



Livingston Educational Service Agency

1425 West Grand River Avenue . Howell . MI 48843

Tel:(517)546-5550

## **MINUTES**

Regular Board Meeting of April 12, 2017

- 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, April 12, 2017, at the LESA Education Center, 1425 W. Grand River, Howell, Michigan.

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

### **B. Roll Call**

Present were:

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

LESA Staff: Doug Haseley, Mike Hubert, Alice Johnson, Dr.  
Rachel Kopke, Sean LaRosa, Judy Paulsen,  
Michelle Radcliffe, Teresa Zigman

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

It was moved by Hill 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 or correspondence.

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

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

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

The motion carried unanimously.

#### **A. Approval: Minutes**

The following minutes were approved:

- Special Board Meeting of March 29, 2017

#### **B. Approval: Financial Information**

The following financials were presented for approval:

- Check Register (February 2017)
- Purchase Card Transactions (February 2017)
- Financial Status Report (February 2017)

#### **C. Approval: Personnel Board Report**

The following personnel report was presented for approval:

- Personnel Report Summary (March 31, 2017)

### **4. Action Items.**

#### **A. Common School Calendar and Agency Calendar of Operations**

The Agency is required under the provisions of MCL 380.1284a to develop a common school calendar for at least the next 5 school years in cooperation with its constituent districts. The calendar that was presented represents the recommendation of the Superintendent after working with the constituent district superintendents and human resource directors.

Additionally, the Agency has historically adopted a calendar of operations from which all other employee work calendars are created. The Agency calendar of operations was recommended by the Superintendent for implementation in the 2017-18 academic year.

It was moved by Hill and seconded by Cortez that the Board of Education approve the common school calendar and the Agency calendar of operations as presented. The motion carried unanimously.

B. Approval of Specialized Transportation Bus Purchases

The recommendation for 2017-2018 in the specialized transportation department is to order six Blue Bird buses with specifications much the same as purchased in prior years to replace the following six buses in route service:

Bus 80-09	144,839 miles	Entered service 7/2008
Bus 81-09	125,543 miles	Entered service 7/2008
Bus 82-09	133,999 miles	Entered service 7/2008
Bus 83-09	131,151 miles	Entered service 7/2008
Bus 84-09	128,432 miles	Entered service 7/2008
Bus 85-09	111,062 miles	Entered service 7/2008

The costs for special education buses are reimbursed by the State at the time they are amortized, which is over a period of seven years. The reimbursement rate is about 70 percent. The recommended “not-to-exceed purchase price” was taken from the Michigan School Business Officials statewide school bus bid. Special education buses are generally higher in cost than traditional general education buses due to the additional safety equipment (additional railings, wheelchair tie-downs and lifts, etc.) and supplemental climate control systems (heating and air conditioning).

It was moved by Cortez and seconded by Kaiser that the Board of Education approve the purchase of six buses from Holland Bus Company for an amount not to exceed \$670,116 to be used in the specialized transportation department with delivery on or after July 1<sup>st</sup>.

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

The motion carried unanimously.

C. Approval of Regional Transportation Collaborative (RTC) Bus Purchases

The recommendation for 2017-2018 in the RTC transportation departments is the purchase of buses as detailed below.

**Brighton**

Purchase up to four conventional school buses from Holland Bus Company, not to exceed a total cost of \$303,400. These units are used lease returns with less than 6,000 miles. All standard warranties apply. For delivery on or after July 1<sup>st</sup>.

**Howell**

Purchase up to six conventional school buses from Holland Bus Company, not to exceed a total of \$484,200. These are new units with extended warranties. Pricing per Michigan School Business Officials statewide school bus bid. For delivery on or after July 1<sup>st</sup>.

**Pinckney**

Transfer of a single used special-needs equipped unit from the current LESA Specialized Transportation fleet. The bus will be selected based on mechanical soundness, cosmetic appearance, and overall usefulness to the Pinckney operation. Cost of this unit shall not exceed \$30,000.

It was moved by Hill and seconded by Cortez that the Board of Education approve the purchases from Holland Bus Company for up to ten buses in an amount not to exceed \$787,600 and the transfer of one bus from Livingston ESA to Pinckney for an amount not to exceed \$30,000.

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

The motion carried unanimously.

**D. Appointment of AFSCME AFL-CIO Teacher Assistants Board Negotiations Team**

The AFSCME AFL-CIO bargaining agreement expires on June 30, 2017. The administration is recommending the following individuals to serve on the Board of Education's team to negotiate successor agreement:

- Teresa A. Zigman, Executive Director of Administrative Services – Chief Spokesperson
- Doug Haseley, Executive Director of Special Education
- Kris Resseguie, Director of LESA Special Education Programs
- Laura Walters, Finance & Budget Director
- Jennifer Damon, Supervisor of Human Resources

It was moved by Hill and seconded by Kaiser that the Board approve the AFSCME AFL-CIO Teacher Assistants negotiations team as presented and that that negotiating team have the complete power and authority to take all steps related to collective bargaining under the Public Employee Relations Act with the exception of the ratification of any tentative agreement.

The motion carried unanimously.

#### E. Appointment of LIPSA Board Negotiations Team

The LIPSA bargaining agreement expired on June 30, 2016. The administration is recommending the following individuals to serve on the Board of Education's team to facilitate labor discussions and agreements until the current contract expires on June 30, 2019.

- Teresa Zigman, Executive Director of Administrative Services – Chief Spokesperson
- Douglas Haseley, Executive Director for Special Education
- Kim Wooster, Director of Special Education for Fowlerville Schools
- Laura Walters, Finance & Budget Director
- Jennifer Damon, Human Resources Supervisor

It was moved by Cortez and seconded by Kaiser that the Board approve the LIPSA negotiations team as presented and that the negotiating team have the complete power and authority to take all steps related to collective bargaining under the Public Employee Relations Act with the exception of ratification of any tentative agreement.

The motion carried unanimously.

### 5. Reports.

#### A. Administrative Reports

Updated the Board on programs and activities within the Agency.

#### B. Superintendent's Report

Superintendent Hubert's report included the following:

- Early/Middle College update
- State budget update
- Health care (MESSA) meeting information
- A report that a professional film crew will be at Lakeland taping information promoting Early Literacy
- Loy reported that the Brighton police chief spoke at Rotary about countywide safety meetings, and Loy inquired about LESA participation.

**6. Board Discussion**

None at this time.

**7. Executive Session**

Superintendent's Quarterly Evaluation

It was moved by Hill and seconded by Fryer to move into Executive Session for the purpose of discussing the Superintendent's evaluation.

The motion carried unanimously.

At 6:20 p.m. the Board moved into Executive Session for the purpose of discussing the Superintendent's evaluation. No action was taken, and the Board returned to Open Session at 8:20 p.m.

**8. Adjournment**

President Loy declared the meeting adjourned at 8:24 p.m.

Respectfully submitted,

Harold E. Fryer  
Secretary

HEF/jp