444

LIVONIA PUBLIC SCHOOLS
EMERSON MIDDLE SCHOOL
29100 W CHICAGO ST
LIVONIA, MICHIGAN

Project No: 17-043

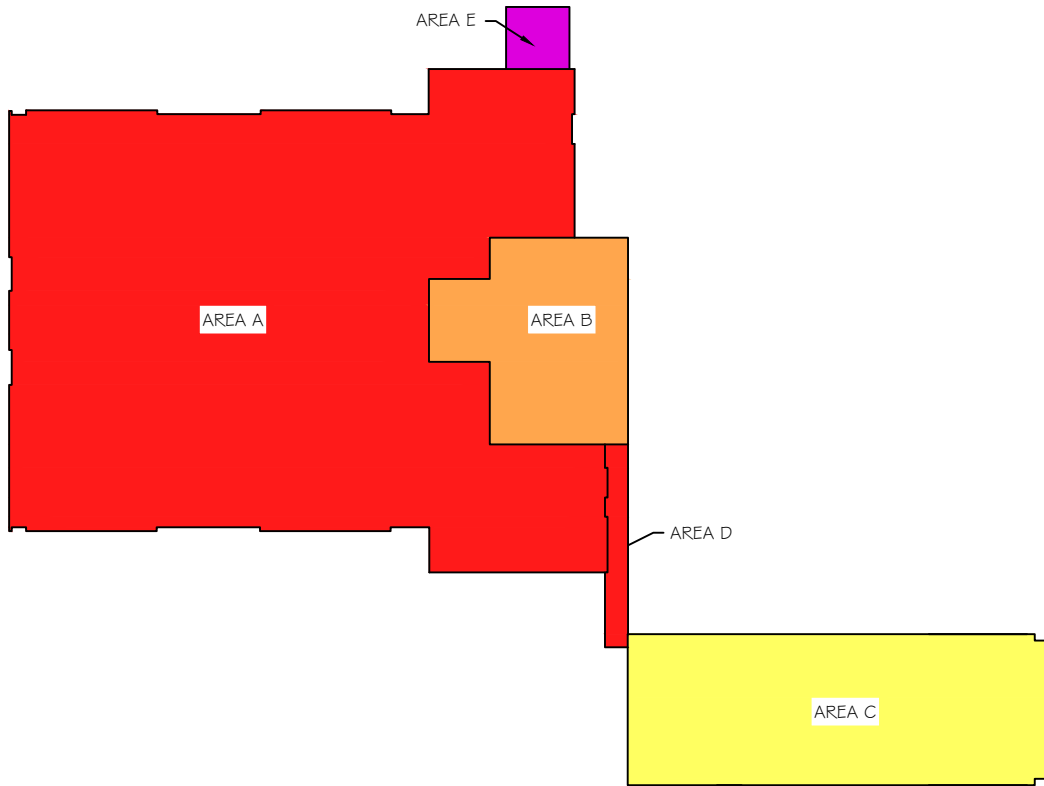
Date: JUNE, 2017

Drawn By: JDS

Checked By: MCB

Detail No:

17



GENERAL NOTES:

1. All areas and dimensions shown are approximate and based upon rough field measurements taken by representatives of Roofing Technology Associates, Ltd.
2. This drawing should not be used for bidding or estimating purposes. Contractors are responsible for their own field measurements, quantities and verification of conditions shown.

CONDITION		SERVICEABLE LIFE	RCI
failed		0 - 1 years	0 - 30
very poor		1 - 3 years	31 - 45
poor		3 - 6 years	46 - 55
fair		6 - 10 years	56 - 65
fair to good		10 - 15 years	66 - 75
good		15+ years	76 - 100

ROOF AREA PLAN

not to scale

NOTE: components shown are new unless noted as existing



ROOFING TECHNOLOGY ASSOCIATES, LTD.

38031 SCHOOLCRAFT ROAD
LIVONIA, MICHIGAN 48150-1065
(734) 591-4444

LIVONIA PUBLIC SCHOOLS
LIVONIA CAREER/TECH CENTER
8985 NEWBURGH RD
LIVONIA, MICHIGAN

Project No:	17-043	Drawn By:	JDS	Detail No: 23
Date:	JUNE, 2017	Checked By:	MCB	

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VII.E.

TOPIC: Approval to Purchase High School Field House Curtain Dividers

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the purchase of Fieldhouse 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.

RATIONALE:

This purchase will replace the original curtain dividers that are currently in place. They are the original curtain dividers and are worn out. While motors and hardware controlling the curtains have been inspected and deemed in good condition, the contingency requested is in case we find any need during installation to replace motor(s) or hardware.

BUDGETARY INFORMATION:

The source of funds for this purchase will be the Sinking Fund.

RESOURCE PERSONNEL:

Phillip Francis, Director of Operations

EXHIBITS:

Attached

PF/ko



Livonia Public Schools

Facilities and Operations

Date: December 20, 2019

To: Phillip Francis, Director of Operations

From: Harry C. Lau, Administrator of Facilities and Operations

Re: Recommendation to Award Fieldhouse Divider Curtains at Churchill, Franklin and Stevenson High Schools

I am recommending and seeking approval to award Field House Divider Curtains at Churchill, Franklin and Stevenson High Schools to C&M Associates LLC at a total cost of \$39,885.00 for all six curtains. A list of vendors that participated in this bid are listed below:

C&M Associates LLC	Livonia, MI	\$39,885.00
Gardinar C. Vose	Bloomfield Hills, MI	\$47,685.00
Bareman & Associates, Inc.	Jenison, MI	\$82,500.00

Rationale: The fieldhouse divider curtains are old and worn out. There are rips in the curtains that have been patched.

Thank you for your consideration in this matter.

cc: K. Oaks
S. Scott

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VII.F.

TOPIC: Approval to Purchase Carpet for Shared Time & Adult Education

RECOMMENDATION:

Move 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 MI, in the amount of \$30,750 plus \$3,000 contingency for a total approved amount of \$33,750.

RATIONALE:

This purchase will replace the worn-out carpet that is original to the building. LPS Shared Time and Adult Education staff and students occupy this space.

BUDGETARY INFORMATION:

The source of funds for this purchase will be the Section 107 Adult Ed Grant from the State of Michigan.

RESOURCE PERSONNEL:

Phillip Francis, Director of Operations

EXHIBITS:

Attached

PF/ko



Livonia Public Schools

Facilities and Operations

Date: December 20, 2019
To: Phillip Francis, Director of Operations
From: Harry C. Lau, Administrator of Facilities and Operations
Re: Recommendation to Award Carpet Replacement at Cass Shared Time

I am recommending and seeking approval to award Carpet Replacement at Cass Shared Time to Shock Brothers Floor Covering, Inc., at a total cost of \$30,750.00. A list of vendors that participated in this bid are listed below:

Shock Brothers Floor Covering	Roseville, MI	\$30,750.00
Cohn's Commercial Floor	Wixom, MI	\$32,894.00
Phoenix Professional Cont.	Farm. Hills, MI	\$49,800.00

Rationale: The carpet in this area is original to the building itself and worn out.

Thank you for your consideration in this matter.

cc: K. Oaks
S. Scott

LIVONIA PUBLIC SCHOOLS
Livonia, Michigan
Teachers for Board Approval
January 27, 2020

<u>Name</u>	<u>Degree/School</u>	<u>Assignment</u>	<u>Experience</u>	
Ball, Caitlin	Masters Degree in Administration University of Phoenix AZ	(1.0) ASD Coach Student Services January 13, 2020	ASD Teacher Dearborn Public Schools	3 years
	Bachelors Degree in Special Ed/LD U of M - Dearborn		Special Education Teacher Taylor Public Schools	1 year
			Middle School Teachers for Emotionally Impaired Van Dyke Public Schools	1 year
Harris, Meghan	Bachelors Degree in Organizational Communications/Sociology Western Michigan University	(1.0) Resource Room Teacher Johnson Upper Elementary January 6, 2020	Special Education Teacher Sandlapper Elementary - Columbia SC	1.5 years
	Bachelors Degree in Spec Education Cognitive Impairment & Elem. Ed.			
Mardeusz, Ashley	Bachelors Degree in Elementary Special Education Cognitive Impairment Central Michigan University	(1.0) Resource Room Teacher Stevenson High School January 13, 2020	Therapeutic Program Leader Canton Leisure Services	3 years
Oltman, Evan	Bachelors Degree in Secondary Education & Social Studies & History Central Michigan University	(1.0) Secondary Social Studies (0.60) Holmes Middle School (0.40) Stevenson High School January 24, 2020	Student Teacher LPS - Holmes Middle School	1 year
Penaranda, Jennifer	Masters Degree in Communicative Disorders & Sciences SUNY University at Buffalo NY	(0.80) TSLI (Speech & Language) Grant Elementary January 21, 2020	Speech & Language Pathologist Suffolk Center for Speech & Myofunctional Therapy	2 years
	Bachelors Degree in Communication St. Joseph's College NY		Speech & Language Pathologist Acadia Center for Nursing & Rehabilitation	1 year
	Bilingual Extension/Adv. Certificate Hofstra University NY		Speech & Language Pathologist EBS Healthcare (Detroit Public Schools)	2 years
Sallans, Patricia	Masters Degree in Speech Language Patholog Eastern Michigan University	(1.0) Teacher of Speech & Language Jackson Center January 6, 2020	Speech & Language Pathologist Intern Chelsea School District	4 months
	Bachelors Degree in Biomedical Science & Psychology Grand Valley State University		Speech & Language Pathologist Intern Rehabilitation Institute of Michigan	4 months
			Speech & Language Student Clinician Eastern Michigan University	9 months

LIVONIA PUBLIC SCHOOLS
Livonia, Michigan
Teachers for Board Approval
January 27, 2020

Seasock, Zachary	Bachelors Degree in Integrated Science & Social Studies U of M - Dearborn	(1.0) Secondary Science Teacher	Substitute Teacher	1 year
		(0.40) Holmes Middle School	Allen Park Public Schools	
		(0.60) Stevenson High School	Cross Country & Track Coach	5 years
		January 24, 2020	Allen Park Public Schools	

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VIII.B.

TOPIC: Granting of Tenure Status to Specified Teachers

RECOMMENDATION:

Move 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:

<u>Name</u>	<u>Date</u>
Laurisa Burke	January 13, 2020
Whitney Cabble	January 5, 2020
Lori Marsh	January 26, 2020

RATIONALE :

This teacher has successfully completed the District's requirements for probationary teachers including years of service, evaluations, and overall performance, as well as student growth. We have carefully reviewed all the supporting documents and based upon our review, as well as the recommendations of her building principal, this individual has achieved tenure status with the Livonia Public Schools.

RESOURCE PERSONNEL:

Steven P. Archibald, Assistant Superintendent of Human Resources & District Services
Keith McDonald, Director of Human Resources

EXHIBIT:

None
ljin
Tenure.cap

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VIII.C.

TOPIC: Resignation

RECOMMENDATION:

As authorized in the Board of Education motion of June 3, 2019, a resignation has been accepted by the superintendent for the person listed below:

<u>Name</u>	<u>Date Effective</u>
Craig Benedict (Shared Time)	January 20, 2020

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Steven P. Archibald, Assistant Superintendent of Human Resources & District Services
Keith W. McDonald, Director of Human Resources

EXHIBIT:

None

ljn
Resign-cap

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: VIII.D.

TOPIC: Resolutions of Appreciation for Employees Who Are Retiring

RECOMMENDATION:

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

**Frank Betzel
Mary Betzel
Carol Klun
Cynthia Scott
Sharon S. Smith**

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Steven P. Archibald, Assistant Superintendent of Human Resources & District Services
Keith McDonald, Director of Human Resources

EXHIBIT:

Attached resolutions
ljn

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

RESOLUTIONS

Frank Betzel

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Frank Betzel will retire from the District on February 28, 2020; and,

WHEREAS, Frank Betzel has 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; and,

WHEREAS, He has given conscientious, careful, and loyal service to the students, staff, and community during his tenure with the Livonia Public Schools;

NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby express its deep appreciation to Frank Betzel for his countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

Mary Betzel

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Mary Betzel will retire from the District on January 31, 2020; and,

WHEREAS, Mary Betzel has 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; and,

WHEREAS, She has given conscientious, careful, and loyal service to the students, staff, and community during her tenure with the Livonia Public Schools;

NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby express its deep appreciation to Mary Betzel for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

Carol Klun

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Carol Klun will retire from the District on January 24, 2020; and,

WHEREAS, Carol Klun has devoted 11.5 years of dedicated, loyal, and outstanding service to the students in Livonia Public Schools as an occupational therapist; and,

WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;

NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Carol Klun on her years of service to the educational profession, expresses publicly its sincere appreciation, and offers its best wishes for her retirement.

Cynthia Scott

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Cynthia Scott will retire from the District on June 30, 2020; and,

WHEREAS, Cynthia Scott has devoted 28 years of dedicated, loyal, and outstanding service to the students of Garfield Elementary, Webster Elementary, Cass Elementary, Riley Upper Elementary, and Central Office as a teacher, principal, and director of elementary programs; and,

WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;

NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Cynthia Scott on her years of service to the educational profession, expresses publicly its sincere appreciation, and offers its best wishes for her retirement.

Sharon S. Smith

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Sharon S. Smith will retire from the District on February 28, 2020; and,

WHEREAS, Sharon S. Smith has devoted 10.4 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a transportation paraprofessional in the Transportation Department; and,

WHEREAS, She has given conscientious, careful, and loyal service to the students, staff, and community during her tenure with the Livonia Public Schools;

NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby express its deep appreciation to Sharon S. Smith for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

SYMPATHY RESOLUTION

Jennifer Cleaver

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.*

*Tammy Bonifield
Board of Education*

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: IX.A.

TOPIC: First Reading of Board Bylaws

RECOMMENDATION:

The Policy Committee has reviewed the proposed revisions for the following Board Bylaws:

- BA - Goals and Objectives**
- BAA - Goal Setting Meetings**
- BBA - School Board Officers**
- BBAA - Method of Electing Board Officers**
- BBABA - Duties of the President**
- BBABB - Duties of the Vice President**
- BBABC - Duties of the Secretary**
- BBABE - Duties of the Treasurer**
- BBBB - New Board Member Orientation**

RATIONALE:

This is the first reading for these policies and is provided for Board review and possible adoption at a future meeting.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Andrea L. Oquist, Superintendent

EXHIBITS:

Attached Policies

Off/Supt/jw

BYLAWS OF THE BOARD

BA

BOARD OPERATIONS GOALS AND OBJECTIVES

~~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.**

CROSS REF.: ~~IA – Instructional Program Philosophy~~
BD(1) Formulation of Bylaws

BYLAWS OF THE BOARD

BAA

BOARD OPERATIONS GOAL SETTING MEETINGS

~~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

BBA

BOARD OPERATIONS SCHOOL BOARD OFFICERS

~~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.~~

CROSS REF.: BBA - Method of Electing Board Officers

BYLAWS OF THE BOARD

BBAA

BOARD OPERATIONS METHOD OF ELECTING BOARD OFFICERS

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.

LEGAL REF.: MCL 380.11a

BYLAWS OF THE BOARD

BBABA

BOARD OPERATIONS DUTIES OF THE PRESIDENT

~~AUGUST 15, 2014~~

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.

LEGAL REF.: MCL 380.11a(6) ~~380.1201(5)~~. (~~Legal References Updated 3/12/07~~)

BYLAWS OF THE BOARD

BBABB

BOARD OPERATIONS DUTIES OF THE VICE PRESIDENT

~~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.

LEGAL REF.: MCL, **380.11a(6)**, 380.1201(5) (~~Legal References Updated 3/12/07~~)

BYLAWS OF THE BOARD

BBABC

BOARD OPERATIONS DUTIES OF THE BOARD SECRETARY

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.

LEGAL REF.: MCL 380.11a(6), 380.1201(5) (~~Legal References Updated 3/12/07~~)

BYLAWS OF THE BOARD

BBABE

BOARD OPERATIONS DUTIES OF THE TREASURER

~~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.

LEGAL REF.: MCL, 380.1223(5); ~~380.1226 (Legal References Updated 3/12/07)~~

BYLAWS OF THE BOARD

BBBB

BOARD OPERATIONS NEW BOARD MEMBER ORIENTATION

~~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.

CROSS REF.: **BBBC – Board Member Expenses and Development Opportunities**

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
January 27, 2020**

ITEM: IX.B.

TOPIC: Superintendent Evaluation

RECOMMENDATION:

Move that the 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.

RESOURCE PERSONNEL:

Board of Education

EXHIBIT:

None

Off/Supt/jw