

**LIVONIA PUBLIC SCHOOLS  
BOARD OF EDUCATION**

**Committee Meeting  
October 13, 2025 - 6:30 PM  
Board Room  
15125 Farmington Road  
Livonia, Michigan 48154**

**AGENDA**

- I. AUDIENCE COMMUNICATIONS**
- II. COMMITTEE OF THE WHOLE**  
Bradford, Chair; Acosta; Bradford; Burton; Frank; Jarvis; Johnson;  
MacFarland
- III. FINANCE COMMITTEE**  
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- IV. OPERATIONS COMMITTEE**  
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A. Oquist, C. Burton
- VII. HUMAN RESOURCES COMMITTEE**  
MacFarland, Chair; Burton; Johnson
- VIII. LEGISLATIVE COMMITTEE**  
Jarvis, Chair; Acosta; Frank



# Livonia Public Schools

*Finance Office*

Date: October 8, 2025

To: Andrea Oquist, Superintendent

From: Alison Smith, Chief Financial Officer

Re: Financial Update

The external audit of the district's accounting records for the 2024-2025 school year is wrapping up and financial statements are in the process of being finalized. I have invited representatives from the school district's auditing firm Plante Moran to join us at the Board of Education Finance Committee meeting on Monday, October 13, 2025, to go over highlights of the financial statements and explain the audit process that took place.

Plante Moran conducted their audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in Government Auditing Standards. In performing an audit in accordance with GAAS and Government Auditing Standards, Plante Moran:

- Exercises professional judgment and maintains professional skepticism throughout the audit.
- Identifies and assesses the risks of material misstatement of the financial statements, whether due to fraud or error, and designs and performs audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtains an understanding of internal control relevant to the audit to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the School District's internal control.
- Evaluates the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluates the overall presentation of the financial statements.
- Concludes whether, in their judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the School District's ability to continue as a going concern for a reasonable period of time.

Plante Moran will bring a packet of information that contains key reports from the financial statements that they will review with the Board of Education on Monday. In these materials is a Budgetary Comparison Schedule for the General Fund like what was reviewed with the Board at this week's study session. As discussed, the budget-to-actual analysis showcases our precision in financial planning and execution. General Fund revenue came in favorably by 0.4% of what was budgeted, and General Fund expenditures came in favorably by 0.3% of what was budgeted.

In the 2025-2026 adopted budgeted, we planned for a positive budget variance of \$1.0 million. We budgeted to start the 2025-2026 school year with a \$31.0 million fund balance. During the first budget amendment, I will reflect an actual beginning fund balance of \$31.3 million. We also planned for a \$392 per pupil foundation allowance increase. The School Aid budget was finally signed by the Governor on October 7, 2025, and included a \$442 per pupil foundation allowance increase. That additional \$50 per pupil will result in roughly an additional \$650,000 in foundation allowance revenue for our General Fund. The Fall 2025 student count is still being finalized. We included in our 2025-2026 proposed budget an estimated student enrollment loss of 75 students. If student enrollment loss comes in closer to 100 students, that would be a loss of roughly \$250,000 to the General Fund. The final student count will be factored in to our December budget amendment as well as the many different categorical revenue line items included in the State Aid budget.

Please include this agenda item for the Monday, October 13, 2025, Board of Education Finance Committee meeting. As always, please contact me if you have any questions.

c: Board of Education



Date: October 13, 2025

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent of Operations and District Services

Re: Purchase of PA and Classroom Audio

I would like to discuss the bid for our district wide public address and classroom sound system upgrades at the next Committee of the Whole meeting on October 13, 2025.

**Background**

The current PA and Classroom Audio systems, CareHawk and TeachLogic, will be replaced with Audio Enhancement’s EPIC platform. This modern solution integrates PA, classroom audio, intercom, emergency alerting, and bell scheduling into a single, fully networked system. The benefits of this new system include wireless microphones for teachers to ensure clearer and evenly distributed audio in classrooms, centralized control for paging, announcements, and emergency notifications, and seamless communication between classrooms, front offices, and district administrators.

Our existing system is over ten years old and classified as a “legacy life safety system.” The EPIC platform offers improved reliability, instant communications across all levels of the district, enhanced audio clarity, advanced safety features, and future expandability for integrations with security cameras and door access and alarm systems. The system we are recommending has run successfully this past year at the Early Childhood Center.

**Recommendation**

After reviewing proposals and evaluating past performance, administration recommends awarding the project to VSC, Novi, Michigan, in the amount of \$4,141,312, which includes a contingency amount of \$200,000. While VSC was not the low bidder, the other bid did not fall within the basis of design. The district has partnered with VSC on previous bond projects and has been very satisfied with the quality of their work, attention to detail, and adherence to project timelines. This project will be funded through the 2021 bond and represents a key step forward in modernizing our district’s communication and safety infrastructure.

Please include this item on the agenda. Thank you.

Attachments

c: Board of Education

WG/AS

October 2, 2025

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

Project Name: Livonia Public Schools  
 District-Wide Public Address and Sound Systems Upgrades  
 Livonia, Michigan

IDS Project No.: 21191-1000 BP T11 - Technology

Dear Mr. Green,

Bid specifications and drawings for the District-Wide Public Address and Sound Systems Upgrades project were issued on August 11, 2025. The bid scope includes the replacement of all existing paging and classroom audio systems for all district buildings. All existing systems will be removed. The primary criteria is a transition from the legacy life safety systems (Paging/bells/emergency alerts) and individual classroom audio, without disruption to the normal daily building operations. A Mandatory Alternate was requested to provide for the replacement of all existing classroom speakers for classroom audio. Voluntary Alternates were encouraged, based on the scope of the project. A Construction Allowance of \$300,000.00 was included in the bid specifications to all bidders, and included in their total bid submissions.

A "Basis of Design" was established for all potential bidders, utilizing the solution provided for the Livonia Early Childhood Center for both Paging and Classroom Audio Systems, as approved by the District.

A pre-bid conference was conducted on August 18, 2025. The pre-bid conference was not mandatory.

Three (3) bids were received on September 3, 2025, as follows:

Bidder	Bid Bond	Required Affidavits	Base Bid	MA 1 Alternate New Classroom Speakers
Soundcom (Ametek)	Yes	Yes	\$3,379,000.00	\$249,500.00
VSC, Inc.	Yes	Yes	\$3,400,326.00	\$367,004.00
Digital Age Technologies (DAT)	Yes	Yes	\$4,029,199.00	\$564,567.00

All three bidders were invited to attend a post-bid conference to evaluate their bid submissions.

As the low-apparent bidder, Soundcom's submission did not meet the criteria for the "Basis of Design". A post-bid interview was conducted to evaluate their alternate solution, and the bid was summarily rejected.

The bid submitted by VSC, Inc. was evaluated and contained a calculation error for their classroom audio installation cost that was noted. IDS made the adjustment, based on their submitted Bill of Materials and unit pricing supplied. This adjustment was confirmed in the post bid interview and accepted by the district. The adjustment was an increase of \$195,308.00, revising their base bid amount to \$3,574,308.00. VSC's submission for Mandatory Alternate #1 was accepted by the District for \$367,004.00. VSC was determined to be compliant with specifications and has previously worked with the district extensively during the current and last bond initiative on a variety of technology projects with a favorable work record.

IDS recommends award of the District-Wide Public Address and Sound Systems Upgrades project to VSC, Inc, for the revised base bid of \$3,574,308.00 and acceptance of the Mandatory Alternate #1 in the additional amount of \$367,004.00 for an award total in the amount of \$3,941,312.00. In addition to the award amount, IDS is recommending a construction contingency be established in the amount of \$200,000.00.

5211 cascade road se, ste. 300  
 grand rapids, mi 49546

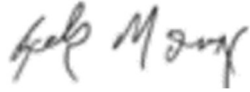
1441 w. long lake road, ste. 200  
 troy, mi 48098

248-823-2100 www.ids-michigan.com

Mr. William Green  
IDS Project No. 21191-1000 BP T11  
October 2, 2025  
Page 2

Sincerely,

Integrated Design Solutions, LLC

A handwritten signature in black ink, appearing to read "Rock Morey". The signature is written in a cursive, slightly slanted style.

Rock Morey  
Project Manager

ec: T. Klan, LPS  
B. Weber, PMR  
File



Date: October 13, 2025

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent of Operations and District Services

Re: Purchase of IT Network Server

I respectfully request the opportunity to present to the Board of Education a recommendation for the purchase of new server hardware for the District's Data Center.

### **Background and Next Steps**

The proposed servers will be housed in the administrative building and configured as a clustered system to replace the district's existing server stack. These new systems are essential to support the district's core infrastructure, including:

- Authentication services
- Network management
- Data storage
- Core processing functions

Additionally, they will support a wide range of critical operations such as:

- Door access control
- Printing services
- User account management
- Building thermostat systems
- Fuel pump operations
- Data backups
- Administrative applications
- Select user file storage

Upon completion of the transition, the current hardware, scheduled to reach end-of-support later this year, can be repurposed for non-critical functions. Migrating services to the new servers will ensure continued reliability and vendor support.

### **Recommendation**

The recommendation is to award the project to CDW-G, Chicago, Illinois in the amount of \$125,550, based on REMC bid pricing. The purchase will be funded through the District's Technology Fund. I kindly request that this item be added to the agenda for the Committee of the Whole Meeting on Monday, October 13, 2025.

Thank you.

Attachments

c: Board of Education

WG/AS



Thank you for choosing CDW. We have received your quote.

# QUOTE CONFIRMATION

TIM KLAN,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

**ACCOUNT MANAGER NOTES:** Please inspect all product within 15 days of delivery. CDW has a strict 15 day return policy for anything damaged, and a 30 day return policy on standard product.

Thank you!

Wes  
877.874.9063

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PPWQ346	9/24/2025	DELL AZURE STACK	1271134	<b>\$125,550.00</b>

**QUOTE DETAILS**

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">DELL CTO AX-760 AZURE STACK</a>	3	8468187	\$41,850.00	\$125,550.00

Mfg. Part#: 3000193006324

Contract: REMC Technology & Furniture 2025 (01)

<b>SUBTOTAL</b>	\$125,550.00
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$125,550.00</b>

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> LIVONIA PUBLIC SCHOOLS ACCTS PAYABLE 15125 FARMINGTON RD LIVONIA, MI 48154-5474 <b>Phone:</b> (734) 523-9164 <b>Payment Terms:</b> NET 30-VERBAL	<b>Shipping Address:</b> LIVONIA PUBLIC SCHOOLS 15125 FARMINGTON RD LIVONIA, MI 48154-5474 <b>Phone:</b> (555) 555-5555 <b>Shipping Method:</b> DROP SHIP-GROUND
<b>Please remit payments to:</b>	



### Sales Contact Info

**Wes Farrell** | (877) 874-9063 | [wesfar@cdw.com](mailto:wesfar@cdw.com)

### Need Help?



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Support



Call 800.800.4239

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdw.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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# Livonia Public Schools

*District Services*

Date: October 13, 2025

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent of Operations & District Services

Re: 2026 Bond Preview with French & Associates Architects

I would like to request adding an agenda item to the October 13, 2025, Committee of the Whole meeting for Brian Weber from Plante Moran Realpoint and Aimee Neikart from French Associates to present design development and budget documents for the 2026 year pertaining to the 2021 Bond.

c: Board of Education

WG/AS



Date: October 13, 2025

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent of Operations & District Services

Re: Civil Engineering Update 2026

I would like to inform you that Brian Weber from Plante Moran Realpoint and I will be providing an update to the Board of Education regarding our due diligence efforts in securing professional civil engineer services for the upcoming Sinking Fund projects planned for the 2026 school year.

This update will include an overview of our evaluation process, key criteria for selection, and the timeline for finalizing our recommendation.

### **Recommendation**

All proposals were due to Plante Moran Realpoint on September 16 and upon review, and post bid interviews, Spalding DeDecker will be selected as our Civil Engineers for the Sinking Fund 2026 projects in Livonia Public Schools. We would like to also thank the other companies who submitted RFPs and appreciate our professional relationship with them. Attached are the recommendation letters of Plante Moran Realpoint, Owners Representative, regarding this work. Thank you!

c: Board of Education

WG/AS

October 9, 2025

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

RE: Sinking Fund Program – Professional Service Contract Notification  
Civil Engineering Design and Construction Administration Services

Dear Mr. Green,

Plante Moran Realpoint (PMR) is pleased to provide this notification regarding our assignment to assist Livonia Public Schools (LPS) in selecting professional Civil Engineering Design Services for the Sinking Fund Program. This letter outlines the collaborative efforts of PMR, LPS administration, and staff (the Team) to establish a transparent and competitive framework for evaluating and recommending an engineering firm for the Program.

Over the past several years, NTH has delivered civil engineering services to LPS across multiple projects within the Sinking Fund Program. NTH remains a trusted partner to LPS, and their continued involvement in other scopes of work reflects the district's confidence in their capabilities and longstanding relationship.

To reinforce fiscal responsibility and transparency, LPS administration initiated a competitive solicitation process to ensure services are procured at fair market value and in the best interest of the community.

The Request for Proposal (RFP), issued on August 19, 2025, was distributed to five qualified firms – including NTH. Following a pre-proposal meeting on September 3, 2025, four firms submitted proposals by the September 25 deadline. The Project Team then conducted a thorough review of each submission, evaluating relevant experience, proposed staffing, project approach, and fee structure.

Based on the evaluation, the Project Team is recommending LPS' administration award the contract for civil engineering services to **Spalding DeDecker** in the amount of **\$202,200.00** based on current forecasted projects for the Fiscal Year 2026 and 2027 Sinking Fund Program. The agreement will be structured to provide LPS control over its scope, duration and renewal. Therefore, should any adjustments to the project scope arise for the Program, the contract will be modified utilizing established fee structures provided by Spalding DeDecker within the RFP process. This ensures flexibility for the district, affirming that future amendments and extensions will be based on performance and evolving program needs.

The scope, cost and fee structure for this work will be detailed in an AIA Contract B105 – 2017 Standard Form of Agreement between Owner and Contractor, as modified, pending final review and approval of terms by district legal counsel.

The Team is available at the Board’s convenience to answer any questions regarding the bidding process, proposal evaluations, interviews, or this notification. Please direct all inquiries to me via email at [collin.frink@plantemoran.com](mailto:collin.frink@plantemoran.com).

Sincerely,

PLANTE MORAN REALPOINT



Collin Frink  
Vice President

Enclosures: Proposal Summary

LIVONIA PUBLIC SCHOOLS - SINKING FUND PROGRAM  
 CIVIL ENGINEERING DESIGN SERVICES  
 REQUEST FOR PROPOSALS SUMMARY

10/9/2025

Category	OHM Advisors	NTH Consultants, Ltd.	Spalding DeDecker	PEA Group	AVERAGES	
<b>General Information</b>						
Local Office	Livonia, MI	Northville, MI	Rochester Hills, MI	Brighton, MI		
Headquarters	Livonia, MI	Northville, MI	Rochester Hills, MI	Brighton, MI		
Contact	Kirk Loveall	David Lutz	Jacob Ensley	Thom Dumond		
Notable Clients	Ann Arbor Public Schools, City of Novi, Atlanta Community Schools (MI), Hancock Schools, Chesaning Union Schools, Iron Mountain Public Schools, DPSCD, Munsing Public Schools, City of Livonia, University of Michigan	Livonia Public Schools, Berkely School District, Lansing Community College, Ingham Intermediate School District	Livonia Public Schools, Walled Lake Consolidated Schools, West Bloomfield School District, Clarkston Community Schools, Northville Public Schools, Warren Woods Public Schools	Clare Public Schools, Freeland Community School District, Hartland Consolidated Schools, Rochester Community Schools, Troy School District, grosse Pointe Public School System, Oak Park Schools, Southgate, Grosse Ile, Ann Arbor Public Schools		
Acknowledge Addenda #01	Yes	Yes	Yes	Yes		
Acknowledge Addenda #02	Yes	Yes	Yes	Yes		
Agree to Contract Terms	Exceptions noted but no specific language provided	Agreed to existing contract terms	None	Exceptions Provided		
Familial Disclosure, Iran Sanctions, Non-Collusive, Equal Opportunity and Criminal Background Affidavits	Yes	Yes	Yes	Yes		
<b>Proposed Fee Information</b>						
<b>Lump Sum Proposal:</b>	\$ 295,000	\$ 285,000	\$ 199,700	\$ 241,000		\$ 255,175
<b>Not-to-exceed Reimbursable Allowance:</b>	\$ 2,500	\$ 500	\$ 2,500	\$ 9,500		\$ 3,750
<b>Total</b>	<b>\$ 297,500</b>	<b>\$ 285,500</b>	<b>\$ 202,200</b>	<b>\$ 250,500</b>		<b>\$ 258,925</b>
% of the Total Cost of Work	6.48%	6.26%	4.39%	5.30%		
Future Paving Design Services Complete:	5.00%	7.00%	4.00%	5.20%	5.30%	
Future Water Main Replacement Design Services Complete:	9.00%	10.00%	4.00%	5.45%	7.11%	
Markup on Reimbursables:	15%	0%	0%	0%	3.75%	
Subconsultants Mark-up %	0%	5%	10%	0%	3.75%	
<b>Notes</b>						



Date: October 8, 2025

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent of Operations and District Services

Re: HVAC Repairs

Alison Smith, Chief Financial Officer, and I would like an opportunity to share at the October 13, 2025, Committee of the Whole meeting information on the districts HVAC emergency equipment repair that took place during the Spring and Summer of 2025 and to formally request approval for emergency funding to cover air conditioning repairs across the district.

## **Background**

These HVAC emergency repairs were necessary to ensure comfortable working environments for our students and staff were completed using third-party vendors who were not part of the original bond work. As communicated to the Board of Education last spring, this urgent need was reviewed in consultation with legal counsel and aligned with district priorities to provide comfortable and welcoming learning environments. Given the scope and immediacy of the work, we proceeded with repairs to avoid further disruption and discomfort during the warmer months.

We appreciate the Board of Education's support for this work and would like to formally document that support by asking the Board to vote on a motion at the October 20, 2025, Regular meeting. As such, we would like to continue discussion on this matter with the Board at the upcoming October 13, 2025, Committee meeting. Please add this item to the agenda.

c: Board of Education



# Livonia Public Schools

## *District Services*

Date: October 13, 2025

To: Andrea Oquist, Superintendent

From: William Green, Assistant Superintendent of Operations and District Services

Re: Purchase of SHS Bleachers – Practice Field

I would like to discuss the purchase of the Stevenson High School practice field bleachers at the next Committee of the Whole meeting on October 13, 2025.

### **Background and Next Steps**

As part of the ongoing development of Stevenson’s athletic facilities, the new practice field requires bleachers to accommodate spectators during practices and competitive events. Currently, the field lacks any seating infrastructure. To support the installation, a concrete pad will be poured and engineered to bear the structural load of the bleachers. The proposed purchase includes two sets of bleachers, with each set seating up to 60 occupants, providing a total capacity of 120. This addition will significantly improve the spectator experience and support the school’s athletic programming.

### **Recommendation**

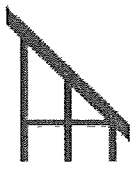
We recommend awarding the purchase to Southern Bleacher Company of Graham, Texas. The pricing is available through BuyBoard, a government purchasing program that meets the Board’s bidding requirements. The total cost for the two sets of bleachers is \$35,850, which includes delivery and installation. Funding will be provided through the General Fund.

Please contact me if you have questions. Thank you.

Attachments

WG/AS

c: Board of Education



# Southern Bleacher Company, Inc.

P 800 433 0912 | F 940 549 1365

P O Box One | 801 Fifth St | Graham, TX 76450

[www.SouthernBleacher.com](http://www.SouthernBleacher.com)

[Facebook](#) | [Twitter](#) | [Instagram](#) | [LinkedIn](#)

## QUOTE

**October 3, 2025**

Harry C Lau  
Administrator Facilities and Operations  
Livonia Public Schools  
15125 Farmington Rd.

*RE: Livonia Stevenson High School – New Practice Field Bleachers*

Southern Bleacher Company is pleased to offer the following quotation for the above referenced project. Cost includes freight and Installation to: Livonia, MI

- **Provide Two (2) Bleachers:**
- **Provide Code Compliant Non-Elevated Angle Frame Bleacher (Silver Edition)**
- **5 rows x 33' long**
- **8" Rise/24" Treads**
- **Aisles w/handrails**
- **Perimeter Black Vinyl Chain Link Guard Railings.**
- **Wheelchair Spaces per code**
- **Anodized Extruded Aluminum Bench Seats.**
- **Extruded Aluminum Risers.**
- **Mill finish extruded aluminum footboards.**

**Delivered and Installed onto contractor supplied concrete pad designed to accommodate the bleacher: \$35,850 .00\***

- **ADD for painted risers: \$1,470.00\***
- **ADD for Prevailing Wage Installation: \$7,075.00\***

**\*Pricing reflects Competitive Pricing for BUY BOARD – GOVERNMENT PURCHASE PROGRAM: Email a PO in pdf format that lists the Contract Number #679-22 to [David.ricketts@buyboard.com](mailto:David.ricketts@buyboard.com)(913)424-5758 and [darrow@southernbleacher.com](mailto:darrow@southernbleacher.com))**

### Includes:

- Galvanized Steel Understructure
- Freight
- Applicable MI Taxes

- Unloading and Installation by Southern Bleacher (non-union, non-prevailing wages) by Factory Certified Technicians.
- Engineered Drawings stamped by a Professional Engineer in the State of Michigan

Excludes:

- Concrete pad or pathways to and from exit locations flatwork beneath the exit ramp and stairs.
- Any state or local, permits, fees, etc.
- Any bonds.
- Seat Numbers
- Allowances
- Onsite restoration
- Any item not listed in above inclusions.

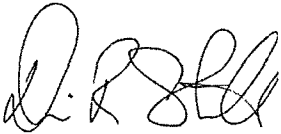
Lead Times:

- **Engineer Stamped Shop Drawings – 3-4 weeks from Notice to Proceed**
- **Material Delivery after Returned APPROVED Shop Drawings – 90 - 120Calendar Days**
- **Installation – 1 week**

**NOTE: Southern Bleacher requires adequate site access to perform our work.**

The above price is valid for 30 days.

Respectfully submitted,



David Southwell  
Field Sales Manager



To: William Green, Asst. Superintendent District Services  
From: Harry Lau, Administrator of Facilities & Operations  
Date: October 7, 2025  
Re: Recommendation Letter -SHS Bleachers

I am requesting and seeking approval to purchase two sets of bleachers for Stevenson High School practice field. Each bleacher will seat 60 occupants. The Southern Bleacher Company will provide two, 33ft long x five rows high, bleachers at a cost of \$35,850.00. This purchase will be out of General Fund with contract government pricing (Contract Number 679-22). This is not a Prevailing Wage project, nor do I recommend painting risers.

Thank you for considering this purchase.

Cc: A. Sutton

HL/pb



Date: October 13, 2025  
 To: Andrea Oquist, Superintendent  
 From: Theresa O'Brien, Chief Academic Officer  
 Subject: Purchase of HMH Materials Through 35m Grant

I would like to request to be placed on the Curriculum Committee agenda for the October 13, Board of Education Committee of the Whole meeting with a recommendation to purchase literacy materials using the 35m Grant. We applied for and were awarded \$733,960 through the State of Michigan grant aimed at improving literacy for students K-5. The 2025 version of *Into Reading* from Houghton Mifflin Hardcore is an approved Tier I textbook and we use *Into Reading* at 5/6. We would like to use the grant to purchase the 2025 version for fifth grade, including new teacher materials, digital access and student consumable books and professional development on the new materials. In addition, we will be purchasing small group instruction texts for K-4 and 5-6 book rooms. This aligns with the shifts that we are making for the “science of reading”. The totals for each part of the grant are summarized in the table below:

\$21,168.00	HMH (2025) TEACHER MATERIALS, PRINT AND DIGITAL LICENSES FOR GRADE 5 INTO READING TEACHER GUIDES, TEACHING PAL AND VOCABULARY CARDS
\$429,987.00	HMH (2025) INTO READING - MY BOOKS FOR FIFTH GRADE - PRINT AND DIGITAL 1 YEAR LICENSE (with 5 YEARS gratis) INCLUDING WRITABLE, CLASSCRAFT
\$16,500.00	HMH TRAINING ON INTO READING DIGITAL AND PRINT RESOURCES
\$266,305.00	INTO READING HMH READERS, GRADES 1-5, DIGITAL AND PRINT LIBRARY, WITH LEXILE LEVELS FOR TIER I SMALL GROUP INSTRUCTION,

Thank you for your consideration of this request.



# Livonia Public Schools

*Academic Services*

**DATE:** October 13, 2024  
**TO:** Andrea Oquist  
**FROM:** Theresa O'Brien, Chief Academic Officer  
**SUBJECT:** M-STEP Results

I am requesting to be placed on the agenda for the Committee of the Whole meeting on October 13. I will be sharing the results of our state testing from spring of 2025. We are continuing to improve in many tested areas and improve our overall ranking within the Tri County area. I look forward to sharing all of the test results but here are some areas of highlight:

- All of the scores in areas tested in grades 3-11 in ELA, Math, Science and Social Studies are above the State average.
- Third through seventh grade ELA and math scores all are in the top 20% in the tri-county.
- Our student achievement in grades fourth, fifth, sixth and eleventh grade ELA scores increased over last year.
- Our student achievement in fourth, fifth and eleventh grade Math scores increased over last year.
- Our student achievement in fifth and eighth grade Social Studies scores increased.

Areas which need continued focus and improvement are:

- Our student achievement in third and eighth grade ELA scores have decreased over last year.
- Our student achievement in third, sixth, seventh and eighth grade Math scores decreased over last year.

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BOARD OF EDUCATION POLICIES

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ABB ..... Board Powers and Duties

ABCA..... Number of Board Members

ABCB..... Board Member Qualifications

ABCC ..... Board Member Term of Office

ABCD ..... Board Member Method of Election

ABCD A ..... Unexpired Term Fulfillment

ABCF..... Board Member Removal from Office

AC ..... ~~District Organization Plan~~ School Grade Configuration

AD ..... Attendance Areas

ADA ..... School Census

AEA ..... School Calendar

AF ..... School Day

AFC ..... Emergency Closing of Schools

# BYLAWS OF THE BOARD

AA

DISTRICT ORGANIZATION  
DISTRICT LEGAL STATUS **NAME**

~~DECEMBER 1997~~  
Reviewed 11/2013  
**NOVEMBER 17, 2025**

The official name of the school district shall be ~~the~~ Livonia Public Schools School District. ~~and~~  
The school district shall be organized and conducted as a general powers school district as  
presented in The Revised School Code, **as amended**.

LEGAL REF.: Constitution of the State of Michigan, Art. 8, Sec. 2; MCL 380.1131

# BYLAWS OF THE BOARD

ABB

## DISTRICT ORGANIZATION BOARD POWERS AND DUTIES

~~JANUARY 21, 2014~~  
**NOVEMBER 17, 2025**

The Board of Education exercises its powers and duties only in properly called meetings, where a majority of the Board constitutes a quorum to transact business. Except when performing a specific duty as ~~ordered~~ **directed** by the Board, the decision, **speech** and actions of a single member of the Board are not **reflective of or** binding on the entire Board or school district.

The mandatory and implied granted powers and duties of the Board are defined by law. ~~This~~ **The** Board considers that its most important functions fall into the following categories:

- 1. **Hiring and Evaluating the Superintendent:** The Board is responsible for hiring the Superintendent to carry out the operations of the school district. The Board is responsible for evaluating the Superintendent according to the goals set by the Board in collaboration with the Superintendent and in accordance with State law.
- 4.2. ~~Legislative or p~~ **Policy-Making:** The Board is responsible for the development and revision of Board policy. These policies shall be carried out by the administration. The Board shall evaluate the effectiveness of its policies and their implementation.
- 2.3. ~~Educational planning and appraisal.~~ **Goal Setting and Strategic Planning:** ~~The Board is responsible for requiring and acquiring reliable information from responsible sources which will enable it and the staff to work toward the continuing improvement of the educational program.~~ The Board is responsible for visionary strategic planning and goal setting and does so in conjunction with the Superintendent.
- 3-4. ~~Provision~~ **Allocation of Financial Resources:** The Board has major responsibilities ~~is~~ **responsible** for the adoption of a budget based on allocated funding and acquisition of funds necessary for **personnel expenditures, salaries, buildings, school facilities and operations, staff materials, and equipment** – to enable the district to carry out the educational program. The Board is responsible for exercising proper control over all district funds.
- 5. **Personnel:** The Board shall employ ~~see~~ **ensure that the District employs** the staff necessary to carry out the instructional program. The Board shall approve negotiated **bargaining agreements which include** salaries and salary schedules, **and** other terms and conditions of employment, ~~and shall establish personnel policies.~~
- 4-6. **School Facilities:** The Board is responsible for determining school ~~housing~~ **facility** needs, for communicating these needs to the community, for purchasing, leasing or selling sites,

for approving building sites and approving building plans **and renovations** that will support and enhance the educational **and extra-curricular** programs.

5. ~~Judicial. The Board is responsible for interpreting policies to school staff members, students and the public when issues involve Board policies and their fair implementation.~~

6 7. Communication With the Public: The Board is responsible for providing adequate and direct means for keeping local citizens informed about the schools and ~~keeping itself informed about the wishes of the public~~ **for being available to receive feedback from the public.**

LEGAL REF.: MCL 380.1201, *et seq.*

# BYLAWS OF THE BOARD

ABCA

DISTRICT ORGANIZATION  
NUMBER OF BOARD MEMBERS

~~MARCH 16, 2015~~  
**NOVEMBER 17, 2025**

The Board of Education shall consist of seven members elected or appointed according to provisions contained in Michigan general school laws ~~The Revised School Code~~, as amended.

LEGAL REF.: ~~MCL 380.11a~~ **MCL 380.384**

# BYLAWS OF THE BOARD

ABCB

## DISTRICT ORGANIZATION BOARD MEMBER QUALIFICATIONS & OATH of OFFICE

~~JANUARY 21, 2014~~  
**NOVEMBER 17, 2025**

~~A school elector is eligible for election or appointment to the Board of Education.~~ An Individual is eligible for election to the School Board if the individual is a citizen of the United States and is a qualified and registered elector (registered voter, 18 years of age or older, and residing in Livonia Public Schools School District boundaries).

### Acceptance of Office; Constitutional Oath

Within five business days after an election, each member-elect shall be notified of the election. Within ten business days after notification of election or appointment to the Board, each person shall file with the Secretary of the Board an acceptance of the office to which the person has been elected or appointed.

Each person elected or appointed to the Board shall take and subscribe the following oath or affirmation: "I do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of this state, and that I will faithfully discharge the duties of the office of member of the Board of Education according to the best of my ability."

LEGAL REF.: MCL 168.302; 168.492; 380.11a

# BYLAWS OF THE BOARD

ABCC

DISTRICT ORGANIZATION  
BOARD MEMBER TERM OF **ELECTION TO OFFICE**

~~NOVEMBER 13, 2017~~  
**NOVEMBER 17, 2025**

Members of the Board of Education shall be elected biennially during even year general elections (the first Tuesday after the first Monday in November) to serve for a term of four years on a ~~rotation~~ **rotating** basis. The term shall commence on January 1 of the year immediately following the election and continue through December 31 of the fourth year.

The school district shall conduct the election of School Board members as detailed above and special elections as deemed necessary by the Board of Education in accordance with the provisions of law and by resolutions adopted by the Board.

# BYLAWS OF THE BOARD

ABCD

## DISTRICT ORGANIZATION BOARD MEMBER METHOD OF ELECTION

June 4, 2012

~~Reviewed 11/2013~~

NOVEMBER 17, 2025

The school district shall conduct the election of School Board members every other year in even years and special elections as deemed necessary by the Board of Education in accordance with the provisions of law and by resolutions adopted by the Board.

~~The Board shall cooperate with the City of Livonia and the City of Westland officials in conducting all elections.~~ Buildings and facilities of the school district shall **may** be made available to the City of Livonia and to the City of Westland at such times as the cities shall conduct elections. ~~When necessary, s~~School election precincts shall **may** be revised ~~to conform to~~ **as necessary based on the needs of the District or upon consideration of requests from** the City of Livonia and **or the** City of Westland ~~precinct revisions~~.

LEGAL REF.: Public Acts 232 and 233 of 2011; MCL 168.758(c)

# BOARD POLICY

AC

**DISTRICT ORGANIZATION PLAN**  
**LEVELS OF INSTRUCTION**  
**SCHOOL GRADE CONFIGURATION**

**APRIL 23, 2007**  
~~Reviewed 11/2013~~  
**NOVEMBER 17, 2025**

The levels of ~~instruction~~ **school grade configuration** are organized as follows:

**Pre-K**

Lower Elementary Schools - Grades Kindergarten through Four

Upper Elementary Schools - Grades Five and Six

Middle Schools - Grades Seven and Eight

Senior High Schools - Grades Nine, Ten, Eleven, and Twelve

~~Post-Secondary —Grade 14~~

The district reserves the right to have different grade configurations for magnet schools.

LEGAL REF.: MCL 388.684; 380.1277; 380.1282

# ADMINISTRATIVE PROCEDURES

AF

## DISTRICT ORGANIZATION SCHOOL DAY

~~MAY 2007~~  
**NOVEMBER 17, 2025**

Official school opening and closing times for school (principals') offices will be determined by the Superintendent or designee.

School offices and telephones in all schools with only one secretary will be supervised by an adult. Special arrangements may be made in schools where needed.