

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION**

**Regular Meeting
May 2, 2022 - 6:30 PM
Board Room
15125 Farmington Road
Livonia, Michigan 48154**

AGENDA

- I. ROLL CALL: Madeline Acosta, Tammy Bonifield, Karen Bradford, Colleen Burton, Dan Centers, Liz Jarvis, Mark Johnson**
- II. PLEDGE OF ALLEGIANCE**
- III. COMMUNICATIONS**
 - A. Points of Pride - Board Recognition for MASB Awards:**
 - Madeline Acosta - Award of Merit**
 - Liz Jarvis - Award of Distinction**
 - Standard of Excellence Whole Board Award**
 - B. District Update from the Superintendent**
 - C. Written Communications**
 - D. Response to Prior Audience Communications**
 - E. Audience Communications (limited to 15 minutes, with remainder taking place prior to HEARING FROM BOARD MEMBERS)**
- 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. 3**
- V. DISPOSITION OF MINUTES**
 - A. *Minutes of the Regular Meeting of April 4, 2022 4**
 - B. *Minutes of the Special Meeting of April 4, 2022 26**
 - C. *Minutes of the Closed Session of April 4, 2022**
- VI. PERSONNEL MATTERS**
 - A. Appointment of Churchill High School Athletic Director 27**
 - B. Appointment of Franklin High School Athletic Director 28**
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 - D. Teacher for Tenure 30**
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 - G. Retirements 33**
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 - B. Approval to Purchase Heated Holding Cabinets for Food and Nutrition Services 49**
 - C. Approval of Gymnasium Lighting Replacements and Garfield Electrical Service Upgrade 60**

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**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

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 April 4, 2022
- V.B. Minutes of the Special Meeting of April 4, 2022
- V.C. Minutes of the Closed Session of April 4, 2022

RATIONALE:

The agenda for the Board of Education meeting has certain items designated and identified by an asterisk *. These items, identified in advance with the concurrence of all Board members present, 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
Regular Meeting
April 4, 2022**

President Burton convened the meeting at 6:33 p.m.

Members Present Acosta, Bonifield, Bradford, Burton, Centers, Jarvis, Johnson

Members Absent None

Recognition of MHSAA Division 1 State Champions – Franklin High School Varsity Pom Pon Team It was moved by Mrs. Jarvis and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District adopt a resolution recognizing Franklin High School Pom Pon for achieving the Mid American Pompon Division 1 State Championship title.

RESOLUTION

WHEREAS, the Trustees of the Livonia Public Schools’ Board of Education are desirous of publicly recognizing the outstanding accomplishments of students who distinguish themselves during the pursuit of their public education in the school district; and

WHEREAS, the Franklin High School Pom Pon Team has distinguished itself by achieving the 2022 Mid American Pompon Division 1 State Championship title; and

WHEREAS, Franklin Pom Pon achieved this accomplishment in the Mid American Pompon Varsity category with a score of 498 out of a possible 550 points at the competition at Eastern Michigan University on February 13, 2022; and

WHEREAS, this adds to the outstanding accomplishments the team achieved during its 2021–2022 season, including making school history with a perfect season that included winning the High Kick Competition in November, followed by winning the Regional competition to qualify for the State competition;

NOW, THEREFORE, BE IT RESOLVED, that the Trustees of the Board of Education do hereby commend and congratulate the Franklin High School Pom Pon Team for its outstanding accomplishments and wish all of the team members well in their future endeavors as they apply the discipline and perseverance needed to excel in sports to all areas of their lives.

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

Recognition of MHSAA Division It was moved by Mrs. Bonifield and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District

**1 State
Champions –
Franklin High
School Boys
Bowling Team**

adopt a resolution recognizing Franklin High School Boys Bowling for achieving the Michigan High School Athletic Association Division 1 State Championship title.

RESOLUTION

WHEREAS, the Trustees of the Livonia Public Schools’ Board of Education are desirous of publicly recognizing the outstanding accomplishments of students who distinguish themselves during the pursuit of their public education in the school district; and

WHEREAS, the Franklin High School Boys Bowling team has distinguished itself by achieving the 2022 Michigan High School Athletic Association Boys Bowling Division 1 State Championship title; and

WHEREAS, Franklin Boys Bowling achieved this accomplishment following an MHSAA Regional Championship and three successful rounds at the State Championship on March 4, 2022; and

WHEREAS, this accomplishment capped off an outstanding season for Franklin Boys Bowling, which achieved many successes during its season, including making school history for this 4-year-old program and achieving a 15-1 overall record for the season which included 3 in-season tournament wins and 12 conference wins.

NOW, THEREFORE, BE IT RESOLVED, that the Trustees of the Board of Education do hereby commend and congratulate the Franklin High School Boys Bowling Team for its outstanding accomplishments and wish all of the team members well in their future endeavors as they apply the discipline and perseverance needed to excel in sports to all areas of their lives.

Ayes: Acosta, Bonifield, Bradford, Burton, Centers, Jarvis, Johnson
Nayes: None

**Recognition of
MHSAA Division
1 State Champion
Bowler – Ian
Wright, Franklin
High School**

It was moved by Mr. Centers and supported by Mr. Johnson that the Board of Education of the Livonia Public Schools School District adopt a resolution recognizing Franklin High School Boys Bowling team member Ian Wright for achieving the Michigan High School Athletic Association Division 1 Individual State Championship title.

RESOLUTION

WHEREAS, the Trustees of the Livonia Public Schools’ Board of Education are desirous of publicly recognizing the outstanding accomplishments of students who distinguish themselves during the pursuit of their public education in the school district; and

WHEREAS, Ian Wright, a junior at Franklin High School, has distinguished himself by achieving the 2022 Michigan High School Athletic Association Boys Bowling Division 1 Individual State Championship title; and

WHEREAS, Ian achieved this accomplishment after four rounds of bracket play to win the State Championship Individual Title on March 5, 2022; and

WHEREAS, this accomplishment capped off an outstanding season for Ian,

who carried a 225 cumulative average, a 219 average in meet play, and achieved the second-highest average in the Kensington Lakes Athletic Association while qualifying for the State Championship tournament by averaging 222 over six games.

NOW, THEREFORE, BE IT RESOLVED, that the Trustees of the Board of Education do hereby commend and congratulate Ian Wright for his outstanding accomplishments and wish him well in his future endeavors as he applies the discipline and perseverance needed to excel in sports to all areas of his life.

Ayes: Acosta, Bonifield, Bradford, Burton, Centers, Jarvis, Johnson
Nayes: None

**Recognition of
MHSAA Division
1 State Champion
Gymnast –
Morgan Ruffing,
All Around
Champion,
Livonia Red
Gymnastics**

It was moved by Mr. Johnson and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District adopt a resolution recognizing Franklin High School gymnast Morgan Ruffing, for capturing the Michigan High School Athletic Association Division 1 All Around title at the MHSAA Gymnastics State Championship.

RESOLUTION

WHEREAS, the Trustees of the Livonia Public Schools’ Board of Education are desirous of publicly recognizing the outstanding accomplishments of students who distinguish themselves during the pursuit of their public education in the school district; and

WHEREAS, Morgan Ruffing, a junior at Franklin High School, has distinguished herself by achieving the 2022 Michigan High School Athletic Association Division 1 All Around title at the Gymnastics State Championship; and

WHEREAS, Morgan achieved this accomplishment as a member of the Livonia Red Gymnastics team by earning the highest combined score of 37.525 after four events – vault, beam, uneven bars, and floor exercise; and

WHEREAS, this adds to the outstanding accomplishments Morgan has achieved during the 2021-2022 season; including winning best All Around at dual meets and Conferences, tying the school record in floor exercise with a score of 9.8 at Regionals, and contributing to a new team school record at Regionals.

NOW, THEREFORE, BE IT RESOLVED, that the Trustees of the Board of Education do hereby commend and congratulate Morgan Ruffing for her outstanding accomplishments in athletics and wish her well in her future endeavors as she applies the discipline and perseverance needed to excel in sports to all areas of her life.

Ayes: Acosta, Bonifield, Bradford, Burton, Centers, Jarvis, Johnson
Nayes: None

**Recognition of
MHSAA Division**

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

**1 State Champion
Gymnast – Avery
Boyk, Uneven
Bars, Livonia Red
Gymnastics**

adopt a resolution recognizing Churchill High School gymnast Avery Boyk, for capturing the Michigan High School Athletic Association Division 1 State Championship on the uneven bars.

RESOLUTION

WHEREAS, the Trustees of the Livonia Public Schools’ Board of Education are desirous of publicly recognizing the outstanding accomplishments of students who distinguish themselves during the pursuit of their public education in the school district; and

WHEREAS, Avery Boyk, a senior at Churchill High School, has distinguished herself by achieving the 2022 Michigan High School Athletic Association Division 1 Individual Gymnastics State Championship on the Uneven Bars; and

WHEREAS, Avery achieved this accomplishment as a member of the Livonia Red Gymnastics team by earning a score of 9.675; and

WHEREAS, this adds to the outstanding accomplishments Avery has achieved during the 2021-2022 season, including breaking her own record on the uneven bars, placing first in the All Around category, contributing to a new team school record at Regionals, and placing first in All Around at dual meets throughout the season.

NOW, THEREFORE, BE IT RESOLVED, that the Trustees of the Board of Education do hereby commend and congratulate Avery Boyk for her outstanding accomplishments in athletics and wish her well in her future endeavors as she applies the discipline and perseverance needed to excel in sports to all areas of her life.

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

**District Update
from the
Superintendent**

Superintendent Oquist shared a presentation of activities and recognitions taking place across the District.

**Written
Communications**

None

**Response to Prior
Audience
Communications**

None

**Audience
Communications**

None

Consent Agenda

It was moved by Mrs. Bradford and supported by Mr. Johnson 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 February 28, 2022
- VIII.A. Cooperative Agreements for Livonia Career Technical Center for the 2022-23 school year
- VIII.B. Cooperative Agreements for Livonia Transition Program for the 2022-23 school year ☐

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

**Appointment –
 Director of
 Secondary
 Programs &
 District Services**

It was moved by Mrs. Jarvis and supported by Mrs. Acosta that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and appoint Kevin Etue as the Director of Secondary Programs and District Services, effective July 1, 2022.

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

**Appointment –
 Coordinator of
 Student Services**

It was moved by Mrs. Bonifield and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and appoint Lora Boka as the Coordinator of Student Services, effective July 1, 2022.

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

**Teachers for
 Approval**

It was moved by Mr. Centers and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and offer employment for the 2021-22 school year to the following teachers:

Cleveland, Lisa	1.0 Special Ed (MOCI)	Webster
Goeman, Maryrose	1.0 Teacher	Roosevelt
Haskin, Tanner	1.0 Social Worker	Student Services
Kubek, Julia	1.0 Psychologist	Student Services
Michalski, Kathryn	1.0 Resource Room Teacher	Riley
Nolan, Jennifer	1.0 Teacher	Riley
Vella, Carie	1.0 Social Worker	Churchill

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

**Teachers for
 Tenure**

It was moved by Mr. Johnson 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 teachers, effective on the respective date:

Teressa Michalski	3/2/22
Kimberly Zarzycki	4/13/22

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

Leave of Absence

It was moved by Mrs. Acosta and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and approve the requests for a leave of absence as listed below:

April Wholihan	4/6/22
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Ayes: Acosta, Bonifield, Bradford, Burton, Centers, Jarvis, Johnson
 Nays: None

Resignations

The Board was informed of the following resignations:

Elizabeth Hering	3/8/22
Julia Newman	3/11/22
Eric Newton	4/15/22

Retirements

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

Ani Akaraz will retire from the district on June 30, 2022, and has devoted 28 years of dedicated, loyal, and outstanding service to the students of Livonia Career Technical Center and Stevenson High School as a teacher and assistant principal.

Deborah Bartnick will retire from the district on June 20, 2022, and has devoted 24 years of dedicated, loyal, and outstanding service to the students of Johnson Elementary and Rosedale Elementary as a teacher.

Jennifer Cutler will retire from the district on June 30, 2022, and has devoted 28 years of dedicated, loyal, and outstanding service to the students of Churchill High School as a teacher.

Lynn DeCarli will retire from the district on June 20, 2022, and has devoted 25 years of dedicated, loyal, and outstanding service to the students of Grant Elementary and Cooper Upper Elementary as a teacher.

Leigh Dresser will retire from the district on June 30, 2022, and has devoted 30 years of dedicated, loyal, and outstanding service to the students of Roosevelt Elementary, Buchanan Elementary and Grant Elementary as a teacher.

Marc Hage will retire from the district on June 24, 2022, and has devoted 32 years of dedicated, loyal, and outstanding service to the students of Cooper Elementary, Marshall Elementary and Churchill High School as a teacher and athletic director.

Lorraine Hyman will retire from the district on June 30, 2022, and has devoted

22 years of dedicated, loyal, and outstanding service to the students of Stevenson High School as an athletic director.

Sandra Jouppi will retire from the district on June 20, 2022, and has devoted 25 years of dedicated, loyal, and outstanding service to students at Perrinville Early Childhood Center, Johnson Upper Elementary, Rosedale Elementary and Churchill High School as a speech pathologist.

Robert Kucharski will retire from the district on June 20, 2022, and has devoted 30 years of dedicated, loyal, and outstanding service to the students of Taylor Elementary, Riley Middle School, and Holmes Middle School as a teacher.

Mary Lacroix will retire from the district on June 17, 2022, and has devoted 26.4 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a clerk and as a secretary at the Western Wayne Skill Center, Stevenson High School, Cass Elementary, Nankin Mills Elementary, Cleveland Elementary, Cooper Elementary, Johnson Elementary, Riley Elementary and Churchill High School.

Janice Leach will retire from the district on June 20, 2022, and has devoted 39 years of dedicated, loyal, and outstanding service to the students of Lowell Middle School, Franklin High School and Emerson Middle School as a special education teacher.

Robert (Scott) Shaw will retire from the district on June 20, 2022, and has devoted 29 years of dedicated, loyal, and outstanding service to the students of Frost Middle School and Stevenson High School as a teacher.

Daniel Willenborg will retire from the district on June 30, 2022, and has devoted 26 years of dedicated, loyal, and outstanding service to the students of Churchill High School, Franklin High School and in the Secondary Programs Department as an assistant principal, principal, and director of secondary programs and district services.

Lori Wozniak will retire from the district on June 30, 2022, and has devoted 22 years of dedicated, loyal, and outstanding service to the students of Stevenson High School and the Livonia Career Technical Center as a vocational technician and counselor.

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

Nays: None

**Approval to
Purchase LMC
Furniture – 2021
Bond**

It was moved by Mrs. Jarvis and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District approve the recommendation from the Owner's Representative, Plante Moran Cresa, to approve the Phase One purchase of furniture for Library Media Centers at Coolidge Elementary, Kennedy Elementary, Randolph Elementary, Cooper Upper Elementary, and Emerson Middle School from NBS Commercial Interiors, Troy, Michigan in an amount not to exceed \$1,012,394.00.

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

Nays: None

Approval of Move Management – 2021 Bond

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 recommendation from the Owner’s Representative, Plante Moran Cresa, to approve the Phase One Move Management Services bid from DMS Moving Systems, Canton, Michigan in the amount of \$100,215.00, which includes a \$20,000.00 contingency, and authorize the Superintendent or her designee to negotiate and execute final contracts with the recommended contractor.

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

Approval of Project #1 Rebids – 2021 Bond

It was moved by Mr. Centers and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the recommendation from its Owner’s Representative, Plante Moran Cresa, and its Construction Manager, Clark Construction Company, to approve the contractors identified and the construction project budgets for Bid Package #2A – Project #1, Rebids for 2022 renovations at Coolidge Elementary, Kennedy Elementary, Randolph Elementary, Cooper Upper Elementary, and Emerson Middle School in the total amount of \$1,010,613.00, which includes costs for hard construction, fees, and contingency, and authorize the Superintendent or her designee to negotiate and execute final contracts on behalf of the Board of Education with the awarded contractors.

Ayes: Acosta, Bonifield, Bradford, Centers, Jarvis, Johnson
Nays: None
Abstain: Burton (employees of her family business may have bid)

Approval to Purchase Mobile Devices for Classrooms

It was moved by Mr. Johnson and supported by Mrs. Acosta that the Board of Education of the Livonia Public Schools School District approve the purchase of mobile devices and charging carts from Presidio Networked Solutions Group, Wixom, Michigan in the amount of \$873,776.00.

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

Approval to Purchase Mobile Devices from ECF Grant

It was moved by Mrs. Acosta and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District approve the purchase of mobile devices from All Covered, Lyon Charter Township, Michigan in the amount of \$3,192,000.00.

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

**Approval to
Purchase UPS
Battery
Replacement**

It was moved by Mrs. Bradford and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District approve the purchase of UPS Battery Replacement from JEM Tech Group, Clinton Township, Michigan in an amount not to exceed \$30,895.00.

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

**Approval to
Purchase LPS
Merchandise**

It was moved by Mrs. Jarvis and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District approve the purchase of Livonia Public Schools merchandise from MBS Incorporated, South Lyon, Michigan for an amount not to exceed \$94,850.00.

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

**Approval of LCTC
Grant Purchases**

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 purchase of a Teleskid Track Loader from the Continental Equipment Corporation for \$111,625.25.

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

**Approval to
Change Meeting
Dates for
Upcoming
Regular Board
Meetings**

It was moved by Mr. Centers and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District change the dates of two upcoming Regular Board meetings, as follows: Move the April 25 Regular meeting to May 2 and move the May 16 Regular meeting to May 23.

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

**Gift from
Community
Member to
Franklin Athletic
Department**

It was moved by Mrs. Bradford and supported by Mr. Johnson that the Board of Education of the Livonia Public Schools School District accept the generous gift from a community member of \$2,000 for the Franklin High School Athletic Department.

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

First Reading of Board Policy JD – Student Code of Conduct

The proposed new language for the policy listed below was reviewed by the Board and will be brought to the next regular meeting for a second reading and potential approval. This policy was rewritten to incorporate the following Board Policies, which will be removed: JCDA-Student Behavior and Conduct, JCDAA-Prohibited Use of Tobacco Substances, JCDAE-Personal Communication Devices, and JCDBA-Prohibiting Gang Activity.

**BOARD POLICY
STUDENTS
~~STUDENT DISCIPLINE~~**

**JD
AUGUST 21, 2017**

STUDENT CODE OF CONDUCT

INTRODUCTION

The Livonia Public Schools School District is dedicated to creating and maintaining a positive learning environment for all students. All members of our educational community including students, teachers, other school and District personnel, and parents play an important role in promoting the academic growth and social development of each child. Courteous, respectful, civil, and responsible behavior fosters a positive climate in which our learning community can thrive.

This Student Code of Conduct sets forth student rights and responsibilities while at school and school-related activities, and the potential consequences for violating District policy. It defines behaviors that undermine the safety and learning opportunities for any member of the school community. When determining the consequences of student misconduct, school officials may use intervention strategies and/or disciplinary actions including exclusionary measures.

This policy covers only serious and major types of misconduct. The following rules are not to be construed as an all-inclusive list or as a limitation of the authority of school officials to deal appropriately with violations of a school building's individual rules and regulations or other types of conduct which interfere with the good order of the school environment, the proper functioning of the educational process, or the health and safety of students, even if not explicitly stated herein.

The specific prohibited acts and consequences listed below are applicable when a student is on school or District property, is on a school bus or in a vehicle being used for a school-related purpose, is at a school-sponsored activity whether or not the event is held on school premises, is enroute to or from school, and when a student's conduct at any time and place adversely affects and/or substantially disrupts the daily operations and positive climate of our schools.

PROHIBITED ACTS

Administrative intervention in a prohibited act may include the removal of a student from a class period, an in-school suspension, a reprimand, restitution, loss of recess, detention and/or work assignments before or after school, additional classroom assignments, and revocation of the privilege of attending after-school functions, special events, athletic contests, and activities.

The prohibited acts listed alphabetically below may involve disciplinary

consequences ranging from an administrative warning and intervention to an expulsion from school. Each assigned consequence of a prohibited act will be determined on a case-by-case review and the actual penalty will depend upon the nature and severity of the offense, the particular facts involved, the age of the student, the student's prior behavioral record, the persistent and/or chronic nature of the misconduct, the recommendation of school personnel, and all other circumstances deemed relevant. Inappropriate student conduct may also result in the involvement of law enforcement personnel such as the local police.

ALCOHOL, MARIJUANA, DRUGS, OR OTHER BANNED CHEMICAL SUBSTANCES

A student will not possess, use, be under the influence of, offer to buy or sell, or purport to buy or sell, a controlled substance, dangerous drug, drug paraphernalia, prescription drug, counterfeit drug, intoxicating substance, or alcohol. A student legally in possession of prescribed medication will not be in violation of this section as long as his/her use and possession of the prescribed medication is authorized at school and the student follows the required possession and use protocols as defined by the school.

BULLYING AND HAZING

Students are prohibited from engaging in bullying and hazing behaviors that interfere with another's participation in educational programs or activities by placing that person in fear of physical harm or by causing emotional distress while at school or at school-related activities. Bullying and hazing behaviors can be expressed through a variety of manners such as physical, verbal, psychological, written words, and social media posts. The Board of Education Policy JCEC also addresses bullying.

COERCION, EXTORTION, AND BLACKMAIL

A student shall not commit or attempt to commit coercion, extortion, or blackmail. A student shall not engage in the act of securing or attempting to secure money or other item of value by the use of threats and/or violence, nor shall a student, by threats and/or violence, force another person to perform an unwilling act.

DESTRUCTION OF SCHOOL OR PERSONAL PROPERTY

A student shall not cause or attempt to cause damage or vandalism to school property or personal property of others.

DISRUPTION OF SCHOOL OPERATIONS

A student shall not by any type of conduct (violence, force, noise, coercion, threat, intimidation, fear, passive resistance, etc.) intentionally cause the disruption or obstruction of any function of the school nor shall an individual engage in such conduct if such disruption or obstruction is reasonably likely to result.

Neither shall any student urge other students to engage in such conduct for the purpose of causing a disruption or obstruction if such disruption or obstruction is reasonably likely to result from that student's urging.

ELECTRONIC COMMUNICATION DEVICES

Electronic communication devices (ECDs) such as cell phones, tablets, computers, and any/all other forms of technology will be permitted for use as approved by the classroom teacher or the building administration. Students may not use ECDs on school property or during school sponsored activities to access and/or view internet websites that are otherwise blocked or prohibited for students at school.

FALSE ALARMS

A student shall not knowingly cause a false fire alarm or other unwarranted alarm.

FALSE ALLEGATIONS

A student shall not libel, slander, or make false allegations against another student or school district employee including athletic coaches, substitute teachers, or volunteers.

FALSIFICATION OF A SCHOOL DOCUMENT

A student shall not falsify times, dates, grades, or other data on school district forms or records.

FIGHTING, ASSAULT, AND BATTERY ON ANOTHER PERSON

A student shall not physically assault or behave in such a way to cause or threaten to cause physical injury to a school employee, substitute teacher, student teacher, student, volunteer, chaperone, or other person.

FIREWORKS/EXPLOSIVES/SMOKE DEVICES

A student shall not possess, handle, or transmit any substance or device that can explode, create smoke, or is capable of inflicting bodily injury.

GANG ACTIVITY

A student shall not wear or possess any clothing, jewelry, symbol, or other object that may reasonably be perceived by any student, teacher, or administrator as evidence of membership in or affiliation with any gang. A student shall not commit any act, verbal or non-verbal (gesture, handshakes, etc.), that may reasonably be perceived by a teacher or administrator as evidence of membership in or affiliation with any gang. A student shall not commit any act, verbal or non-verbal, in furtherance of the interests of any gang or gang activity, including, but not limited to: a) soliciting others for membership in any gang or gang related activity, b) requesting any person to pay protection or otherwise intimidating or threatening any person, c) committing any other illegal act or violation of District rules or policies, or d) inciting other students to act with physical violence on any person. The term "gang" means a group of two or more persons whose purpose or activities include the commission of illegal acts or violations of this Code of Conduct, or building Student Handbook, or whose purpose or activities cause disruption or is likely to cause disruption to the educational process.

INAPPROPRIATE COMMUNICATIONS

A student will not verbally, in writing, electronically, with photographs, gestures, drawings, or other methods, direct profanity or insults toward another student or any District/school staff member or an adult volunteer.

INSUBORDINATION

A student shall not willfully ignore or refuse to comply with the reasonable directions of school personnel, including adult volunteers acting in a chaperone or supervisory capacity.

MAKING A FALSE STATEMENT

A student shall not deliberately provide false information or false evidence to any school official in an attempt to deceive.

MISCONDUCT PRIOR TO ENROLLMENT

In order to protect the health and safety of students and employees and to prevent threatened disruption to the education process, an otherwise eligible resident student may be suspended or expelled on the basis of:

- a. A prior act of misconduct committed outside of school hours and/or off school premises when the student was not enrolled in the Livonia Public Schools;
- b. A prior act of misconduct, while the student was enrolled in another district;

If the misconduct would constitute a sufficient basis for suspension or expulsion had it occurred while the student was attending the Livonia Public Schools.

OUT OF ASSIGNED AREA AND LOITERING

A student shall not leave the school building, classroom, cafeteria, campus, or any other assigned area without permission from authorized school personnel. A student will not remain or linger on school property without a legitimate purpose and/or without proper authority.

PERSISTENT DISOBEDIENCE OR MISCONDUCT

A student involved in numerous behavioral infractions over an extended period of time may be subject to progressive disciplinary consequences.

PERSONAL PROTECTION DEVICES

A student shall not possess, handle, or transmit a personal protection device such as pepper gas, mace, a stun gun, or an electronic shock device capable of inflicting bodily injury or causing physical discomfort to another person.

RECORDING WITHOUT PERMISSION

A student shall not record by any means (i.e., audio, video, or digital, etc.) any student or school personnel without the expressed permission of the person recorded.

SEXUAL HARASSMENT

A student will not use words, pictures, objects, gestures, or other actions relating to sexual activity or a person's gender that cause embarrassment, discomfort, or a reluctance to participate in school activities. A student shall not make unwelcomed sexual advances, request sexual favors or engage in unwelcomed verbal communication, inappropriate touching, or physical conduct of a sexual nature with or toward any other student, school district personnel, or adult volunteers.

SMOKING AND VAPING

A student shall not smoke or use electronic smoking devices, use tobacco or alternative cigarette options, or possess any substance containing tobacco or nicotine on school and district property, including all activities or events off school grounds and supervised by school officials.

THEFT OF SCHOOL OR PERSONAL PROPERTY

A student shall not steal or attempt to steal school or personal property. A student shall not be in possession of stolen property.

VERBAL ASSAULT

A student shall not commit a verbal assault on a student, teacher, or other school personnel. Verbal assault means spoken words, written words, or behavior that, in the judgment of the building administration, would reasonably put another in fear of physical or emotional distress or damage to property.

VIOLATION OF A SCHOOL'S STUDENT HANDBOOK

A student shall not commit or participate in any conduct or act prohibited by a school's Student Handbook and other school rules and regulations.

VIOLATION OF LIVNET USAGE

A student shall not violate or attempt to violate District policies, procedures, or school Student Handbook regulations regarding the use of district computers, personal computers, networks, and telephone systems. Violations of any of the rules and responsibilities of the LIVNET policies may result in a loss of access and privileges to technology devices and computer usage, and may result in other disciplinary or legal actions including restitution.

WEAPON LOOK-ALIKES

A student shall not possess, use, sell, or distribute a toy gun, a look-a-like weapon, or a replica weapon without the prior approval of a building administrator.

MAJOR OFFENSES

The prohibited acts listed below are generally codified as illegal acts and will typically involve law enforcement personnel such as the local police. In most

instances of a major offense, the student will be scheduled for a disciplinary hearing.

ARSON

A student shall not burn or attempt to burn any tangible property or intentionally set a fire on school property or cause or attempt to cause an explosion on school property. A student shall not commit an act of arson as prohibited by MCL 750.71 through MCL 750.80.

CRIMINAL ACTS

A student shall not commit or participate in any conduct or act defined as a crime by state law or local ordinance. A student may be suspended or expelled from school based upon conduct that takes place off school grounds and/or outside of the regular school day. Although the legal system may not have yet adjudicated legal charges, if the description of the conduct fits the definition of a crime, or an arrest and legal charges are in process through a law enforcement agency, the District's threshold to enforce exclusionary disciplinary consequences has been satisfied and fulfilled.

PHYSICAL ASSAULT

A student shall not physically assault another person. 'Physical assault' means intentionally causing or attempting to cause physical harm to another through force or violence. An act of physical assault is differentiated from fighting in that a physical assault is a one-sided attack on another person often resulting in bodily harm.

SEXUAL ASSAULT AND CRIMINAL SEXUAL CONDUCT

Students shall not engage in sexual acts of any kind, consensual or otherwise, in any school building or district property or at any school-sponsored activity. A student shall not sexually assault another person. 'Sexual assault' means forcing or coercing an individual to engage in non-consensual sexual contact. A student who is convicted of, or a juvenile who is adjudicated for, a violation of MCL 750.520b, 520c, 520d, 520e, or 520g and who is a student at a school in this state is prohibited from doing either of the following:

- a. attending the same school building that is attended by the victim of the violation.
- b. utilizing a school bus for transportation to and from any school if the individual or juvenile will have contact with the victim during use of the school bus.

THREATS OF VIOLENCE

A student shall not make a threat directed toward students or staff, or toward a school building, other school property, or a school-related event that, in the judgment of building administration, would reasonably put students and other school personnel in fear of harm or personal injury. Threats of violence may originate from anyplace and at anytime, and may include, but are not limited to, references of a gun, rifle, bomb, incendiary device, or other weapon.

WEAPONS AND DANGEROUS INSTRUMENTS

A student shall not possess, handle or transmit a knife, blackjack, baton, martial arts device, paintball or splat gun, or other object or instrument that can be considered a weapon or is capable of inflicting bodily harm. A dangerous weapon means a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles [MCL 380.1313].

If a dangerous weapon is found in the possession of a student while the student is in attendance at school or a school activity or while the student is enroute to or from school on a school bus, a school administrator shall immediately report that finding to the student's parent/guardian and the local law enforcement agency [MCL 380.1313(1)]

ELEMENTS OF DUE PROCESS AND OTHER CONSIDERATIONS REGARDING DISCIPLINARY MEASURES

These procedures govern the suspension, expulsion, or permanent expulsion of a student from the school district's regular educational program. Federal law protects the educational and privacy rights of students and disciplinary consequences will not be shared beyond the student's parents or guardians.

The initial judgment that a student has engaged in a prohibited act under this Student Code of Conduct will be made by the building administrator. If a student charged with violation of this Student Code of Conduct has been returned to the regular school program pending a decision by a School District administrator, the reinstatement does not limit or prejudice the School District's right to suspend or expel the student following a decision by a superior administrator or the Board of Education.

Definitions of Disciplinary Consequences

- A short-term suspension is defined as a suspension of one (1) through ten (10) school days. A school principal has the authority to suspend a student for up to and including ten (10) school days.
- A long-term suspension is defined as a suspension ranging from eleven (11) through sixty (60) school days and requires a more formal procedural process requested by the school principal to the district-level director. The process is known as a 'Disciplinary Hearing'.
- To be 'expelled' from school refers to a suspension of over sixty (60) school days and such a ruling may only follow from a district-level Disciplinary Hearing.
- A 'permanent expulsion' refers to a suspension of a minimum of one hundred eighty (180) school days and such a ruling may only follow from a district-level Disciplinary Hearing. A 'permanently' expelled student is subject to possible reinstatement to school through a 'Petition for Reinstatement' procedure after one hundred fifty (150) school days.
- 'Restorative practice' references alternative efforts to suspension that emphasize repairing the harm to the victim and the school community caused by the pupil's misconduct.

Rebuttable Presumption and Consideration of Individual Factors

Consistent with Michigan law, the District adopts a rebuttable presumption that students should not be disciplined by the imposition of a long-term suspension (more than ten (10) school days) or expelled (more than sixty (60) school days)

unless the District has determined, in its sole discretion, the presumption has been rebutted (to oppose by contrary proof) by considering each of the following seven (7) factors listed below:

1. The pupil's age;
2. The pupil's disciplinary history;
3. Whether the pupil is a student with a disability within the meaning of IDEA or ADA/Section 504;
4. The seriousness of the violation or behavior committed by the pupil;
5. Whether the violation or behavior committed by the pupil threatened the safety of any pupil or staff member;
6. Whether restorative practices will be used to address the violation or behavior committed by the pupil; restorative practices refer to intervention strategies that emphasize repairing harm to the victim and the school community caused by a student's misconduct, and
7. Whether a lesser intervention would properly address the violation or behavior committed by the pupil.

For a suspension of ten (10) or fewer days, rebuttable presumption does not apply, but the same seven (7) factors shall be considered in a similar manner prior to a determination of disciplinary consequence. The method used for consideration of the factors is at the sole discretion of school and district administration. The seven (7) factors to be considered prior to a determination of disciplinary consequence does not apply to a student being expelled for possessing a firearm in a weapon-free school zone.

Prior to the suspension of a student, the principal/assistant principal shall investigate the incident, inform the student of the charges, and allow the student to explain his/her version of the facts. If upon conclusion of that investigation the principal determines that the student has violated school rules or District policy, the principal may impose the disciplinary action of a suspension not to exceed ten (10) school days.

A disciplinary suspension of five (5) school days or less shall be at the sole discretion of the building principal and shall not be subject to an appeal by the student, parents, or guardian. However, if the principal imposes a suspension in excess of five (5) school days but less than eleven (11) school days, the student and/or his/her parents or guardians may appeal the principal's decision to the appropriate Elementary or Secondary Director or other designee of the Superintendent. The appeal hearing will be conducted on an informal basis (usually over the telephone) and the student will be given an opportunity to state why an appeal is in order and to explain his/her version of the facts. Following the informal hearing, the appropriate Director or Superintendent designee will review the facts and make a ruling that shall be final and not subject to further review.

The Student Code of Conduct does not diminish any rights under federal law (20 U.S.C. 1400 et seq.) for a student determined to be eligible for special education programs and services. Students with an Individualized Education Program (IEP) are responsible for following the Student Code of Conduct. As a consequence of a violation of the Student Code of Conduct by a student with an IEP, specific procedures may apply.

The suspension or expulsion of a student from an extracurricular activity such as athletic participation is not covered by this Student Code of Conduct and accordingly a decision of student suspension from extracurricular activities is

solely within the discretion of the building administration. In addition, disciplinary consequences in the nature of an in-school suspension or exclusion of a student from class, or in the nature of a written reprimand, detention, and/or work assignment before or after school, additional classroom assignments, etc., is also solely within the discretion of the building administration and is not covered by this Student Code of Conduct.

DISCIPLINARY HEARINGS FOR SUSPENSIONS OF ELEVEN (11) OR MORE SCHOOL DAYS

Step 1. If after an investigation into student misconduct, the building principal determines a suspension for eleven (11) or more school days or expulsion is warranted, and the appropriate district-level administrator concurs with the principal's decision, the student and the parents or guardian shall be notified (usually via electronic message) of:

- a. the charges against the student
- b. the recommended disciplinary action
- c. the fact that a hearing will be held before an impartial school employee
- d. the time, place, location, procedures to be followed at the hearing, and their right to attend and participate in the hearing
- e. the right to appeal any adverse decision of the Hearing Officer if the suspension is for more than twenty (20) days.

If the district-level administrator decides that the student's presence in school would present a danger to other students, school personnel, or a disruption to the educational environment of the school, then the student shall be suspended pending a disciplinary hearing and a ruling of a Hearing Officer. If the student does not present a danger as described above, the student may be returned to school pending the ruling of the Hearing Officer.

If the student is placed under suspension pending a disciplinary hearing, the appropriate district-level administrator shall appoint an impartial disciplinary Hearing Officer and provide for a hearing to take place within seven (7) school days following the initial suspension of the student.

If the student is not suspended pending a disciplinary hearing, the appropriate district-level administrator shall appoint an impartial disciplinary Hearing Officer and cause the hearing to be held within fifteen (15) school days following the completion of the principal's initial investigation. The timelines for commencement of the disciplinary hearing may be enlarged upon the request of the administrator, student, or parent.

Step 2. The disciplinary Hearing Officer's role will be to determine the truth and validity of the charges against the student and to decide upon a disciplinary consequence if a consequence is merited. A student and/or his/her parents or guardian may waive their rights to a hearing before a Hearing Officer. If a student and/or parents fail to present themselves during a scheduled disciplinary hearing, the disciplinary hearing may proceed and may result in a ruling unfavorable to the student.

The Hearing Officer's ruling shall be provided telephonically, if possible, to the student or the parents or guardian within two (2) days after the close of the hearing, and a written decision shall be scanned electronically or mailed through the USPS within four (4) days after the conclusion of the disciplinary hearing.

Step 3. If the Hearing Officer's ruling imposes a suspension of twenty (20) school days or less, the decision of the Hearing Officer shall be final and not subject to further appeal. The Hearing Officer may amend the principal's charges upon motion of the principal or amend the charges upon his/her own motion to conform to the evidence presented at the hearing. Additionally, the Hearing Officer may impose a greater or lesser penalty than that imposed or recommended by the principal. The Hearing Officer should not merely substitute his/her judgment for that of the principal's judgment. If the Hearing Officer's ruling is to impose a suspension in excess of twenty (20) school days or recommends expulsion, the student and/or his/her parents or guardian may appeal the Hearing Officer's decision to the Board of Education.

Step 4. A student may, within five (5) school days of original receipt of the Hearing Officer's ruling to suspend in excess of twenty (20) days or to permanently expel a student, request an appeal to the Board of Education. The request to appeal shall be in writing and contain the petitioner's reasoning for appeal. The Board of Education may grant or deny the request for an appeal. If granted, the appeal will be heard in open or closed session, as elected by the parent. The Superintendent, or a designee, shall notify the student and parents of the time, place, location, and procedures to be followed at the Board of Education hearing and shall determine, based upon the record made before the Hearing Officer, whether the student should be suspended pending a ruling of the Board of Education.

The Board, not later than at its next regular public meeting following the appeal hearing, if feasible, shall issue a ruling and shall, within seven (7) days following the BOE hearing, make communication to the student, parents, or guardians, of a final decision.

The Board of Education must approve a Hearing Officer's ruling to permanently expel a student. If the Hearing Officer's ruling is for a student expulsion and the student and/or his/her parents or guardians do not request an appeal hearing before the Board of Education, the Board of Education will still make the final decision on expulsion at a voting Board of Education meeting. Permanent expulsion requires Board of Education approval. In that case, the Board of Education ruling will be based upon information submitted to it by appropriate school officials and a formal hearing will not be allowed for the student and parents or guardian.

If the Hearing Officer's ruling is to impose a suspension of twenty (20) school days or more and the student and parents or guardians do not request a timely appeal hearing before the Board of Education, then the decision of the disciplinary Hearing Officer shall be final and not subject to further appeal. During any suspension, the suspended student will not be permitted on any school property, in any school building, or admitted to any school function.

**Second Reading
of Board Policy
EDDB – Student
Transportation,
Walkers and
Riders**

It was moved by Mrs. Acosta 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 EDDB – Student Transportation, Walkers and Riders

BOARD POLICY	EDDB
BUSINESS MANAGEMENT	APRIL 4, 2022
STUDENT TRANSPORTATION – WALKERS AND RIDERS	

Bus transportation is a privilege and not a right and shall be administered in accordance with law. Eligibility for transportation is based on a student’s home address. Bus pick up and drop off is to and from the bus stop assigned based upon the student’s home address, unless otherwise determined by a student’s Individualized Education Program (IEP).

Transportation shall be provided for secondary students living more than one and one-half miles from the school of designated attendance and elementary students living more than one mile from their school of designated attendance. Exceptions may be made for safety and health reasons of students.

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

Second Reading of Board Policies:

The proposed new language for the policies listed below was reviewed by the Board and will be brought to the next regular meeting for a second reading and potential approval:

GAM – Personnel, Staff Rights and Responsibilities

BOARD POLICY	GAM
PERSONNEL	APRIL 4, 2022
STAFF RIGHTS AND RESPONSIBILITIES	

The rights and responsibilities of employees are covered in Board policies, applicable master agreements, non-affiliated employee contracts, and/or appropriate laws.

GBE – Personnel, Conflict of Interest (formerly BHA-2)

BOARD POLICY	GBE
PERSONNEL	APRIL 4, 2022
CONFLICT OF INTEREST - ADMINISTRATION	

No Livonia Public Schools administrator shall be involved in the hiring, selection, direct supervision, or evaluation of a family member. Any family member of the aforementioned positions must disclose a familial relationship on his/her application to the District.

As used in this section, a “family member” is defined as a person's spouse, spouse's sibling or child; a person's sibling or sibling's spouse or child; a person's child or child's spouse; a person's parent or parent's spouse; and includes these relationships as created by adoption or marriage.

GBL – Professional Personnel, Tenure

BOARD POLICY	GBL
PROFESSIONAL PERSONNEL	APRIL 4, 2022
TENURE	

The Board of Education will recognize the achievement of tenure status per the Michigan Teacher Tenure Act for all probationary teachers who have been recommended by district administration upon verification that they have successfully met all LPS standards, including years of service, effective evaluations, overall performance, and documentation of student growth.

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

Approval of

It was moved by Mrs. Jarvis and supported by Mrs. Bradford that

Sympathy Resolution for the Family of Silas Kurtz, Riley Upper Elementary 6th Grader

the Board of Education of the Livonia Public Schools School District adopt a sympathy resolution for the family of Silas Kurtz.

**SYMPATHY RESOLUTION
Silas Kurtz**

WHEREAS, The Board of Education was deeply saddened to hear of the untimely death of a special member of our school community, Silas Kurtz, on March 9, 2022; and

WHEREAS, Silas Kurtz, cherished son of Dan and Christina Cobb, was a sixth grader at Riley Upper Elementary School, where he enjoyed learning and spending time with his friends and was admired by staff and students; and

WHEREAS, Silas will be remembered with great fondness by his family, friends, and many others who knew him; and

WHEREAS, Silas epitomized true strength, determination, and an indomitable spirit throughout his short life and despite his recent illness; and

WHEREAS, Silas Kurtz enjoyed hanging out with this friends, riding his bike, and playing guitar and piano while he was able to do so and was grateful to be surrounded by his family and their love;

NOW, THEREFORE, BE IT RESOLVED That the Board of Education of the Livonia Public Schools School District offers its heartfelt sympathy to the family and friends of Silas Kurtz for the great loss of their beloved son, brother, and friend.

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

Approval of Sympathy Resolution for the Family of Sherry Lynn Nadon, Teacher at Rosedale Elementary School

It was moved by Mrs. Bonifield and supported by Mr. Centers that the Board of Education of the Livonia Public Schools School District adopt the attached sympathy resolution for the family of Sherry Lynn Nadon, teacher at Rosedale Elementary School.

**SYMPATHY RESOLUTION
Sherry Lynn Nadon**

WHEREAS, The Board of Education was deeply saddened to hear of the untimely death of Sherry Lynn Nadon; and,

WHEREAS, Sherry Lynn was a valued, caring, and highly respected staff member in the Livonia Public Schools School District, as a second grade teacher at Rosedale Elementary School; and,

WHEREAS, She consistently demonstrated her outstanding dedication, care, and commitment to students, parents, and colleagues; and will be greatly missed by all; and,

WHEREAS, Sherry Lynn Nadon will always be remembered with great fondness and with a profound sense of gratitude for the immeasurable contributions she made to our school district, to the students she served, and to the colleagues with whom she worked; and,

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 Sherry Lynn Nadon.

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

Adjournment

President Burton adjourned the meeting at 9:47 p.m.

Off/Supt/jw

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
Special Meeting
April 4, 2022**

President Burton convened the special meeting at 5:32 p.m.

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

Members Absent: None

Audience Communications None

Recess to Closed Session for Labor Negotiations Discussion It was moved by Mr. Johnson and supported by Mrs. Bonifield that the Board of Education of the Livonia Public Schools School District recess to closed session for: **Negotiations Discussion.**

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

Adjournment The Board went into Closed Session at 5:32 p.m.; recessed the Closed Session at 6:25 p.m. to begin the Regular Board meeting; reconvened the Closed Session at 9:55 p.m. and adjourned the Closed Session/Special Meeting at 10:37 p.m.

Off/Supt/jw

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: Appointment of Churchill High School Athletic Director

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and appoint Casey Conway as the Athletic Director of Churchill High School, effective July 1, 2022.

RATIONALE:

We believe the above-named individual is the most qualified person for the position of Athletic Director at Churchill High School and recommend the Board's approval of this appointment.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Daniel R. Willenborg, Director of Secondary Programs and District Services

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: Appointment of Franklin High School Athletic Director

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and appoint John “Dusty” Hall as the Athletic Director of Franklin High School, effective July 1, 2022.

RATIONALE:

We believe Dusty Hall is the most qualified person for the position of Athletic Director at Franklin High School and recommend the Board’s approval of this appointment.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Daniel R. Willenborg, Director of Secondary Programs & District Services

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: Appointment of Stevenson High School Athletic Director

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and appoint Arnie Muscat as the Athletic Director of Stevenson High School, effective July 1, 2022.

RATIONALE:

We believe Arnie Muscat is the most qualified person for the position of Athletic Director at Stevenson High School and recommend the Board's approval of this appointment.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Daniel R. Willenborg, Director of Secondary Programs & District Services

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: Granting of Tenure Status to Specified Teacher

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 teacher, effective on the respective date:

<u>Name</u>	<u>Date Effective</u>
Kaitlin Leffler	April 11, 2022

RATIONALE :

This teacher has successfully completed the District's requirements for a probationary teacher 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 building principals, this individual has achieved tenure status with the Livonia Public Schools.

RESOURCE PERSONNEL:

Jennifer Keatts, Director of Human Resources
Anthony Abbate, Director of Personnel & District Services

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: **Leave of Absence**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and approve the request for a leave of absence as listed below:

<u>Name</u>	<u>Date Effective</u>
Toni O'Connor	April 8, 2022

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Anthony Abbate, Director of Personnel & District Services
Jennifer Keatts, Director of Human Resources

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: Resignation

RECOMMENDATION:

As authorized in the Board of Education motion of June 14, 2021, the following resignation has been accepted by the superintendent:

<u>Name</u>	<u>Date Effective</u>
Kaleigh Schilousky	April 8, 2022

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Jennifer Keatts, Director of Human Resources
Anthony Abbate, Director of Personnel & District Services

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: Resolution 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 services rendered by:

**Lori Komora
John Lectka
John Letavis**

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Jennifer Keatts, Director of Human Resources
Anthony Abbate, Director of Personnel & District Services

EXHIBIT:

Attached resolutions

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

RESOLUTIONS

Lori Komora

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Lori Komora will retire from the district on June 17, 2022; and,

WHEREAS, Lori Komora has devoted 20 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Riley Elementary, Churchill High School, Grant Elementary, Cass Elementary, Johson Upper Elementary and Emerson Middle School; 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 Lori Komora for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

John Lectka

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that John Lectka will retire from the district on June 20, 2022; and,

WHEREAS, John Lectka has devoted 30 years of dedicated, loyal, and outstanding service to the students of Marshall Elementary, Johnson Elementary, Hayes Elementary, Taylor Elementary, Riley Elementary and Emerson Middle School as a teacher, principal and Title I interventionist; and,

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

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

John Letavis

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that John Letavis will retire from the district on June 30, 2022; and,

WHEREAS, John Letavis has devoted 27.3 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a custodian and building supervisor at Marshall Elementary, Webster Elementary, Coolidge Elementary and Grant 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 John Letavis for his countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: Approval of Technology Contractor – 2021 Bond

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 approve Phase 1 of the Technology Contractor bid from Digital Age Technology, Davison, Michigan in the amount of \$204,259.00, which includes contingency, and authorize the Superintendent or her designee to negotiate and execute final contracts with the recommended contractor.

RATIONALE:

The technology contractor will be responsible for Phase 1 Bond technology projects at Coolidge Elementary, Kennedy Elementary, Randolph Elementary, Cooper Upper Elementary and Emerson Middle School in the summer of 2022. The majority of the technology work will be done in the LMC renovations. The scope includes providing voice, audio/video, and data systems for the LMCs in the listed schools, including the new Idea Factories.

BUDGETARY INFORMATION:

2021 Bond Fund

RESOURCE PERSONNEL:

Phillip Francis, Assistant Superintendent of District Services

EXHIBITS:

Attached

PF/ko

April 13, 2022

Mr. Phillip Francis
Asst. Superintendent of District Services
Livonia Public Schools
15125 Farmington Road
Livonia, MI 48154

RE: 2021 Bond Program
Contract Award Recommendation for Technology Contractor Bids
Coolidge ES / Kennedy ES / Randolph ES / Cooper UES / Emerson MS

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 a Technology Contractor for the Projects listed above. This update represents the mutual efforts of PMC, IDS and LPS administration and staff (the Bond Team) to present a framework in order to identify, evaluate and recommend Vendors for these Projects.

On March 10, 2022, Bid 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 websites.

On April 4, 2022, one (1) bid proposal was received and publicly opened. Over the next few days, the bid proposal was reviewed to determine the budget implications. An interview was held with the bidder on April 8, 2022. The scope of work, project schedule, phasing, manpower requirements, and other particulars regarding the work were reviewed and discussed.

Upon completion of the interviews, and after subsequent clarifications and discussions, the Bond Team is recommending **Digital Age Technologies, Inc. (DAT)** for contract award as detailed in IDS' recommendation letter dated April 12, 2022.

Including project acceptance of Voluntary Alternate #1 and a contingency in the amount of \$20,000, the total Project award recommendation equals **\$204,259.00**.

DAT Base Bid Amount	\$ 188,609
Voluntary Alternate #1 (Deduct)	\$ (4,350)
DAT Contract Sum	\$ 184,259
Contingency	\$ 20,000
Project Award Recommendation	\$ 204,259

The costs for this work will be detailed in the Contract, which was included in this RFP, 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 recommendations of the Bond Team. Please direct all questions through me via email at brian.weber@plantemoran.com.

Sincerely,

PLANTE MORAN CRESA



Brian Weber
Vice President

Enclosures: Summary of Costs
 IDS Recommendation Letter
 Vendor Proposal



TECHNOLOGY - 2022 CONSTRUCTION
BUDGET SUMMARY

	Base Cost		
Buildings	Budget	Actual	Variance
Listed Below	\$ 450,000	\$ 184,259	\$ 265,741
Totals	\$ 450,000	\$ 184,259	\$ 265,741

	Contingency		
Buildings	Budget	Actual	Variance
Listed Below	\$ 50,000	\$ 20,000	\$ 30,000
Totals	\$ 50,000	\$ 20,000	\$ 30,000

	Total Project Costs		
Buildings	Budget	Actual	Variance
Listed Below	\$ 500,000	\$ 204,259	\$ 295,741
Totals	\$ 500,000	\$ 204,259	\$ 295,741

Includes the following sites:

- Coolidge Elementary
- Kennedy Elementary
- Randolph Elementary
- Cooper Upper Elementary
- Emerson Middle

April 12, 2022

Mr. Tim Klan
 Administrator of Information and Instructional Technology
 Livonia Public Schools
 15125 Farmington Road
 Livonia, MI 48154

Project Name: Livonia Public Schools
 Media Center Renovations – BP 01
 Livonia, Michigan

IDS Project No.: 21191-1000 BP 01

Dear Mr. Klan:

Bid specifications and drawings for the Media Center Renovations project were issued on March 10, 2022. The bid package consists of providing technology systems to support the 2022 Library Media Center renovations projects. The scope includes providing voice, audio/video and data systems for the Media Center, the new Idea Factory and the creation of flexible learning spaces.

Representatives from three (3) companies attended the pre-bid conference on March 17, 2022.

One (1) bid was received on April 4, 2022, as follows:

Bidder	Bid Bond	Familial Disclosure	Affidavit of Compliance	Base Bid
Digital Age Technologies, Inc.	Yes	Yes	Yes	\$188,609.00

The bidder included the required Bid Bond, Familial Disclosure, Affidavit of Compliance and Criminal Background Affidavit with their bid submission.

The technology team has reviewed the bid and conducted a post-bid interview with the bidder on April 8, 2022. The bid was determined to be complete and compliant with the requirements of the bidding documents. The bill of materials pricing was determined to be in line with current industry trends and historical competitive bidding pricing models for projects of a similar size and scope.

Digital Age Technologies provided a Voluntary Alternate No. 1 for substitution of “or equal” audio components for the Media Center Sound Systems. This Voluntary Alternate would result in a savings in the amount of \$4,350.00. This Voluntary Alternate is being recommended for award.

IDS recommends the award of the Media Center Renovations BP 01 to the lowest qualified bidder, Digital Age Technologies, Inc., in the amount of \$184,259.00 (\$188,609.00 Base Bid - \$4,350.00 VA1).

In addition to the award amount, IDS is also recommending a construction contingency be established in the amount of \$20,000.00.

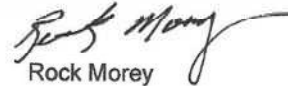
Mr. Tim Klan
IDS Project No. 21191-1000
April 12, 2022
Page 2

Sincerely,

Integrated Design Solutions, LLC



Scott Smith
Senior Associate



Rock Morey
Project Manager

ec: B. Weber, PMC
File

SECTION 00 4100 - BID FORM

OWNER: Livonia Public Schools
15125 Farmington Road
Livonia, MI 48154

PROJECT: Livonia Public Schools
Media Center Renovations - BP 01
Livonia, Michigan

**ENGINEER/
TECHNOLOGY
DESIGNER:** Integrated Design Solutions, LLC
Architecture, Engineering, Interiors & Technology
1441 W. Long Lake Road, Suite 200
Troy, Michigan 48098
(248) 823-2100
(248) 823-2200 fax

NAME OF BIDDER: Digital Age Technologies Inc.

ADDRESS: 1333 South Oak Road
Davison, MI 48423

TELEPHONE: 810-658-4008

E-MAIL: m Spencer@dat-inc.us

BID

Pursuant to and in compliance with the Advertisement for Bids, Instructions to Bidders and other documents relating thereto, the undersigned proposes and agrees to furnish equipment, materials, and labor and perform all work necessary to complete the Livonia Public Schools Contract for the Media Center Renovations project in accordance with the Bidding Documents prepared by Integrated Design Solutions, LLC dated March 10, 2022, and agrees to accept payment as herein provided.

BASE BID

Total lump sum bid for all work specified and shown on the drawings as indicated for Base bid in the amount of:

One Hundred Eighty Eight Thousand Six Hundred Nine Dollars and Zero Cents
Dollars (\$ 188,609.00).

MANDATORY ALTERNATES

None.

VOLUNTARY ALTERNATES

Voluntary Alternate No. 1: Change Mixer/Amp and Wireless microphone system.
Add/Deduct Four Thousand Three Hundred Fifty Dollars and Zero Cents
Dollars (\$ 4,350.00).

Voluntary Alternate No. 2: _____

Add/Deduct _____

Dollars(\$ N/A).

Voluntary Alternate No. 3: _____

Add/Deduct _____

Dollars(\$ N/A).

UNIT PRICES

The Bidder shall include a complete bill of materials as part of their bid submission. Refer to specifications section 00 2113 paragraph "SUBMITTALS - BID REQUIREMENTS" for additional information. The bill of materials will be considered to be the unit price schedule for additions to or deletions from the scope of work from the date of award until the date of completion.

The bill of materials shall be formatted to include all charges for labor, materials and equipment, overhead and profit, general conditions, supervision, insurance, taxes and incidental expenses in such a way that unit pricing can be easily derived.

Indicate below acceptance of these unit pricing terms, acceptance with modifications as indicated or exception taken.

- Included bill of materials is considered the unit pricing schedule for the duration of the project.
- Exception taken. Included bill of materials is not valid for unit pricing for additions to or deletions from the scope of work for the duration of the project.
- Included bill of materials is considered the unit pricing schedule for the duration of the project with the following modifications:

Based on present conditions, DAT will do everything possible
to maintain present prices but cannot guarantee.

EXTENDED UNIT PRICES

The Bidder proposes extended unit prices in accordance with the following schedule. Said unit prices shall include all charges for labor, materials and equipment, overhead and profit, inflation/escalation, general conditions, supervision, insurance, applicable taxes and incidental expenses.

Said extended unit prices shall be applicable to the pricing of additional work beyond Substantial Completion. Said extended unit prices shall be valid from the date of substantial completion to twenty-four (24) months after the date of substantial completion, unless otherwise agreed to by Owner and Contractor.

For each unit price stated above, include with your bid proposal a pricing schedule, standard escalation percentages or other form of pricing the District may utilize for future work extending beyond Substantial Completion for the time period specified.

Based on present conditions, DAT will do everything possible to maintain present prices but cannot guarantee.

In addition, provide unit pricing for the following:

Unit Pricing – Sections 27 1000 – Voice and Data Systems

		ADD	DEDUCT
UP-1	Cost to provide, install, test and tag one (1) Category 6 data drop as specified including cabling, faceplate, connectors, testing and tagging (assume 250 foot run). Include patch cables at each end.	\$ <u>250.00</u>	\$ <u>250.00</u>
UP-2	Cost to relocate, test and tag one (1) Category 6 data drop within the same room.	\$ <u>84.00</u>	\$ <u>84.00</u>
UP-3	Cost to demolish an existing Category 5 or 6 data drop (assume 250 foot run).	\$ <u>84.00</u>	\$ <u>84.00</u>
UP-4	Cost to provide and install 1 24-port Hubbell #HPJS24a patch panel	\$ <u>325.00</u>	\$ <u>275.00</u>
UP-3	Cost to provide and install 1 48-port Hubbell #HPJS48a patch panel	\$ <u>425.00</u>	\$ <u>375.00</u>

BID SECURITY

Each Bid shall be accompanied by a Bid Security in the form of a certified check, cashier's check, or money order made payable to the Owner or a Bid Bond naming the Owner as the obligee in an amount not less than five percent (5%) of the Base Bid as a Bid guarantee. Bid Bonds shall be issued by a company licensed to do business in the State of Michigan.

ADDENDA

The undersigned acknowledges the receipt of the following addenda:

Addendum No. <u> 1 </u>	Dated <u> 3/25/2022 </u>	Addendum No. <u> </u>	Dated <u> </u>
Addendum No. <u> </u>	Dated <u> </u>	Addendum No. <u> </u>	Dated <u> </u>
Addendum No. <u> </u>	Dated <u> </u>	Addendum No. <u> </u>	Dated <u> </u>

TIME OF COMPLETION

The undersigned agrees to substantially complete the project by September 30, 2022.

Refer to the Appendix for specific building completion dates and acceptable working hours.

WITHDRAWAL OF BIDS

The undersigned agrees that its Bid shall not be withdrawn for a period of ninety (90) days after the date set for receipt of Bids.

NON-COLLUSION

The undersigned certifies that the Bid has not been prepared in collusion with any other bidder and that the prices, discounts, terms and conditions thereof have not been directly or indirectly communicated by or on behalf of the Bidder to any such person other than the recipient of such Bid, and will not be communicated to any such person prior to the official opening of said Bid. The undersigned fully understands that no premiums, rebates, or gratuities are permitted either with, prior to or after signing the Contract.

This certification may be treated as if it were a sworn statement made under oath, and is made subject to the provisions of 18 U. S. C., 1001, relating to the making of false statements.

SIGNATURE AND LEGAL STATUS OF BIDDER

Signed and sealed this 4th day of April, 20 22.

K NEWCOMB
Notary Public, State of Michigan
County of Genesee
My Commission Expires 09-08-2027
Acting in the County of Genesee
Affix Corporate Seal *K Newcomb*

Digital Age Technologies Inc.
(Individual, Partnership, Corporation)
Michigan
State of Incorporation
By: *[Signature]*
(Authorized Signature of Bidder)
Mark Spencer
(Print or Type Name of Bidder)
President
Title
1333 South Oak Road
Business Address
m Spencer@dat-inc.us
E-mail

Instructions: Submit one (1) original and five (5) copies to the Owner and retain one (1) copy for the Bidder's records. Clearly label each copy submitted as either "original" or "copy."

From: Morey, Rock <rmorey@ids-michigan.com>
Sent: Tuesday, April 12, 2022 2:36 PM
To: Brian Weber
Cc: TIMOTHY KLAN
Subject: FW: Livonia Schools - no bid?

ATTENTION: This email was sent to Plante Moran from an [external source](#). Please be extra vigilant when opening attachments or clicking links.

Brian,

For the Media Center bid, here's one of the emails we received from a perspective bidder (Capricorn Diversified Solutions). The other (AmComm) you were copied on an email message from Tim Klan on 4/5/22. I'll forward it to you as well.

Interesting that Capricorn and AmComm were at the pre-bid meeting and DAT was not but elected to bid (and win) the job.

....*rock*

ROCK MOREY
technology designer

INTEGRATED *design* SOLUTIONS

architecture engineering interiors & technology
1441 west long lake, suite 200, troy, michigan 48098
d 248.823.2180 | o 248.823.2100 | c 248.417.8661

troy grand rapids ids-michigan.com

From: Sam Applebee <sam.applebee@cdsonline.com>
Sent: Wednesday, April 6, 2022 12:52 PM
To: Morey, Rock <rmorey@ids-michigan.com>
Subject: RE: Livonia Schools - no bid?

Rock,

Yeah, unfortunately for some internal reasons we had to pass on that one. We are always interested in anything else you have to throw at us.

Thanks,

Sam Applebee
Capricorn Diversified Systems, LLC



23399 Commerce Drive, B4

Farmington Hills, MI 48335
248-426-0000 (Office)
248-943-0077 (Cell)

From: Morey, Rock <rmorey@ids-michigan.com>
Sent: Tuesday, April 5, 2022 2:57 PM
To: Sam Applebee <sam.applebee@cdsonline.com>
Subject: Livonia Schools - no bid?

Sam,

I was surprised to not see a bid submission for the Livonia Media Center Renovations project. You don't need to respond to this, but we have more near term work still in the hopper for Livonia where I'd like to see Capricorn participate.

Can you provide any insight?

....*rock*

ROCK MOREY
technology designer
INTEGRATED design SOLUTIONS
architecture engineering interiors & technology
1441 west long lake, suite 200, troy, michigan 48098
d 248.823.2180 | o 248.823.2100 | c 248.417.8661
troy grand rapids ids-michigan.com

From: TIMOTHY KLAN <tklan@livoniapublicschools.org>
Sent: Tuesday, April 5, 2022 1:46 PM
To: Morey, Rockland; Smith, Scott; Brian Weber
Subject: Amcomm No Bid Email

ATTENTION: This email was sent to Plante Moran from an [external source](#). Please be extra vigilant when opening attachments or clicking links.

LMC Renovation Bid - Amcomm Bidding Notes 04/05/2022 External   



Matt Higgins

to me, Jeff, jramonaitis ▾

12:48 PM (55 minutes ago)



Good Afternoon Tim,

First off I'd like to say that this was a gross oversight on my part. I am in charge of technology bidding, and this project was marked on the bid board to definitely bid.

The reason this got missed was that a perfect storm of project ordering, bids, and construction change orders all came due on April 1st. Our Bloomfield paging job we were gearing up for got completely re-designed, and needed to be updated by 04/01. A big electrical bid for Oakland County was due on 04/01, and I've had three construction managers insisting that I give them ordering information for materials needed for this summer's construction by 04/01 because so many materials are ending up on backorder right now.

Long and short of it is that by the time Monday morning rolled around, my team and I realized we had dropped the ball on Livonia. This was my oversight 100%, and I hope this happening doesn't sour the relationship Amcomm has with Livonia Public Schools going forward.

Once again, my sincerest apologies for this oversight. If there was a re-bid, we would make sure to put a good number on it.

-Matt

Matthew Higgins
Chief Estimator / ISP Engineer
Amcomm Telecommunications Inc.
12482 Emerson Dr.
Brighton, MI 48116
mhiggins@amcomminc.com
Ph.248.698.8868
Cell.734.560.1468

Tim Klan

Administrator of Information and Instructional Technology
Livonia Public Schools
15125 Farmington Rd.
Livonia, MI 48154
www.livoniapublicschools.org

- To Submit a Support Ticket <http://livoniapublicschools.org/helpdesk>

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

**TOPIC: Approval to Purchase Heated Holding Cabinets
 for Food and Nutrition Services**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District authorize the purchase of heated holding cabinets from Stafford-Smith, Madison Heights, Michigan in the amount of \$34,352.00.

RATIONALE:

This purchase is for nine heated holding cabinets, which are used in our schools' kitchens when food comes out of the oven so the food will remain at the appropriate high temperature until it is served. The heated holding cabinets at Churchill, Cleveland, Coolidge, Garfield, Grant, Roosevelt, Rosedale, Stevenson, and Webster need to be replaced. The price includes a \$3,600 deduction for Energy Star rebates.

BUDGETARY INFORMATION:

National School Lunch Program Equipment Assistance Grant and Food & Nutrition Funds

RESOURCE PERSONNEL:

Phillip Francis, Assistant Superintendent of District Services

EXHIBITS:

Attached

PF/ko



We put space to work.

Item # _____

Job _____

Metro C5 4 Series Insulation Armour™ Plus Heated Holding Cabinets

- **Insulation Armour™ Plus:** Patented insulation technology replaces traditional sheet metal exterior with foamed-in-place polyurethane polymer panels, providing improved energy efficiency at a lower initial investment. Armour panels have molded in handles and act as a full body bumper for improved handling and protection in mobile applications.
- **Stainless Steel Construction:** High quality, Type 304 stainless steel for easy cleaning and long-term durability.
- **Top-Mounted Controls:** Ergonomic user-friendly controls are mounted at the top of the cabinet for improved access and readability, to prevent damage, and easy cleaning.
- **Performance:** Forced convection design gently circulates hot air for improved temperature consistency. Heat is channeled to the bottom of the cabinet, allowing it to rise naturally without it blowing directly over the food. Thermostatically controlled, 200°F (93°C) maximum operating temperature.
- **Configurations:**
 - **Sizes:** Full height, 5/6 height, 1/2 height, and under counter.
 - **Doors:** Solid insulated or clear insulated. Full height with full length or dutch style doors.
 - **Slides:** Two slide styles provide maximum holding capacity. Universal slides are adjustable on 1½" increments and hold 12" x 20" steam pans, 18" x 26" sheet pans, and GN pans. Lip load slides exclusively hold 18" x 26" sheet pans on 1½" fixed increments.
- **Power:** Available in 120V, 60Hz or 220-240V, 50/60Hz electrical configurations.
- **Reliability:** Reliability and durability are designed from the ground up. High-quality components provide a long life of worry free use.
- **ENERGY STAR:** Full height, 5/6 height, 1/2 height, and under counter models with solid doors are ENERGY STAR.



Full Height
Full Solid Door



Under Counter
Full Clear Door

1/2 Height
Full Solid
Door

5/6 Height
Full Solid
Door

Full Height
Dutch Clear
Doors

All Metro Catalog Sheets are available on our website: www.metro.com



InterMetro Industries Corporation
North Washington Street, Wilkes-Barre, PA 18705
Product Information. U.S. and Canada: 1.800.992.1776
Outside U.S. and Canada: www.metro.com/contactus

L02-194
Printed in U.S.A. Rev. 5/18

Information and specifications are subject to change without notice. Please confirm at time of order.

Copyright © 2018 InterMetro Industries Corp.



C5 4 Series Insulation Armour™ Plus Heated Holding Cabinets

13-94

13.94

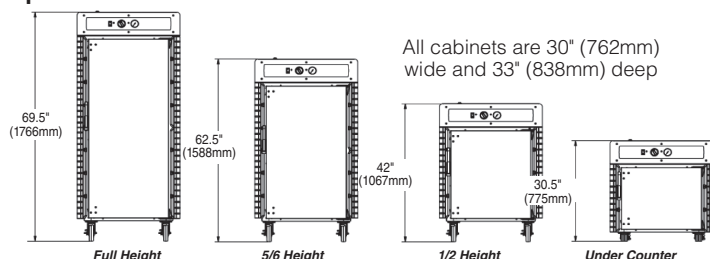
Job _____



We put space to work.

C5 4 Series Insulation Armour™ Plus Heated Holding Cabinets

Specifications



- Cabinet Material:** Type 304 stainless steel, 20-gauge cabinet body with High Density Polyethylene (HDPE) exterior.
- Insulation:** Insulation Armour™ Plus HDPE polymer panels with 2" thick CFC free foamed-in-place polyurethane insulation. High density fiberglass insulation on top (3" thick) and bottom (1 1/2" thick).
- Casters:** Plate mounted, 2 swivel and 2 swivel with brake. 5" (127mm) diameter donut neoprene wheel on full, 5/6, 1/2 height units. 2" (51mm) diameter polyolifin wheel on under counter units.
- Doors:** Type 304 stainless steel, 20-gauge insulated, welded doors. Field reversible, 180° swing. Solid doors fully insulated with 2" thick high density fiberglass insulation. Insulated clear doors are double-pane tempered glass and argon filled with Low-E coating.
- Door Latch:** Chrome plated, high-strength flush mounted magnetic latch with lever-action release.
- Door Gaskets:** High temperature, door mounted, Santoprene gasket.
- Door Hinges:** Type 304 stainless steel, 11-gauge heavy-duty pivot hinge with welded pin.
- Universal Wire Slides:** 1/4" (6.4mm) diameter nickel-chrome electroplated wire, adjustable on 1/2" (38mm) increments. Type 304 stainless steel uprights
- Lip Load Slides:** 1 1/2" x 1/2" x 0.063" (38mm x 13mm x 1.6mm) extruded aluminum channel slides, fixed on 1 1/2" spacing, riveted to .063" aluminum uprights.
- Heat Generation System:** Thermostatically controlled 1360W heating element, ball bearing blower motor, and ducted air system.
- Cord:** 7 1/2' power cord with NEMA 5-15P plug end for 120V, NEMA 6-15P plug end for 220-240V. Factory mounted on top (full, 5/6 heights) or back (1/2 height, under counter). Mounting is field reversible without re-wiring.
- Clearance Requirements:** 18" (46cm) away from any cooking equipment. AVOID contact with any surfaces that exceed 200°F (93°C). Recommended minimum clearance from enclosures is 1 1/2" (38mm) on sides and rear, 6" (152mm) on top. Minimum 1/2" (13mm) clearance above under counter units is required.

Slide Capacities:

Cabinet Size	Universal Wire Slide Pan Capacity												Lip Load Slide Pan Capacity
	Slide Pairs		Sheet Pans	Steam Pans			Gastronorm				Sheet Pans		
	Provided	Max.	18"x26"	12"x20"x2.5"	12"x20"x4"	12"x20"x6"	65mm Depth 2/1	100mm Depth 2/1	150mm Depth 2/1	150mm Depth 1/1	18"x26"		
Full Height (Full Length Door)	17	34*	17**	34	22	14	17	34	11	22	7	14	34***
Full Height (Dutch Doors)	16	32*	16**	32	20	12	16	32	10	20	6	12	32***
5/6 Height	14	29*	14**	28	20	12	14	28	10	20	6	12	29***
1/2 Height	8	15*	8**	16	10	6	8	16	5	10	3	6	16***
Under Counter	5	10*	5**	10	6	4	5	10	3	6	2	4	11***

*Maximum number of slide pairs @ 1.5" spacing. Additional slide pairs ordered separately.
 **Standard capacity @ 3" spacing. Increased capacity requires additional slide pairs.
 ***Standard capacity @ 1.5" spacing.

120V Model Number Description

11.7A, 60Hz, 1400W

Cabinet Height
 9 = Full Height
 8 = 5/6 Height
 5 = 1/2 Height
 3 = Under Counter

Door Style
 FS = Full Length Solid
 FC = Full Length Clear
 DS = Dutch Solid
 DC = Dutch Clear

C5 4 9 - A S FS - U



NEMA 5-15P

Slide Type
 U = Universal Wire
 L = Lip Load Aluminum

*Please note: Dutch doors only available on full height cabinets. Clear doors only available on full height dutch and under counter models.

220-240V Model Number Description (add "X")

5.9A, 50/60Hz, 1176-1400W

C5 4 9 X - A S FS - U



NEMA 6-15P

*Please note: 220-240V models only available with universal slides.

Models with Accessories or Options

C5 4 9 - A S FS - U A

An "A" suffix indicates that accessories need to be factory assembled to the cabinet. Order accessories separately.

Options/Accessories:

- Travel Latch / Hasp (C54-TRVL)*
- Factory Left Hand Hinging (DD3768)
- 6" Casters (C5-6CASTER)
- Rear Rigid Casters (C5-RDGCSTR)
- 6" Stainless Steel Legs (C5-SSLEGS)
- Straight Plug, 120V (C5-STRPLG-15)
- Twist Lock Plug, 120V (C5-RTWSTPLG-15)
- Small Item Shelf (C5-SHELF-S)
- Universal Slide Pair, Chrome (C5-USLIDEPR-C)
- Universal Slide Pair, Stainless (C5-USLIDEPR-S)
- Stainless Steel Universal Slide Upgrades
 - Full Height (C5-USLIDE-9S)
 - 5/6 Height (C5-USLIDE-7S)
 - 1/2 Height (C5-USLIDE-5S)
 - Under Counter (C5-USLIDE-3S)

*Please note: C54-TRVL is only available on full, 5/6, 1/2 height solid doors (not available on clear doors or under counter cabinets).

C5 4 Series Insulation Armour™ Plus Heated Holding Cabinets



an Ali Group Company



The Spirit of Excellence

To:
Livonia Public Schools
Pat Schuchardt

Project:
Livonia Public Schools-Heated
Cabinets 22-7004-BM

From:
Stafford Smith, Inc.
Matthew Bigelow
25311 Dequindre Road
Madison Heights, MI 48071
248-798-9114 (Contact)

Due to the global supply chain issues and subsequent freight issues, Stafford Smith is not responsible for any unforeseen surcharges, price increases and other increases in cost after the order is placed. These costs will be passed along to the customer. Proof of these increases can be surrendered upon request.

Item	Qty	Description	Sell	Sell Total
1	9 ea	MOBILE HEATED CABINET Metro Model No. C548-ASFS-U C5™ 4 Series with Insulation Armour™ Plus, mobile heated holding cabinet, 5/6 height, insulated solid door, top mount controls, thermostat to 200°F, universal wire slides on 3" centers, adjustable on 1-1/2" increments, (14) 18" x 26" or (28) 12" x 20" x 2-1/2" pan capacity, 5" casters, stainless steel, 120V/60/1, 1400 watts, 11.7 amps, NEMA 5-15P, cULus, NSF, ENERGY STAR®	\$3,978.00	\$35,802.00
	9 ea	1 year warranty against manufacturing defects Lead Time 8 weeks		
			ITEM TOTAL:	\$35,802.00
1.1	9 ea	CUSTOM Stafford-Smith, Inc. Model No. ENERGY STAR REBATE IF APPLICABLE Please note that some Food Service equipment is Energy Star rated and these can qualify for substantial rebates from your local utility provider. (DTE Energy) In most cases, the term "Energy Star" will appear in the item description but some customer items, like ventilation systems, may qualify without noting it. Ask your sales person about possible rebates today! Please note that this program is subject to change without notice.	\$-400.00	\$-3,600.00
			ITEM TOTAL:	\$-3,600.00

Merchandise	\$32,202.00
Freight	\$1,050.00
Set in Place Del	\$1,100.00
RESA Fee	
Subtotal	\$34,352.00
Total	\$34,352.00

TERMS: Upon receipt of application for business account, signed quote/purchase order and review by the credit department, the down payment and terms will be established and shared with the customer and account executive. Stafford-Smith reserves the right to progress bill for equipment as needed. This includes items shipped by the manufacturer to Stafford-Smith for storage and is not conditional upon being installed, mechanically connected or operational. You are welcome to inspect all stored materials.

Stafford-Smith, Inc. shall retain security interest in all equipment, parts, small wares, accessories, attachments, additions, and any replacements of the above that have been installed, affixed to or used in connection with the items specified in this proposal until all amounts have been paid.

Should the Buyer sell or otherwise dispose of such collateral in violation of the terms of this agreement, Stafford-Smith, Inc. retains an interest in the proceeds from such transactions. Buyer authorizes Stafford-Smith, Inc. to file a financing statement describing the collateral and a copy of this agreement and/or the credit application may be filed as a security agreement for granting a secured interest in Buyer's inventory and sales proceeds thereof.

Past due amounts constitute a default and are subject to service charges of 1 ½% per month, collection costs, and attorney fees. Warranties are conditioned on your paying the full purchase price for the equipment.

In addition to non-payment, an act of default by the buyer will have occurred if the buyer fails to accept the order of goods or fails to perform any other covenants under this agreement. In the event of default, Stafford-Smith, Inc. may enter any business property and without breach of the peace take possession of any or all collateral and exercise our rights in the event of default of a secured party as specified under the Uniform Commercial Code. Should any disputes arise, Buyer also acknowledges and submits to jurisdiction in the State of Michigan and County of Kalamazoo.

Except as otherwise provided herein, this proposal does not include any applicable State or Federal taxes, any charge for electrical wiring or plumbing and is subject to acceptance by buyer and seller within thirty (30) days from the date of this quote and only in accordance with the terms stated.

When ordering drop-ship equipment, please be aware to inspect your order immediately upon receipt. You may request the driver wait, for a reasonable amount of time, while you inspect and they must comply to your request. If the driver refuses to wait, please mark the receipt "driver not willing to wait" and contact Stafford-Smith within (48) hours in order for a claim to be filed. If there is damage, you may refuse or you can accept and note the damage. Please take photos, if possible, to assist in filing the claim. You must keep all original cartons, even if you accept the damage, so Stafford-Smith can pursue a freight claim on your behalf. Please send the bill of lading and any additional documentation to your Stafford-Smith representative.

If you don't have time to inspect when delivered, you have up to (48) hours to inspect and notify us

immediately if there is an issue so we can address the best way to handle the claim. If not notified within (48) hours, your claim may not be valid.

Effective 2-1-22 we will be implementing a 3.5% surcharge on credit card transactions. As an alternative we also accept ACH, ECheck and wire transactions and you can pay directly from our website.

I agree to the terms hereof and offer to purchase described goods and services as proposed hereby.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$34,352.00

Project:
Livonia Schools
15125 Farmington Rd
Livonia, MI 48154

From:
The Sam Tell Companies
Lisa Newman
300 Smith Street
Farmingdale, NY 11735-1114
(631)501-9700

Job Reference Number: 63020

Item	Qty	Description	Sell	Sell Total
1	9 ea	MOBILE HEATED CABINET Metro Model No. C548-ASFS-U C5™ 4 Series with Insulation Armour™ Plus, mobile heated holding cabinet, 5/6 height, insulated solid door, top mount controls, thermostat to 200°F, universal wire slides on 3" centers, adjustable on 1-1/2" increments, (14) 18" x 26" or (28) 12" x 20" x 2-1/2" pan capacity, 5" casters, stainless steel, 120V/60/1, 1400 watts, 11.7 amps, NEMA 5-15P, cULus, NSF, ENERGY STAR®	\$4,631.00	\$41,679.00
	9 ea	1 year warranty against manufacturing defects		
			ITEM TOTAL:	\$41,679.00
			Total	\$41,679.00

Prices Good Until: 03/13/2022

Remit Address:
Sam Tell and Son, Inc. PO Box 1180 Farmingdale, NY 11735

All quotes are subject to all applicable Sales and Use Taxes in effect at the time of delivery based upon destination.

Terms and Conditions

Contracts

To the extent that the parties enter a separate written contract, the terms and conditions below will apply to the extent permitted by the respective provisions of the contract. Where the underlying contract is silent as to the provisions below, the provision below will apply in their entirety.

Quoted Prices

Quoted prices are valid for 30 days from the date of the quote, subject to the paragraph directly below. Sam Tell reserves the right to adjust pricing as necessary after the 30-day period.

During periods of unpredictable market and economic based supply chain disruption beyond Sam Tell's control, unexpected and immediately effective price increases (inclusive of raw materials surcharges) can apply to quoted materials from Sam Tell's vendors for this project. In these instances, Sam Tell reserves the right to adjust affected pricing herein by a rate not exceeding the documented increase rate from the vendor. Notifications from Sam Tell's vendor will be forwarded along with a quote with updated prices.

Payment Terms

A deposit of 50% of the order total is required upon signing of the quotation/contract. Equipment and opening orders will not be placed prior to receipt of said deposit and receipt of signed quotation/contract. The balance shall become due prior to delivery of equipment or merchandise to the project or designated delivery location. Payment must be received prior to the scheduling of delivery and installation. Please allow a minimum of 7 days for scheduling. Payment delays will result in delivery delays.

All accounts are considered prepaid unless prior arrangements have been made with our Credit Department.

Title

Title to goods shall not pass until payment of all amounts stated are received, credited, and cleared in full. The buyer agrees to permit Sam Tell & Son, Inc. (Sam Tell) to file a UCC-1 claim with the appropriate City and State agencies without signature. The buyer's signature to this agreement shall constitute authorized signature to a UCC-1 filing.

Custom Fabrication Lead Time

All custom fabricated equipment will have a standard production lead time, subsequent to final approval of shop drawings and this lead-time can range from 8 to 24 weeks.

Specification and Workmanship

All material is guaranteed to be as specified. All work is to be completed in a professional manner according to standard industry practices. Any deviations or changes in the above specifications and cost will be executed upon written change orders.

Buyer's Obligations

The Buyer's obligations include efficient project coordination, including scheduling a full and productive day's work for Sam Tell installation and delivery staff. If Sam Tell staff and resources remain idle as a result of lack of Buyer's coordination, partial deliveries requested by the buyer or resulting from buyer's non-compliance, partially requested workdays by the buyer, relocating and reinstalling equipment because the site is not ready, the installation shall be subject to extra charges.

Project Delays/Delivery Cancellations

In the event that the buyer delays delivery for more than 15 business days beyond the agreed upon delivery date, payment of the total outstanding balance associated with such delivery will become immediately due and payable. Sam Tell reserves the right to impose storage fees and the buyer assumes the obligation for such fees caused by such delays.

In the event of a delivery cancellation, if the equipment order has already been loaded onto a truck and set for delivery, there will be a cancellation fee of up to \$2,400 to cover costs associated with labor and equipment utilization.

Our Service/Set in Place

Set-In-Place includes: the uncrating and/or placement of new food service equipment including, custom fabricated stainless-steel equipment and other equipment as noted within this quotation/contract, locating, and leveling the equipment as per plan, ready for utility connections (final connections by others). All packaging materials will be removed from the equipment and from the site.

Basic set-in-place services exclude (but not limited to) all of the following, unless specified otherwise in this proposal: s/s wall sheets, ceiling hung mechanical assemblies such as fans and air scrubbers, ceiling hung refrigeration racks, millwork, stone, solid surface materials (Corian etc.), owner furnished equipment, alterations, relocation or removal of existing equipment, mechanical hook ups, remote refrigeration, fire suppression systems, beer & soda systems, remote beer or other beverage conduit runs, startups and demonstrations, purchase of trim metal, custom or unusual hardware, laborers, cleaning, composite unloading, seismic restraints, core drilling, overtime, elevator, hoist, rigging and crane fees, permits and filing, coordination and job meetings, fees and time for safety orientation, drug testing and fire watch, security inspections and inventory procedures.

Warranty Coordination

Sam Tell will assist with the placement of any service calls during the equipment warranty period. Buyer may be required to submit credit card information to respective service agency for certain warranty calls; Sam Tell is not responsible for providing a credit card.

Service bills that are generated as a result of non-warranty service calls, either as a result of owner misuse and/or abuse or owner provided utility work, will not be covered by Sam Tell and will be billable to the client.

Upon expiration of the warranty period of the equipment, the client will arrange all equipment repairs directly with their preferred service company.

Insurance

Our practice is to provide insurance certificates which include our standard coverages and limits. Additional requests beyond such industry standard limits and policies will be subject to additional charges.

Late Fees, NSF Checks and Legal/Collection Costs

Sam Tell reserves the right to assess late charges of 1.5% per month on past due balance. In the event your account is placed for collection for nonpayment, the customer further agrees to pay all obligations, including but not limited to collection agency fees, attorney fees and court costs incurred by Sam Tell or its agents. Buyer will also be responsible for all NSF check fees imposed by our lending institution.

Governing Law

This agreement shall be governed in all respects by the laws of the State of New York. The Parties hereby consent to the jurisdiction of any New York State Court, or any Federal Court located in the State of New York in connection with any lawsuit commenced to enforce the terms of this agreement.

Returns

Items that Sam Tell maintains active inventory of are not subject to restock fees. Equipment restocking charges are at the discretion of the manufacturer and will include crating (where applicable), inbound, and outbound freight. Non-equipment items that Sam Tell doesn't inventory are subject to a restocking fee of 25%, plus the cost of inbound and outbound freight. Custom items are not returnable. Should you wish to return an item, please call our customer service department. You will need to provide the following information:

- Invoice #/ Description of the item/ Reason for the return
- We will issue you a return authorization number

Damage and Short Shipments

Customers are expected to inspect all product at time of delivery and notate short shipments and/or damage on the respective bill of lading. Damaged product should be returned with our driver on the same day of delivery.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$41,679.00



Quote

02/11/2022

Project:
K-12 ISD Livonia, MI

From:
Cook's Correctional
Bryan Whisenhunt
27725 Diehl Rd.
Warrenville, IL 60555
630-821-6300 157

Job Reference Number: 12554

Item	Qty	Description	Sell	Sell Total
1	9 ea	MOBILE HEATED CABINET Metro Model No. C548-ASFS-U C5™ 4 Series with Insulation Armour™ Plus, mobile heated holding cabinet, 5/6 height, insulated solid door, top mount controls, thermostat to 200°F, universal wire slides on 3" centers, adjustable on 1-1/2" increments, (14) 18" x 26" or (28) 12" x 20" x 2-1/2" pan capacity, 5" casters, stainless steel, 120V/60/1, 1400 watts, 11.7 amps, NEMA 5-15P, cULus, NSF, ENERGY STAR®	\$4,359.46	\$39,235.14
	9 ea	1 year warranty against manufacturing defects		
			ITEM TOTAL:	\$39,235.14
			Merchandise	\$39,235.14
			Freight	\$2,385.00
			Total	\$41,620.14

Prices Good Until: 03/13/2022

*****PRICING IS GOOD FOR 30 DAYS*****

Returned equipment may be subject to manufacturer restock fee.

Acceptance: _____ Date: _____

Printed Name: _____

Project Grand Total: \$41,620.14

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

**TOPIC: Approval of Gymnasium Lighting Replacements
 and Garfield Electrical Service Upgrade**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the bid from Great Lakes Power & Lighting, Casco, Michigan for electrical upgrades in the amount of \$741,960.00, which includes contingency, and authorize the Superintendent or her designee to negotiate and execute final contracts with the recommended contractor.

RATIONALE:

This project consists of two separate electrical upgrades. One portion will include the replacement of the current fluorescent lighting in the 12 gymnasiums of the middle and upper elementary schools (Frost, Emerson, Holmes, Cooper, Johnson, Riley). The other portion will be an upgrade of Garfield Community School's power transformer to the standard 208/120 configuration, in preparation for the new greenhouse and installation of air conditioning.

BUDGETARY INFORMATION:

Sinking Fund

RESOURCE PERSONNEL:

Phillip Francis, Assistant Superintendent of District Services

EXHIBITS:

Attached

PF/ko

LIVONIA PUBLIC SCHOOLS
Lighting Replacement at 6 Sites and
Electrical Service Upgrade at Garfield Bid
Charger Conference Room, Central Office
12:00 Noon, 3/18/22

VENDORS BIDDING DESCRIPTION	Great Lakes		Green Line			
	Power & Lighting		Electric LLC			
GRAND TOTAL:	\$687,000.00	\$	\$724,000.00	\$	\$	\$
BID BOND	X		X			
EQUAL OPPORTUNITY	X		X			
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X		X			
IRAN SANCTIONS STATEMENT	X		X			
ADDENDUM 1	X		X			
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION	X		X			61
PRICE FIRM FOR 90 DAYS	X		X			
TERMS OF PAYMENT	X		X			
ADDITIONAL SHEETS	X		X			
COMMENTS						
RECORDED BY: Harry Lau	DATE: 3/18/22		WITNESSED BY:	Katrina Villasenor		DATE: 3/18/22

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: **Approval to Purchase a Spray Trailer
for LCTC Construction Trades Classes**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the purchase of a Spray Trailer for use in the LCTC Construction Trades classes, from SprayWorks Equipment Group of Kent, Ohio for \$59,858.

RATIONALE:

This purchase will be used by the Construction Trades classes at the LCTC to allow the teaching and demonstration of spray foam (closed cell insulation), which has become the industry standard for new home insulation.

BUDGETARY INFORMATION:

The purchase will be funded through 61C Grant funds.

RESOURCE PERSONNEL:

Daniel Willenborg, Director of Secondary Programs and District Services.

EXHIBITS:

Attached

DW/ms

LIVONIA PUBLIC SCHOOLS
Livonia Career Technical Center
Spray Trailer Bid Tab
Warehouse Conference Room, Warehouse
12:00 Noon, 3/28/22

VENDORS BIDDING DESCRIPTION	Sprayworks Equip.					
	Kent, OH					
	Spray Trailer					
GRAND TOTAL:	\$59,858.00	\$	\$	\$	\$	\$
BID BOND	X					
EQUAL OPPORTUNITY	X					
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X					
IRAN SANCTIONS STATEMENT	X					
ADDENDUM 1	X					
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION						63
PRICE FIRM FOR 90 DAYS	X					
TERMS OF PAYMENT						
ADDITIONAL SHEETS						
COMMENTS						
RECORDED BY: Harry Lau	DATE: 3/28/22		WITNESSED BY:			DATE:

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

**TOPIC: Approval to Purchase a Dump Trailer for
LCTC Construction Trades Classes**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the purchase of a Dump Trailer for use by the Construction Trade Classes from Beck's Trailer of St. Johns, Michigan for \$34,105.00.

RATIONALE:

This purchase will be used by the Construction Trades classes at LCTC to allow the students to move materials at worksites and transport equipment to sites.

BUDGETARY INFORMATION:

The purchase will be funded through 61C Grant funds.

RESOURCE PERSONNEL:

Daniel Willenborg, Director of Secondary Programs and District Services.

EXHIBITS:

Attached

DW/ms

LIVONIA PUBLIC SCHOOLS
Livonia Career Technical Center
Dump Trailer Bid
Warehouse Conference Room, Warehouse
12:00 Noon, 3/28/22

VENDORS BIDDING DESCRIPTION	Beck's Trailer					
	St. Johns, MI					
	Dump Trailer					
GRAND TOTAL:	\$34,105.00	\$	\$	\$	\$	\$
BID BOND	X					
EQUAL OPPORTUNITY	X					
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X					
IRAN SANCTIONS STATEMENT	X					
ADDENDUM 1	X					
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION						65
PRICE FIRM FOR 90 DAYS						
TERMS OF PAYMENT						
ADDITIONAL SHEETS						
COMMENTS						
RECORDED BY: Harry Lau	DATE: 3/28/22		WITNESSED BY:			DATE:

Harry C Lau

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

**TOPIC: Approval to Purchase an Anatomy 3D Dissection Table for
LCTC Health Science Classes**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the purchase of an Anatomy 3D Dissection Table for use in the Health Science classes at the LCTC from Anatomage, Inc. of Santa Clara, California for \$95,810.00.

RATIONALE:

This purchase will be used by the Health Science classes at the LCTC to simulate a high-quality lab experience without any chemicals, environmental concerns, or additional ventilation requirements and will be a valuable tool for surgical case review, patient consultation, and medical research.

BUDGETARY INFORMATION:

The purchase will be funded through 61A added cost funds.

RESOURCE PERSONNEL:

Daniel Willenborg, Director of Secondary Programs and District Services.
Mary Trotter, Health Science Department Chair

EXHIBITS:

Attached

DW/ms

LIVONIA PUBLIC SCHOOLS
Livonia Career Technical Center
Anatomy Table Bid
Warehouse Conference Room, Warehouse
12:15 P.M., 3/28/22

VENDORS BIDDING DESCRIPTION	Anatamage Inc.					
Anatamage Convertible Table						
GRAND TOTAL:	\$95,810.00	\$	\$	\$	\$	\$
BID BOND	X					
EQUAL OPPORTUNITY	X					
SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT	X					
IRAN SANCTIONS STATEMENT	X					
ADDENDUM 1	X					
FIRM REPRESENTATIVE PARTICIPATED IN MANDATORY PRE BID SITE INSPECTION						67
PRICE FIRM FOR 90 DAYS	X					
TERMS OF PAYMENT						
ADDITIONAL SHEETS						
COMMENTS						
RECORDED BY: Harry Lau	DATE: 3/28/22		WITNESSED BY:			DATE:

Harry C Lau

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: **Second Reading of Board Policy**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and adopt Board Policy language per the attached document for:

JD Student Code of Conduct

and the removal of the policies listed below, portions of which were incorporated into Board Policy JD:

JCDA	Student Behavior and Conduct
JCDAA	Prohibited Use of Tobacco Substances
JCDAE	Personal Communication Devices
JCDBA	Prohibiting Gang Activity

RATIONALE:

The Board Policy Committee has met with staff to review proposed language for the above policy and is recommending approval by the entire Board. This language was submitted for first reading at the Board meeting of April 4, 2022.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Daniel R. Willenborg, Director of Secondary Programs & District Services

EXHIBITS:

Attached
Off/Supt/jw

BOARD POLICY

JD

STUDENTS STUDENT CODE OF CONDUCT

MAY 2, 2022

INTRODUCTION

The Livonia Public Schools School District is dedicated to creating and maintaining a positive learning environment for all students. All members of our educational community including students, teachers, other school and District personnel, and parents play an important role in promoting the academic growth and social development of each child. Courteous, respectful, civil, and responsible behavior fosters a positive climate in which our learning community can thrive.

This Student Code of Conduct sets forth student rights and responsibilities while at school and school-related activities, and the potential consequences for violating District policy. It defines behaviors that undermine the safety and learning opportunities for any member of the school community. When determining the consequences of student misconduct, school officials may use intervention strategies and/or disciplinary actions including exclusionary measures.

This policy covers only serious and major types of misconduct. The following rules are not to be construed as an all-inclusive list or as a limitation of the authority of school officials to deal appropriately with violations of a school building’s individual rules and regulations or other types of conduct which interfere with the good order of the school environment, the proper functioning of the educational process, or the health and safety of students, even if not explicitly stated herein.

The specific prohibited acts and consequences listed below are applicable when a student is on school or District property, is on a school bus or in a vehicle being used for a school-related purpose, is at a school-sponsored activity whether or not the event is held on school premises, is enroute to or from school, and when a student’s conduct at any time and place adversely affects and/or substantially disrupts the daily operations and positive climate of our schools.

PROHIBITED ACTS

Administrative intervention in a prohibited act may include the removal of a student from a class period, an in-school suspension, a reprimand, restitution, loss of recess, detention and/or work assignments before or after school, additional classroom assignments, and revocation of the privilege of attending after-school functions, special events, athletic contests, and activities.

The prohibited acts listed alphabetically below may involve disciplinary consequences ranging from an administrative warning and intervention to an expulsion from school. Each assigned consequence of a prohibited act will be determined on a case-by-case review and

the actual penalty will depend upon the nature and severity of the offense, the particular facts involved, the age of the student, the student's prior behavioral record, the persistent and/or chronic nature of the misconduct, the recommendation of school personnel, and all other circumstances deemed relevant. Inappropriate student conduct may also result in the involvement of law enforcement personnel such as the local police.

ALCOHOL, MARIJUANA, DRUGS, OR OTHER BANNED CHEMICAL SUBSTANCES

A student will not possess, use, be under the influence of, offer to buy or sell, or purport to buy or sell, a controlled substance, dangerous drug, drug paraphernalia, prescription drug, counterfeit drug, intoxicating substance, or alcohol. A student legally in possession of prescribed medication will not be in violation of this section as long as his/her use and possession of the prescribed medication is authorized at school and the student follows the required possession and use protocols as defined by the school.

BULLYING AND HAZING

Students are prohibited from engaging in bullying and hazing behaviors that interfere with another's participation in educational programs or activities by placing that person in fear of physical harm or by causing emotional distress while at school or at school-related activities. Bullying and hazing behaviors can be expressed through a variety of manners such as physical, verbal, psychological, written words, and social media posts. The Board of Education Policy JCEC also addresses bullying.

COERCION, EXTORTION, AND BLACKMAIL

A student shall not commit or attempt to commit coercion, extortion, or blackmail. A student shall not engage in the act of securing or attempting to secure money or other item of value by the use of threats and/or violence, nor shall a student, by threats and/or violence, force another person to perform an unwilling act.

DESTRUCTION OF SCHOOL OR PERSONAL PROPERTY

A student shall not cause or attempt to cause damage or vandalism to school property or personal property of others.

DISRUPTION OF SCHOOL OPERATIONS

A student shall not by any type of conduct (violence, force, noise, coercion, threat, intimidation, fear, passive resistance, etc.) intentionally cause the disruption or obstruction of any function of the school nor shall an individual engage in such conduct if such disruption or obstruction is reasonably likely to result.

Neither shall any student urge other students to engage in such conduct for the purpose of causing a disruption or obstruction if such disruption or obstruction is reasonably likely to result from that student's urging.

ELECTRONIC COMMUNICATION DEVICES

Electronic communication devices (ECDs) such as cell phones, tablets, computers, and any/all other forms of technology will be permitted for use as approved by the classroom teacher or the building administration. Students may not use ECDs on school property or

during school sponsored activities to access and/or view internet websites that are otherwise blocked or prohibited for students at school.

FALSE ALARMS

A student shall not knowingly cause a false fire alarm or other unwarranted alarm.

FALSE ALLEGATIONS

A student shall not libel, slander, or make false allegations against another student or school district employee including athletic coaches, substitute teachers, or volunteers.

FALSIFICATION OF A SCHOOL DOCUMENT

A student shall not falsify times, dates, grades, or other data on school district forms or records.

FIGHTING, ASSAULT, AND BATTERY ON ANOTHER PERSON

A student shall not physically assault or behave in such a way to cause or threaten to cause physical injury to a school employee, substitute teacher, student teacher, student, volunteer, chaperone, or other person.

FIREWORKS/EXPLOSIVES/SMOKE DEVICES

A student shall not possess, handle, or transmit any substance or device that can explode, create smoke, or is capable of inflicting bodily injury.

GANG ACTIVITY

A student shall not wear or possess any clothing, jewelry, symbol, or other object that may reasonably be perceived by any student, teacher, or administrator as evidence of membership in or affiliation with any gang. A student shall not commit any act, verbal or non-verbal (gesture, handshakes, etc.), that may reasonably be perceived by a teacher or administrator as evidence of membership in or affiliation with any gang. A student shall not commit any act, verbal or non-verbal, in furtherance of the interests of any gang or gang activity, including, but not limited to: a) soliciting others for membership in any gang or gang related activity, b) requesting any person to pay protection or otherwise intimidating or threatening any person, c) committing any other illegal act or violation of District rules or policies, or d) inciting other students to act with physical violence on any person. The term "gang" means a group of two or more persons whose purpose or activities include the commission of illegal acts or violations of this Code of Conduct, or building Student Handbook, or whose purpose or activities cause disruption or is likely to cause disruption to the educational process.

INAPPROPRIATE COMMUNICATIONS

A student will not verbally, in writing, electronically, with photographs, gestures, drawings, or other methods, direct profanity or insults toward another student or any District/school staff member or an adult volunteer.

INSUBORDINATION

A student shall not willfully ignore or refuse to comply with the reasonable directions of school personnel, including adult volunteers acting in a chaperone or supervisory capacity.

MAKING A FALSE STATEMENT

A student shall not deliberately provide false information or false evidence to any school official in an attempt to deceive.

MISCONDUCT PRIOR TO ENROLLMENT

In order to protect the health and safety of students and employees and to prevent threatened disruption to the education process, an otherwise eligible resident student may be suspended or expelled on the basis of:

- a. A prior act of misconduct committed outside of school hours and/or off school premises when the student was not enrolled in the Livonia Public Schools;
- b. A prior act of misconduct, while the student was enrolled in another district;

If the misconduct would constitute a sufficient basis for suspension or expulsion had it occurred while the student was attending the Livonia Public Schools.

OUT OF ASSIGNED AREA AND LOITERING

A student shall not leave the school building, classroom, cafeteria, campus, or any other assigned area without permission from authorized school personnel. A student will not remain or linger on school property without a legitimate purpose and/or without proper authority.

PERSISTENT DISOBEDIENCE OR MISCONDUCT

A student involved in numerous behavioral infractions over an extended period of time may be subject to progressive disciplinary consequences.

PERSONAL PROTECTION DEVICES

A student shall not possess, handle, or transmit a personal protection device such as pepper gas, mace, a stun gun, or an electronic shock device capable of inflicting bodily injury or causing physical discomfort to another person.

RECORDING WITHOUT PERMISSION

A student shall not record by any means (i.e., audio, video, or digital, etc.) any student or school personnel without the expressed permission of the person recorded.

SEXUAL HARASSMENT

A student will not use words, pictures, objects, gestures, or other actions relating to sexual activity or a person's gender that cause embarrassment, discomfort, or a reluctance to participate in school activities. A student shall not make unwelcomed sexual advances,

request sexual favors or engage in unwelcomed verbal communication, inappropriate touching, or physical conduct of a sexual nature with or toward any other student, school district personnel, or adult volunteers.

SMOKING AND VAPING

A student shall not smoke or use electronic smoking devices, use tobacco or alternative cigarette options, or possess any substance containing tobacco or nicotine on school and district property, including all activities or events off school grounds and supervised by school officials.

THEFT OF SCHOOL OR PERSONAL PROPERTY

A student shall not steal or attempt to steal school or personal property. A student shall not be in possession of stolen property.

VERBAL ASSAULT

A student shall not commit a verbal assault on a student, teacher, or other school personnel. Verbal assault means spoken words, written words, or behavior that, in the judgment of the building administration, would reasonably put another in fear of physical or emotional distress or damage to property.

VIOLATION OF A SCHOOL'S STUDENT HANDBOOK

A student shall not commit or participate in any conduct or act prohibited by a school's Student Handbook and other school rules and regulations.

VIOLATION OF LIVNET USAGE

A student shall not violate or attempt to violate District policies, procedures, or school Student Handbook regulations regarding the use of district computers, personal computers, networks, and telephone systems. Violations of any of the rules and responsibilities of the LIVNET policies may result in a loss of access and privileges to technology devices and computer usage, and may result in other disciplinary or legal actions including restitution.

WEAPON LOOK-ALIKES

A student shall not possess, use, sell, or distribute a toy gun, a look-a-like weapon, or a replica weapon without the prior approval of a building administrator.

MAJOR OFFENSES

The prohibited acts listed below are generally codified as illegal acts and will typically involve law enforcement personnel such as the local police. In most instances of a major offense, the student will be scheduled for a disciplinary hearing.

ARSON

A student shall not burn or attempt to burn any tangible property or intentionally set a fire on school property or cause or attempt to cause an explosion on school property. A student shall

not commit an act of arson as prohibited by MCL 750.71 through MCL 750.80.

CRIMINAL ACTS

A student shall not commit or participate in any conduct or act defined as a crime by state law or local ordinance. A student may be suspended or expelled from school based upon conduct that takes place off school grounds and/or outside of the regular school day. Although the legal system may not have yet adjudicated legal charges, if the description of the conduct fits the definition of a crime, or an arrest and legal charges are in process through a law enforcement agency, the District's threshold to enforce exclusionary disciplinary consequences has been satisfied and fulfilled.

PHYSICAL ASSAULT

A student shall not physically assault another person. 'Physical assault' means intentionally causing or attempting to cause physical harm to another through force or violence. An act of physical assault is differentiated from fighting in that a physical assault is a one-sided attack on another person often resulting in bodily harm.

SEXUAL ASSAULT AND CRIMINAL SEXUAL CONDUCT

Students shall not engage in sexual acts of any kind, consensual or otherwise, in any school building or district property or at any school-sponsored activity. A student shall not sexually assault another person. 'Sexual assault' means forcing or coercing an individual to engage in non-consensual sexual contact. A student who is convicted of, or a juvenile who is adjudicated for, a violation of MCL 750.520b, 520c, 520d, 520e, or 520g and who is a student at a school in this state is prohibited from doing either of the following:

- a. attending the same school building that is attended by the victim of the violation.
- b. utilizing a school bus for transportation to and from any school if the individual or juvenile will have contact with the victim during use of the school bus.

THREATS OF VIOLENCE

A student shall not make a threat directed toward students or staff, or toward a school building, other school property, or a school-related event that, in the judgment of building administration, would reasonably put students and other school personnel in fear of harm or personal injury. Threats of violence may originate from anyplace and at anytime, and may include, but are not limited to, references of a gun, rifle, bomb, incendiary device, or other weapon.

WEAPONS AND DANGEROUS INSTRUMENTS

A student shall not possess, handle or transmit a knife, blackjack, baton, martial arts device, paintball or splat gun, or other object or instrument that can be considered a weapon or is capable of inflicting bodily harm. A dangerous weapon means a firearm, dagger, dirk, stiletto, knife with a blade over three inches in length, pocketknife opened by a mechanical device, iron bar, or brass knuckles [MCL 380.1313].

If a dangerous weapon is found in the possession of a student while the student is in attendance at school or a school activity or while the student is enroute to or from school on a

school bus, a school administrator shall immediately report that finding to the student's parent/guardian and the local law enforcement agency [MCL 380.1313(1)]

ELEMENTS OF DUE PROCESS AND OTHER CONSIDERATIONS REGARDING DISCIPLINARY MEASURES

These procedures govern the suspension, expulsion, or permanent expulsion of a student from the school district's regular educational program. Federal law protects the educational and privacy rights of students and disciplinary consequences will not be shared beyond the student's parents or guardians.

The initial judgment that a student has engaged in a prohibited act under this Student Code of Conduct will be made by the building administrator. If a student charged with violation of this Student Code of Conduct has been returned to the regular school program pending a decision by a School District administrator, the reinstatement does not limit or prejudice the School District's right to suspend or expel the student following a decision by a superior administrator or the Board of Education.

Definitions of Disciplinary Consequences

- A short-term suspension is defined as a suspension of one (1) through ten (10) school days. A school principal has the authority to suspend a student for up to and including ten (10) school days.
- A long-term suspension is defined as a suspension ranging from eleven (11) through sixty (60) school days and requires a more formal procedural process requested by the school principal to the district-level director. The process is known as a 'Disciplinary Hearing'.
- To be 'expelled' from school refers to a suspension of over sixty (60) school days and such a ruling may only follow from a district-level Disciplinary Hearing.
- A 'permanent expulsion' refers to a suspension of a minimum of one hundred eighty (180) school days and such a ruling may only follow from a district-level Disciplinary Hearing. A 'permanently' expelled student is subject to possible reinstatement to school through a 'Petition for Reinstatement' procedure after one hundred fifty (150) school days.
- 'Restorative practice' references alternative efforts to suspension that emphasize repairing the harm to the victim and the school community caused by the pupil's misconduct.

Rebuttable Presumption and Consideration of Individual Factors

Consistent with Michigan law, the District adopts a rebuttable presumption that students should not be disciplined by the imposition of a long-term suspension (more than ten (10) school days) or expelled (more than sixty (60) school days) unless the District has determined, in its sole discretion, the presumption has been rebutted (to oppose by contrary proof) by considering each of the following seven (7) factors listed below:

1. The pupil's age;
2. The pupil's disciplinary history;
3. Whether the pupil is a student with a disability within the meaning of IDEA or ADA/Section 504;

4. The seriousness of the violation or behavior committed by the pupil;
5. Whether the violation or behavior committed by the pupil threatened the safety of any pupil or staff member;
6. Whether restorative practices will be used to address the violation or behavior committed by the pupil; restorative practices refer to intervention strategies that emphasize repairing harm to the victim and the school community caused by a student's misconduct, and
7. Whether a lesser intervention would properly address the violation or behavior committed by the pupil.

For a suspension of ten (10) or fewer days, rebuttable presumption does not apply, but the same seven (7) factors shall be considered in a similar manner prior to a determination of disciplinary consequence. The method used for consideration of the factors is at the sole discretion of school and district administration. The seven (7) factors to be considered prior to a determination of disciplinary consequence does not apply to a student being expelled for possessing a firearm in a weapon-free school zone.

Prior to the suspension of a student, the principal/assistant principal shall investigate the incident, inform the student of the charges, and allow the student to explain his/her version of the facts. If upon conclusion of that investigation the principal determines that the student has violated school rules or District policy, the principal may impose the disciplinary action of a suspension not to exceed ten (10) school days.

A disciplinary suspension of five (5) school days or less shall be at the sole discretion of the building principal and shall not be subject to an appeal by the student, parents, or guardian. However, if the principal imposes a suspension in excess of five (5) school days but less than eleven (11) school days, the student and/or his/her parents or guardians may appeal the principal's decision to the appropriate Elementary or Secondary Director or other designee of the Superintendent. The appeal hearing will be conducted on an informal basis (usually over the telephone) and the student will be given an opportunity to state why an appeal is in order and to explain his/her version of the facts. Following the informal hearing, the appropriate Director or Superintendent designee will review the facts and make a ruling that shall be final and not subject to further review.

The Student Code of Conduct does not diminish any rights under federal law (20 U.S.C. 1400 et seq.) for a student determined to be eligible for special education programs and services. Students with an Individualized Education Program (IEP) are responsible for following the Student Code of Conduct. As a consequence of a violation of the Student Code of Conduct by a student with an IEP, specific procedures may apply.

The suspension or expulsion of a student from an extracurricular activity such as athletic participation is not covered by this Student Code of Conduct and accordingly a decision of student suspension from extracurricular activities is solely within the discretion of the building administration. In addition, disciplinary consequences in the nature of an in-school suspension or exclusion of a student from class, or in the nature of a written reprimand, detention, and/or work assignment before or after school, additional classroom assignments, etc., is also solely within the discretion of the building administration and is not covered by this Student Code of Conduct.

DISCIPLINARY HEARINGS FOR SUSPENSIONS OF ELEVEN (11) OR MORE SCHOOL DAYS

Step 1. If after an investigation into student misconduct, the building principal determines a suspension for eleven (11) or more school days or expulsion is warranted, and the appropriate district-level administrator concurs with the principal's decision, the student and the parents or guardian shall be notified (usually via electronic message) of:

- a. the charges against the student
- b. the recommended disciplinary action
- c. the fact that a hearing will be held before an impartial school employee
- d. the time, place, location, procedures to be followed at the hearing, and their right to attend and participate in the hearing
- e. the right to appeal any adverse decision of the Hearing Officer if the suspension is for more than twenty (20) days.

If the district-level administrator decides that the student's presence in school would present a danger to other students, school personnel, or a disruption to the educational environment of the school, then the student shall be suspended pending a disciplinary hearing and a ruling of a Hearing Officer. If the student does not present a danger as described above, the student may be returned to school pending the ruling of the Hearing Officer.

If the student is placed under suspension pending a disciplinary hearing, the appropriate district-level administrator shall appoint an impartial disciplinary Hearing Officer and provide for a hearing to take place within seven (7) school days following the initial suspension of the student.

If the student is not suspended pending a disciplinary hearing, the appropriate district-level administrator shall appoint an impartial disciplinary Hearing Officer and cause the hearing to be held within fifteen (15) school days following the completion of the principal's initial investigation. The timelines for commencement of the disciplinary hearing may be enlarged upon the request of the administrator, student, or parent.

Step 2. The disciplinary Hearing Officer's role will be to determine the truth and validity of the charges against the student and to decide upon a disciplinary consequence if a consequence is merited. A student and/or his/her parents or guardian may waive their rights to a hearing before a Hearing Officer. If a student and/or parents fail to present themselves during a scheduled disciplinary hearing, the disciplinary hearing may proceed and may result in a ruling unfavorable to the student.

The Hearing Officer's ruling shall be provided telephonically, if possible, to the student or the parents or guardian within two (2) days after the close of the hearing, and a written decision shall be scanned electronically or mailed through the USPS within four (4) days after the conclusion of the disciplinary hearing.

Step 3. If the Hearing Officer's ruling imposes a suspension of twenty (20) school days or less, the decision of the Hearing Officer shall be final and not subject to further appeal. The Hearing Officer may amend the principal's charges upon motion of the principal or amend the charges upon his/her own motion to conform to the evidence presented at the hearing. Additionally, the Hearing Officer may impose a greater or lesser penalty than that imposed or recommended by the principal. The Hearing Officer should not merely substitute his/her

judgment for that of the principal's judgment. If the Hearing Officer's ruling is to impose a suspension in excess of twenty (20) school days or recommends expulsion, the student and/or his/her parents or guardian may appeal the Hearing Officer's decision to the Board of Education.

Step 4. A student may, within five (5) school days of original receipt of the Hearing Officer's ruling to suspend in excess of twenty (20) days or to permanently expel a student, request an appeal to the Board of Education. The request to appeal shall be in writing and contain the petitioner's reasoning for appeal. The Board of Education may grant or deny the request for an appeal. If granted, the appeal will be heard in open or closed session, as elected by the parent. The Superintendent, or a designee, shall notify the student and parents of the time, place, location, and procedures to be followed at the Board of Education hearing and shall determine, based upon the record made before the Hearing Officer, whether the student should be suspended pending a ruling of the Board of Education.

The Board, not later than at its next regular public meeting following the appeal hearing, if feasible, shall issue a ruling and shall, within seven (7) days following the BOE hearing, make communication to the student, parents, or guardians, of a final decision.

The Board of Education must approve a Hearing Officer's ruling to permanently expel a student. If the Hearing Officer's ruling is for a student expulsion and the student and/or his/her parents or guardians do not request an appeal hearing before the Board of Education, the Board of Education will still make the final decision on expulsion at a voting Board of Education meeting. Permanent expulsion requires Board of Education approval. In that case, the Board of Education ruling will be based upon information submitted to it by appropriate school officials and a formal hearing will not be allowed for the student and parents or guardian.

If the Hearing Officer's ruling is to impose a suspension of twenty (20) school days or more and the student and parents or guardians do not request a timely appeal hearing before the Board of Education, then the decision of the disciplinary Hearing Officer shall be final and not subject to further appeal. During any suspension, the suspended student will not be permitted on any school property, in any school building, or admitted to any school function.

BOARD POLICY

JCDA

STUDENTS STUDENT BEHAVIOR AND CONDUCT

MARCH 16, 2015

The Livonia Public Schools' Board of Education and administration and instructional staff promote, through policies and regulations, the highest possible standard of conduct and atmosphere for good instruction. It is earnestly desired to have high standards of conduct, behavior, and school achievement. Development of good habits in citizenship and conduct as individuals requires a consistent, calm atmosphere which will promote the individual and group learning process.

1. Students shall be held strictly responsible at all times for diligent application to school work and the development of efficient study habits.
2. Students shall show proper respect at all times to other students, staff members, school visitors, and adult volunteers. Both students and staff members have an obligation to maintain at all times conditions which will promote the proper atmosphere for learning and the carrying on of other school activities.
3. Malicious destruction of school property must result in the replacement or repair of property or payment for the damages by the student or his/her parents or guardian.
4. Students shall help keep the school grounds and property clean at all times.

LEGAL REF.: MCL, 380.11a; 600.2913 (Legal References Updated 3/12/07)

BOARD POLICY

JCDA

STUDENTS PROHIBITED USE OF TOBACCO SUBSTANCES

OCTOBER 29, 2018

The Board of Education has determined that a nonsmoking policy is appropriate in order to:

- Discourage smoking/chewing/vaping and other use of tobacco by students;
- Protect the health of others who may be affected by secondary smoke; and
- Enhance and promote a school district curriculum designed to enlighten students on the health hazards of smoking, chewing, and vaping tobacco products or other inhalants.

The Board of Education has established that students shall not smoke, chew, or otherwise use tobacco or other smoking or tobacco substitutes on school property nor shall any student, while on school property, have in his/her possession or under his/her control, cigarettes, e-cigarettes, vaping mechanisms, or tobacco in any form, including tobacco substitutes or other inhalants.

The rule against the use and possession of tobacco and tobacco substitutes is included under "Prohibited Acts" in Board Policy JD – Student Discipline and the penalty for violation of this rule shall range from warning to expulsion.

CROSS REF: Board Policy JD – Student Discipline

BOARD POLICY

JCDAE

STUDENTS PERSONAL COMMUNICATION DEVICES

OCTOBER 29, 2018

The Board recognizes that Personal Communication Devices (PCDs), such as cellular phones and electronic tablets, are a convenient means for students to contact parents and can also be a valuable tool for instruction and learning.

Technology, including but not limited to PCDs, will be permitted as approved by the classroom teacher or the building administration. Students may not use PCDs on school property or during school sponsored activities to access and/or view Internet web sites that are otherwise blocked or prohibited for students at school.

Recording a building incident or a communication with a school district employee without expressed permission is not allowed. The rule against recording without permission is included under "Prohibited Acts" in Board Policy JD – Student Discipline and the penalty for violation of this rule shall range from warning to expulsion.

BOARD POLICY

JCDBA

STUDENTS PROHIBITING GANG ACTIVITY

FEBRUARY 12, 2018

The Board of Education enacts the following regulation in order to ensure a safe and productive learning environment and to be able to protect the students from fear, intimidation, or distraction in school. No student on or about school property or at any school-related activity:

1. Shall dress or groom in a manner which, in the judgment of the building principal, is unsafe to the student or others or disruptive to the educational process;
2. Shall wear or possess any clothing, jewelry, symbol, or other things that may reasonably be perceived by any student, teacher, or administrator as evidence of membership in or affiliation with any gang;
3. Shall commit any act, verbal or nonverbal (gestures, handshakes, etc.), that may reasonably be perceived by any student, teacher, or administrator as evidence of membership in or affiliation with any gang;
4. Shall commit any act, verbal or nonverbal, in furtherance of the interest of any gang or gang activity, including, but not limited to:
 - a. Soliciting others for membership in any gang or gang-related activity;
 - b. Requesting any person to pay protection or otherwise intimidating or threatening any person;
 - c. Committing any other illegal act or violation of school district rules or policies; or
 - d. Inciting other students to act with physical violence on any person.
5. The term "gang," as used in this policy, means a group of two or more persons whose purposes or activities include the commission of illegal acts or violation of school district rules or policies.

The rule against gang activity shall be included as a "prohibited act" under the School District's "Procedures Governing Violation of School Rules," and the penalty for violation of this rule shall range from warning to expulsion.

BOARD POLICY

FDB

FACILITY EXPANSION PROGRAM LONG-RANGE NEEDS DETERMINATION

JUNE 20, 1988

Reviewed 2/2014

The Board of Education authorizes the **s**Superintendent to gather information as to long-range facility needs of the **e**District. The **s**Superintendent or **his/her** designee may utilize the services of those consultants, such as city, county or regional planners, **or private consulting firms**, as deemed necessary.

BOARD POLICY

FDC

FACILITY EXPANSION PROGRAM NAMING **NEW** FACILITIES

JUNE 20, 1988
Reviewed 2/2014

The ~~names of~~ renaming of any current school and the naming of all new schools shall be designated by the Board of Education. In general, the name used shall be that of a deceased American person.

Elementary Schools: Presidents, justices of the United States Supreme Court, and United States secretaries of state

Middle Schools: Poets

High Schools: Poets, statesmen, philosophers, scientists

A portion of a school facility may be named for a deceased person with the approval of the Superintendent or his/her designee.

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

TOPIC: **First Reading for Removal of Board Policy**

RECOMMENDATION:

The Policy Committee has reviewed the proposed removal of Board Policy

KBB General Public Relations, School-Sponsored Information

RATIONALE:

This is the first reading for the removal of this policy and is provided for Board review and possible approval by the Board at a future meeting.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Daniel R. Willenborg, Director of Secondary Programs & District Services

EXHIBITS:

Attached
Off/Supt/jw

BOARD POLICY

KBB

GENERAL PUBLIC RELATIONS SCHOOL-SPONSORED INFORMATION

JUNE 20, 1988

Publications prepared by individual elementary and secondary schools shall serve to inform students and parents about the activities of the school.

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
May 2, 2022**

**TOPIC: Approval for Board to Participate in 2022
Virtual MASB Communications & Marketing Conference**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve Board Trustees participation in the May 18-19, 2022 Virtual MASB Communications & Marketing Conference, at a cost of \$180 per person (Madeline Acosta, Karen Bradford, Colleen Burton, Mark Johnson) for a total cost of \$720.

RATIONALE:

Board members are encouraged to attend educational, leadership, and developmental workshops, conferences, and seminars which will assist them in the performance of their duties. Per Board Policy BBBC, expenditures require Board approval.

BUDGETARY INFORMATION:

All within prescribed budget allocations.

RESOURCE PERSONNEL:

Andrea L. Oquist, Superintendent

EXHIBITS:

None

Off/Supt/jw