



## **MINUTES**

Regular Board Meeting of September 14, 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, September 14, 2016, 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,  
Treasurer Kaiser,  
Secretary Fryer,  
Trustee Cortez

LESA Staff: Kristen Capra, Jenn Damon, Doug Haseley, Mike  
Hubert, Rachel Kopke, Sean LaRosa

Guest(s): Michael Smith (Brighton student), Tim Smith

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

It was moved by Loy and seconded by Kaiser to approve the agenda with the addition of item 5.F. Adoption of Performance Evaluation Systems, which will be acted upon immediately following 5.C.

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.

Michael Smith and his father (Tim Smith) introduced themselves and thanked the Board for their support of the interagency match agreement. They explained how the services have helped them personally.

**3. Adoption of Consent Agenda.**

**A. Superintendent's Recommendations**

007-016-017

The Board approved the nomination for re-appointment of Jamie Buckley, Brighton Area Schools representative on the Special Education Parent Advisory Committee, for the period July 1, 2016 through June 30, 2019. Ms. Buckley's current term expired June 30, 2016.

008-016-017

The Board approved entering into a contract with Pinckney Community Schools, for the School Year 2016-2017 to provide space for two classrooms for use by the Head Start and Great Start Readiness programs at cost of \$10,000.

009-016-017

The Board approved entering into a contract with Brighton Area Schools for the School Year 2016-2017 to provide space for two classrooms for use by the Head Start and Great Start Readiness programs at cost of \$10,000.

010-016-017

The Board approved entering into a contract with Hartland Consolidated Schools for the School Year 2016-2017 to provide space for three classrooms for use by the Head Start and Great Start Readiness programs at cost of \$15,000.

011-016-017

The Board approved entering into a contract with Jennifer Lange, for the School Year 2016-2017 to provide Contracted Mental Health Services to Head Start and Great Start Readiness programs at an amount not to exceed \$32,010.

012-016-017

The Board approved entering into a contract with Dr. Norine Tracy **in an amount not to exceed \$5,000** for the School Year 2016-2017 to provide Contracted Health Services to Head Start and Great Start Readiness children.

013-016-017

The Board approved the overnight stay September 21-23 in Mackinac Island for Sean LaRosa, Executive Director, Early Childhood Services and Teresa Grostic, Family and Community Partnership Coordinator, to attend the Michigan Head Start Association Fall Assembly.

014-016-017

The Board approved the overnight stay September 20 in Mackinac Island for Candice Davies, Director, Early Childhood Programs, to attend the Michigan Head Start Association Strategic Planning Event.

**B. Approval: Minutes**

The following minutes were approved:

- Regular Meeting of August 10, 2016

**C. Approval: Financial Information**

The following financials were presented for approval:

- Check Register (July 2016)
- Purchase Card Transactions (July 2016)
- Financial Status Report (July 2016)

**D. Approval: Personnel Board Report**

The following personnel report was presented for approval:

- Personnel Report Summary (August 31, 2016)

It was moved by Fryer and seconded by Kaiser to approve the Consent Agenda with the following amendment – item 012-016-017 add “in an amount not to exceed \$5,000.”

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

The motion carried unanimously.

**4. Special Presentation.**

Kristen Capra was introduced. Kristen explained the connection between Michigan Rehabilitation Services (MRS) and the Interagency Cash Transfer Agreement.

**5. Action/Discussion Items.**

**A. Approval of Memorandum of Understanding – Adult Education Consortium**

WISD is the Prosperity Region 9 fiscal agent for Section 107 funds and in its second year, the adult program at LESA will earn approximately \$100,000 in support of the

program. A memo of understanding with Washtenaw Intermediate School District for the purpose of receiving funds under Section 107 (Adult Education) of the school code was presented for Board approval.

It was moved by Fryer and seconded by Cortez that the Board of Education approve the memorandum of understanding with Washtenaw Intermediate School District for the purpose of receiving funds under section 107 (Adult Education) of the school code.

The motion carried unanimously.

#### **B. Pole Attachment and Trench Use Agreement**

Detroit Edison received a request from Livingston County 911 Central Dispatch to attach cables to utility poles. The contractor who submitted the permit application is correctly claiming that Livingston ESA will be the owner of the system. Ownership is established through the cooperative agreement with Livingston County as well as Brighton, Hartland, and Pinckney Schools.

A Pole Attachment and Trench Use Agreement is required by Detroit Edison in order to proceed with the permits required to fulfill the request from the Livingston County 911 Central Dispatch. The draft agreement presented to the Board has been reviewed by the Agency's attorney and approval is recommended.

It was moved by Hill and seconded by Kaiser that the Board authorize the Superintendent to negotiate the revisions to the DTE Pole Attachment and Trench Use Agreement as recommended by the Agency's attorney and sign the final agreement on behalf of the Agency.

The motion carried unanimously.

#### **C. Interagency Cash Transfer Agreement**

It was suggested that the Board approve entering into an Interagency Cash Transfer Agreement with Michigan Rehabilitation Services (MRS), Ann Arbor, MI to enhance and improve the provision of Vocational Rehabilitation services to individuals who meet MRS eligibility criteria, as set forth in 34 CFR 361.42(a)(1) in the amount of \$419,570.37 for the period October 1, 2016 through September 30, 2017.

Funding Source:

LESA, \$113,284 (Act 18 Funds)

Michigan Rehabilitation Services \$306,286.37

Total: \$419,570.37

It was moved by Kaiser and seconded by Fryer that the Board approve entering into an Interagency Cash Transfer Agreement with Michigan Rehabilitation Services (MRS), Ann Arbor, MI in the amount of \$419,570.37 for the period October 1, 2016 through September 30, 2017.

Fryer voted YES, Kaiser voted YES, Hill voted YES, Cortez voted YES, and Loy voted YES.

The motion carried unanimously.

*Item 5.F. was added to the amended agenda and was acted upon at this point in the agenda. The written documentation and motion follow item 5.E. in the minutes.*

## **D. Reports**

### **Staff Reports**

Updated the Board on progress toward LESA strategic plan goals.

### **Superintendent's Report**

Superintendent Hubert shared information on the MASB Annual Leadership Conference.

Superintendent Hubert reported on the new State Board of Education guidance on safe and supportive learning environments for LGBTQ students. He indicated local districts will likely manage their own communications on this matter.

Superintendent Hubert talked with the Board about scheduling a retreat. They tentatively agreed to October 12.

Superintendent Hubert reported the start of the school year has been smooth and everyone is working very hard.

Superintendent Hubert reported he will be attending the MASA Fall Conference in Traverse City next week.

Superintendent Hubert reported Laura Walters will be on maternity leave soon, and Laurie Spadoni will serve as interim Finance Director during Laura's absence.

Superintendent Hubert shared information on administrative vacancies. He also reported Fowlerville recently added an agriculture program at the high school.

Superintendent Hubert reported the first superintendent's meeting of the new school year will take place tomorrow.

#### **E. Board Discussion**

The Board discussed the MASB conference offerings.

Loy asked if any feedback was received about Opening Day or if staff were surveyed about Opening Day. She also suggested food labels would be a good idea because of food allergies.

#### **F. Adoption of Performance Evaluation Systems**

The Revised School Code (MCL 380.1249) requires the board of an educational service agency to adopt and implement for all teachers and school administrators a rigorous, transparent, and fair performance evaluation system.

The performance evaluation system must be approved by the Michigan Department of Education and meet the criteria established in law. The evaluation systems previously utilized by the Agency do not meet the criteria established in the Revised School Code.

The performance evaluation system was to have been adopted before the 2016-2017 school year started but was not. Therefore, it is recommended that the Board of Education adopt the following evaluation systems at this time:

- Teachers – Charlotte Danielson's Framework for Teaching
- Administrators – Michigan Association of School Administrator's School Advance Administrator Evaluation System
- Superintendent – Michigan Association of School Board's superintendent evaluation system

The Revised School Code also requires that districts provide training on each of the evaluation systems chosen. The training must be provided to all evaluators. Funds for training have been provided by the State of Michigan through section 95b of the State Aid Act. Further, a regional training specialist is provided through Hillsdale ISD and he will facilitate the development of the training programs for teachers and administrators. The training specialist can also provide support for the superintendent evaluation system but MASB is already scheduled to provide training for the Board of Education on November 2<sup>nd</sup>.

It was moved by Hill and seconded by Kaiser that the Board of Education approve the implementation of the Charlotte Danielson Framework for Teaching for all teachers,

the MASA School Advance evaluation system for all school administrators, and the MASB superintendent evaluation system for the superintendent, for the 2016-2017 school year in order to comply with MCL 380.1249.

The motion carried unanimously.

**6. Adjournment**

President Loy declared the meeting adjourned at 7:32 p.m.

Respectfully submitted,

Harold E. Fryer  
Secretary

HEF/jp