

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION**

**Organizational Meeting
July 26, 2021 - 6:15 PM
Riley Upper Elementary School
15555 Henry Ruff Rd
Livonia, MI 48154**

AGENDA

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| I. ROLL CALL: Madeline Acosta, Tammy Bonifield, Karen Bradford,
Colleen Burton, Dan Centers, Liz Jarvis, Mark Johnson | |
| II. AUDIENCE COMMUNICATIONS | |
| III. ADOPTION OF 2021-22 BYLAWS TO ESTABLISH MEETING
DATES AND OTHER PROCEDURES | 2 |
| IV. DESIGNATION OF 2021-22 BANK DEPOSITORIES | 4 |
| V. APPOINTMENT OF INVESTMENT OFFICER | 6 |
| VI. APPOINTMENT OF STAFF MEMBER TO BE IN CHARGE OF
ELECTIONS | 7 |
| VII. APPOINTMENT OF STAFF MEMBER TO BE RESPONSIBLE
FOR POSTING BOARD MEETING NOTICES | 8 |
| VIII. ADJOURNMENT | |

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
July 26, 2021**

TOPIC: **Adoption of 2021-2022 Bylaws to
Establish Meeting Dates and Other Procedures**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District adopt the attached bylaws to establish 2021-2022 meeting dates, procedures for the calling and posting of Board meetings, and authorization to sign contracts and legal documents for the Board.

RATIONALE:

In order to be in compliance with the Open Meetings Act, it is necessary for the Board to adopt, annually, its meeting schedule for the forthcoming school year.

BUDGETARY INFORMATION:

This action will have no effect on the budget.

RESOURCE PERSONNEL:

Andrea L. Oquist, Superintendent

EXHIBITS:

Attachment

Off/Supt/jw

**SCHEDULE OF MEETINGS OF THE BOARD OF EDUCATION
LIVONIA PUBLIC SCHOOLS SCHOOL DISTRICT
2021-2022**

Regular meetings of the Board of Education of the Livonia Public Schools School District shall be held at 6:30 p.m. on the following dates:

July 26, 2021	August 23, 2021	September 27, 2021	October 18, 2021
November 22, 2021	December 13, 2021	January 24, 2022	February 28, 2022
April 4, 2022	April 25, 2022	May 16, 2022	June 13, 2022

The Board regularly holds Committee and Study Session meetings throughout the year. Additional Special Meetings and/or Board Workshops may also be scheduled as needed.

Special meetings of the Board of Education may be called by the president of the Board, or any three members of the Board, by serving on the other members a written notice of the day, time, place, and purpose of such meetings. Such notice shall be in accordance with law.

The Secretary of the Board shall cause public notice to be given of all meetings of the Board of Education in accordance with the Michigan Open Meetings Act.

The President and/or Secretary of the Board shall be authorized to sign all contracts and legal documents on behalf of the Board of Education following approval by resolution of the Board, unless the Board specifically designates other members of the Board or administration in its resolution to approve the contract or legal document.

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
July 26, 2021**

TOPIC: **Designation of 2021-2022 Bank Depositories**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District adopt the attached resolution designating JPMorgan Chase Bank, Fifth Third Bank and Michigan Liquid Asset Fund Plus as depositories for the school district during the 2021-22 school year.

RATIONALE:

State law requires, per Revised School Code MCL 380.1221, the Board of Education to designate each year by resolution the official depository for the school district.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Alison Smith, Director of Finance

EXHIBITS:

Attached

kp

**LIVONIA PUBLIC SCHOOLS SCHOOL DISTRICT
BOARD OF EDUCATION RESOLUTION**

RESOLVED: That the JPMorgan Chase Bank, Fifth Third Bank and Michigan Liquid Asset Fund Plus as designated depositories of this School District be and hereby are requested, authorized, and directed to honor checks, drafts, or other orders for the payment of money drawn in the name of this School District against the following accounts:

JPMorgan Chase Bank (primary bank)

- Main Account
- Food Service Account
- Flexible Benefits Account
- Investment Account (Debt Service)
- Investment Account (Sinking Fund)
- Disbursement Account

Fifth Third Bank (used for 2013 Bond)

- Bond Checking Account

Michigan Liquid Asset Fund Plus

- Bond Investment Account

When bearing or purporting to bear the facsimile signature of Andrea Oquist and Alison Smith or the manual signature of Andrea Oquist or Alison Smith.

kp

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
July 26, 2021**

TOPIC: **Appointment of Investment Officer**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District appoint the Treasurer, Ms. Alison Smith, as the Investment Officer in conjunction with the District's Investment Policy for the 2021-2022 school year.

RATIONALE:

As the Investment Officer, the Superintendent or designee will oversee the day-to-day management of the District's investments. They shall be responsible for the transferring of appropriate funds to affect investment transactions, for the investment of operating funds, operating reserves funds and bond proceeds consistent with the policy and actions of the Board of Education.

BUDGETARY INFORMATION:

None.

RESOURCE PERSONNEL:

Andrea L. Oquist, Superintendent

EXHIBITS:

None

jw

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
July 26, 2021**

TOPIC: Appointment of Staff Member to be in Charge of Elections

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District acknowledge the appointment of Phillip Francis as the staff member in charge of school elections for the 2021-2022 school year. This appointment is made by the Board Secretary with formal acknowledgment by the Board of Education.

RATIONALE:

According to state election laws, the Secretary of the Board of Education is required to officially appoint a staff member who is responsible for overseeing the administration of school elections. The staff person serves in this capacity at the pleasure of the Secretary and needs to be reappointed each year.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Andrea L. Oquist, Superintendent

EXHIBITS:

None

jw

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
July 26, 2021**

**TOPIC: Appointment of Staff Member to be Responsible for
 Posting Board Meeting Notices**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District acknowledge the appointment of the Superintendent as the administrator in charge of posting meeting notices. This appointment is made by the Board Secretary with formal acknowledgment by the Board of Education.

RATIONALE:

Upon the advice of our attorneys, the bylaws to establish meeting dates and other procedures designate the Secretary of the Board as the individual who will be responsible for causing notice to be given to the public of all board meetings. Our attorneys have further advised that the Secretary delegate to the administration the authority to handle the actual posting of the notices.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Andrea L. Oquist, Superintendent

EXHIBITS:

None

Off/Supt/jw