

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION**

**Regular Meeting
October 23, 2023 - 6:30 PM
Board Room
15125 Farmington Road
Livonia, Michigan 48154**

AGENDA

- I. ROLL CALL: Madeline Acosta, Tammy Bonifield, Karen Bradford, Colleen Burton, Crystal Frank, Liz Jarvis, Mark Johnson**
- II. PLEDGE OF ALLEGIANCE**
- III. COMMUNICATIONS**
 - A. Donor Recognition for Second Grade Field Trips**
 - 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 September 25, 2023 4**
 - B. Minutes of the Closed Meeting of October 02, 2023 9**
- VI. BUSINESS MATTERS**
 - A. Approval of Purchase Wrestling Mats for Stevenson High School 10**
 - B. Acceptance of Financial Statements 2022-2023 12**
 - C. Approval of Bid Results Franklin and Cleveland Roofing 26**
- VII. INSTRUCTION MATTERS**
- VIII. PERSONNEL MATTERS**
 - A. Teachers for Approval 35**
 - B. Teacher for Tenure 39**
 - C. Teachers for Leave 40**
 - D. Resignations 41**
 - E. Retirements 42**
- IX. HEARING FROM BOARD MEMBERS**
 - A. Second Reading of Board Policies - Fiscal Management 45**
 - Policy DIA - Account System**
 - Policy DIB - Financial Reports and Statements**
 - Policy DJCA - Payday Schedules**
 - B. Hearing from Board Members 49**

I. Approval of Superintendent's Evaluation

X. ADJOURNMENT

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

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 September 25, 2023
- V.B. Minutes of the Closed Meeting of October 2, 2023

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/tg

**MINUTES
BOARD OF EDUCATION
Livonia Public Schools
Regular Meeting
September 25, 2023**

President Johnson convened the meeting at 6:36 p.m.

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

Members Absent None

District Update from the Superintendent Superintendent Oquist presented highlights of recent activities taking place across the District, as well as upcoming events.

Written Communications None

Response to Prior Audience Communications None

Audience Communications LPS parents addressed the Board regarding LPS bullying policies and bullying prevention; bullying at Niji-Iro and concerns about previous individuals who were rumored to not be treated fairly after speaking out about bullying at Niji-Iro; fighting and bullying at Emerson; and the request for busing at Niji-Iro. An employee addressed the Board regarding safety as it relates to vehicles that do not stop when bus drivers turn on their red lights.

Consent Agenda It was moved by Mrs. Burton and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the following consent agenda items, as recommended by the superintendent:

- V.A. Minutes of the Regular Meeting of August 21, 2023
- V.B. Minutes of the Special Meeting of September 11, 2023
- V.C. Minutes of the Special Meeting of September 18, 2023
- VI.A. Purchase of Bulk Salt

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

**HVAC Equipment
for 2024 Projects
– 2021 Bond**

It was moved by Mrs. Acosta and supported by Mrs. Frank that the Board of Education of the Livonia Public Schools School District approve the recommendation from the Owner's Representative, Plante Moran Realpoint, to purchase HVAC Equipment from Thermalnetics, Auburn Hills, Michigan, in the amount of \$449,300 for summer 2024 projects.

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

**Outfall Repairs at
Stevenson High
School**

It was moved by Mrs. Bonfield and supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District approve TSP Services, Inc., Redford, Michigan, for the outfall repair work at Stevenson High School, in the amount of \$202,800, which includes contingency.

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

**Approval of
Creative
Curriculum
Materials**

It was moved by Mrs. Frank and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the purchase of Creative Curriculum Cloud from Teaching Strategies for \$39,900 which includes curriculum for infants, toddlers and two-year olds.

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

**Teachers for
Approval**

It was moved by Mrs. Bradford and supported by Mrs. Frank that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and offer employment for the 2023-24 school year to the following teachers:

Kathleen Adams	1.0 Teacher	Grant
Maxx Anderson	1.0 Teacher	Johnson
Jordan Arkels-Northup	1.0 Teacher	Randolph
Megan Atwood	1.0 Teacher	Franklin
Rebecca Bennett	1.0 Teacher	Hoover
Amanda Berman	1.0 Counselor	Emerson
Rula Bilbeisi	1.0 Teacher	LCTC
Mary Butler	1.0 Teacher	Frost
Sabrina Carlin	1.0 Teacher	Coolidge
Rebecca Dadswell	.6 Teacher	Rosedale
Molly Dishmon	.6 Teacher	Stevenson
	.4 Teacher	Holmes
Julia Dixon	1.0 Teacher	Cleveland
Jill Howard	1.0 Teacher	Buchanan
Colleen Manni	1.0 Teacher	Student Services
Kristara McAlpine-Taylor	1.0 Social Worker	Holmes

Margaret Medlen	1.0 Occup. Therapist	Student Services
Lynne Newberry	1.0 Teacher	Franklin
Libby Price	1.0 Teacher	Cleveland
Justin Russell	1.0 Psychologist	Student Services
Susan Schawinsky	1.0 Occup. Therapist	Student Services
Maegan Suess	1.0 Teacher	Frost
Meghan Templeton	1.0 Teacher	Webster
Jacklyn Witkowski	1.0 Teacher	Roosevelt

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

Teachers for Tenure

It was moved by Mrs. Jarvis and supported by Mrs. Bonifield 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</u>
Clare Campagna-Fraley	September 27, 2023
Tara Forrester	September 28, 2023
Jennifer Javor	September 16, 2023
Jane Johnston	September 4, 2023
Jeffery Skebo	August 30, 2023
Douglas Putnam	September 14, 2023
Laura Rosin	September 7, 2023
Yoshinori Yoneyama	August 20, 2023

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

Leaves of Absence

It was moved by Mrs. Acosta supported by Mrs. Bradford that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Superintendent and approve the request for leaves of absence, as listed:

Hannah Landon	2023-24 School Year
Jacklyn Walker	October 27, 2023 (2023-24 School Year)

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

Resignations

The Board was informed of the following resignations:

Kristin Chiasson	September 4, 2023
Gillian Drutchas	September 8, 2023
Yuki Forman	August 18, 2023
Dominic Martin	August 23, 2023
Stephen Martinez	September 19, 2023
Brian Osterland	August 23, 2023

Retirements

It was moved by Mrs. Burton and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District adopt a resolution of appreciation for:

Jacqueline Bean, who retired from the District on August 31, 2023, devoted 25.5 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional in the Transportation Department.

Kimberly Shollack, who will retire from the District on September 29, 2023, devoted 28 years of dedicated, loyal, and outstanding service to the students of Grant Elementary as a teacher.

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

First Reading of Board Policies – Fiscal Management:

The Policy Committee reviewed changes for the following policies. These policies will be brought to the next Regular meeting for a second reading and potential approval.

DIA – Account System

**BOARD POLICY
FISCAL MANAGEMENT
ACCOUNT SYSTEM**

**DIA
~~JUNE 20, 1988~~
Reviewed 11/2013**

All accounting maintained by the Board of Education shall be in accordance with the system of school accounting as recommended by the State of Michigan. **The Michigan School Accounting Manual (Bulletin 1022) shall serve as a mandatory guide to the uniform classification and recording of all accounting transactions for the school district.** A complete record of all expenditures shall be maintained in these accounts so that a periodic examination by the Board of Education or its representatives can easily identify any receipts or expenditures.

DIB – Financial Reports and Statements

**BOARD POLICY
FISCAL MANAGEMENT
FINANCIAL REPORTS AND STATEMENTS**

**DIB
~~MAY 19, 2014~~**

The Board of Education shall receive **financial reports at a public meeting of the Board on a quarterly basis.** ~~a listing of expenditures and wire transfers at regular Board meetings.~~ **Additionally, each year an outside audit firm will present to the Board of Education a report of the audit completed on the prior fiscal year.**

The district's accounts payable check register for the most recent school fiscal year will be available on the district's website.

The Board may ~~require~~ **request** additional financial reports.

DJCA – Payday Schedules

**BOARD POLICY
FISCAL MANAGEMENT
PAYDAY SCHEDULES**

**DJCA
~~MAY 19, 2014~~**

For payday schedules, see the individual master agreements on the district's website:

- AFSCME (American Federation of State, County & Municipal Employees)
- ~~LCEA (Livonia Community Education Association)~~
- LEA (Livonia Education Association)
- LEADS (Livonia Educational Administrators)
- LPA (Livonia Paraprofessionals' Association)
- LSA (Livonia Secretarial Association)
- SEALS (Supervisory Employees' Association)

**Board Members
to Take MASB
Classes and
Attend Annual
Leadership
Conference**

It was moved by Mrs. Frank and supported by Mrs. Acosta that the Board of Education of the Livonia Public Schools School District approve Tammy Bonifield, Karen Bradford, Colleen Burton, and Mark Johnson as voting delegates and Madeline Acosta, Crystal Frank, and Liz Jarvis as alternates for the MASB Delegate Assembly in Lansing, Michigan, on November 9, 2023.

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

Adjournment

President Johnson adjourned the meeting at 7:53 p.m.

Off/Supt/jw

**MINUTES
CLOSED SESSION
BOARD OF EDUCATION
Livonia Public Schools
15125 Farmington Road
October 02, 2023**

President Johnson convened the Closed Session at 6:02 p.m.

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

Members Absent: None

Others Present: Andrea Oquist, Superintendent

Superintendent Evaluation The meeting was called to order to discuss the superintendent's evaluation.

The Board adjourned the Closed Session at 9:36 p.m.

Submitted by: Andrea Oquist, Superintendent

Off/Supt/tg

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: Approval to Purchase Wrestling Mats - Stevenson High School

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the purchase of wrestling mats for Stevenson High School in the amount of \$29,255.00 from Dollumar Sports Surfaces.

RATIONALE:

The wrestling mats at SHS are over 20 years old and are at the end-of-use. Three quotes were presented to the Board of Education with a recommendation to use Dollumar Sports Surfaces who is the lowest bid at \$29,255.00. Dollumar Sports Surfaces is a reputable company which Livonia Public Schools has partnered with in the past and, most recently, used to replace the wrestling mats at Churchill High School and Franklin High School. The quote includes new wrestling mats, logo imprints on the mats, wrestling circles imprinted on the wrestling mats, and FLEXI-Connect system to connect the wrestling mats to each other.

BUDGETARY INFORMATION:

Based on the bid from Dollumar Sport Surfaces the cost would be \$29,255.00.

RESOURCE PERSONNEL:

Kevin Etue, Director of Secondary Programs & District Services

EXHIBITS:

Attached

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: Acceptance of Financial Statements for 2022-2023

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the 2022-2023 audit report as presented by the audit firm of Plante Moran.

RATIONALE:

The state law requires that an outside independent audit of the school district's finances be conducted annually.

BUDGETARY INFORMATION:

This is the final report of the school district finances for the 2022-2023 school year.

RESOURCE PERSONNEL:

Alison Smith, Chief Financial Officer

EXHIBITS:

Attached.

Livonia Public Schools

Federal Awards Supplemental Information
June 30, 2023

Independent Auditor's Reports

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance 1

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters
Based on an Audit of Financial Statements Performed in Accordance with *Government
Auditing Standards* 2

Report on Compliance for Each Major Federal Program and Report on Internal Control Over
Compliance Required by the Uniform Guidance 3-4

Schedule of Expenditures of Federal Awards 5-7

**Reconciliation of Basic Financial Statements Federal Revenue with Schedule of
Expenditures of Federal Awards** 8

Notes to Schedule of Expenditures of Federal Awards 9

Schedule of Findings and Questioned Costs 10-11

Report on Schedule of Expenditures of Federal Awards Required by the Uniform Guidance

Independent Auditor's Report

To the Board of Education
Livonia Public Schools

We have audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Livonia Public Schools (the "School District") as of and for the year ended June 30, 2023 and the related notes to the financial statements, which collectively comprise the School District's basic financial statements. We have issued our report thereon dated October 17, 2023, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. We have not performed any procedures with respect to the audited financial statements subsequent to October 17, 2023

The accompanying schedule of expenditures of federal awards and the reconciliation of basic financial statements federal revenue with schedule of expenditures of federal awards are presented for purposes of additional analysis as required by the Uniform Guidance and are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and the reconciliation of basic financial statements federal revenue with the schedule of expenditures of federal awards are fairly stated in all material respects in relation to the financial statements as a whole.

October 17, 2023

Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

To Management and the Board of Education
Livonia Public Schools

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Livonia Public Schools (the "School District") as of June 30, 2023 and the related notes to the financial statements, which collectively comprise the School District's basic financial statements and have issued our report thereon dated October 13, 2023.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the School District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control. Accordingly, we do not express an opinion on the effectiveness of the School District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the School District's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the School District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the School District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

October 17, 2023

Report on Compliance for Each Major Federal Program and Report on Internal Control Over Compliance Required
by the Uniform Guidance

Independent Auditor's Report

To the Board of Education
Livonia Public Schools

Report on Compliance for Each Major Federal Program

Opinion on Each Major Federal Program

We have audited Livonia Public Schools' (the "School District") compliance with the types of compliance requirements identified as subject to audit in the Office of Management and Budget (OMB) *Compliance Supplement* that could have a direct and material effect on each of the School District's major federal programs for the year ended June 30, 2023. The School District's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the School District complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of the major federal programs for the year ended June 30, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* ("Uniform Guidance"). Our responsibilities under those standards and the Uniform Guidance are further described in the *Auditor's Responsibilities for the Audit of Compliance* section of our report.

We are required to be independent of Livonia Public Schools and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of Livonia Public Schools' compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the School District's federal programs.

To the Board of Education
Livonia Public Schools

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on Livonia Public Schools' compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about Livonia Public Schools' compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with GAAS, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding Livonia Public Schools' compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of Livonia Public Schools' internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the Livonia Public Schools' internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

Report on Internal Control Over Compliance

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the *Auditor's Responsibilities for the Audit of Compliance* section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not identified.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

October 17, 2023

Federal Agency Name/Pass-through Agency/Federal Program Title	Grant/Project Number	Assistance Listing Number	Approved Grant Amount	(Memo Only) Prior Year Expenditures	Accrued (Deferred) Revenue at July 1, 2022	Adjustments and Transfers	Federal Funds/Payments In-kind Received	Federal Expenditures	Accrued(Deferred) Revenue at June 30, 2023	Current Year Cash Transferred to Subrecipients
Clusters:										
Child Nutrition Cluster - U.S. Department of Agriculture -										
Passed through the Michigan Department of Education:										
Noncash assistance (commodities) - National School Lunch Program:										
Entitlement commodities 2022-23	N/A	10.555	\$ 229,160	\$ -	\$ -	\$ -	\$ 229,160	\$ 229,160	\$ -	\$ -
Bonus commodities 2022-23	N/A	10.555	25,055	-	-	-	25,055	25,055	-	-
Noncash assistance (commodities) subtotal			254,215	-	-	-	254,215	254,215	-	-
Cash assistance:										
National School Breakfast Program September 2022-23	221970	10.553	29,880	-	-	-	29,880	29,880	-	-
National School Breakfast Program October thru June 2022-23	231970	10.553	367,533	-	-	-	367,533	367,533	-	-
School Breakfast subtotal		10.553	397,413	-	-	-	397,413	397,413	-	-
National School Lunch Program September 2022-23	221960	10.555	153,884	-	-	-	153,884	153,884	-	-
National School Lunch Program October thru June 2022-23	231960	10.555	1,463,191	-	-	-	1,463,191	1,463,191	-	-
Supply Chain Assistance	220910	10.555	588,216	81,615	(150,831)	-	355,770	370,178	(136,423)	-
National School Lunch program (incl. commodities) subtotal		10.555	2,459,506	81,615	(150,831)	-	2,227,060	2,241,468	(136,423)	-
Total Child Nutrition Cluster			2,856,919	81,615	(150,831)	-	2,624,473	2,638,881	(136,423)	-
Special Education Cluster - U.S. Department of Education -										
Passed through Wayne County RESA:										
IDEA, Part B:										
IDEA Flowthrough - Regular 2223	230450	84.027A	3,568,446	-	-	-	3,568,446	3,568,446	-	-
IDEA Flowthrough CPE - Regular 2223	230450	84.027A	544,152	-	-	-	544,152	544,152	-	-
IDEA Preschool:										
IDEA Preschool 2223	230460	84.173A	250,996	-	-	-	250,091	250,091	-	-
IDEA-Passed thru Wayne County RESA subtotal			4,363,594	-	-	-	4,362,689	4,362,689	-	-
Passed through Marquette-Alger RESA:										
IDEA, Part B:										
IDEA Grant Funded Initiatives	230470	84.027A	21,600	-	-	-	21,600	21,600	-	-
Total Special Education Cluster			4,385,194	-	-	-	4,384,289	4,384,289	-	-

Federal Agency Name/Pass-through Agency/Federal Program Title	Grant/Project Number	Assistance Listing Number	Approved Grant Amount	(Memo Only) Prior Year Expenditures	Accrued (Deferred) Revenue at July 1, 2022	Adjustments and Transfers	Federal Funds/Payments In-kind Received	Federal Expenditures	Accrued(Deferred) Revenue at June 30, 2023	Current Year Cash Transferred to Subrecipients
Clusters (continued):										
Medicaid Cluster - U.S. Department of Health and Human Services - Passed through Wayne County RESA - Medicaid Outreach 2223		93.778	\$ 29,587	\$ -	\$ -	\$ -	\$ 29,587	\$ 29,587	\$ -	\$ -
Total cluster programs			7,271,700	81,615	(150,831)	-	7,038,349	7,052,757	(136,423)	-
Other federal programs:										
U.S. Department of Education - Passed through Michigan										
Department of Education:										
Title I, Part A:										
Title I, Part A 2122	221530	84.010	1,394,465	1,353,500	198,599	-	198,599	-	-	-
Title I, Part A 2223	231530	84.010	1,468,367	-	-	-	1,173,397	1,341,153	167,756	-
Total Title I, Part A		84.010	2,862,832	1,353,500	198,599	-	1,371,996	1,341,153	167,756	-
Title II, Part A:										
Title II, Part A Supporting Effective Instruction 2122	220520	84.367	577,940	493,194	69,718	-	69,718	-	-	-
Title II, Part A Supporting Effective Instruction 2223	230520	84.367	392,569	-	-	-	315,611	346,570	30,959	-
Total Title II, Part A		84.367	970,509	493,194	69,718	-	385,329	346,570	30,959	-
Title III, English Language Acquisition State Grants:										
Title III, Immigrant Students 2021-2022	220570	84.365A	29,073	28,007	6,351	-	6,351	-	-	-
Title III, Immigrant Students 2022-2023	230570	84.365A	20,610	-	-	-	14,108	16,372	2,264	-
Title III, Limited English Proficient Students 2021-2022	220580	84.365A	71,740	52,321	9,533	-	9,533	-	-	-
Title III, Limited English Proficient Students 2022-2023	230580	84.365A	87,936	-	-	-	87,936	87,936	-	-
Total Title III, English Language Acquisition State Grants		84.365A	209,359	80,328	15,884	-	117,928	104,308	2,264	-
Title IV, Part A SSAE:										
Title IV, Part A Student Support and Academic Enrichment 2022-2023	230750	84.424A	102,293	-	-	-	90,941	90,941	-	-
Adult Education - Basic Grants to States:										
Federal General Instruction 2021-2022	221130	84.002A	177,454	121,323	9,962	-	9,962	-	-	-
Federal General Instruction 2022-2023	231130	84.002A	181,507	-	-	-	143,007	145,709	2,702	-
Total Adult Education - Basic Grants to States		84.002A	358,961	121,323	9,962	-	152,969	145,709	2,702	-

Federal Agency Name/Pass-through Agency/Federal Program Title	Grant/Project Number	Assistance Listing Number	Approved Grant Amount	(Memo Only) Prior Year Expenditures	Accrued (Deferred) Revenue at July 1, 2022	Adjustments and Transfers	Federal Funds/Payments In-kind Received	Federal Expenditures	Accrued(Deferred) Revenue at June 30, 2023	Current Year Cash Transferred to Subrecipients
Other federal programs (continued):										
Education Stabilization Fund - U.S. Department of Education -										
Passed through Michigan Department of Education:										
COVID-19 Sec. 98c ESSER II - Per-Pupil Payments for Learning Loss	213782	84.425D	\$ 695,122			\$ -	\$ 606,268	\$ 669,253	\$ 62,985	\$ -
COVID-19 Sec. 23b(2)(a) ESSER II - Summer Programming K-8	213722	84.425D	677,050	39,454	39,454	-	39,454	467,886	467,886	-
COVID-19 Sec. 23b(2)(b) ESSER II - Credit Recovery 9-12	213742	84.425D	485,100	163,826	163,826	-	163,826	310,537	310,537	-
COVID-19 Sec. 23b(2)(c) ESSER II - Before and After School Programs K-12	213752	84.425D	24,765	15,323	2,993	-	12,435	9,442	-	-
COVID-19 Section 11t Equalization Funds	213723	84.425U	5,538,520	-	-	-	2,136,292	2,338,090	201,798	-
COVID-19 MV American Rescue Plan/Homeless II	211012	84.425W	29,679	-	-	-	29,679	29,679	-	-
COVID-19 Sec. 23c GEER II - Teacher & Support Staff Payments	211202	84.425C	139,500	139,500	139,500	-	139,500	-	-	-
COVID-19 American Rescue Plan/ESSER III	213713	84.425U	9,779,121	1,147,633	651,929	-	6,385,236	5,979,214	245,907	-
COVID-19 Elementary and Secondary School Emergency Relief (ESSER II)	213712	84.425D	4,351,197	3,890,245	1,354,530	-	1,815,482	460,952	-	-
Total Elementary and Secondary School Emergency Relief			21,720,054	5,395,981	2,352,232	-	11,328,172	10,265,053	1,289,113	-
U.S. Department of Education - Passed through Wayne County RESA -										
Carl D. Perkins Career and Technical Education Program:										
Carl D. Perkins Grant 2022-2023	233520	84.048A	253,085	-	-	-	233,591	253,085	19,494	-
ARP IDEA PART C Early On Funds	221283	84.181X	15,450	-	-	-	4,925	4,925	-	-
COVID-19 Early on Federal 2021-2022	221340	84.181A	117,500	88,333	74,894	-	74,894	-	-	-
COVID-19 Early on Federal 2022-2023	231340	84.181A	56,750	-	-	-	56,750	56,750	-	-
Total Early On Federal Program			189,700	88,333	74,894	-	136,569	61,675	-	-
Federal Communications Commission (FCC) -										
Passed through Universal Service Administrative Co. -										
COVID-19 Emergency Connectivity Fund Program		32.009	3,229,920	28,218	28,218	(1,874,103)	3,224,467	1,322,146	-	-
U.S. Department of Agriculture - Passed through Michigan Department of Education:										
Local Food for Schools	230985	10.185	45,870	-	-	-	-	45,870	45,870	-
COVID-19 Pandemic EBT Local Level Costs	220980	10.649	3,135	-	-	-	3,135	3,135	-	-
Total U.S. Department of Agriculture - Noncluster programs			49,005	-	-	-	3,135	49,005	45,870	-
U.S. Environment Protection Agency - Passed through EGLE										
State Clean Diesel Grant Program										
Michigan Clean Diesel 2020-2021		66.040	73,529	-	-	-	73,529	73,529	-	-
Total noncluster programs			30,019,247	7,560,877	2,749,507	(1,874,103)	17,118,626	14,053,174	1,558,158	-
Total federal awards			\$ 37,290,947	\$ 7,642,492	\$ 2,598,676	\$ (1,874,103)	\$ 24,156,975	\$ 21,105,931	\$ 1,421,735	\$ -

Livonia Public Schools

**Reconciliation of Basic Financial Statements Federal Revenue
with Schedule of Expenditures of Federal Awards**

Year Ended June 30, 2023

Revenue from federal sources - As reported on financial statements (includes all funds)	\$ 23,383,636
Federal revenue for which the School District is considered a vendor rather than a subrecipient	(1,414,738)
Deferred revenue not reported for year ended June 30, 2022	(877,400)
Deferred revenue not reported for year ended June 30, 2023	14,433
	<hr/>
Federal expenditures per the schedule of expenditures of federal awards	<u>\$ 21,105,931</u>

Draft

Notes to Schedule of Expenditures of Federal Awards

Year Ended June 30, 2023

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of Livonia Public Schools (the "School District") under programs of the federal government for the year ended June 30, 2023. The information in the Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance"). Because the Schedule presents only a selected portion of the operations of the School District, it is not intended to and does not present the financial position, changes in net position, or cash flows of the School District.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported in the Schedule are reported on the same basis of accounting as the basic financial statements. of accounting. Such expenditures are recognized following the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts shown on the schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

The pass-through entity identifying numbers are presented where available.

The School District has elected not to use the 10 percent de minimis indirect cost rate to recover indirect costs as allowed under the Uniform Guidance.

Note 3 - Grant Auditor Report

Management has utilized the Michigan Department of Education NexSys Grant Auditor Report (GAR) in preparing the schedule of expenditures of federal awards. Differences, if any, between the GAR and the schedule of expenditures of federal awards relate to the timing of payments and the fiscal year to which the payments relate to.

Note 4 - Noncash Assistance

The value of the noncash assistance received was determined in accordance with the provisions of the Uniform Guidance and is reported on the scheduled of expenditures of federal awards..

Note 5 - Adjustments and Transfers

During the year ended June 30, 2023, there was an adjustment of \$1,874,103 within the COVID-19 Emergency Connectivity Fund program related to program funds returned to the Universal Service Administrative Company.

Schedule of Findings and Questioned Costs

Schedule of Findings and Questioned Costs

Year Ended June 30, 2023

Section I - Summary of Auditor's Results

Financial Statements

Type of auditor's report issued: Unmodified

Internal control over financial reporting:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X None reported

Noncompliance material to financial statements noted? _____ Yes X None reported

Federal Awards

Internal control over major programs:

- Material weakness(es) identified? _____ Yes X No
- Significant deficiency(ies) identified that are not considered to be material weaknesses? _____ Yes X None reported

Any audit findings disclosed that are required to be reported in accordance with Section 2 CFR 200.516(a)? _____ Yes X No

Identification of major programs:

CFDA Number	Name of Federal Program or Cluster	Opinion
10.553, 10.555	Child Nutrition Cluster	Unmodified
84.027, 84.173	IDEA - Special Education Cluster	Unmodified
84.425	COVID-19 Education Stabilization Fund	Unmodified
32.009	COVID-19 Emergency Connectivity Fund	Unmodified

Dollar threshold used to distinguish between type A and type B programs: \$750,000

Auditee qualified as low-risk auditee? X Yes _____ No

Section II - Financial Statement Audit Findings

Reference Number	Finding
Current Year	None

Section III - Federal Program Audit Findings

Reference Number	Finding	Questioned Costs
Current Year	None	25

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: **Approval of Bid Results for Franklin and Cleveland**

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the recommendation of the Owner’s Representative, Plante Moran Realpoint, to award the contract for roofing replacement at Franklin High School to Lutz Roofing, Shelby, Michigan, and Royal Roofing, Lake Orion, Michigan for Cleveland Elementary in the amount of \$4,246,400, plus 6% contingency in the amount of \$254,800, for a total approved project amount of \$4,501,200 and authorize the Superintendent or her designee to negotiate and execute final contracts.

RATIONALE:

We are in the process of implementing the district’s 10-year facility sinking fund plan, which includes roof replacements at schools throughout the district. Based upon age and current condition, these building’s roofing structure requires replacement during the summer of 2024.

BUDGETARY INFORMATION:

Sinking Fund

RESOURCE PERSONNEL:

Phillip Francis, Assistant Superintendent of District Services

EXHIBITS:

Attachments

PF/ko

October 12, 2023

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

RE: Sinking Fund Projects
Contract Award Recommendation for Roof Replacement Projects
Franklin High School and Cleveland Elementary School

Dear Mr. Francis:

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

On September 26, 2023, Construction Documents were formally issued and made available. An advertisement for bidding was published in a local newspaper and posted to the required State of Michigan website.

On October 11, 2023, seven (7) bid proposals were received for the Projects and over the next several days were reviewed and evaluated. Interviews were conducted with four apparent low bidding firms on October 12, 2023, and were attended by representatives from the Project Team. The scope of work (which includes full removal and replacement of the existing roofing systems), project schedule, phasing, staffing requirements, safety, site logistics and other particulars regarding the work were reviewed and discussed.

Upon completion of the interviews, and after subsequent clarifications and discussions, the Project Team is recommending **Lutz Roofing at Franklin High School** and **Royal Roofing at Cleveland Elementary School** as detailed in RTA's recommendation letter dated October 12, 2023, as the lowest responsible bidders.

Including hard construction of \$4,246,400 and construction contingency of \$254,800 (6%), the total Project award recommendation equals \$4,501,200 as detailed within the enclosed cost summary sheet.

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

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

Sincerely,

PLANTE MORAN CRESA



Brian Weber
Senior Vice President

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



**SINKING FUND
2024 ROOFING REPLACEMENT PROJECTS
COST SUMMARY**

	Hard Construction		
Project	Budget	Actual	Variance
Cleveland Elementary - Royal Roofing	\$ 1,861,000	\$ 1,351,400	\$ (509,600)
Franklin High School - Lutz Roofing	\$ 3,174,000	\$ 2,895,000	\$ (279,000)
Totals	\$ 5,035,000	\$ 4,246,400	\$ (788,600)

	Construction Contingency		
	Budget (6%)	Actual (6%)	Variance
Project Contingency	\$ 302,100	\$ 254,800	\$ (47,300)
Totals	\$ 302,100	\$ 254,800	\$ (47,300)

	Total Project Costs		
	Budget	Actual	Variance
Project Total	\$ 5,337,100	\$ 4,501,200	\$ (835,900)
Totals	\$ 5,337,100	\$ 4,501,200	\$ (835,900)



ROOFING TECHNOLOGY ASSOCIATES, LTD.

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

October 12, 2023
Project No. 23-038

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

RE: BID EVALUATION
Roof Replacement

- Cleveland Elementary School
- Franklin High School

Livonia, Michigan

Dear Mr. Francis:

A total of seven (7) bids were received for Cleveland Elementary and six (6) bids were received for Franklin High School by the School District on October 11, 2023 and publicly opened. RTA, Plante Moran Realpoint and LPS (The Project Team) reviewed the bids, which have been tabulated on the attached form.

Bid Results

The apparent low bidder for Cleveland Elementary School was KJP Roofing at \$1,095,000 with Royal Roofing as the apparent second-low bidder at \$1,351,400.

The apparent low bidder at Franklin High School was Quality Roofing, Inc. at \$2,869,411 with Lutz Roofing as the apparent second-low bidder at \$2,895,000 and Royal Roofing as the apparent third-low bidder at \$2,905,000.

Due Diligence

The Project Team conducted virtual post-bid interviews with KJP Roofing, Lutz Roofing, Quality Roofing and Royal Roofing on October 12, 2023 for the referenced projects.

RTA has worked with KJP Roofing on a recent project that experienced issues during the project that would be cause for concern on a project of this size, difficulty and time frame.



Quality Roofing has previously completed work in the School District at Rosedale Elementary School in the summer of 2020. Additionally, RTA has worked with Quality Roofing on other projects. For a project as large as Franklin High School, we have concerns with their ability to perform in accordance with the specifications and complete the project within the agreed upon schedule.

Recommendations

Given the noted concerns above with both KJP Roofing and Quality Roofing and the scale and complexity of both projects, it is our recommendation for the second-low bidder to be awarded on both projects. Royal Roofing on Cleveland Elementary at a total of \$1,351,400 and Lutz Roofing on Franklin High School at \$2,895,000. Both the District and RTA have worked with both firms and in our experience, both are capable of completing these projects within the agreed upon schedule and both have the workforce available for such large projects.

It is recommended to have a contingency fund for unforeseen conditions of approximately 6%.

Sincerely,

ROOFING TECHNOLOGY ASSOCIATES, LTD.

Alexander P. Wisney, RRO
Project Manager

Ronald D. Kinne, RRC, RRO
Senior Project Manager

Attachments

Cc: Brian Weber



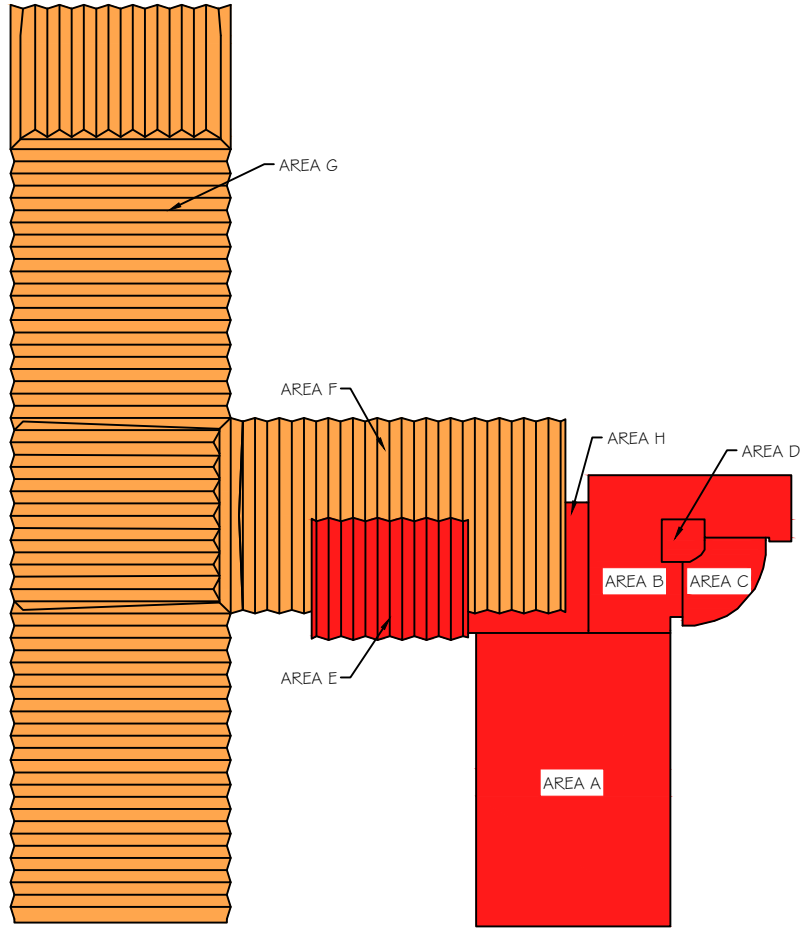
Bid Results 2024 Roof Replacement

CLEVELAND ELEMENTARY

	Bond	Add.	EEO	Familial	Iran	Base Bid	Alternate 1	Total
KJP	Yes	Yes	Yes	Yes	Yes	\$ 928,000	\$ 167,000	\$ 1,095,000
Royal	Yes	Yes	Yes	Yes	Yes	\$ 1,190,400	\$ 161,000	\$ 1,351,400
Bloom	Yes	Yes	Yes	Yes	Yes	\$ 1,433,150	No Bid	\$ 1,433,150
Newton Crane	Yes	Yes	Yes	Yes	Yes	\$ 1,437,400	\$ 135,000	\$ 1,572,400
Quality	Yes	Yes	Yes	Yes	Yes	\$ 1,509,817	\$ 74,250	\$ 1,584,067
JD Candler	Yes	Yes	Yes	Yes	Yes	\$ 1,490,000	\$ 100,000	\$ 1,590,000
Lutz	Yes	Yes	Yes	Yes	Yes	\$ 2,800,000	\$ 300,000	\$ 3,100,000

FRANKLIN HIGH SCHOOL

	Bond	Add.	EEO	Familial	Iran	Base Bid	Alternates	Total
Quality	Yes	Yes	Yes	Yes	Yes	\$ 2,869,411	NA	\$ 2,869,411
Lutz	Yes	Yes	Yes	Yes	Yes	\$ 2,895,000	NA	\$ 2,895,000
Royal	Yes	Yes	Yes	Yes	Yes	\$ 2,905,000	NA	\$ 2,905,000
Bloom	Yes	Yes	Yes	Yes	Yes	\$ 3,642,404	NA	\$ 3,642,404
KJP	Yes	Yes	Yes	Yes	Yes	\$ 3,707,000	NA	\$ 3,707,000
JD Candler	Yes	Yes	Yes	Yes	Yes	\$ 4,755,000	NA	\$ 4,755,000



GENERAL NOTES:

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

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

ROOF AREA PLAN

not to scale

NOTE: components shown are new unless noted as existing



ROOFING TECHNOLOGY ASSOCIATES, LTD.

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

LIVONIA PUBLIC SCHOOLS
CLEVELAND ELEMENTARY SCHOOL
28030 CATHEDRAL ST
LIVONIA, MICHIGAN

Project No: 23-038

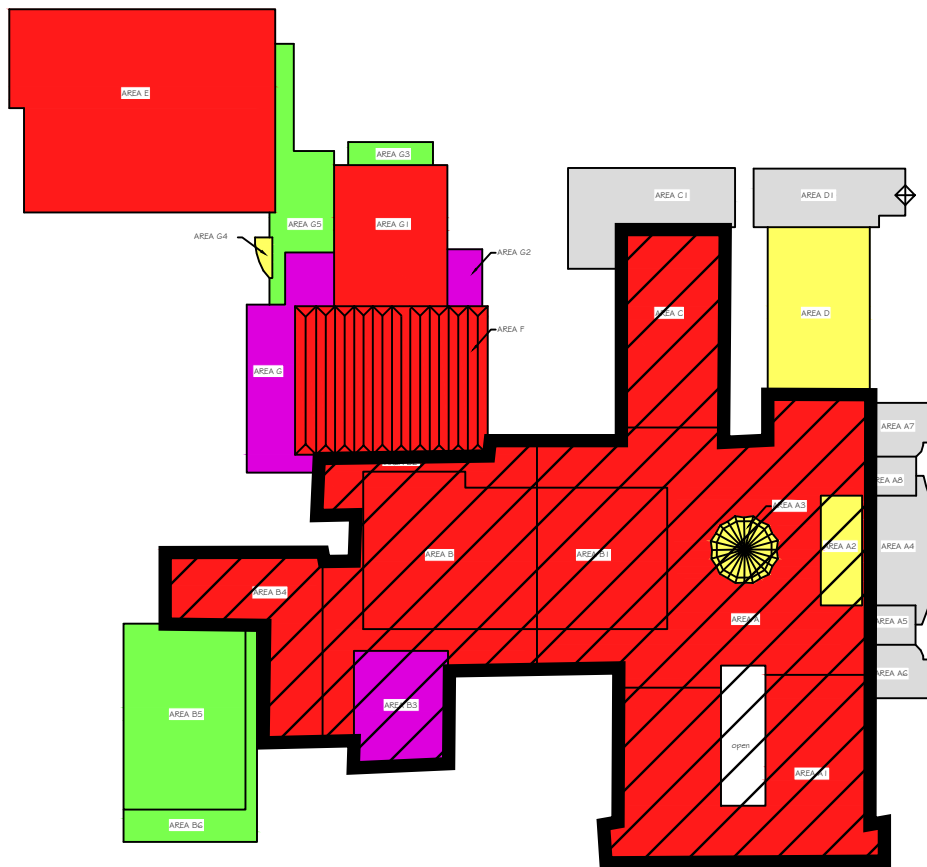
Drawn By: APW

Detail No:

Date: 33 OCTOBER, 2022

Checked By: APW

3



NOTE: condition status for each area was updated in '21 based on 2017 information, but not verified in-field.

GENERAL NOTES:

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

2017 SURVEY DATA

CONDITION		SERVICEABLE LIFE	RCI
failed		0 - 1 years	0 - 30
very poor		1 - 3 years	31 - 45
poor		3 - 6 years	46 - 55
fair		6 - 10 years	56 - 65
fair to good		10 - 15 years	66 - 75
good		15+ years	76 - 100
replaced		2018: JD Candler	100

ROOF AREA PLAN
not to scale



ROOFING TECHNOLOGY ASSOCIATES, LTD.
38031 SCHOOLCRAFT ROAD
LIVONIA, MICHIGAN 48150-1065
(734) 591-4444

LIVONIA PUBLIC SCHOOLS
FRANKLIN HIGH SCHOOL
31000 JOY RD
LIVONIA, MICHIGAN

Project No: 19-046

Drawn By: JDS

Detail No:

Date:
34 JUNE, 2017

Checked By: MCB

21

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: Approval of Teachers

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and offer employment for the 2023-24 school year to the teachers listed on the attached document.

RATIONALE:

These teachers have been interviewed along with many other applicants for the vacancies which existed in our instructional program. We believe these teachers are the most qualified for the positions and recommend that they be approved for employment.

BUDGETARY INFORMATION:

The positions listed are within the 2023-24 budget.

RESOURCE PERSONNEL:

Anthony Abbate, Director of Human Resources
Jennifer Keatts, Director of Human Resources

EXHIBIT:

Attached

ljn

**2023-2024 School Year
New Teachers for Board of Education Approval
October 23, 2023**

NAME	DEGREE/SCHOOL	FTE	ASSIGNMENT	MOST RECENT EXPERIENCE	TOTAL YEARS OF EXPERIENCE	STEP
Beliveau, Shannon	EDS-Specialist in Education Saginaw Valley State University Master of Arts in Education University of Michigan Bachelor of Science in Special Education Wayne State University	1.0	Program Specialist Student Services October 16, 2023	Special Education Supervisor Taylor School District Taylor, MI	15.5 years	Step 13 Ed.S. and MA 2 years probation
Boynton, Ian	Master of Arts in Educational Technology Central Michigan University Bachelor of Music in Music Performance Western Michigan University	1.0	Teacher-Music Cleveland Elementary School October 30, 2023	Music Teacher Redford Union Schools Redford, MI	23 years	Step 14 MA 2 years probation
Brick, Quinn	Bachelor of Science in Education Central Michigan University	1.0	Teacher-Social Studies Churchill High School October 2, 2023	Student Teaching North Farmington High School Farmington, MI	0 years	Step 0 BS 5 years probation
Burley, Tyra	Specialist in School Psychology/ Master of Arts in School Psychology University of Detroit Mercy Bachelor of Arts in Psychology Michigan State University	1.0	School Psychologist Student Service October 16, 2023	School Psychologist Center Line Public Schools Center Line, MI	3 years	Step 2 MA 5 years probation

**2023-2024 School Year
New Teachers for Board of Education Approval
October 23, 2023**

NAME	DEGREE/SCHOOL	FTE	ASSIGNMENT	MOST RECENT EXPERIENCE	TOTAL YEARS OF EXPERIENCE	STEP
Domke, Monika	Master of Social Work in Family and Children Services Eastern Michigan University Bachelor of Science in Social Work Eastern Michigan University	.8	School Social Worker Garfield Skill Center October 2, 2023	Owner and Mental Health Therapist Wholeistic You, PLLC Livonia, MI	13 years	Step 10 MSW 5 years probation
Halliday, Christine	Master of Science in Educational Leadership Madonna University Bachelor of Arts in Language Arts Group/Elementary Education Mathematics Eastern Michigan University	1.0	Teacher-Science Emerson Middle School October 9, 2023	Shared Time Supervisor Berkley Public Schools Berkley, MI	20 years	Step 13 MS 5 years probation
Kepsel, Marla	Master of Arts in Literacy Education Madonna University Bachelor of Science in Elementary Education Oakland University	1.0	Teacher-ELA Holmes Middle School October 9, 2023	7th Grade ELA Teacher Flat Rock Community Schools Flat Rock, MI	19 years	Step 13 MA 2 years probation
Morris, Brittany	Education Specialist in School Psychology Master of Science in School Psychology Miami University Bachelor of Arts in Psychology Hillsdale College	.3	School Psychologist Student Service October 2, 2023	Behavior Specialist Plymouth Canton Community School District Plymouth, MI	5 years	Step 3 Ed.S. and MS 5 years probation

**2023-2024 School Year
New Teachers for Board of Education Approval
October 23, 2023**

NAME	DEGREE/SCHOOL	FTE	ASSIGNMENT	MOST RECENT EXPERIENCE	TOTAL YEARS OF EXPERIENCE	STEP
Weiner, Howard	Master of Arts in Counseling Oakland University Bachelor of Science in Psychology Michigan State University	1.0	School Counselor Stevenson High School October 9, 2023	School Counselor Eastpointe High School Eastpointe, MI	31.5 years	Step 11 MA 2 years probation

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: Granting of Tenure Status to Specified Teachers

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District accept the recommendation of the superintendent and acknowledge that tenure status has been granted to the following teachers, effective on the respective date:

<u>Name</u>	<u>Date</u>
Jacqueline Glowacki	October 4, 2023
Julia Palaian	October 8, 2023
Matthew Rautio	October 19, 2023

RATIONALE :

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

RESOURCE PERSONNEL:

Jennifer Keatts, Director of Human Resources
Anthony Abbate, Director of Human Resources

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

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>
Anwar Mustafa	2023-2024 school year

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Anthony Abbate, Director of Human Resources
Jennifer Keatts, Director of Human Resources

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: Resignations

RECOMMENDATION:

As authorized in the Board of Education motion of June 19, 2023, the following resignations have been accepted by the superintendent:

<u>Name</u>	<u>Date Effective</u>
Jeff Doran	November 3, 2023
Kristen Jones	August 23, 2023

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Jennifer Keatts, Director of Human Resources
Anthony Abbate, Director of Human Resources

EXHIBIT:

None

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

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:

**Mary Helen Diegel
Ann Pedersen
Nancy Virzi**

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Jennifer Keatts, Director of Human Resources
Anthony Abbate, Director of Human Resources

EXHIBIT:

Attached resolutions

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

RESOLUTIONS

Mary Helen Diegel

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Mary Helen Diegel will retire from the district on November 22, 2023; and,

WHEREAS, Mary Helen Diegel has devoted 27.3 years of dedicated, loyal, and outstanding service to the students of Churchill High School, Stevenson High School, Holmes Middle School and Franklin High School as a teacher; and,

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

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

Ann Pedersen

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Ann Pedersen will retire from the district on January 5, 2024; and,

WHEREAS, Ann Pedersen has devoted 29.5 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a general helper and assistant kitchen manager at Emerson Middle School, Frost Middle School and Holmes 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 Ann Pedersen for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

Nancy Virzi

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Nancy Virzi will retire from the district on December 1, 2023; and,

WHEREAS, Nancy Virzi has devoted 29.3 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a cook, baker, general helper and kitchen manager at Hayes Elementary and Holmes 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 Nancy Virzi for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: **Second Reading & Adoption of Board Policies**

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 documents for the following policies:

FISCAL MANAGEMENT

- **Board Policy DIA – Account System**
- **Board Policy DIB – Financial Reports and Statements**
- **Board Policy DJCA – Payday Schedules**

RATIONALE:

The Board Policy Committee has met with staff to review proposed language for the above policies and is recommending approval by the entire Board. This language was submitted for first reading at the Board meeting of September 25, 2023.

BUDGETARY INFORMATION:

None

RESOURCE PERSONNEL:

Alison Smith, Chief Financial Officer

EXHIBITS:

Attached Policies

Off/Supt/tg

BOARD POLICY

DIA

FISCAL MANAGEMENT ACCOUNT SYSTEM

~~JUNE 20, 1988~~

Reviewed 11/2013

All accounting maintained by the Board of Education shall be in accordance with the system of school accounting as recommended by the State of Michigan. ~~The Michigan School Accounting Manual (Bulletin 1022) shall serve as a mandatory guide to the uniform classification and recording of all accounting transactions for the school district.~~ A complete record of all expenditures shall be maintained in these accounts so that a periodic examination by the Board of Education or its representatives can easily identify any receipts or expenditures.

LEGAL REF.: MCL 141.421; ~~R340.851 et seq.~~ 141.436; 380.1281

ADMINISTRATIVE PROCEDURE

DIB

FISCAL MANAGEMENT FINANCIAL REPORTS AND STATEMENTS

OCTOBER 23, 2023

The Board of Education shall receive financial reports at a public meeting of the Board according to the following schedule:

- June
 - Final Budget Amendment for the current fiscal year
 - Proposed Budget for the upcoming fiscal year
 - The Final Budget Amendment and Proposed Budget will be presented to the Board of Education for formal approval.

- October
 - Financial Statements & Report of the Auditor for the previous fiscal year
 - Update on the current fiscal year budget
 - The Financial statements will be presented to the Board of Education for formal approval. The update on the current fiscal year budget is for informational purposes only and will not be voted on by the Board.

- December
 - Budget Amendment for the current fiscal year
 - The Budget Amendment will be presented to the Board of Education for formal approval.

- March
 - Update on the current fiscal year budget
 - Preliminary information for the upcoming fiscal year
 - The update on the current fiscal year budget and preliminary information for the upcoming fiscal year is for informational purposes only and will not be voted on by the Board.

BOARD POLICY

DJCA

FISCAL MANAGEMENT PAYDAY SCHEDULES

~~MAY 19, 2014~~

For payday schedules, see the individual master agreements on the district's website:

- AFSCME (American Federation of State, County & Municipal Employees)
- ~~LCEA (Livonia Community Education Association)~~
- LEA (Livonia Education Association)
- LEADS (Livonia Educational Administrators)
- LPA (Livonia Paraprofessionals' Association)
- LSA (Livonia Secretarial Association)
- SEALS (Supervisory Employees' Association)

**LIVONIA PUBLIC SCHOOLS
BOARD OF EDUCATION MEETING
October 23, 2023**

TOPIC: Superintendent Evaluation

RECOMMENDATION:

Move that the Board of Education of the Livonia Public Schools School District approve the evaluation of Superintendent Andrea Oquist, completed on October 02, 2023, utilizing the MASB superintendent evaluation tool, for which she received a rating of **highly effective**.

RESOURCE PERSONNEL:

Board of Education

EXHIBIT:

None

Off/Supt/tg