



MINUTES

Regular Board Meeting of October 14, 2015

- 1. Call to Order.** President Loy called to order the meeting of the Livingston Educational Service Agency (LESA) Board of Education at 6:01 p.m. on Wednesday, October 14, 2015, at the LESA Education Center, 1425 W. Grand River, Howell, Michigan.

A. Pledge of Allegiance

B. Roll Call

Present were:

Board Members: President Loy,
Treasurer Kaiser,
Secretary Fryer

LESA Staff: Dawn Bentley, Dan Danosky, Mike Hubert, Tim
Jackson, Naomi Norman, Judy Paulsen, Laura Walters

Guests: Darlene Wood, SET SEG, Bruce Dunn, Maner,
Costerisan & Ellis, Nick Kossaras, Maner, Costerisan &
Ellis

Absent were:

Board Members: Vice President Hill,
Trustee Cortez

C. Approval of Agenda

It was moved by Kaiser and seconded by Fryer to approve the agenda as presented.

A roll call vote was taken. Fryer voted YES, Kaiser voted YES, Loy voted YES, Cortez was ABSENT, and Hill was ABSENT.

The motion carried unanimously.

2. Call to the Public/Correspondence

The President asked if anyone wished to speak on any items or had received correspondence.

There was no public comment or correspondence.

3. Adoption of Consent Agenda.

A. Superintendent's Recommendations

017-015-016

That the Board approve the appointment of Katie Boggs to fill the vacant Brighton membership position, and Jen Szymanski to fill the vacant Brighton alternate position on the Special Education Parent Advisory Committee for the period September 2015 through June 30, 2018.

018-015-016

That the Board approve the following overnight travel:
Daniel E. Danosky, AESA, New Orleans, December 2-5, 2015

019-15-016

That the Board approve entering into a contract with Howell Public Schools food service, for the School Year 2015-2016 to provide lunches to children enrolled in Head Start and Great Start Readiness at an estimated cost of \$49,824.

020-15-016

That the Board approve entering into a contract with Senior Nutrition food service, for the School Year 2015-2016 to provide lunches to children enrolled in Head Start and Great Start Readiness located in Hartland at an estimated cost of \$14,000.

021-15-016

That the Board approve entering into a contract with Brighton Area Schools food service, for the School Year 2015-2016 to provide lunches to children enrolled in Head Start and Great Start Readiness at an estimated cost of \$9,500.

022-15-016

That the Board approve entering into a contract with Pinckney Community Schools food service, for the School Year 2015-2016 to provide lunches to children enrolled in Head Start and Great Start Readiness located in Pinckney at an estimated cost of \$14,000.

023-15-016

That the Board approve entering into a contract with Howell Public Schools, for the School Year 2015-2016 to provide space for six classrooms for use by the Head Start and Great Start Readiness programs at the cost of \$60,000.

024-15-016

That the Board approve submitting the Child and Adult Care Food Program application for the 2015-2016 school year for reimbursement of breakfast, lunch, and snack of the children enrolled in Head Start and Great Start readiness at an estimated reimbursement of \$190,000.

025-15-016

That the Board approve entering into a contract with Little Country Kids for the school year 2015-2016 to provide GSRP services to 11 children at a reimbursement of \$72,572.50.

026-15-016

That the Board approve entering into a contract with Cross Roads Preschool for the school year 2015-2016 to provide GSRP services to 15 children at a reimbursement of \$98,962.50.

027-15-016

That the Board approve entering into a contract with Little Saints Preschool for the school year 2015-2016 to provide GSRP services to 8 children at a reimbursement of \$26,390.

028-15-016

That the Board approve entering into a contract with Down on the Farm Preschool for the school year 2015-2016 to provide GSRP services to 38 children at a reimbursement of \$250,705.

029-15-016

That the Board approve entering into a contract with Howell Early Learning Center Preschool for the school year 2015-2016 to provide GSRP services to 11 children at a reimbursement of \$72,572.50.

030-15-016

That the Board approve entering into a contract with Little Glad's Preschool for the school year 2015-2016 to provide GSRP services to 20 children at a reimbursement of \$131,950.

B. Approval: Minutes

The following minutes were presented for approval:

- Regular Board Meeting of September 9, 2015

C. Approval: Financial Information

The following financials were presented for approval:

- Check Register (August)
- Purchase Card Transactions (August)
- Financial Status Report (September)

D. Approval: Personnel Board Report

A roll call vote was taken. Fryer voted YES, Kaiser voted YES, Loy voted YES, Cortez was ABSENT, and Hill was ABSENT.

It was moved by Fryer and seconded by Kaiser to approve the Consent Agenda as presented.

The motion carried unanimously.

4. Special Presentations

- Mike Hubert introduced Darlene Wood from SET/SEG, who presented a “Safety is No Accident Award.”
- Audit Presentation by Bruce Dunn of Maner, Costerisan & Ellis
- Tim Jackson presented information on the Secondary Initiatives Program, including CTE, Adult Education, Livingston College Access Network, and Alternative Education.

5. Action/Discussion Items.

A. 2014-2015 Audit

In compliance with Michigan Law MCL 141.421-141.424, LESA is required to have an annual audit.

The 2014-2015 audit was presented by the accounting firm Maner, Costerisan & Ellis at the Board Meeting. The full financial report was presented to the Board.

It was moved by Fryer and seconded by Kaiser that the Board accept the 2014-2015 audit as presented.

The motion carried unanimously.

B. Classified Handbook – 2015-2016 Update

The Classified Handbook has been updated and posted on the Agency's website. The content modifications are insignificant, but the handbook has been re-formatted.

The Handbook has been reviewed with the designated leaders within the employee group. The Wage Scale in the handbook reflects the wage increase previously approved by the Board of Education.

No action necessary; for information only.

C. Reports

Staff Reports

Updated the Board on progress toward LESA strategic plan goals.

Superintendent's Report

Superintendent Danosky shared that he attended MAISA/MASA today, and there are 19 education-related bills being considered. He referenced Bills 528 and 553, and updated the Board on 3rd grade reading.

Superintendent Danosky indicated work continues on policy updates, and they will be presented to the Board next month.

D. Board Discussion

President Loy commented on the new website. Overall, it looks great, but she is having trouble accessing e-mail, and would like to see some changes made in the Fast Facts.

5. Adjournment

President Loy declared the meeting adjourned at 7:30 p.m.

Respectfully submitted,

Harold E. Fryer
Secretary

HEF/jp

Personnel Report – September 30, 2015

Information Only Personnel Report Summary:

Employee Group	Budget	08/30/15	+	-	09/30/15	Current Vacancies
Supervisor/Administration	22.0	22.0	1.0	(0.0)	23.0	0.0
Classified	50.2	48.3	0.0	(0.0)	48.3	1.0
Early Childhood	87.5	74.0	13.0	(9.0)	78.0	4.0
LIPSA	145.0	144.4	0.6	(0.7)	144.3	0.7
Teacher Asst.	55.6	57.4	0.0	(0.0)	57.4	0.0
Specialized Transp.	79.0	72.0	4.0	(7.0)	69.0	1.0
Brighton RTC	32.0	31.0	0.0	(1.0)	30.0	2.0
Hartland RTC	43.0	39.0	1.0	(0.0)	40.0	3.0
Howell RTC	45.0	47.0	0.0	(0.0)	47.0	0.0
Pinckney RTC	23.0	20.0	3.0	(1.0)	22.0	1.0
Total	582.3	555.1	22.6	(18.7)	561.0	12.7

(Totals do not include substitutes)

Items for Board Action: (Items noted in red are addendums to the original report)

Administration				
New Positions	+	-	Other	Description
	1.0			Laura Hoehn, 1.0 FTE, Coordinator for Secondary Options, Division 5, Scale 1, Step 1, \$50,984.00 annually, effective August 24, 2015

Classified				
New Positions	+	-	Other	Description

Early Childhood				
New Positions	+	-	Other	Description
		1.0		Erin Birney, 1.0 FTE, Lead Teacher, resignation, effective 08/21/15
	1.0			Terri Colbert, 1.0 FTE, Preschool Aide, Level 1, Step 1, \$8.91/hourly, effective 09/03/15
	1.0			Ann Clemons, 1.0 FTE, Program Assistant, Level 1, Step 1, \$8.91/hourly, effective 08/25/15
		1.0		Tara Fillinger, 1.0 FTE, Program Assistant, resignation, effective 08/28/15
		1.0		Heidi Foxworthy, 1.0 FTE, Learning Coordinator, resignation, effective 09/04/15

	1.0			Seth Gore, 1.0 FTE, Lead Teacher, Level 16, Step 1, \$17.01/hourly, effective 09/01/15
	1.0			Korissa Grimm, 1.0 FTE, Program Assistant, Level 1, Step 1, \$8.91/hourly, effective 08/25/15
	1.0			Amber Hires, correction to August Personnel Report, 1.0 FTE, Program Assistant, Level 2, Step 2, \$9.95/hourly, effective 07/29/15.
	1.0			Michelle Jess, 1.0 FTE, Program Assistant, Level 2, Step 1, \$9.47/hourly, effective 09/17/15
		1.0		Lesley Johnson, 1.0 FTE, Program Assistant, resignation, effective date will be determined upon hiring a replacement for this position
	1.0			Kristen Kostielney, 1.0 FTE, Early Childhood Specialist, Level 18, Step 1, \$17.73/hourly, effective 09/29/15
		1.0		Patricia Lakos, 1.0 FTE, Lead Teacher, resignation, effective 09/08/15
	1.0			Anamarie Malt, 1.0 FTE, Preschool Aide, Level 1, Step 1, \$8.91/hourly, effective 07/29/15
	1.0			Amy Mason, 1.0 FTE, Early Childhood Specialist, Level 18, Step 1, \$17.73/hourly, effective 09/29/15
			1.0	Colleen Mason, 1.0 Food Service Worker, tendered resignation 08/25/15, re-hired in same capacity, Level 2, Step 1, \$9/47/hourly, effective 08/31/15
	1.0			Connie Nunham, 1.0 FTE, Preschool Aide, Level 1, Step 1, \$8.91/hourly, effective 07/29/15
	1.0			Sharon Parkes, Lead Teacher, Level 16, Step 1, \$17.01/hourly, effective 09/09/15
		1.0		Stacey Penn, 1.0 FTE, Program Assistant, resignation, effective 08/28/15
		1.0		Laura Peca, 1.0 FTE, Program Assistant, resignation, effective 07/29/15
	1.0			Jennifer Smith, Lead Teacher, Level 16, Step 1, \$17.01/hourly, effective 07/29/15
		1.0		Elizabeth Tandeski, 1.0 FTE, Lead Teacher, resignation, effective 09/04/15
	1.0			Keri Tomakich, 1.0 FTE, Home Visitor, \$12.61/hourly, effective 09/02/15
		1.0		Breanna Wagner, 1.0 FTE, Program Assistant, resignation, effective 09/30/15

LIPSA				
New Positions	+	-	Other	Description
	0.6			Cheryl Root, 0.6 FTE, Occupational Therapist, Scale 3, Step 1, \$25,960.00/prorated annual salary, effective 09/18/15
		0.7		Diane Rossiter, 0.7 FTE, Speech-Language Pathologist, retirement, effective 10/01/15

Teacher Assistants				
New Positions	+	-	Other	Description
			1.0	Rebecca Caswell, 1.0 FTE Teacher Assistant, successful completion of probationary period, effective 09/24/15

Specialized Transportation

New Positions	+	-	Other	Description
		1.0		Stephen Cook, 1.0 FTE, Specialized Bus Driver, resignation, effective 09/08/15
	1.0			Thomas Corwin, 1.0 FTE, Specialized Bus Assistant, Step 1, \$11.00/hourly, effective 08/28/15
	1.0			Cynthia Elledge, 1.0 FTE, Specialized Bus Assistant, Step 1, \$11.00/hourly, effective 09/14/15
		1.0		Deborah Green, 1.0 FTE, Specialized Bus Assistant, termination due to length of Worker's Compensation claim, effective 08/01/15
		1.0		David Gretzler, 1.0 FTE, Specialized Bus Assistant, resignation, effective 09/08/15
		1.0		Lawrence Hull, 1.0 FTE, Specialized Bus Driver, separation due to failure to return to work post accident, effective 07/30/15
		1.0		Sharon Moskal, 1.0 FTE, Specialized Bus Assistant, resignation, effective 09/07/15
		1.0		Tracey Roe, 1.0 FTE, Specialized Bus Driver, resignation, effective 07/01/15
		1.0		Robert Steinhauer, 1.0 FTE, Specialized Bus Driver, separation due to medical condition, effective 09/28/15
	1.0			Eric Toncray, 1.0 FTE, Specialized Bus Assistant, Step 1, \$11.00/hourly, effective 09/14/15
	1.0			Dorothy Varney, 1.0 FTE, Specialized Bus Assistant, Step 1, \$11.00/hourly, effective 09/25/15

Transportation – RTC

New Positions	+	-	Other	Description
		1.0		Donnie Collie, 1.0 FTE, Bus Driver, Brighton RTC, resignation, effective 09/21/15
	1.0			Vicky Kapp, 1.0 FTE, Bus Driver, Pinckney RTC, Step 1, \$14.85/hourly, effective 08/31/15
	1.0			Kimberly Montgomery, 1.0 FTE, Bus Driver, Hartland RTC, Step 1, \$14.85/hourly, effective 09/14/15
	1.0			Jeffrey Murdock, 1.0 FTE, Bus Driver, Pinckney RTC, Step 1, \$14.85/hourly, effective 08/31/15
		1.0		James Notaro, 1.0 FTE, Bus Driver, Pinckney RTC, resignation, effective 08/31/15
	1.0			Raymond Rau, 1.0 FTE, Bus Driver, Pinckney RTC, Step 1, \$14.85/hourly, effective 08/31/15

Employee(s) to be hired as conditional employee(s) pursuant to the terms of Public Act 68 of 1993 and the Americans with Disabilities Act. Employment is contingent upon a clean record check and upon Board of Education being able to accommodate any disability.