



## MINUTES

### Regular Board Meeting of May 11, 2016

- 1. Call to Order.** President Loy called to order the meeting of the Livingston Educational Service Agency (LESA) Board of Education at 6:00 p.m. on Wednesday, May 11, 2016, at the LESA Education Center, 1425 W. Grand River, Howell, Michigan.

Present were:

Board Members: President Loy,  
Vice President Hill,  
Treasurer Kaiser,  
Secretary Fryer,  
Trustee Cortez

LESA Staff: Dawn Bentley, Carol Caverly, Betty Clohosey, Jim Damman, Jenn Damon, Dan Danosky, Mary Dare, Mike Hubert, Tim Jackson, Sean LaRosa, Cindy Masters, Naomi Norman, Angela Pajur, Judy Paulsen, Michelle Radcliffe, Kris Resseguie, Heather Rottermond, Mandy Rutzel, Laurie Spadoni, Lori Waite

Guest(s): Abby Welsh, Mike Wilmot

#### **A. Pledge of Allegiance**

President Loy led the Board in the Pledge of Allegiance.

#### **B. Approval of Agenda**

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

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. A letter regarding Head Start COLA was shared and discussed.

### **3. Adoption of Consent Agenda.**

#### **A. Superintendent's Recommendations**

041-015-016

The Board approve the appointment of Mandy Petcou to fill the vacant Hartland membership position on the special Education Parent Advisory Committee for the period April 2016 through June 2017.

042-015-016

The Board approve the appointment of Shannon Heckman to fill the vacant Howell membership position, and Breanne Green to fill the vacant Howell alternate position on the Special Education Parent Advisory Committee for the period May 2016 through June 30, 2018.

043-015-016

The Board approve the re-appointment of Anne Richardson, Arc of Livingston representative on the Special Education Parent Advisory Committee, for the period July 1, 2016 through June 30, 2019. Current term expires June 30, 2016.

044-015-016

The Livingston Educational Service Agency Board of Ed Approve overnight stay May 5 in Bay City for Candice Davies (Director, Early Childhood) and Teresa Grostic (Family and Community Service Coordinator) to attend the Michigan Head Start Association Spring Assembly May 5 -6, 2016.

045-015-016

The Livingston Educational Service Agency Board of Ed Approve overnight stay July 17-18 in Port Huron for Sean LaRosa (Executive Director, Early Childhood Services) and Candice Davies (Director, Early Childhood Programs) to attend the Michigan Head Start Association Director's Summer Conference July 17-19, 2016.

046-015-016

That the Board approve the following overnight travel:

Daniel E. Danosky, MAISA Summer Conference, Sault Ste. Marie, June 15-17, 2016  
Incoming LESA Superintendent, MAISA Summer Conference, Sault Ste. Marie, June 15-17, 2016

#### **B. Approval: Minutes**

The following minutes were presented for approval:

- Board Workshop of May 9, 2016

#### **C. Approval: Financial Information**

The following financials were presented for approval:

- Check Register (March 31, 2016)
- Purchase Card Transactions (March 31, 2016)
- Financial Status Report (March 31, 2016)

**D. Approval: Personnel Board Report**

The following personnel report was presented for approval:

- Personnel Report Summary (April 30, 2016)

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

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

The motion carried unanimously.

**4. Special Presentation(s)**

Sean LaRosa gave a presentation on early childhood programs in the county.

**5. Action/Discussion Items.**

**A. Selection of Superintendent**

The Board of Education has solicited applications for the position of Superintendent of LESA, received eleven applications, and identified three for interviews. Two candidates accepted the invitation to interview and two rounds of public interviews ensued. Action is now necessary to select the candidate of choice.

It was moved by Cortez and seconded by Kaiser that the Board of Education appoint Mike Hubert as the next Superintendent.

A roll call vote was taken. Cortez voted YES, Kaiser voted YES, Hill voted YES, Fryer voted NO, and Loy voted NO.

The motion passed 3-2.

Fryer and Loy agreed to change their votes to provide consensus. It was moved by Kaiser and seconded by Cortez that the Board approve the resolution appointing Mike Hubert as superintendent.

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

The motion carried 5-0.

#### **B. 2016-17 Budget Hearing**

In accordance with PA 621, the Uniform Budget and Accounting Act, the Board must adopt a budget by June 30 after a public hearing. The purpose of the Public Hearing is to allow the community to give the Board input regarding the Agency's 2016-2017 budget. All supporting documents are available on the LESA website. The Act also requires that (1) the budget be transmitted to the Board according to the time schedule in board policy; and (2) the schedule allows time for review and adoption by the Board.

In accordance with the Agency's budget adoption timeline the Public Hearing is scheduled for this meeting and during the month of May the Agency will make presentations to the local districts. Each of the local school districts are required to pass a resolution approving or disapproving the LESA budget by June 1<sup>st</sup>.

The 2016 maximum allowable millage levy for the allocated millage of 0.0669 mills and for the special education millage of 3.31 mills will be discussed at the hearing.

The Board will consider adoption of the 2016-17 budget after it takes into consideration public comment as well as the resolutions approved by the local school districts.

#### **C. Certification of 2016 Tax Levy Rates**

The L-4029 forms must be filed in early June to facilitate the summer tax levy. The Livingston County Equalization Director is not able to supply all of the information for the Board to take action in May so an alternative approach to approving the tax levy rates and filing the L-4029 forms is recommended.

The recommendation provided below will satisfy the legal requirement for the Board of Education to certify the millage to be levied and delegate to the Superintendent the authority to amend the levy if the Headlee Millage Reduction Fraction ("MRF") is calculated by the Livingston County Equalization Director to be less than 1.0. A "MRF" of less than 1.0 would result in the reduction of the maximum allowable levy.

Once the Livingston County Equalization Director provides all of the necessary information to complete the L-4029 the forms will be completed and signed by the Board President and Board Secretary. The forms will then be filed as required and posted on the Agency's website.

It was moved by Hill and seconded by Cortez that the Board of Education certify the 2016 maximum allowable millage levy for the allocated millage of 0.0669 mills and for the special education millage of 3.31 mills and authorize (1) the Superintendent to adjust the levy if the Headlee Millage Reduction Fraction is less than 1.0; and (2) the Board President and Secretary to execute the 2016 L-4029 reflecting the reduced millage rate due to the Headlee rollback, if any.

The motion carried unanimously.

#### **D. Resolution – Boundary Transfer**

As has been shared with the Board of Education, Brighton Township has recommended that the boundary between the Brighton Area Schools and the Hartland Consolidated Schools be adjusted to avoid the need to provide homeowners in a newly developed subdivision with tax bills from each district. A developer is constructing a new subdivision that straddles the district boundaries and, if left as is, would necessitate dual tax statements. A minor adjustment in the boundary lines would situate four of the properties to be completely within the boundary of the Brighton Area Schools and eliminate the need to generate more than one tax statement.

Both affected school boards have executed and provided separate resolutions requesting that LESA transfer the boundary lines so that the properties lie entirely within the Brighton Area Schools. The attached resolution grants the petitions for said boundary change.

It was moved by Fryer and seconded by Kaiser that the Board of Education adopt the attached resolution granting the petitions for a boundary change from the Boards of Education of Hartland Consolidated Schools and Brighton Area Schools and directs the Superintendent to arrange for the creation of new boundary maps for each district effective May 11, 2016.

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

The motion carried unanimously.

#### **E. Administrator Employee Group Contract Extensions**

The Administrator Employee Group Handbook specifies that, “Administrators having at least five (5) years’ service in a current or like LESA Administrative position shall be placed on a two-year contract of employment to be renewed on or before July 1 of each year for a subsequent two-year period...” Although unstated, the

assumption is that administrators with fewer than five years of service in the administrative group are placed on a one-year contract of employment.

Current employees subject to the conditions of the Administrator Employee Handbook are:

Eligible for a 2-year contract:

- Candice Davies, Director of Early Childhood Services
- Douglas Haseley, Director of Special Education
- Timothy Jackson, Executive Director of Secondary School Initiatives
- Alice Johnson, Regional Transportation Director
- Marci Moloney, Director of Special Education
- Gaylon (Sue) Pearson, Director of Special Education
- Kristin Resseguie, Director of Special Education

Eligible for a 1-year contract:

- Kaendall Brashear, Director of Alternative & Adult Education
- Betty Clohosey, Transportation Supervisor
- Laura Hoehn, Coordinator of Secondary Options
- Tim Jones, Transportation Supervisor
- Sean LaRosa, Executive Director, Early Childhood Services
- Susan Miller, Transportation Supervisor
- Malissa Patrick, Assistant Director of Special Education
- Michelle Radcliffe, Career & Technical Education Coordinator
- Robin Schutz, Great Start Collaborative Coordinator
- Laurie Spadoni, Accounting Supervisor
- Laura Walters, Director of Finance & Budget
- Kimberly Wooster, Director of Special Education

It was moved by Kaiser and seconded by Cortez that the Board of Education extend the contracts of employment of the LESA administrators per the terms of the Administrator Handbook.

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

The motion carried unanimously.

## **F. Reports**

### **- Staff Reports**

Updated the Board on progress toward LESA strategic plan goals.

### **- Superintendent's Report**

Superintendent Danosky provided an update on the upcoming Legislative Breakfast.

Superintendent Danosky updated the Board on PA269.

Superintendent Danosky provided an update on the Livingston Classical Cyber Academy.

Superintendent Danosky shared information on the superintendent evaluation tool and discussed training options.

## **G. Board Discussion**

The Board discussed special education vouchers.

## **6. Adjournment**

President Loy declared the meeting adjourned at 7:13 p.m.

Respectfully submitted,

Harold E. Fryer  
Secretary

HEF/jp

# Personnel Report – April 30, 2016

## Information Only Personnel Report Summary:

Employee Group	Budget	03/31/16	+	-	04/30/16	Current Vacancies
Supervisor/Administration	22.0	22.6	0.0	(0.0)	22.6	0.0
Classified	50.2	48.9	0.0	(0.0)	48.9	2.5
Early Childhood	87.5	76.0	1.0	(0.0)	77.0	3.0
LIPSA	145.0	143.3	0.0	(0.0)	143.3	2.7
Teacher Asst.	55.6	54.6	0.0	(0.0)	54.6	1.0
Specialized Transp.	79.0	73.0	0.0	(0.0)	73.0	3.0
Brighton RTC	32.0	30.0	0.0	(0.0)	30.0	0.0
Hartland RTC	43.0	39.0	0.0	(1.0)	38.0	0.0
Howell RTC	45.0	49.0	0.0	(1.0)	48.0	0.0
Pinckney RTC	23.0	23.0	0.0	(0.0)	23.0	0.0
<b>Total</b>	<b>582.3</b>	<b>560.4</b>	<b>1.0</b>	<b>(2.0)</b>	<b>559.4</b>	<b>12.2</b>

(Totals do not include substitutes)

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

Administration				
New Positions	+	-	Other	Description

Classified				
New Positions	+	-	Other	Description
			1.0	Mike Holsinger, 1.0 FTE, from Lead Mechanic to Mechanic, Scale 3, Step 3, \$24.50 hourly, effective 04/01/16

Early Childhood				
New Positions	+	-	Other	Description
	1.0			Amber Hires, 1.0 FTE, Program Assistant, rescinded resignation, effective 11/23/15

LIPSA				
New Positions	+	-	Other	Description



Teacher Assistants				
New Positions	+	-	Other	Description

Specialized Transportation				
New Positions	+	-	Other	Description

Transportation – RTC				
New Positions	+	-	Other	Description
		1.0		Susan Kiwak, 1.0 FTE, Bus Driver, Hartland RTC, resignation, effective 04/25/16
		1.0		Amy Summers, 1.0 FTE, Bus Driver, Howell RTC, resignation, effective 04/18/16

*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.*

**LIVINGSTON EDUCATIONAL SERVICE AGENCY  
BOARD OF EDUCATION RESOLUTION**


Whereas, Dan Danosky has resigned his position as LESA Superintendent effective June 30, 2016; and,

Whereas, the Board of Education of the Livingston Educational Service Agency has engaged in a search for an effective school leader to fill the vacant position of Superintendent of Schools; and,

Whereas, the Board of Education has determined through the aforementioned search process that R. Michael Hubert current Deputy Superintendent for Livingston ESA, is the type of educational leader the Livingston Educational Service Agency seeks;

Now Therefore be it Resolved that the Livingston Educational Service Agency Board of Education does hereby designate R. Michael Hubert as their choice to become LESA Superintendent effective July 1, 2016 contingent upon the successful negotiation of an employment agreement.

Be it Further Resolved that Gary Kaiser and LuAnn Loy are authorized to negotiate said employment agreement with R. Michael Hubert on behalf of the Board of Education and to bring forward to the full Board the complete employment agreement for final approval at the earliest point in time possible.



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LESA Board Secretary





