



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Public Budget Hearing and Rescheduled July Board Meeting

June 26, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD TECH Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order and Pledge of Allegiance

The meeting was called to order at 4:00 p.m. by Board President Richard Germond.

Attendance

MEMBERS PRESENT: Richard Germond, James Hartley, Kathryn Mohr, David Pray, and Dale Wingerd

MEMBERS ABSENT: none

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Jake Graf, Tom Kasefang, Julie Cassie, Janine Decker, Mats Holm, Kyle Hoffman, and Alena York

OTHERS PRESENT: Paula Holtz

Set Agenda

- ✓ Moved by Mohr, supported by Hartley that the LISD Board of Education set the agenda as presented with the addition of a resolution for retiring LISD Board Trustee Kathryn Mohr.
Yes: 5, No: 0; motion carried.

Board Vice-President Hartley presented a resolution for retiring LISD Board Trustee Kathryn Mohr in appreciation for her many years of service on the LISD Board of Education.

Comments from the Public

None

Staff of the Month

Facilities Director Tom Kasefang presented the July 2023 Staff of the Month award. The July 2023 award recipient is Betty Brymer, Custodian, who was unable to attend the meeting.

PUBLIC BUDGET HEARING

Board President Richard Germond opened the Public Budget Hearing at 4:03 p.m.

Certification of Tax Levies

- ✓ Moved by Hartley, supported by Pray, that the LISD Board of Education:
 1. Certify the 2023 property tax levy at 7.2922 mills as follows:

| | |
|----------------------------|---------------------|
| General Services | 0.2987 mills |
| Special Education | 4.0868 mills |
| Career Technical Education | <u>2.9067 mills</u> |
| TOTAL | 7.2922 mills |

2. **Certify the 2023 summer property tax levy at 3.6462 mills (50% of 7.2922 mills) in those governmental units collecting summer taxes. The balance of 3.6460 mills will be levied on December 1, 2023, for taxing units that collect both summer and winter taxes.**

Yes: 5, No: 0; motion carried.

Board President Richard Germond closed the Public Budget Hearing at 4:04 p.m.

Summary of Local Board Resolutions for FY 2023-2024

All local constituent district boards of education supported the LISD FY 2023-2024 Proposed Budget with the exception of Tecumseh Public Schools.

Adoption of the 2023-2024 Proposed Budget

- ✓ **Moved by Mohr, supported by Hartley that the LISD Board of Education approve the attached resolutions, thereby approving:**

- A) **The General Services, Special Education and Career Technical Education fund budgets for the 2023-2024 fiscal year with anticipated expenditures totaling \$62,892,535;**
- B) **The proposed General Services Capital Projects, Special Education Capital Projects and Career Technical Education Capital Projects budgets with expenditures projected to be \$3,360,217, Health Consortium budget with projected expenditures in the amount of \$22,394,845 for the 2023-2024 fiscal year;**
- C) **The Lenawee/Monroe Technology Consortium budget with projected expenditures in the amount of \$1,108,530 for the 2023-2024 fiscal year; and**
- D) **The Cooperative Services Fund budget with expenditures of \$290,787 for the 2023-2024 fiscal year;**
- E) **The Student/School Activity Fund budget with expenditures of \$7,900 for the 2023-2024 fiscal year.**

Yes: 5, No: 0; motion carried.

RESCHEDULED JULY MEETING

Approve Previous Meeting Minutes and Financial Reports

- ✓ **Moved by Pray, supported by Wingerd, that the LISD Board of Education approve/accept the following items:**
 - **Approve open and closed session minutes of the June 5, 2023, regular June Board meeting;**
 - **Approve minutes of the June 5, 2023, Biennial Election board meeting;**
 - **Approve financial reports.**
- **Yes: 5, No: 0; motion carried.**

Financial Reports

Financial Data Reports for the Month Ending May 31, 2023

| | General Svcs. | Sp. Ed. | CTE |
|----------------------|---------------|---------------|---------------|
| Revenues to Date | \$ 13,399,857 | \$ 27,233,988 | \$ 13,936,390 |
| Expenditures to Date | \$ 8,998,396 | \$ 22,881,581 | \$ 9,635,618 |
| Fund Balance | \$ 8,005,229 | \$ 794,983 | \$ 13,800,606 |

Projected July 2023 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|------------|------------|--------------|---------------|
| \$ 6,790,616 | \$ 118,560 | \$ 192,666 | \$ 7,854,057 | \$ 10,622,896 |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,733,239.56 | \$ 2,891,333.75 | \$ 2,544,664.73 |

Investments Total: \$36,573,317.60

Acknowledging Student Success

Competition results were presented for LISD TECH Center students who competed at the state FFA Skills Contest at Michigan State University on April 21. Six LISD TECH Center students competed at the Skills USA National Leadership & Skills Conference in Atlanta, Georgia, on June 19-23, and LISD TECH Center HOSA students competed at the HOSA International Leadership Conference in Dallas, Texas, on June 21-24.

Special Education

2022-2023 Student Achievement at Maurice Spear Campus and Laura Haviland Programs

Each year in the Maurice Spear Campus (MSC) educational program and Laura Haviland Program (LHP), the Northwest Evaluation Association (NWEA) assessment tool is administered two or three times.

2022-2023 NWEA Average Grade Level Gain

| | LHP Average Grade Gain | MSC Average Grade Gain |
|----------------|------------------------|------------------------|
| Reading | + 1.10 | + 5.45 |
| Language Usage | + 1.19 | + 2.66 |
| Math | + 1.16 | + 1.82 |

CTE, Instruction and General Services

2023-2024 LISD Student/Parent Handbooks and Code of Conduct Ready for Board Approval

The LISD Student Code of Conduct and JC/LISD Academy, LISD TECH Center, Adult Learning Services, and LISD PREP Academy Student/Parent Handbooks have been revised with recommended updates noted for the 2023-2024 school year. Changes to handbooks include updates to policies, dates, times, and staffing.

- ✓ **Moved by Pray, supported by Mohr that the LISD Board of Education approve the LISD Student/Parent Handbooks and the LISD Student Code of Conduct for the 2023-2024 school year.**
Yes: 5, No: 0; motion carried.

Lenawee County Multi-tiered Systems of Support (MTSS) Annual Summary

The Lenawee County MTSS annual summary was presented to the LISD Board of Education. The Team has developed, revised, and reflected on strategic and implementation plans. Based on the progress monitoring that was completed using the implementation plan, the Regional Implementation Team (RIT) plans to take the following next steps during the 2023-2024 school year.

- Strengthen process for communicating progress to districts: RIT to District Implementation Team (DIT), Annual Summary, DIT Coordinator Reports
- Survey of Practice Profile with districts to help lead future steps
- Monitor coaching capacity through documentation processes (Ex: logs, coaching effectiveness data, etc.)
- Coordinate an additional MTSS Coaching subgroup to support added MTSS coaches as they adjust to new roles

Benchmark Assessments

Public Act 48 Section 104a requires districts to implement a benchmark assessment system for the 2022-2023 school year for the purpose of measuring student proficiency in reading and mathematics. Section 98b of the law requires building leaders to write mid-year and end-of-year goals in reading and math and to choose assessments aligned to state standards, which measure student progress towards these goals. The law requires the administration of these assessments at the beginning and end of the school year. Student progress must be reported to the district board of education and posted on the district "Transparency Reporting" website link in February 2023 and again in June 2023. The Lenawee ISD Goal Progress Report was presented to the LISD Board of Education, and overall, students met or exceeded their benchmark goals for the year. Vice-President Hartley commented that some of the goals are not very specific and suggested goals be defined using specific percentages of growth that staff would like to see students achieve.

Office of the Superintendent Facilities

LISD TECH Center Secure Vestibule

At the April 2023, LISD Board of Education meeting, Vanston-O'Brien, of Dexter, MI, was awarded the LISD TECH Center secure vestibule project, with a bid amount of \$194,400. In early May, LISD staff received notification from the State of Michigan, Bureau of Construction Code, Plan Review Division that project plans submitted for review did not meet current fire code and modifications would be required.

To meet the current fire code, the size of the addition would need to be reduced by two (2) feet in length for compliance with a dead-end corridor rule. The new vestibule would also require the creation of a two-hour fire-rated barrier between the new addition and the existing LISD TECH Center exterior wall.

Vanston-O'Brien's added cost for the required modifications is \$16,389.00, increasing the project cost to \$210,789, excluding any change orders.

Given the added cost to the project, LISD staff are now considering other options to enhance the security at the LISD TECH Center and are recommending the Board rescind the award to Vanston-O'Brien in the amount of \$194,400 for construction of a secure vestibule.

- ✓ **Moved by Wingerd, supported by Pray that the LISD Board of Education rescind the award to Vanston-O'Brien in the amount of \$194,400 for construction of a secure vestibule.**

Yes: 5, No: 0; motion carried.

Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|-----------------|--------------------------------------|--|------------------------------|
| Bridget Beauch | Secretary – Curriculum & Instruction | \$15.58/hourly. Other compensation per Personnel Positions Book. | Full Time, 250 Work Days |
| Riley Benjamin | Career Camp Assistant | \$14.06/hourly. Other compensation per Personnel Positions Book. | As needed |
| Joshua Bevens | Bus Assistant | \$15.58/hourly. Other compensation per Personnel Positions Book. | Part-time, 180-230 Work Days |
| Jeyna Byers | Career Camp Assistant | \$14.06/hourly. Other compensation per Personnel Positions Book. | As needed |
| Jersey Helf | Career Camp Assistant | \$14.06/hourly. Other compensation per Personnel Positions Book. | As needed |
| Sophia Mingione | Career Camp Assistant | \$14.06/hourly. Other compensation per Personnel Positions Book. | As needed |
| Sarah Phipps | Career Camp Assistant | \$14.06/hourly. Other compensation per Personnel Positions Book. | As needed |
| Ammie Riggs | Career Camp Assistant | \$14.06/hourly. Other compensation per Personnel Positions Book. | As needed |

| Name | Position | Compensation / Other Approval | Term |
|------------------|------------------------|--|--------------------------|
| Christy Vigo | Occupational Therapist | Beginning Base pay \$66,750 salary. Other compensation per LIEA Collective Bargaining Agreement. | Full Time, 188 Work Days |
| Amy McClelland | School Social Worker | N/A | LOA eff: 5/4/23-5/26/23 |
| Zachary Mercurio | School Psychologist | N/A | LOA eff: 5/25/23-6/9/23 |

- ✓ **Moved by Hartley, supported by Pray that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.**

Yes: 5, No: 0; motion carried.

Separation of Employment

| Name | Position | Reason | Separation Date |
|-------------------|-------------------------|----------|-----------------|
| Allie Barrett | Grad Co-op | Resigned | 06/09/2023 |
| Autumn Cuthbert | Grad Co-op | Resigned | 06/09/2023 |
| Tammy Jordan | School Social Worker | Resigned | 08/18/2023 |
| Daniel Kope | Bus Mechanic | Resigned | 06/02/2023 |
| Olivia McClelland | Grad Co-op | Resigned | 06/09/2023 |
| Makayla Spencer | PREP Childcare Provider | Resigned | 06/07/2023 |
| Autumn Stokes | School Psychologist | Resigned | 06/23/2023 |
| Aubryana Tripp | Grad Co-op | Resigned | 06/05/2023 |

Update on Position Vacancies

Administrative Services

- One Bus Driver. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Technology Trainer and Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Three Custodian II. These permanent, full-time positions are available due to resignation. The position has been posted and applications are being accepted.

Instruction and General Services

- One Special Populations Coordinator - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- One CTE Teacher – Hospitality Services. This permanent, full-time position is available due to the new CTE program. The position has been posted and applications are being accepted.

- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.
- One CTE Teacher Assistant – Natural Resources. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Early Literacy Coach. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One CTE Teacher Assistant – Machining & CAM. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement and reassignment. The positions have been posted and applications are being accepted.
- Six Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to resignation. The positions have been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher (Maurice Spear Campus) - This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- One School Psychologist Intern – This temporary, full-time position is due to additional student need. This position has been posted and applications are being accepted.
- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The positions have been posted and applications are being accepted.

- One Early Childhood Teacher Consultant. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Occupational Therapist. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Before & After School Childcare Provider. This permanent, part-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher – CI. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.

Office of the Superintendent Reports

Closed Session

It was recommended that the Board enter into closed session for the purpose of discussing the following matter, which is permitted under Michigan's Open Meeting Act, MCL 15.261, et seq.:

- 1) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement as requested by the LISD. MCL 15.268(c).
 - ✓ **Moved by Hartley, supported by Mohr, that the LISD Board of Education enter into closed session for the reason stated above.**
Roll Call Vote: Wingerd, yes; Mohr, yes; Pray, yes; Hartley, yes; Germond, yes
Yes 5, No: 0; motion carried.

Entered closed session at 4:26 p.m.

Adjourn Closed Session

- ✓ **Moved by Hartley, supported by Pray, that the Closed Session be adjourned, and the meeting returned to public session.**
Yes: 5, No: 0; motion carried.

Closed session adjourned at 4:55 p.m.

Adjournment

- ✓ **Moved by Mohr, supported by Pray that the meeting be adjourned.**
Yes: 5, No: 0; motion carried.

The meeting adjourned at 4:55 p.m.



 James Hartley, Secretary, LISD Board of Education



BOARD OF EDUCATION RESOLUTION IN RECOGNITION OF AND APPRECIATION FOR
Kathryn Mohr

WHEREAS, Kathryn Mohr began her service on the Lenawee Intermediate School District (LISD) Board of Education in 2001 and continued for a period of eight years; and

WHEREAS, after her initial period of service, Kathryn Mohr was again appointed to the LISD Board of Education on November 28, 2019, and then elected for the remainder of the term through June 30, 2023; and

WHEREAS, Kathryn Mohr voluntarily decided not to run again for a seat on the LISD Board of Education upon the conclusion of her current term on June 30, 2023; and

WHEREAS, Kathryn Mohr diligently and faithfully served as a member of the LISD Board of Education for 12 years; and

WHEREAS, Kathryn Mohr regularly contributed her legal expertise to the LISD, including most recently through her involvement with the planned purchase of the JC@LISD campus in Adrian from Jackson College; and

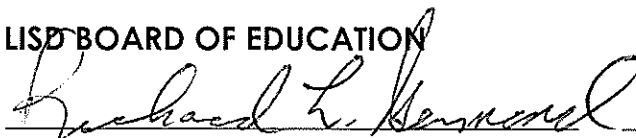
WHEREAS, Kathryn Mohr has demonstrated a commitment to sound and principled judgement after careful consideration of all of the facts and information available to her; and

WHEREAS, Kathryn Mohr has contributed her knowledge, experience, and skills to many other community enrichment organizations within the Lenawee community, including, but not limited to, Adrian College and Lenawee Now.

NOW, THEREFORE, BE IT RESOLVED THAT, the Lenawee Intermediate School District Board of Education expresses its appreciation for the many years of steadfast leadership, commitment, advice, and counsel that Kathryn Mohr has contributed to the LISD and the Lenawee educational community.

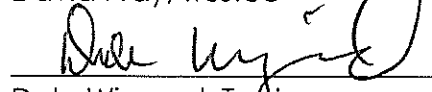
LISD BOARD OF EDUCATION

JUNE 26, 2023


Richard Germond, President


David Pray, Trustee


James Hartley, Vice President/Secretary


Dale Wingerd, Trustee

Winter Collection Only

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2023 TAX RATE REQUEST (This form must be completed and submitted on or before September 30, 2023)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

| | |
|--|---|
| County | 2023 Taxable Value of ALL Properties in the Unit as of 5-22-23. |
| LENAWEE, Mon., Hills., Jack. Wash | \$4,391,497,252 |
| Local Government Unit | For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Properties and Commercial Personal Properties if a millage is Levied Against Them. |
| LENAWEE INTERMEDIATE | |

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.

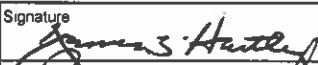

The following tax rates have been authorized for levy on the 2023 tax roll.

| (1) | (2) | (3) | (4) | (5)** | (6) | (7) | (8) | (9) | (10) | (11) | (12) |
|-----------|--------------------|------------------|--|--|--|--|--|--------------------------------|---------------------------------------|---------------------------------------|---------------------------------------|
| Source | Purpose of Millage | Date of Election | Original Millage Authorized by Election, Charter, etc. | 2022 Millage Rate Permanently Reduced by MCL 211.34d "Headlee" | 2023 Current Year "Headlee" Millage Reduction Fraction | 2023 Millage Rate Permanently Reduced by MCL 211.34d "Headlee" | Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction | Maximum Allowable Millage Levy | Millage Requested to be Levied July 1 | Millage Requested to be Levied Dec. 1 | Expiration Date of Millage Authorized |
| | | | | | | | | | | | |
| Allocated | Oper | Nov-17 | 0.3000 | 0.2987 | 1.0000 | 0.2987 | 1.0000 | 0.2987 | | 0.2987 | N/A |
| Charter | Op/SE | Oct-85 | 3.5000 | 2.9790 | 1.0000 | 2.9790 | 1.0000 | 2.9790 | | 2.9790 | N/A |
| Charter | Op/SE | Jun-92 | 1.2500 | 1.1078 | 1.0000 | 1.1078 | 1.0000 | 1.1078 | | 1.1078 | N/A |
| Charter | Op/VT | Sep-82 | 2.2000 | 1.8723 | 1.0000 | 1.8723 | 1.0000 | 1.8723 | | 1.8723 | N/A |
| Charter | Op/VT | Jun-00 | 1.1000 | 1.0344 | 1.0000 | 1.0344 | 1.0000 | 1.0344 | | 1.0344 | N/A |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

| | | | |
|--------------------------|-------------------------------|---|---------------|
| Prepared by Judith Pfund | Telephone Number 517-265-1616 | Title of Preparer Ex. Director of Finance | Date 05.31.23 |
|--------------------------|-------------------------------|---|---------------|

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.121(3).

- ☐ Clerk
☐ Secretary
☐ Chairperson
☒ President

| | | |
|---|---------------------------|----------------|
| Signature  | Type Name James Hartley | Date 6/26/2023 |
| Signature  | Type Name Richard Germond | Date 6/26/2023 |

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

| | |
|---|------|
| Local School Districts Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section. | |
| Total School Dist Operating Rates to be Levied (HH/Supp and NH Oper ONLY) | Rate |
| For PRE, Qualified Ag, Qualif. Forest & Industrial Personal | |
| For Commercial Personal | |
| For all Other | |

Split Collection 1/2 Summer & 1/2 Winter

ORIGINAL TO: County Clerk(s)
COPY TO: Equalization Department(s)
COPY TO: Each township or city clerk

L-4029

2023 TAX RATE REQUEST (This form must be completed and submitted on or before September 30, 2023)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

| | |
|-----------------------------------|---|
| County | 2023 Taxable Value of ALL Properties in the Unit as of 5-22-23 |
| LENAWEE, Mon., Hills., Jack. Wash | \$4,391,497,252 |
| Local Government Unit | For LOCAL School Districts: 2022 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Properties and Commercial Personal Properties if a millage is Levied Against Them. |
| LENAWEE INTERMEDIATE | |

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119.

The following tax rates have been authorized for levy on the 2023 tax roll.



| (1) | (2) | (3) | (4) | (5)** | (6) | (7) | (8) | (9) | (10) | (11) | (12) |
|-----------|------------|----------|---------------|--------------|--------------|--------------|--------------|-----------|-----------|-----------|------------|
| | | | | 2022 | 2023 | 2023 | Sec. 211.34 | | | | |
| | | | Original | Millage Rate | Current Year | Millage Rate | Truth in | Maximum | Millage | Millage | Expiration |
| | Purpose of | Date of | Millage | Permanently | "Headlee" | Permanently | Assessing or | Allowable | Requested | Requested | Date of |
| Source | Millage | Election | Authorized | Reduced by | Millage | Reduced by | Equalization | Millage | to be | to be | Levy |
| | | | by Election, | MCL 211.34d | Reduction | MCL 211.34d | Rollback | Levy* | Levied | Levied | Authorized |
| | | | Charter, etc. | "Headlee" | Fraction | "Headlee" | Fraction | | July. 1 | Dec. 1 | |
| Allocated | Oper | Nov-17 | 0.3000 | 0.2987 | 1.0000 | 0.2987 | 1.0000 | 0.2987 | 0.1494 | 0.1493 | N/A |
| Charter | Op/SE | Oct-85 | 3.5000 | 2.9790 | 1.0000 | 2.9790 | 1.0000 | 2.9790 | 1.4895 | 1.4895 | N/A |
| Charter | Op/SE | Jun-92 | 1.2500 | 1.1078 | 1.0000 | 1.1078 | 1.0000 | 1.1078 | 0.5539 | 0.5539 | N/A |
| Charter | Op/VT | Sep-82 | 2.2000 | 1.8723 | 1.0000 | 1.8723 | 1.0000 | 1.8723 | 0.9362 | 0.9361 | N/A |
| Charter | Op/VT | Jun-00 | 1.1000 | 1.0344 | 1.0000 | 1.0344 | 1.0000 | 1.0344 | 0.5172 | 0.5172 | N/A |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

| | | | |
|---------------------------|--------------------------------|--|----------------|
| Prepared by: Judith Pfund | Telephone Number: 517-265-1616 | Title of Preparer: Ex. Director of Finance | Date: 05.31.23 |
|---------------------------|--------------------------------|--|----------------|

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary, to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☐ Clerk
☒ Secretary

☐ Chairperson
☒ President

| | | |
|---|-----------------|-----------|
| Signature | Type Name | Date |
|  | James Hartley | 6/26/2023 |
| Signature | Type Name | Date |
|  | Richard Germond | 6/26/2023 |

*Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

| | |
|---|------|
| Local School Districts Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2023 for instructions on completing this section. | |
| Total School Dist Operating Rates to be levied (HH/Supp and NH Oper ONLY) | Rate |
| For PRE, Qualified Ag, Qualif. Forest & Industrial Personal | |
| For Commercial Personal | |
| For all Other | |



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Annual Organizational Meeting

July 10, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD TECH Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order and Pledge of Allegiance

The meeting was called to order at 4:00 p.m. by Board President Richard Germond.

Attendance

MEMBERS PRESENT: Richard Germond, James Hartley, David Pray, Dale Wingerd, and Paula Holtz

MEMBERS ABSENT: none

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Jenny Heath, Mats Holm, Alena York, Ben Murray, and Janine Decker

OTHERS PRESENT: None

Set Agenda

- ✓ Moved by Wingerd, supported by Hartley that the LISD Board of Education set the agenda as presented:
Yes: 5, No: 0; motion carried.

Comments from the Public

None

Approve Previous Meeting Minutes

- ✓ Moved by Pray, supported by Holtz, that the LISD Board of Education approve the minutes of the June 26, 2023, Public Budget Hearing and rescheduled July Board meeting;
Yes: 5, No: 0; motion carried.

ANNUAL ORGANIZATIONAL MEETING

Elect 2023-2024 President

- ✓ Moved by Hartley, supported by Holtz that Richard Germond be elected as President of the Lenawee Intermediate School District Board of Education for 2023-2024.
Roll Call Vote: Germond, yes; Hartley, yes; Pray, yes; Holtz, yes; Wingerd, yes
Yes: 5, No: 0; motion carried.

Elect 2023-2024 Vice-President / Secretary – Combined Office

- ✓ Moved by Pray, supported by Wingerd that James Hartley be elected as Vice-President/Secretary of the Lenawee Intermediate School District Board of Education for 2023-2024.
Roll Call Vote: Germond, yes; Hartley, yes; Pray, yes; Holtz, yes; Wingerd, yes
Yes: 5, No: 0; motion carried.

Elect 2023-2024 Treasurer

- ✓ Moved by Hartley, supported by Holtz that David Pray be elected as Treasurer of the Lenawee Intermediate School District Board of Education for 2023-2024. Roll Call Vote: Germond, yes; Hartley, yes; Pray, yes; Holtz, yes; Wingerd, yes Yes: 5, No: 0; motion carried.

Appoint 2023-2024 Board Member Representatives to the LCEF and LCASB Boards

- ✓ Moved by Hartley, supported by Holtz that the LISD Board of Education authorize the Board President to appoint an ex-officio member of the LCEF Board of Trustees and appoint a board member representative to the LCASB Board of Directors for the 2023-2024 school year. Yes: 5, No: 0; motion carried.

Board President Richard Germond appointed James Hartley as the 2023-2024 ex-officio member of the LCEF Board of Trustees and Dale Wingerd as the 2023-2024 board member representative of the LCASB Board of Directors.

Set Date, Time, and Place of LISD Board of Education Meetings

- ✓ Moved by Hartley, supported by Wingerd that the LISD Board of Education set the date, time, and place of regular, rescheduled, and special LISD Board of Education meetings for the 2023-2024 school year as outlined in the schedule below. Yes: 5, No: 0; motion carried.

1st Monday of each month, 4:00 pm, Community Room at the LISD William J. Ross Education Service Center unless otherwise posted (virtual option available for non-board members).
(*exceptions are noted with an asterisk)

2023:

- August 7, LISD TECH Center
- September 11*, LISD TECH Center
- October 2
- October 30*, Rescheduled November meeting
- December 4

2024:

- January 8*
- February 5, LISD TECH Center
- March 4
- April 1
- April 18* 6:00 p.m.: LISD TECH Center, Budget review with local districts (no virtual option)
- May 6* 3:00 p.m.: ERC wages/salaries and fringe benefits review
- May 6 4:00 p.m.: Regular May meeting
- June 3
- June 24*, Public budget hearing, annual organizational meeting, and rescheduled July meeting

Designation of 2023-2024 Depositories for Funds

- ✓ Moved by Pray, supported by Hartley that the LISD Board of Education designate the list of named banks (listed in the July 10, 2023, board agenda book, page 18) as depositories for district funds for the 2023-2024 fiscal year. Yes: 5, No: 0; motion carried.

Designation of Signatories for all LISD Accounts

- ✓ Moved by Wingerd, supported by Holtz that the LISD Board of Education designate the below listed signatories for the 2023-2024 fiscal year. Yes: 5, No: 0; motion carried.

Payroll Checks:

- LISD Superintendent or Executive Director, Finance and Business Services

Treasury Account Checks, Student Activity Checks, and Investments:

- LISD Superintendent or Executive Director, Finance and Business Services

Transfers between Checking and Savings Account, Public Investment Pooled Funds, and other investment vehicles:

- LISD Superintendent or Executive Director, Finance and Business Services or Coordinator - Business Services (Kelly Smith) or Grants Accountant

Designate School Attorneys

- ✓ Moved by Hartley, supported by Wingerd that the LISD Board of Education designate the legal firm of Thrun Law Firm, P.C. as its legal counsel for matters requiring specialized school law knowledge; Steven D. Lowe, P.C. as its legal counsel for matters requiring specialized knowledge of employee benefits matters; and Kyle Hoffman as the district's local legal counsel, for the 2023-2024 fiscal year. Yes: 5, No: 0; motion carried.

Appointment of Freedom of Information Coordinator

- ✓ Moved by Hartley, supported by Pray that the LISD Board of Education authorize the Board President to appoint a FOIA Coordinator for the 2023-2024 school year. Yes: 5, No: 0; motion carried.

Board President Richard Germond appointed Kyle Hoffman as the 2023-2024 FOIA Coordinator.

Board Member Compensation and Expense Reimbursement

- ✓ Moved by Wingerd, supported by Hartley that the LISD Board of Education authorize the payment of a \$30 per diem to individual Board members after the member's attendance at each of the following activities, which the Board deems to be directly related to the Board Member's responsibility as a member of the Lenawee Intermediate School District Board of Education:
 - 1) regular, special, and emergency meetings of the LISD Board of Education;
 - 2) subcommittee meetings of the LISD Board of Education;
 - 3) pre-meeting agenda reviews conducted with the Superintendent;

- 4) meetings and events of the Lenawee County Association of School Boards;
- 5) individual meetings with the Superintendent to discuss District business;
- 6) LISD graduation ceremonies;
- 7) LISD groundbreaking ceremonies;
- 8) LISD program open houses;
- 9) LISD employee recognition events;
- 10) LISD dances; and
- 11) LISD alumni recognition events.

Furthermore, the Board authorizes the reimbursement of mileage at the then-current IRS rate to and from those authorized events described above.

Furthermore, the Board authorizes its members to register for and attend Michigan Association of School Board (MASB) programs/courses/trainings, which are related to the performance of the member of a board of education, and to incur necessary expenses permitted by Board Policy.

Yes: 5, No: 0; motion carried.

Special Education

Lenawee ISD District Implementation Team Update

The Lenawee ISD Implementation Team (LDIT) continued to make great progress in several different areas during the second half of the 2022-2023 school year.

- The LDIT conducted their second District Capacity Assessment (DCA) of the 2022-2023 school year and received a score of 85%, which is an increase from their November score of 81.5%.
- Several programs have moved through different stages of implementation with PBIS. The Laura Haviland Program (Haviland) and the LISD TECH Center are in full implementation of PBIS Tier 1. JC/LISD Academy and Porter Center are all in the initial implementation stage of PBIS Tier 1. Special Education post-secondary programs are also in the Initial implementation stage of PBIS Tier 1. LISD PREP Academy will begin initial implementation during the 2023-2024 school year. The special education preschool programs continue to be in the exploration stage.
- All programs in the initial implementation stage have taken the TFI (a tool to provide a valid, reliable, and efficient measure of the extent to which school personnel are applying the core features of PBIS) multiple times. LISD TECH Center scored an 87%, JC/LISD Academy scored a 93%, Porter Center scored a 77%, Haviland scored a 100%, and post-secondary scored an 80%. The goal is to score at least 70% fidelity across three consecutive administrations. Currently, LISD TECH Center and Haviland have achieved this goal.
- Student data was also collected in order to determine the impact of PBIS. Based on data collected by Haviland, at the end of the 2021-2022 school year, there was an average of 6.71 daily referrals, and by the end of the 2022-2023 school year there was an average of 5.49 daily referrals. Additionally, students at Haviland increased their Northwest Evaluation Association (NWEA) Reading and Math scores by over a year during the course of the 2022-2023 school year. The other

programs are continuing to identify data to be analyzed in order to determine the success of PBIS implementation.

Office of the Superintendent Facilities Updates

William J. Ross Education Service Center Flooring Improvements

At the June 5, 2023, LISD Board of Education meeting, LISD staff received Board approval to develop specifications and seek bids for flooring improvements at the William J. Ross Education Service Center (ESC). On June 15, 2023, a mandatory pre-bid meeting was held for qualified flooring contractors interested in bidding on the work. LISD staff received a total of two bids for the flooring work. Abbey Carpet & Floor of Adrian, Michigan, submitted the lowest bid for Alternate 2 with a bid amount of \$58,713. Abbey Carpet & Floor has completed multiple flooring projects for the LISD and has always provided quality workmanship.

- ✓ **Moved by Wingerd, supported by Holtz that the LISD Board of Education accept the bid pricing from Abbey Carpet & Floor in the amount of \$58,713 for installation of flooring at the William J. Ross Education Service Center. Yes: 5, No: 0; motion carried.**

Office of the Superintendent Reports

Approve Performance-Based Compensation System with the Lenawee Vocational-Technical Education Association

Section 1250 of the Revised School Code (RSC) requires the Lenawee Intermediate School District (LISD) to implement and maintain a method of compensation for its teachers that includes job performance and job accomplishments as a significant factor in determining compensation and additional compensation. The Lenawee Intermediate School District (Board) Lenawee Vocational-Technical Education Association (LVTEA) Performance-Based Compensation System is designed to satisfy that statutory requirement to reward LVTEA teachers and to reward other staff being compensated the same as LVTEA members for their performance. Performance-based compensation provided for under this system is awarded to staff who demonstrate effective performance as evidenced by the rating received on their annual performance evaluation of either effective or highly effective.

- ✓ **Moved by Hartley, supported by Pray that the LISD Board of Education approve the performance-based compensation system as an extension to the Collective Bargaining Agreement with the Lenawee Vocational-Technical Education Association (LVTEA) dated July 1, 2023 - June 30, 2026. Roll Call Vote: Germond, yes; Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes Yes: 5, No: 0; motion carried.**

Ratify Tentative Agreement with the Lenawee Vocational-Technical Education Association (LVTEA)

The Collective Bargaining Agreement (CBA) between the Lenawee Intermediate School District (Board) and the Lenawee Vocational-Technical Education Association (LVTEA) expired June 30, 2023. A Tentative Agreement (TA) to replace the expired CBA has been negotiated between the Board and the LVTEA. The LVTEA has confirmed to the Board that its members have voted to approve the TA. The TA is for a three-year new CBA to

expire June 30, 2026. The TA includes several language changes agreed to by the Board and the LVTEA, increases to the Board contributions for insurance and other benefits, and a new base salary schedule. In addition, the TA continues to recognize agreement between the Board and LVTEA that additional pay compensation is provided for through the performance compensation system as separately approved by the Board.

- ✓ **Moved by Pray, supported by Wingerd that the LISD Board of Education ratify the tentative agreement for a new collective bargaining agreement with the Lenawee Vocational-Technical Education Association (LVTEA) to replace the current contract that expired June 30, 2023, for the new contract terms of July 1, 2023 - June 30, 2026.**

**Roll Call Vote: Germond, yes; Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes
Yes: 5, No: 0; motion carried.**

Adjournment

- ✓ **Moved by Hartley, supported by Wingerd that the meeting be adjourned.
Yes: 5, No: 0; motion carried.**

The meeting adjourned at 4:25 p.m.


James Hartley, Secretary, LISD Board of Education



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Regular August Board Meeting

August 7, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD TECH Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board President Richard Germond

Attendance

MEMBERS PRESENT: Richard Germond, James Hartley, David Pray, Dale Wingerd, and Paula Holtz

MEMBERS ABSENT: none

LISD STAFF PRESENT: Mark Haag, Judy Pfund, Jenny Heath, Brian Jones, Janine Decker, Kyle Hoffman, Tom Kasefang, Elaine Stoerger, Andrew Munson, Amanda Rockwell (virtual), and Ben Murray

OTHERS PRESENT: none

Set Agenda

- ✓ Moved by Wingerd, supported by Holtz, that the LISD Board of Education set the agenda as presented.
Yes: 5, No: 0; motion carried.

Staff of the Month

Mark Haag, LISD Superintendent, presented the August 2023 Staff of the Month Award to Brian Jones, Executive Director - Instruction & General Services.

Comments from the Public

None

Approve Previous Meeting Minutes and Financial Reports

- ✓ Moved by Pray, supported by Hartley, that the LISD Board of Education approve/accept the following items:
 - Approve minutes of the July 10, 2023, Annual Organizational Board meeting;
 - Approve financial reports.
- Yes: 5, No: 0; motion carried.

Financial Reports

Financial Data Reports for the Month Ending June 30, 2023

| | General Svcs. | Sp. Ed. | CTE |
|----------------------|---------------|---------------|---------------|
| Revenues to Date | \$ 14,428,031 | \$ 29,733,523 | \$ 15,139,982 |
| Expenditures to Date | \$ 10,174,439 | \$ 25,875,612 | \$ 11,014,026 |
| Fund Balance | \$ 7,789,899 | \$ 93,460 | \$ 13,537,959 |

Projected August 2023 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|-----------|------------|--------------|---------------|
| \$ 6,192,210 | \$ (0) | \$ 238,803 | \$ 6,390,537 | \$ 10,081,635 |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,866,367.29 | \$ 1,906,444.01 | \$ 2,607,878.71 |

Investments Total: \$34,378,535.63

Oral Report

LISD Superintendent Mark Haag and Kyle Hoffman, Director of Legal Services, Grants, and Development, gave a presentation to the LISD Board of Education on the LISD threat assessment process.

Special Education

2023-2024 LISD Student Handbooks Ready for Board Approval

The LISD Special Education Student Handbook and the Project SEARCH Handbook have been revised with recommended updates noted for the 2023-2024 school year. Revisions to handbooks include updates to dates, program titles, locations and contact information, online registration, health guidelines, transportation change notice requirements and appendix forms, and staffing.

- ✓ **Moved by Hartley, supported by Wingerd, that the LISD Board of Education approve the LISD Special Education Student Handbook and the Project SEARCH Handbook for the 2023-2024 school year.**

Yes: 5, No: 0; motion carried.

Instruction and General Services

LISD Staff Participate in the State Implementation and Scaling-Up of Evidence-Based Practices Active States Forum

Participation in the Transformation Zone has produced many opportunities for both the LISD and local districts. One of these opportunities has included developing crucial relationships with the Michigan Department of Education (MDE). Since 2019, MDE has requested LISD staff to participate in the SISEP Active States Forum. The purpose of the Active States Forum is to provide an opportunity to discuss implementation capacity and share learnings to inform practice and policy. During this time, representative states share successes, challenges, solutions, and resources drawn from their learning experiences.

This year, Julie Cassie and Karen Rayner were asked by MDE to be the sole ISD representatives from Michigan at the June 2023 event in Richmond, Virginia. The focus of this year's forum was data use.

Office of the Superintendent Finance & Administrative Service

School District FY23 Audit Progress Update

Maner Costerisan has begun work on the 2022-2023 audit of the LISD's financial statements. Authorization to extend LISD's audit services agreement with Maner Costerisan for three years was approved during the March 1, 2021, regular board meeting. This is the third year of the three-year agreement.

Maner Costerisan was onsite and conducted fieldwork in May and utilized a secure site for which to upload documentation relating to transactions and procedures that were tested. LISD's substantive audit is scheduled to begin August 28.

Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|----------------|-------------------------------------|---|---|
| Corey Alvarez | Speech & Language Pathologist | Beginning Base pay \$77,625 salary. Other compensation \$2,903.28 per LIEA Collective Bargaining Agreement | FTE Change, 1.0, Full Time, 188 Work Days |
| Mikayla Cole | Special Populations Consultant | Beginning Base pay \$49,350/salary. Other compensation per LIEA Collective Bargaining Agreement | Full Time, 188 Work Days |
| Karlee Hartman | School Social Worker | Beginning Base pay \$53,700/salary. Other compensation per LIEA Collective Bargaining Agreement | Full Time, 188 Work Days |
| Clair Hoffman | Speech & Language Pathologist | Beginning Base pay \$55,875/salary. Other compensation per LIEA Collective | Full Time, 188 Work Days |

| | | | |
|------------------|---|---|---------------------------------------|
| | | Bargaining Agreement | |
| Dana Holtz | Early Childhood Co-op | \$10.10/hourly. Other compensation per Personnel Positions Book. | As needed |
| Spencer Morris | Occupational Therapist | Beginning Base pay \$55,875/salary. Other compensation per LIEA Collective Bargaining Agreement | Full Time, 188 Work Days |
| Douglas McMullen | CTE Instructor – Law Enforcement & Corrections | Beginning Base pay \$58,775/salary. Other compensation per LVTEA Collective Bargaining Agreement | Full Time, 188 Work Days |
| Kara Olberg | Early Childhood Co-op | \$10.10/hourly. Other compensation per Personnel Positions Book. | As needed |
| Hayley Oles | School Psychologist Intern | Beginning Base Pay \$230 per diem. Other compensation per Personnel Positions Book. | Full Time, 188 Work Days |
| Amy Packard | PREP Academy Supervisor & Special Populations Coordinator | Beginning Base Pay \$77,500/salary. Other compensation per Personnel Positions Book | Full Time, 250 Work Days |
| Bryce Perkins | Bus Driver | \$18.57/hourly. Other compensation per Personnel Positions Book. | Full Time, 180-230 Work Days |
| Peggy Papenhagen | Physical Therapist | Beginning Base pay \$75,450/salary. Other compensation per LIEA Collective | Reassignment, .8 FTE, 150.4 Work Days |

| | | | |
|------------------|--|---|--|
| | | Bargaining Agreement | |
| Cody Oard | CTE TA – Machining & CAM | Beginning Base Pay \$21,203/salary. Other compensation per Personnel Positions Book | Full Time, 188 Work Days |
| Justin Pooley | Coordinator – LISD Sponsored Debate | \$1,050/Stipend. Other compensation per Personnel Positions Book. | Part-time, 6 Work Days |
| Karen Rayner | Consultant – Data, Evaluation & Assessment | Beginning Base Pay \$84,766/salary. Other compensation per Personnel Positions Book | Reassignment, 1.0 FTE, 250 Work Days |
| Amanda Rockwell | Special Education Regional Supervisor | Beginning Base Pay \$83,500/salary. Other compensation per Personnel Positions Book | Full Time, 240 Work Days |
| Hannah Rubel | GSRP Teacher | Beginning Base Pay \$46,200/salary. Other compensation per Personnel Positions Book | Reassignment, Full Time, 188 Work Days |
| Maria Sanchez | Bus Assistant | \$16.08/hourly. Other compensation per Personnel Positions Book. | Part-Time, As needed |
| Emily Stiver | Early Literacy Coach | Beginning Base Pay \$69,920/salary. Other compensation per Personnel Positions Book | Full Time, 240 Work Days |
| Amy McClelland | School Social Worker | N/A | LOA eff: 5/4/23-5/26/23 |
| Zachary Mercurio | School Psychologist | N/A | LOA eff: 5/25/23-6/9/23 |

- ✓ Moved by Pray, supported by Holtz, that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.
Yes: 5, No: 0; motion carried.

Separation of Employment

| Name | Position | Reason | Separation Date |
|--------------------|--|----------|-----------------|
| Mayce Bates | Early Childhood Co-op | Resigned | 06/30/2023 |
| Bridget Beauch | Secretary – Curriculum & Instruction | Resigned | 07/28/2023 |
| Mackenzie Berndt | Before & After School Childcare | Resigned | 08/03/2023 |
| Gracie Blasingim | Early Childhood Co-op | Resigned | 06/30/2023 |
| Virginia Coon | Pupil Accounting Assistant | Resigned | 06/22/2023 |
| Nicole Cuthbertson | Special Education Teacher | Resigned | 08/11/2023 |
| Mary Lange | Preschool Teacher Assistant | Resigned | 07/31/2023 |
| Nakeyia Meyers | School Social Worker | Resigned | 08/21/2023 |
| Tammie Neeley | CTE Instructor – Accounting | Retiring | 08/04/2023 |
| Heather Wiebusch | Administrative Assistant - Instruction/General Services & CTE/Secondary Programs | Resigned | 08/16/2023 |
| Bob Wilford | Bus Driver | Resigned | 06/28/2023 |

Update on Position Vacancies

Administrative Services

- One Bus Driver. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- Two Custodian II. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.

Instruction and General Services

- One CTE Teacher – Hospitality Services. This permanent, full-time position is available due to the new CTE program. The position has been posted and applications are being accepted.
- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to the new CTE program. The position has been posted and applications are being accepted.

- One CTE Teacher – Accounting. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Five Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher (Maurice Spear Campus) - This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- One School Psychologist Intern – This temporary, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The positions have been posted and applications are being accepted.
- One Early Childhood Teacher Consultant. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Before & After School Childcare Provider. This permanent, part-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher – CI. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.

- One GSRP Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Two GSRP Teacher Assistants. These permanent, full-time positions are available due to additional student need. The positions have been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.

Adjournment

- ✓ **Moved by Hartley, supported by Wingerd, that the meeting be adjourned.**
Yes: 5, No: 0; motion carried.

The meeting adjourned at 4:34 p.m.


James Hartley, Secretary, LISD Board of Education



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Regular September Board Meeting

September 11, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD TECH Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board President Richard Germond

Attendance

MEMBERS PRESENT: Richard Germond, James Hartley, David Pray, Paula Holtz, and Dale Wingerd

MEMBERS ABSENT: None

LISD STAFF PRESENT: Mark Haag, Dan Garno, Jody Howard, Judy Pfund, Jenny Heath, Brian Jones, Janine Decker, Kyle Hoffman, Chris Nelson, Annie Gray, Tom Kasefang, Christie Cadmus, Allison Roderick, Andrew Munson (virtual), Mats Holms, Alena York, Kim Dusseau (virtual), Ben Murray, Mindy Sloop, and Celsey Jimenez

OTHERS PRESENT: none

Set Agenda

- ✓ **Moved by Wingerd, supported by Hartley, that the LISD Board of Education set the agenda as presented.**
Yes: 5, No: 0; motion carried.

Staff of the Month

Lenawee Monroe Technology Consortium (LMTC) Technology Director Chris Nelson presented the September 2023 Staff of the Month award to Annie Gray, LMTC Administrative Assistant.

Comments from the Public

None

Approve Previous Meeting Minutes and Financial Reports

- ✓ **Moved by Pray, supported by Wingerd, that the LISD Board of Education approve/accept the following items:**
 - **Minutes of the August 7, 2023, regular August Board meeting**
 - **Financial reports****Yes: 5, No: 0; motion carried.**

Financial Reports

Financial Data Reports for the Month Ending July 31, 2023

| | General Svcs. | Sp. Ed. | CTE |
|----------------------|---------------|--------------|--------------|
| Revenues to Date | \$ 501,433 | \$ 1,324,924 | \$ 369,959 |
| Expenditures to Date | \$ 702,460 | \$ 1,274,215 | \$ 710,508 |
| Fund Balance | \$ 4,258,710 | \$ (505,952) | \$ 7,914,442 |

Projected September 2023 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|-----------|------------|--------------|---------------|
| \$ 5,114,210 | \$ 5,761 | \$ 260,224 | \$ 7,255,548 | \$ 10,435,736 |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,857,710.11 | \$ 1,625,242.35 | \$ 5,272,485.66 |

Investments Total: \$31,899,820.93

Oral Report

Christie Cadmus, Director of Lenawee Great Start, and Allison Roderick, GSRP Early Literacy Specialist, gave a presentation to the LISD Board of Education on the Lenawee Great Start Readiness Program.

Special Education

LISD Special Education Classroom Capacity for 2023-2024 School Year

The LISD operates thirty-two (32) Special Education classroom programs. This includes classrooms for preschool age students with and without disabilities, classrooms for students with severe emotional impairments, classroom for students with cognitive and physical impairments, classroom for students who are deaf and hard of hearing, and classrooms for adjudicated youth.

The maximum number of students and staff in each classroom is dictated by Michigan Administrative Rules for Special Education. A chart was presented to the Board showing the number of students assigned to each classroom for the beginning of the 2023-2024 school year compared for the same period in 2022-2023.

Highlights of the 2023-2024 LISD Special Education Classroom Programs include 1) increased educational opportunities in inclusive settings for both preschool students with disabilities and post-secondary students with disabilities; and 2) stabilized classroom numbers for the Laura Haviland Program (LHP) and continued efforts for LHP students to transition back to their local districts.

LISD Special Education Offers a Variety of Professional Learning for the 2023-2024 School Year

LISD Special Education staff plan to continue to provide ongoing relevant professional learning opportunities for Lenawee County local district administrators and special

educators. The countywide Special Education Professional Learning Plan was developed under the leadership of the LISD Special Education Compliance Coordinator. The 2023-2024 Special Education Professional Learning Plan includes opportunity for a continuation of mainly virtual offerings with some in-person training depending on the topic and content. All virtual trainings are recorded and available for review. Feedback from last year's professional learning series indicated county participants appreciated the one-hour virtual format. Participant pre and post test results showed an increase of knowledge on the topic being presented. Development of this year's plan is based on both local district and LISD staff feedback.

Instruction and General Services

Lenawee Cradle to Career Update

Lenawee Cradle to Career's Kindergarten Readiness workgroup is offering Brigance Early Childhood Education Screener training on September 6 to all Lenawee County childcare providers. All districts use the Brigance screener to determine a child's readiness for kindergarten.

Center for Educational Materials and Technology Hosted a Summer Gathering

Summer with Santa was the first hosted event for the Center for Educational Materials and Technology (CEM@T) for all Lenawee County residents since re-opening in January 2023. Around 55 children/students ranging in age from 3-23 participated.

The CEMaT Advisory Board, made up of ISD staff and nine people from the local districts, will hold their first meeting of the school year in early October.

Project Lead the Way (PLTW) 2022-2023 End-of-Year Report

Local district Project Lead the Way (PLTW) programs submitted their end-of-year reports in June 2023. It was reported that over 3,000 Lenawee County students participated in PLTW courses increasing enrollment over the prior year and surpassing the pre-pandemic enrollment of 2019-2020. Districts continue to expand their PLTW programming.

2023 Summer Career Exploration Camps Offer Many Opportunities to Explore Career Options

Over 525 students participated this summer in three weeks of career exploration camps. One of the primary goals of the career camps is to expose students to potential career options. The LISD Center for a Sustainable Future and the LISD TECH Center housed 29 different camps instructed by teachers from across Lenawee County. With funding from PPG Industries, 20 needs-based scholarships were awarded this year. Their support has been a foundational component to the success of the career exploration camps.

Office of the Superintendent Finance & Administrative Services

SET SEG Net Asset Return Check

SET SEG is the provider of property/casualty programs for Lenawee Intermediate School District, and the district is a member of SET SEG's School Insurance Specialist pool. LISD's share of the surplus returned to members this year by the MASB-SEG Property/Casualty Pool is \$12,748 or 9.5% of the 2022-2023 premium. Since inception, \$170 million in net assets have been shared with members of the pool.

Facilities Updates

2023-2024 Capital Improvement Projects

At the April 2023 LISD Board of Education meeting, the LISD Board approved multiple capital improvement projects for the 2023-2024 school year.

- Project 1 – LISD Center for a Sustainable Future (CSF) Livestock Barn - Foulke Construction of Hillsdale, MI, was awarded the project with a bid amount of \$370,000. The project is approximately 85 percent complete.
- Project 2- LISD TECH Center Culinary Lab Renovation - Foulke Construction of Hillsdale, MI, was awarded the renovation work with a bid amount of \$275,000. A few punch list items remain for the contractor to complete the project.
- Project 3 – LISD TECH Center South Campus Roof Replacement - Spieker Construction of Northwood, OH, was awarded the project with a bid amount of \$55,500. The project completion date was August 10, 2023.
- Project 4 - LISD TECH Center Welding Lab Improvements - Howell Mechanical of Jonesville, MI, was awarded the renovation work with a bid amount of \$53,550. The project completion date was August 18, 2023.
- Project 5 – Welding Equipment - Linde Welding Gas & Equipment of Ann Arbor, MI, was awarded the bid for the necessary welding equipment with a bid amount of \$119,728.35. The project completion date was August 18, 2023.
- Project 6 - District-Wide Asphalt Maintenance - Slusarski Excavating of Adrian, MI, was awarded the asphalt maintenance work with a bid amount of \$82,279. The asphalt maintenance work has been completed at all LISD campuses except for the William J. Ross Education Service Center (ESC).
- Project 7 - Flooring Improvements - Abbey Carpet & Floor of Adrian, MI, was awarded the flooring project with a bid amount of \$78,568. Flooring improvements were completed on August 2, 2023, in the following classrooms: Milton C. Porter Education Center classrooms 100 & 120; Laura Haviland classroom 320; and LISD TECH Center classrooms 170 & 320.

2022-2023 Building Usage Report

Building usage data for 2022-2023 was presented to the Board. Building usage by LISD staff and the community is rebounding post-pandemic.

Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|-----------------|--|---|-----------------|
| Zoey Blanchard | Grad Co-op | \$10.20/hourly. Other Compensation per Personnel Positions Book | Zoey Blanchard |
| Sophia Bruner | Special Education Teacher Assistant | Beginning Base pay \$22,125/salary. Other compensation \$1,275 per LIEA Collective Bargaining Agreement | Sophia Bruner |
| Kayla Bush | Special Education Teacher Assistant | Beginning Base pay \$25,950/salary. Other compensation per LIEA Collective Bargaining Agreement | Kayla Bush |
| Madelyn Cole | Special Education Teacher Assistant | Beginning Base pay \$27,225/salary. Other compensation per LIEA Collective Bargaining Agreement | Madelyn Cole |
| Samantha Cooper | Grad Co-op | \$10.20/hourly. Other Compensation per Personnel Positions Book | Samantha Cooper |
| Tina Cousineau | CTE Teacher – Accounting | Beginning Base pay \$63,850/salary. Other compensation per LVTEA Collective Bargaining Agreement | Tina Cousineau |
| Jack Deatrick | Special Education Co-op | \$10.10/hourly. Other Compensation per Personnel Positions Book | Jack Deatrick |
| Kiley Elbaor | Special Education Student Teacher Intern | \$43,240/salary. Other Compensation per Personnel Positions Book | Kiley Elbaor |
| Taryn Fether | Special Education Teacher Assistant | Beginning Base pay \$29,775/salary. Other compensation per LIEA Collective Bargaining Agreement | Taryn Fether |
| Brooke Gilb | School Social Worker | Beginning Base pay \$53,700/salary. Other compensation per | Brooke Gilb |

| | | | |
|------------------|--------------------------------------|---|------------------|
| | | LIEA Collective Bargaining Agreement | |
| Celsey Jiminez | School Social Worker | Beginning Base pay \$53,700/salary. Other compensation per LIEA Collective Bargaining Agreement | Celsey Jiminez |
| William Love | Special Education Teacher Assistant | Beginning Base pay \$25,950/salary. Other compensation per LIEA Collective Bargaining Agreement | William Love |
| Ashley Nicholson | GSRP Teacher Assistant | Beginning Base Pay \$25,733/salary. Other compensation per Personnel Positions Book | Ashley Nicholson |
| Joelyn Roberts | CTE Teacher – Hospitality Services | Beginning Base Pay \$50,075/salary. Other compensation per LVTEA Collective Bargaining Agreement | Joelyn Roberts |
| Troy Sebring | Substitute Bus Driver | \$16.08/hourly. Other compensation per Personnel Positions Book | Troy Sebring |
| Mindy Sloop | Secretary – Curriculum & Instruction | \$16.08/hourly. Other compensation per Personnel Positions Book | Mindy Sloop |
| Susan Swander | Special Education Teacher Assistant | Beginning Base pay \$22,125/salary. Other compensation \$1,275 per LIEA Collective Bargaining Agreement | Susan Swander |
| Kari Truax | Early Childhood Teacher Consultant | Beginning Base pay \$68,925/salary. Other compensation per LIEA Collective Bargaining Agreement | Kari Truax |

- ✓ **Moved by Pray, supported by Wingerd, that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.**
Yes: 5, No: 0; motion carried.

Separation of Employment

| Name | Position | Reason | Separation Date |
|------------------|-------------------------------------|----------|-----------------|
| Bert Arnett | Special Education Teacher | Retiring | 01/12/2024 |
| Brian Bartels | Special Education Teacher Assistant | Resigned | 08/18/2023 |
| Andrew Lehmann | CTE Teacher – Culinary Arts | Resigned | 08/21/2023 |
| Sharon Lovejoy | Bus Driver | Resigned | 08/21/2023 |
| Michelle Paulson | Special Education Teacher | Resigned | 08/18/2023 |
| Valerie Smither | School Social Worker | Retiring | 01/31/2024 |
| Melinda Watts | Bus Driver | Resigned | 08/24/2023 |

Update on Position Vacancies

Instruction and General Services

- One CTE Teacher – Culinary Arts. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.
- One Administrative Secretary – Secretary/Office Manager – LISD TECH Center. This permanent, full-time position is available due to a reassignment. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Seven Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

- One Special Education Teacher (Maurice Spear Campus) - This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The positions have been posted and applications are being accepted.
- Two Before & After School Childcare Providers. These permanent, part-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- Two Special Education Teachers– CI. These permanent, full-time positions are available due to resignation and additional student need. The positions have been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One GSRP Teacher Assistant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.

Appointment of Voting Delegate for 2023 MASB Annual Leadership Conference

The Michigan Association of School Boards (MASB) Annual Leadership Conference is scheduled for November 9-12, 2023, at the Lansing Center in Lansing, MI. As part of the conference, MASB will hold its annual delegate assembly. Each member school district is requested to appoint a single member to serve as its voting delegate during the assembly.

- ✓ **Moved by Hartley, supported by Pray, that the LISD Board of Education appoint Dale Wingerd as the District's Voting Delegate at the 2023 MASB Annual Leadership Conference.**

Discussion: Trustee Holtz asked what the expectation is (or frequency) for board members to attend the MASB Annual Conference. Trustee Wingerd stated he attends every year. Superintendent Haag said many MASB CBA courses are offered at the conferences. Vice-President Hartley suggested that when her schedule allows, Trustee Holtz may want to attend a conference.

Yes: 5, No: 0; motion carried.

Location Change for October LISD Board of Education

The October 2, 2023, regular Board meeting was scheduled to occur at the William J. Ross Education Service Center. However, during that time, the building will be closed to the public and staff for the HVAC replacement and flooring improvement project. It is recommended that the October 2, 2023, regular Board meeting be relocated from the William J. Ross Education Service Center to the LISD TECH Center.

- ✓ Moved by Hartley, supported by Holtz, that the LISD Board of Education approve the location change for the October 2, 2023, regular Board meeting from the William J. Ross Education Service Center to the LISD TECH Center. Yes: 5, No: 0; motion carried.

Adjournment

- ✓ Moved by Holtz, supported by Wingerd, that the meeting be adjourned. Yes: 5, No: 0; motion carried.

The meeting adjourned at 4:38 p.m.


James Hartley, Secretary, LISD Board of Education



**MINUTES OF THE
LENAWEE INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION MEETING**

Regular October Board Meeting

October 2, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD TECH Center
and electronically in accordance with section 3a of Michigan's
Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board President Germond.

Attendance

MEMBERS PRESENT: Richard Germond, James Hartley, Dale Wingerd, and Paula Holtz.

MEMBERS ABSENT: David Pray

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Brian Jones, Jenny Heath, Janine Decker, Megan Karpinski, Kurt Kominek, Tom Kasefang, Cathy Harris, Ben Murray, Kyle Hoffman, Kim Dusseau, Alena York, Mats, Holm and Andrew Munson

OTHERS PRESENT: None

Set Agenda

- ✓ **Moved by Wingerd, supported by Holtz that the LISD Board of Education set the agenda as presented.**
Yes: 4, No: 0; motion carried.

Staff of the Month

Megan Karpinski, Supervisor of Young Children Services, presented the October 2023 Staff of the Month award to Cathy Harris, Parent Educator.

Comments from the Public

None

Approve Previous Meeting Minutes and Financial Reports

- ✓ **Moved by Hartley, supported by Wingerd that the LISD Board of Education approve/accept the following items:**
 - **Minutes of the September 11, 2023, regular September Board meeting**
 - **Financial reports****Yes: 4, No: 0; motion carried.**

Financial Data Reports for the Month Ending August 31, 2023

| | Gen. Svcs. | Sp. Ed. | CTE |
|----------------------|--------------|----------------|--------------|
| Revenues to Date | \$ 4,792,144 | \$ (2,320,292) | \$ 985,129 |
| Expenditures to Date | \$ 1,469,516 | \$ (134,474) | \$ 951,516 |
| Fund Balance | \$ 7,623,168 | \$ (2,884,899) | \$ 8,192,800 |

Projected October 2023 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|-------------|------------|--------------|-----------|
| \$ 6,733,959 | \$ (38,890) | \$ 200,982 | \$ 3,649,430 | \$ 79,720 |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,856,981.81 | \$ 1,586,804.45 | \$ 4,943,737.53 |

Investments Total: \$30,786,852.86

Oral Report

Jody Howard, Assistant Superintendent, Special Education & Strategic Initiatives, and Kurt Kominek, Special Education Regional Supervisor, gave a presentation to the LISD Board of Education on the LISD Adult Transition Support Services expansion at Siena Heights University.

Acknowledging Student Success**September 2023 Student of the Day Recognitions**

Avery Collins, a senior at Blissfield High School, was recognized as Student of the Day for the week of September 17 through September 23, 2023.

Special Education**2023-2024 31n Mental Health Supports for Lenawee County Schools**

The LISD continues to receive 31n funding from the Michigan School Aid Act to support and improve the mental health services provided in schools to students.

During the 2022-2023 school year, 366 students received ongoing mental health services. Countywide, ninth grade had the highest number of students receiving services. Anxiety was the number one reason for referral, and school counselors were the top source of referral for service.

This year twenty-one (21) Lenawee County school buildings from all eleven (11) school districts are receiving school mental health supports from 11.0 FTE of mental health service providers. This is an increase of two FTEs of service providers from the 2022-2023 school year. These service providers include seven (7) full time LISD mental health professionals, contracted mental health professionals through Parkside Family Counseling in Adrian, and local district employed mental health professionals. In some districts the mental health services provided through the 31n funding is in addition to mental health services the district is funding through other funding sources or other community organizations.

During the first month of the 2023-2024 school year, the following general data has begun to be collected in the county's software platform bhWorks: 206 students have been referred for service; students from all grade levels are being referred for mental health support; the highest number of referrals are coming out of 9th grade.; and school counselors continue to be the top referral source.

Instruction and General Services

LISD Professional Learning Data 2022-2023

The 2022-2023 professional learning data has been compiled, and 3,623 participants obtained 11,642 State Continuing Education Hours (SCECHs) and District Provided Professional Development (DPPD) hours. Teachers have access to various styles of learning to accommodate their needs. They can attend face-to-face workshops, which accounted for 78.5 percent of learning this year, virtual live workshops (12.8%), and virtual recorded workshops (8.7%).

LISD TECH Center 2023-2024 Preliminary Student Enrollment

The LISD TECH Center reports preliminary enrollment of 1,028 students (512 AM and 516 PM students) for the 2023-2024 school year as of September 15, 2023. This is an increase of 60 students from the previous year.

Successful Careers in Motion Event Held at the LISD TECH Center

The "Careers in Motion" career exploration and job fair event took place at the LISD TECH Center on September 9, 2023, through a collaborative effort between the LISD, the Align Center for Workforce Development, and Michigan Works! Southeast. The goal of the event was to engage community members of all ages allowing students to gain basic information about potential motion-related vocations through exploration of the vehicles and equipment provided. Careers in Motion hosted over 30 vehicles and had over 200 participants ranging from babies to grandparents.

Office of the Superintendent Finance & Administrative Services

2023-2024 First Revision Budget

LISD's first revision budget process for fiscal year 2023-2024 is currently underway. Local property taxes are the district's major revenue source. Taxable values within LISD's tax boundaries include properties in Lenawee, Monroe, Hillsdale, Jackson, and Washtenaw Counties. LISD's taxable values for 2023-2024 (as of May) reflect a 6.41% increase from the prior year. The inflation rate multiplier for the Headlee calculation increased from 3.3% (1.033) to 7.9% (1.079). The 2023-2024 budget was built on the recommendation from the county of a 5.5% increase in taxable value. The 2023-2024 first revision budget information is scheduled for consideration and adoption by the LISD Board of Education during the December 4, 2023, meeting.

Cooperative Services

Lenawee/Monroe Technology Consortium Works to Obtain Universal Service Funding (USF)

Authorization is requested to develop specifications and seek bids for technology and related service needs that may or may not be eligible for Federal Universal Service Fund reimbursement beginning July 1, 2024, through June 30, 2025.

- ✓ **Moved by Hartley, supported by Holtz that the LISD Board of Education authorize staff to develop specifications and seek bids for USF funding for the 2024-2025 fiscal year.**

Yes: 4, No: 0; motion carried.

Facilities Update

William J Ross Education Service Center HVAC Improvement Project

At the February 2023 LISD Board of Education meeting, the board awarded Positive Trades Group (PTG) the William J. Ross Education Service Center (ESC) HVAC Improvement Project with a bid amount of \$976,700. The project included a new energy efficient variable refrigeration flow (VRF) HVAC system, along with ceiling and lighting replacement. The HVAC project began May 2, 2023, and had an original completion date of October 1, 2023. Positive Trades Group has completed all the HVAC improvement work, and the final building inspection is scheduled for this week.

In addition to the HVAC work, the LISD Board approved at their June 26, 2023, meeting ESC flooring improvements while the building is vacant. Abby Carpet & Floor of Adrian, MI, was awarded the project with the lowest bid of \$58,713. The flooring improvements include a combination of luxury vinyl plank flooring and carpeting, and the vendor anticipates the flooring will be completed by October 1, 2023.

Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|-------------------|--|---|--------------------------|
| Matthew Campbell | CTE Teacher – Culinary Arts | \$52,975/salary. Other compensation per LVTEA Collective Bargaining Agreement | Full Time, 188 Work Days |
| Jessica Hazelwood | Special Education Teacher Assistant | \$32,325/salary. Other compensation per LIEA Collective Bargaining Agreement | Full Time, 188 Work Days |
| Bonita Rebottaro | MPSER Substitute | \$168.30/per diem. Other compensation per Personnel Positions Book. | As needed |
| Holly Spagnoli | Administrative Secretary/Office Manager – LISD TECH Center | \$23.73/hourly. Other compensation per Personnel Positions Book. | Full Time, 255 Work Days |

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.**

Yes: 4, No: 0; motion carried.

Separation of Employment

| Name | Position | Reason | Separation Date |
|----------------|--------------------------------------|----------|-----------------|
| Jalyn DeForest | Special Education Regional Secretary | Resigned | 09/29/2023 |

Update on Position Vacancies

Administrative Services

- One Maintenance Mechanic II. This permanent, full-time position is available due to additional need. The position has been posted and applications are being accepted.
- One Custodian II. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Secretary - Facilities/Maintenance. This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.

Instruction and General Services

- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.
- One Teacher – LISD PREP Academy. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Seven Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time positions is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

- One Special Education Teacher (Maurice Spear Campus) - This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The position has been posted and applications are being accepted.
- Two Before & After School Childcare Providers. These permanent, part-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- Two Special Education Teachers— CI. These permanent, full-time positions are available due to resignation and additional student need. The position has been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One GSRP Teacher Assistant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.

Lenawee County Insurance Consortium Benefits Lenawee and Hillsdale County Public Schools

The Lenawee County Insurance Consortium (LCIC) has saved its member employees and Lenawee and Hillsdale County public school districts an estimated \$13.3 million in premium costs since beginning in 2012. Estimated savings for 2023-2024 alone are \$875,000. For the new plan year beginning January 1, 2024, the state average premium increase is more than 5.0%. The LCIC premium increase has been established at 3.0%. The LCIC continues to be one of only a very few successful public school insurance consortiums in the State of Michigan.

Office of the Superintendent Reports

Talent Together Consortium Agreement Initiatives

In December 2022, the LISD Board of Education was presented information about the LISD's interest (including all eleven constituent districts) in participating in the Talent Together program. "Talent Together" is a consortium of Michigan intermediate school districts and regional educational service agencies focused on attracting and retaining high quality individuals for classroom teaching, particularly in high-demand areas such as early childhood, special education, secondary mathematics and science, and elementary (K-5) teachers. At this time, 48 ISDs/RESAs - representing over 982,000 Michigan students – have expressed interest in joining the Talent Together consortium.

One of the central features of the design model for this program is multiple entry points or pathways, which could significantly reduce individual's financial and time investments, while not sacrificing the quality of preparation. This approach includes the utilization of a registered apprenticeship and distance learning model as a form of alternative certification,

which is allowing many interested individuals to earn teaching credentials at no cost and through participation in non-traditional education models (i.e., virtual, evening/weekend, on-the-job, paid training opportunities, etc.)

Lenawee County Talent Together participation is as follows: For SY2023-24, there were 53 total applicants, and thirty-four (34) applicants have been accepted. Also, for SY2023-24, there are three apprentices. For SY2024-25 (2nd co-hort), 16 pre-applications have been submitted so far.

Talent Together was directly awarded \$66.4 million in the school aid bill in June 2023 and is expected to have continued legislative support due to the unique approach and progress thus far toward increasing the number of certified teachers in Michigan.

The Talent Together agreement being presented for consideration has undergone legal review and, while the agreement as written still contains some degree of risk for LISD (and all participating SDs/RESAs), Superintendent Haag believes that the potential benefits of program participation outweigh those risks. Furthermore, at this time, Talent Together is only accepting and onboarding candidates whose total, predicted participation costs are currently capable of being budgeted based on known revenue to guarantee all expenses are paid for through completion of each individual's certification.

Joining the Talent Together statewide consortium represents one strategy to help address the ongoing and forecasted teacher shortage both in Michigan and in Lenawee County. For this reason, it is recommended that the LISD Board of Education agree to join the consortium and authorize the Superintendent to sign the consortium agreement on its behalf.

- ✓ **Moved by Hartley, supported by Wingerd that the LISD Board of Education authorize the Superintendent to sign the agreement with Talent Together for participation in a consortium of intermediate school districts providing a teacher apprenticeship**

Yes: 4, No: 0; motion carried.

Michigan School Public Relations Association (MSPRA) Awards

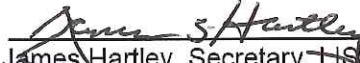
Recently, the LISD was informed that the district received two awards from the Michigan School Public Relations Association (MSPRA). The awards were received for the LISD TECH Center Recruitment Reels Campaign (Award of Merit) and the Lenawee Education Policy Guide (Award of Excellence).

Adjournment

- ✓ **Moved by Hartley, supported by Holtz that the meeting be adjourned.**

Yes: 4, No: 0; motion carried.

The meeting adjourned at 4:53 p.m.


James Hartley, Secretary, LISD Board of Education



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Rescheduled November Board Meeting

October 30, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD Education Service Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board Vice-President James Hartley

Attendance

MEMBERS PRESENT: James Hartley, David Pray, Dale Wingerd, and Paula Holtz

MEMBERS ABSENT: Richard Germond

LISD STAFF PRESENT: Mark Haag, Jody Howard, Dan Garno, Judy Pfund, Jenny Heath, Brian Jones, Janine Decker, Megan Karpinski, Tom Kasefang, Ben Murray, Alena York, Kim Dusseau, Kyle Hoffman, Mats Holm, and one virtual attendee

OTHERS PRESENT: William Tucker

Set Agenda

- ✓ Moved by Wingerd supported by Holtz that the LISD Board of Education set the agenda as presented.

Yes: 4, No: 0; motion carried.

Staff of the Month

Julie VanBlack, Special Education Regional Supervisor, presented the November 2023 Staff of the Month award to Carol Martinez, Special Education Secretary. Carol was unable to attend the meeting.

Comments from the Public

None

Approve Previous Meeting Minutes and Financial Reports

- ✓ Moved by Holtz, supported by Wingerd that the LISD Board of Education approve/accept the following items:

- October 2, 2023, Board meeting minutes;
- Financial reports.

Yes: 4, No: 0; motion carried.

Financial Reports

Financial Data Reports for the Month Ending September 30, 2023

| | Gen. Svcs. | Sp. Ed. | CTE |
|----------------------|--------------|--------------|--------------|
| Revenues to Date | \$ 5,221,028 | \$ 2,621,536 | \$ 2,417,204 |
| Expenditures to Date | \$ 2,448,088 | \$ 2,024,085 | \$ 2,007,210 |
| Fund Balance | \$ 6,825,905 | \$ 1,455,642 | \$ 8,471,527 |

Projected November 2023 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|------------|------------|--------------|--------------|
| \$ 5,335,343 | \$ 204,445 | \$ 174,090 | \$ 5,591,031 | \$ (147,200) |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,763,913.87 | \$ 1,459,041.65 | \$ 4,936,981.86 |

Investments Total: \$33,495,933.67

Oral Report

William Tucker, CPA, of Maner Costerisan, P.C., reviewed the 2022-2023 Fiscal Year Audit report with the LISD Board of Education. The LISD received an unqualified opinion, meeting the highest level of excellence in audit standards for financial statement reporting. The complete report is available in the LISD Board office.

- ✓ **Moved by Pray, supported by Wingerd that the LISD Board of Education: a) accept the District's 2022-2023 fiscal year audit as prepared and submitted by the Maner Costerisan PC audit firm; b) designate 2022-2023 fiscal year Medicaid funds in the amount of \$627,649, and c) undesignated \$375,000 set aside in prior years for local district special education reimbursement. Yes: 4, No: 0; motion carried.**

Special Education

Update of LISD Special Education Preschool Programs and Services

LISD Special Education programs and services for preschool age students with disabilities are continuing to adjust to give these students more opportunities to attend preschool with non-disabled peers. There are currently just under 350 students, ages three to five, who qualify for special education in Lenawee County. These student's special education needs range from weekly speech and language therapy to requiring specialized instruction provided by a special education teacher and team of therapist.

Instruction and General Services

Cradle to Career / Social and Emotional Learning

At the October elementary, middle, and high school principals' meetings, the Handle with Care process was reviewed. Handle With Care is a program that gives law enforcement personnel the ability to notify schools whenever they encounter a child who may have experienced a traumatic incident. The school receives a text or email that includes the child's name and the phrase "handle with care". Due to the sensitive nature of the notification, no other information about the traumatic incident is shared with the school.

LISD Summer Literacy Lab Pop-ups

The LISD Summer 2023 Literacy Lab Pop-ups marked a significant return to in-person programming after shifting to remote in summer 2020. Collaborating with eight partnering sites and engaging approximately 240 students, the program once again joined forces with Foster Grandparents and local libraries. Multiple school districts integrated these pop-ups into their summer school programs. Each of the partnering sites hosted either five or six weekly pop-up sessions, which included read-aloud sessions, science, technology, engineering, and mathematics (STEM) experiments, MakerSpace exploration, art connections, writing journals, independent reading, and creative tinkering stations for students, ensuring a rich and diverse learning experience.

LISD TECH Center Campus 2023-2024 Student Enrollment

LISD TECH Center campus student enrollment counts as of the official count day October 4, 2023, for the 2023-2024 school year were presented to the LISD Board of Education. Several reports were presented, including: 1) five-year comparison by class (enrollment/capacity), 2) comparison by session (AM and PM), 3) five-year comparison by school, and 4) a miscellaneous break down of other enrollment. LISD TECH Center program enrollment is 1,167 students, up 53 students from the previous year.

LISD TECH Center Recognizes Business Partner of the Year

For the sixth year, LISD TECH Center recognized a Business Partner of the Year. Jenn Price Photography has been selected as the 2023 LISD TECH Center Business Partner of the Year.

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education pass the commendation resolution recognizing Jenn Price Photography as the recipient of the LISD TECH Center Business Partner of the Year.**
Yes: 4, No: 0; motion carried.

LISD TECH Center Recognizes Distinguished Alumni

Since implementation in 2013, an effort is made each year to recognize former LISD TECH Center student(s) as Distinguished Alumni. The 2023 Distinguished Alumni is Allison English. Allison English is a former student of the LISD TECH Center Agri-Tech program.

- ✓ **Moved by Wingerd, supported by Holtz that the LISD Board of Education pass the commendation resolution recognizing Allison English as the recipient of the LISD TECH Center Distinguished Alumni Award.**
Yes: 4, No: 0; motion carried.

Office of the Superintendent Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|-------------|------------------------------------|---|--|
| Dawn Bauman | Secretary – Facilities/Maintenance | \$20.08/hourly. Other compensation per Personnel Positions Book | Reassignment, Full Time, 250 Work Days |

| Name | Position | Compensation / Other Approval | Term |
|--------------------|---|---|------------------------------------|
| Jack Brodie | Bus Assistant | \$16.08/hourly. Other compensation per Personnel Positions Book | Part-time, 180-230 Work Days |
| Katherine Cummins | Bus Assistant | \$16.08/hourly. Other compensation per Personnel Positions Book | Part-time, 180-230 Work Days |
| Jocelyn Linares | Early Childhood Co-op | \$10.10/hourly. Other compensation per Personnel Positions Book | As needed |
| Tarah Lyons | Special Education Preschool Teacher Assistant | \$23,349/salary. Other compensation per LIEA Collective Bargaining Agreement | FTE Change, 1.0 FTE, 188 Work Days |
| Bella Smith | Before & After Childcare Worker | \$12.63/hourly. Other compensation per Personnel Positions Book | As needed |
| Elizabeth Soto | Before & After Childcare Worker | \$12.63/hourly. Other compensation per Personnel Positions Book | As needed |
| Kelsey Tabbert | Special Education Preschool Teacher Assistant | \$44,828.60/salary. Other compensation per LIEA Collective Bargaining Agreement | FTE Change, 1.0 FTE, 188 Work Days |
| Katherine Traugher | Special Education Preschool Teacher Assistant | \$23,349/salary. Other compensation per LIEA Collective Bargaining Agreement | FTE Change, 1.0 FTE, 188 Work Days |

- ✓ **Moved by Pray, supported by Holtz that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above. Yes: 4, No: 0; motion carried.**

Separation of Employment

| Name | Position | Reason | Separation Date |
|------------|-----------------------|----------|-----------------|
| Dana Holtz | Early Childhood Co-op | Resigned | 09/19/2023 |

Update on Position Vacancies

Administrative Services

- One Maintenance Mechanic II. This permanent, full-time position is available due to additional need. The position has been posted and applications are being accepted.
- One Pupil Auditor Assistant. This permanent, part-time position is available due to resignation. The position has been posted and applications are being accepted.

Instruction and General Services

- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.
- One CTE Teacher Assistant – Digital Media Production This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Teacher – LISD PREP Academy. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Seven Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher (Maurice Spear Campus) - This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.

- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The positions have been posted and applications are being accepted.
- Two Before & After School Childcare Providers. These permanent, part-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- Two Special Education Teachers– CI. These permanent, full-time positions are available due to resignation and additional student need. The positions have been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One GSRP Teacher Assistant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Regional Secretary. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

LISD Benefits Fair

The LISD Wellness Committee will host its Fifth Annual Benefits Fair on November 8, 2023, at the LISD TECH Center.

Japanese Exchange Program

Students and their chaperones from Moriyama, Japan, were in Lenawee County October 25-29, 2023, staying with host families as part of the LISD Japanese Exchange Program. Lenawee County students will travel to Japan in June 2024. This was the first delegation from Moriyama post-pandemic. Superintendent Haag extended kudos to program coordinators Molley Ameno-Gill and Bob Behnke for all their hard work to ensure a successful trip for the students.

Adjournment

- ✓ **Moved by Pray, supported by Holtz that the meeting be adjourned.**
Yes: 4, No: 0; motion carried.

The meeting adjourned at 4:44 p.m.

 12/04/2023
James Hartley, Secretary, LISD Board of Education



**BOARD OF EDUCATION RESOLUTION OF COMMENDATION FOR
LISD TECH CENTER 2023 DISTINGUISHED ALUMNI
ALLISON ENGLISH**

WHEREAS, Allison English attended the LISD TECH Center from 2010-2011; and

WHEREAS, Allison English has been selected as the 2023 LISD TECH Center Distinguished Alumnus for demonstrated excellence and success in her professional career; and

WHEREAS, Allison's success best exemplifies what is taught at the LISD TECH Center; and

WHEREAS, Allison continues her involvement in her community, which fully exemplifies the LISD Mission, Vision, and Beliefs.

NOW, THEREFORE, BE IT RESOLVED that the LISD Board of Education recognizes Allison English for her excellence as a LISD TECH Center Distinguished Alumnus.

Ayes: James Hartley, David Pray, Dale Wingerd, Paula Holtz

Nays: None

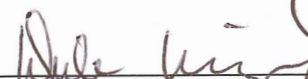
Absent: Richard Germond

Motion Passed: 4-0


LISD BOARD OF EDUCATION



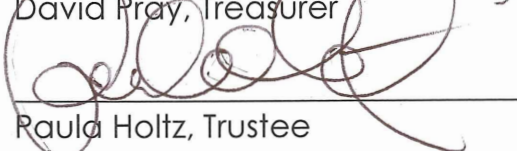
James Hartley, Vice-President/Secretary



Dale Wingerd, Trustee



David Pray, Treasurer



Paula Holtz, Trustee

OCTOBER 30, 2023



**BOARD OF EDUCATION RESOLUTION OF COMMENDATION FOR
LISD TECH CENTER 2023 BUSINESS PARTNER OF THE YEAR
JENN PRICE PHOTOGRAPHY**

WHEREAS, Jenn Price Photography is an LISD TECH Center Strategic Partner; and

WHEREAS, Jenn Price Photography promotes the LISD TECH Center program(s) within its company; and

WHEREAS, Jenn Price Photography supports and encourages the placement of LISD TECH Center students in work-based learning experiences; and

WHEREAS, Jenn Price Photography supports and encourages the consideration of LISD TECH Center students and former students who meet the minimum hiring requirements for any open positions within the company; and

WHEREAS, Jenn Price Photography allows the LISD and LISD TECH Center to use the company's name and logo for the purpose of promoting the company's support of the LISD TECH Center programs; and

WHEREAS, Jenn Price Photography allows staff members to serve on LISD TECH Center program advisory committees.

NOW, THEREFORE, BE IT RESOLVED that the LISD Board of Education recognizes Jenn Price Photography as the 2023 Business Partner of the Year.

Ayes: James Hartley, David Pray, Dale Wingerd, Paula Holtz

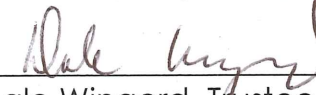
Nays: None

Absent: Richard Germond


Motion Passed: 4-0

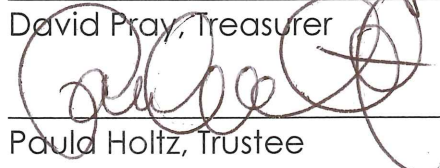
LISD BOARD OF EDUCATION


James Hartley, Vice-President/Secretary


Dale Wingerd, Trustee

OCTOBER 30, 2023


David Pray, Treasurer


Paula Holtz, Trustee



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Regular December Board Meeting

December 4, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD Education Service Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board Vice-President James Hartley.

Attendance

MEMBERS PRESENT: James Hartley, David Pray, Paula Holtz, Dale Wingerd

MEMBERS ABSENT: Richard Germond

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Jenny Heath, Brian Jones, Janine Decker, Kim Dusseau (virtual), Elaine Stoerger (virtual), John Hill, Ben Murray, Mats Holm, Alena York, Kyle Hoffman

OTHERS PRESENT: none

Set Agenda

- ✓ Moved by Wingerd supported by Holtz that the LISD Board of Education set the agenda as presented.

Yes: 4, No: 0; motion carried.

Staff of the Month

Ben Murray, LISD TECH Center Principal, presented the December 2023 Staff of the Month Award to Brianna Gillespie, Learning Assistant. Brianna was unable to attend the meeting,

Comments from the Public

None

Approve Previous Meeting Minutes and Financial Reports

- ✓ Moved by Pray, supported by Wingerd, that the LISD Board of Education approve/accept the following items:
 - Approve the minutes of the October 30, 2023, rescheduled November Board meeting.
 - Financial reports.

Yes: 4, No: 0; motion carried.

Financial Reports

Financial Data Reports for the Month Ending October 31, 2023

| | Gen. Svcs. | Sp. Ed. | CTE |
|----------------------|--------------|--------------|--------------|
| Revenues to Date | \$ 5,198,209 | \$ 5,013,186 | \$ 3,373,177 |
| Expenditures to Date | \$ 3,098,254 | \$ 3,814,533 | \$ 2,885,476 |
| Fund Balance | \$ 6,935,426 | \$ 1,819,425 | \$ 8,378,432 |

Projected December 2023 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|-----------|------------|--------------|---------------|
| \$ 6,014,984 | \$ 29,200 | \$ 251,448 | \$ 3,160,028 | \$ (\$19,784) |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,752,275.87 | \$ 1,128,944.88 | \$ 4,857,776.04 |

Investments Total: \$35,218,852.77

Oral Report

John Hill, Curriculum Consultant, gave a presentation to the LISD Board of Education on dynamic math experiences with DESMOS classroom.

Special Education

Update on LISD Laura Haviland Program

The LISD Laura Haviland Program is a countywide K-12 educational program for students who have severe emotional impairments. Information about the current number of students is shown in the following table.

| LISD Laura Haviland Program | Student Capacity | |
|-----------------------------|------------------|---------------|
| | December 2022 | December 2023 |
| Early Elementary | 8 of 10 | 7 of 10 |
| Upper Elementary | 9 of 10 | 7 of 10 |
| Middle School | 12 of 12 | 10 of 12 |
| High School | 12 of 12 | 12 of 12 |

Of the thirty-six (36) students who are attending the Laura Haviland program, eight (8) students (22%) are in the process of transition back to their local districts. Students are spending anywhere from one class period to five class periods a day in their local district or work-based learning location. Recently, two students totally transitioned back to their local districts. Student's educational teams meet on a regular basis to determine student's progress and next steps in their transition process.

An additional service provided by Laura Haviland staff includes consultative support to local district teams. So far this school year, Laura Haviland staff have consulted with 10 different students whose local district team is having difficulty creating a plan that is successful for the student. This level of support has proven to be successful. This consultation service continues to provide enough support to teams and students early enough to make a positive difference.

Approval of LISD Special Education Parent Advisory Committee

The Michigan Administrative Rules for Special Education (MARSE) requires each intermediate school district (ISD) establish a Parent Advisory Committee (PAC). A PAC is made up of parents of children with disabilities. Each local school district within the ISD has at least one parent as a member. PAC membership is approved by the ISD Board of Education. The LISD Parent Advisory Committee Bylaws also call for an alternate member in the case of the primary member not being available for a meeting or a vote.

The following individuals are recommended LISD Parent Advisory Committee replacement and alternate members.

| District | Replacement Primary Representative |
|-----------------|---|
| Sand Creek | Rachelle Bell |

| District | Alternate Parent Representative |
|-------------------|--|
| Blissfield | Kendra Henley |
| Britton Deerfield | Meghan Johnson |
| LISD | Heather Genereaux |
| Madison | Lily Gamez |
| Morenci | Tina Mapes |
| Onsted | Kelly McKelvey |
| Tecumseh | Michelle Malewitz |

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education approve the LISD Special Education Parent Advisory Committee replacement and alternate members.**

Yes: 4, No: 0; motion carried.

The LISD Stubnitz Environmental Education Program 8th Annual Family Fall Celebration

The LISD Stubnitz Family Fall Celebration marked the end of the 2023 fundraising drive held by the Lenawee County Education Foundation on behalf of the LISD Stubnitz Environmental Education Program. The fundraising drive collected \$10,450 from individual and corporate sponsorships and donations for the LISD Stubnitz Environmental Education Program. On October 28, 2023, over 150 attendees visited the Stubnitz Environmental Education Center where the theme this year was "Halloween and Nature."

Lenawee County Data Warehouse/Analytics Tool

The Lenawee ISD is currently in the final year of a three-year agreement with Illuminate DnA. The LISD would like to develop specifications and seek bids for a data warehousing/analysis tool.

- ✓ **Moved by Wingerd, supported by Holtz that the LISD Board of Education approve the development of specifications and acceptance of bids for a data warehousing/analysis tool.**

Yes: 4, No: 0; motion carried.

Truancy Prevention 2022-2023 Attendance Update

The State of Michigan recently released the updated statewide chronic absence numbers through MI School Data. Chronic absence is defined as missing 10% of the school year for any reason or 18 school days.

Prior to the pandemic, the chronic absence percentage was between 8%-15% each year. By 2021-2022 that number jumped to almost 50% of Lenawee students having missed more than 18 days of school, as noted in the chart below. The 2022-2023 data improved by 20% but is still nearly double the pre-pandemic levels. The statewide average currently sits at 30.8% of students chronically absent.

LISD TECH Center Recommends Purchase of Hydraulic Trainer

At the January 2023 LISD Board of Education meeting, LISD TECH Center staff were granted permission to seek bids for a hydraulic trainer to be shared between the Welding Technology and Engineering, Robotics & Mechatronics programs. The bid from ATS Midwest, LLC. was the only bid that included all elements of the requested bid specifications. ATS Midwest provides Amatrol trainers for other entities in the area and provides a high level of customer service to schools in the region.

- ✓ **Moved by Pray, supported by Wingerd that the LISD Board of Education approve the purchase of a hydraulic trainer from ATS Midwest, LLC. at a cost of \$32,341**

Yes: 4, No: 0; motion carried.

LISD TECH Center Program Annual Review (PAR) Recommendations for 2024-2025

LISD TECH Center Principal Ben Murray and Jenny Heath, Executive Director of CTE & Secondary Programs, presented the LISD TECH Center Program Annual Review (PAR) report to the LISD Board of Education.

- The summary of CTE recommendations for 2024-2025 include the following:
 1. Assess the effectiveness of two LISD TECH Center programs. The programs are Biochemical Technology and Engineering, Design & CAD. Due to enrollment below 60%, these programs will be assessed for effectiveness and efficiency.
 2. Consider the purchase of the following equipment:
 - Audio/Visual systems in Accounting and Graphic Design classrooms (pending sale of Jackson College building).
 - Prep deck in Automotive Collision Repair & Refinish to increase square footage that can be used for painting.
 - ATV side-by-side to be used at Agri-Tech, Horticulture, and Natural Resources.
 - Finishing tool for soil tillage for Agri-Tech.
 - Large format printer for Digital Media Production and Graphic Design.
 - Switch Labs Electric Vehicle Curriculum and Equipment for Engineering, Robotics, & Mechatronics (proprietary vendor).
 - Classroom furniture for C.N.A. and EMT.
 - Classroom furniture for Graphic Design (pending sale of Jackson College building).
 - Three compartment sink and washer/dryer for Hospitality Services lab.

- Replacement desktop computers and monitors for Computer Information Services.
- Replacement laptops for Marketing & Entrepreneurship.
- 3. Expand support for credential attainment.
 - Increase industry-recognized certification opportunities through LenTech for students in Automotive Collision Repair & Refinish, Machining & CAM, Marketing & Entrepreneurship, Natural Resources, Residential Construction, and Welding Technology. Assess adding additional programs in the future.
 - Increase opportunities for college credit attainment through the College Now program.
 - Increase opportunities and access to education and skill attainment by aligning industry-recognized certification opportunities in each program.
- 4. Increase work-based learning opportunities through authentic and career-focused training in all programs.
- 5. Upgrade classroom flooring: Upgrade flooring in Graphic Design, Accounting, and Marketing & Entrepreneurship classrooms (pending sale of Jackson College building).
- 6. Explore CTE Early Middle College programs at the LISD TECH Center. Explore opportunities that can help students in LISD TECH Center programs obtain associate degrees or certificates with local postsecondary institutions.
- It is recommended to offer a total of 28 LISD CTE programs next school year, 2024-2025. This includes 28 morning and afternoon CTE programs. It is recommended to research additional programs that may be offered to Lenawee County students in the future.
- Each of the 28 LISD CTE programs for 2024-2025 will provide the opportunity for LISD TECH Center students to demonstrate proficiency towards earning high school core academic credit, articulated (free) college credit, dual enrollment credit, concurrent enrollment, career and technical education credit, as well as certifications while attending LISD TECH Center (CTE) programs.
- The 28 LISD CTE day programs' curricula will continue to be updated to align to the state CTE standards or competencies, business and industry needs, and Michigan Merit Curriculum. In addition to the day programs, the opportunities for students to participate in dual enrollment, concurrent enrollment, and work-based learning (co-op, on-the-job training, job shadowing, and apprenticeships) will continue.
- Local school districts have the discretion of awarding Michigan Merit Curriculum for CTE programs. The LISD TECH Center will continue to work with local districts to provide documentation on curriculum alignment to state standards.

Office of the Superintendent Finance & Administrative Services

Summer Tax Collection

Under current Michigan law, the Board of Education is required to grant the annual authorization to continue a summer tax levy for the upcoming fiscal year prior to January 1, 2024.

- ✓ **Moved by Wingerd, supported by Holtz that the LISD Board of Education approve the Annual Summer Tax Resolution authorizing Lenawee Intermediate School District to levy a summer tax collection in 2024, and authorize the Superintendent and/or his designee to negotiate on behalf of this district with the governing body of each city and/or township in which the district is located, for the reasonable expenses for collection of the District's summer property tax levy.**

Yes: 4, No: 0; motion carried.

Local District Reimbursement for Special Education Costs

The total audited Special Education reimbursement allocation to local districts for the year ended June 30, 2023, was \$7,369,436. This amount included \$7,000,000 from Act 18 funds; Medicaid Outreach and Medicaid School Based Health Services provided the remaining \$399,436. It is believed that the School State Aid payments made directly to local districts for their Special Education costs plus LISD's reimbursements covered the majority of Special Education expenses incurred directly by local districts last year. The first of three Special Education local district payments for the 2023-2024 fiscal year will occur in December 2023. This payment will also include the 15% retainage withheld from the 2022-2023 Special Education allocation for local districts for the year ended June 30, 2023, plus 17.5% of the budgeted current year Act 18 amount.

First Revision Budget and Financial Overview

The First Revision Budget was presented to the LISD Board of Education for Board action. The budget booklet includes line-item details and budget summaries for nine different funds. The first revision to LISD's proposed budgets for 2022-2023 reflects a continued position of financial strength and positive fund balances. This is the first of two planned budget revisions for the 2022-2023 fiscal year. The final budget revision for this year is expected to be presented during the month of June 2023.

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education amend the 2023-2024 fiscal year budgets and adopt the attached formal resolutions which amend the 2023-2024 fiscal year budget as follows:**
 - 1) approve First Revision General Services Fund expenditures in the amount of \$14,772,141,**
 - 2) approve First Revision Special Education Fund expenditures in the amount of \$35,239,941,**
 - 3) approve First Revision Career Technical Education Fund expenditures in the amount of \$15,875,491, for combined total expenditures of \$65,887,573,**
 - 4) approve First Revision General Services Capital Projects fund expenditures in the amount of \$634,125,**
 - 5) approve First Revision Special Education Capital Projects fund expenditures in the amount of \$1,089,988,**
 - 6) approve First Revision Career Technical Education Capital Projects fund expenditures in the amount of \$4,581,395, with combined expenditures totaling \$6,305,508,**
 - 7) approve the First Revision Health Insurance Consortium fund expenditures in the amount of \$22,251,579,**
 - 8) approve the First Revision Lenawee/Monroe Technology Consortium Fund with expenditures in the amount of \$1,232,054, and**

9) approve the First Revision Cooperative Services Fund expenditures in the amount of \$270,878 for the 2023-2024 fiscal year.

Yes: 4, No: 0; motion carried.

Cooperative Services

Lenawee/Monroe Technology Consortium Works to Obtain Universal Service Funding (USF) for Infrastructure Upgrades

The Lenawee/Monroe Technology Consortium will be conducting a consortium-wide infrastructure upgrade project. The project's scope is to replace and upgrade the core infrastructure for networking devices in all consortium districts. This project should be entirely funded with Category 1 funding because the hardware is essential for internet connectivity for all consortium districts. However, both Lenawee and Monroe County superintendents have approved the use of unutilized Category 2 funding if for some reason the Universal Service Administrative Company (USAC) denies the use of Category 1 funding.

Authorization is requested to develop specifications and seek bids for consortium-wide infrastructure upgrades that will be eligible for Federal Universal Service Fund (USF) reimbursement beginning July 1, 2024, through June 30, 2025.

- ✓ **Moved by Holtz, supported by Pray that the LISD Board of Education authorize staff to develop specifications and seek bids for 2024-2025 USF funding for an infrastructure upgrade project.**

Yes: 4, No: 0; motion carried.

Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|------------------|-------------------------------------|--|------------------------------|
| Janee Garza | GSRP Teacher Assistant | Beginning base pay \$24,149/salary. Other compensation per Personnel Positions Book | Full Time, 188 Work Days |
| DeeDrea McClain | Special Education Teacher Assistant | Beginning base pay \$22,125/salary. Other compensation per LIEA Collective Bargaining Agreement. | Full Time, 188 Work Days |
| Shannon Moore | Bus Assistant | \$16.08/hourly. Other compensation per Personnel Positions Book | Part-time, 180-230 Work Days |
| Patricia Mueller | MPSER Substitute | \$447.78/per diem. Other compensation per Personnel Positions Book | As needed |

| Name | Position | Compensation / Other Approval | Term |
|-------------|---------------|---|------------------------------|
| Matthew Udy | Bus Assistant | \$16.08/hourly. Other compensation per Personnel Positions Book | Part-time, 180-230 Work Days |

- ✓ Moved by Pray, supported by Wingerd that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.

Yes: 4, No: 0; motion carried.

Separation of Employment

| Name | Position | Reason | Separation Date |
|-------------------|--------------------------------------|----------|-----------------|
| Katherine Cummins | Bus Assistant | Resigned | 10/25/2023 |
| Mindy Sloop | Secretary – Curriculum & Instruction | Resigned | 11/22/2023 |

Update on Position Vacancies

Administrative Services

- One Pupil Auditor Assistant. This permanent, part-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Secretary – ESC, Staff Resources & Facilities/Maintenance. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Constituent District Technology Coordinator. This permanent, full-time position is available due to additional need. The position has been posted and applications are being accepted.

Instruction and General Services

- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.
- One CTE Teacher Assistant – Digital Media Production This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Teacher – LISD PREP Academy. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Secretary – Curriculum & Instruction. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.

- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Six Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher (Maurice Spear Campus) - This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The position has been posted and applications are being accepted.
- Two Special Education Teachers– CI. These permanent, full-time positions are available due to resignation and additional student need. The position has been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Regional Secretary. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Policies Update

LISD Administration Proposes Switch to Thrun Law Policy Service

The LISD Board of Education adopted the District's current Board Policies provided by NEOLA in August 2014 at a total cost of \$21,100. This included access to NEOLA's policy, administrative regulations, and electronic publishing services. Additionally, the LISD has paid an average annual cost of \$3,357 for policy updates and online publishing (i.e., Board Docs).

After careful consideration, the LISD administration and in-house legal counsel recommend that the LISD switch from NEOLA to the Thrun Law Firm for policy service. The initial, one-time cost for the Thrun Law Firm ISD policy templates is \$8,000. Their current update service fees are capped at \$2,750 annually (this fee is subject to change).

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education switch its board policy service from NEOLA to the Thrun Law Firm at an initial, one-time cost of \$8,000 and a current, annual update cost of \$2,750. The Board of Education authorizes the Superintendent to take appropriate action to initiate the policy service with the Thrun Law Firm and to provide notice to NEOLA of the LISD's intent to terminate the policy service updates as of May 1, 2024 (as required by contract).**

Yes: 4, No: 0; motion carried.

Office of the Superintendent Reports

Closed Session

It is recommended that the Board enter into closed session for the purpose of discussing the following matter, which is a permitted purpose for meeting in closed session under Michigan's Open Meeting Act, MCL 15.261, et seq.:

- (1) To consider the dismissal, suspension, or disciplining of a student if the public body is part of the school district, intermediate school district, or institution of higher education that the student is attending, and if the student or the student's parent or guardian requests a closed hearing. MCL 15.268 (b).

- ✓ **Moved by Holtz, supported by Wingerd, that the LISD Board of Education enter closed session to consider the disciplining of a student at the request of the student's parent pursuant to Section 8 of Michigan's Open Meetings Act.**

Roll Call Vote: Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes;

Yes: 4, No: 0; motion carried.

Entered closed session at 4:40 p.m.

Closed session adjournment

- ✓ **Moved by Holtz, supported by Wingerd, that the closed session be adjourned and the meeting returned to public session.**

Yes: 4, No: 0; motion carried.

Closed session adjourned at 6:18 p.m.

Student Discipline Resolution

- ✓ **Moved by Wingerd, supported by Holtz, that the LISD Board of Education pass a resolution to suspend a student, whose identity is known to the Board, for the remainder of the 2023-2024 school year.**

Roll Call Vote: Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes;

Yes: 4, No: 0; motion carried.

Closed Session

At the request of the Superintendent, it was recommended that the Board enter into closed session for the purpose of conducting an annual performance review of the

Superintendent, which is a permitted purpose for meeting in closed session under Michigan's Open Meeting Act, MCL 15.261, et seq.:

- ✓ **Moved by Wingerd, supported by Pray, that the LISD Board of Education enter closed session at the request of the Superintendent to conduct an annual performance review of the Superintendent.**

**Roll Call Vote: Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes;
Yes: 4, No: 0; motion carried.**

Entered closed session at 6:29 p.m.

Closed session adjournment

- ✓ **Moved by Holtz, supported by Wingerd, that the closed session be adjourned and the meeting returned to public session.**

Yes: 4, No: 0; motion carried.

Closed session adjourned at 6:44 p.m.

Superintendent Annual Evaluation and Employment Agreement

- ✓ **Moved by Holtz supported by Wingerd, that the Board of Education, based on an annual evaluation of LISD Superintendent Mark Haag at the December 4, 2023, meeting of the Board, rates Superintendent Haag's performance as Effective, and as a result of Superintendent's Haag's performance rating, authorizes the following revisions to his employment agreement effective January 1, 2024:**

- **The Superintendent's contract is extended by one year to December 31, 2026; and**
- **The Superintendent's salary is increased by 3.5%.**

In addition, the Board President and Vice President/Secretary are authorized to sign the Superintendent's employment agreement on behalf of the Board.

Discussion: The Board of Education concurred with Superintendent Haag's self-evaluation in each of the five components of the evaluation instrument and with his summary comments. The Board makes particular note of Superintendent Haag's exemplary communication and work ethic. The Board also commends Superintendent Haag on the strong leadership team he has assembled and empowered. The Board thanks Superintendent Haag for his dedication and commitment to LISD students and staff and to our constituent districts.


Yes: 4, No: 0; motion carried.

Adjournment

- ✓ **Moved by Wingerd, supported by Holtz that the meeting be adjourned.**

Yes: 4, No: 0; motion carried.

The meeting adjourned at 6:49 p.m.


James Hartley, Secretary, LISD Board of Education

Annual Summer Tax Resolution

Lenawee Intermediate School District (the "District")

A regular meeting of the board of education of the District (the "Board") was held in the Community Room of the William J. Ross Education Service Center, within the boundaries of the District, on the 4th day of December, 2023, at 4:00 o'clock in the p.m. (the "Meeting").

The Meeting was called to order by James Hartley, Vice President.

Present: Members James Hartley, David Pray, Dale Wingerd, Paula Holtz
Absent: Members Richard Germond

The following preamble and resolution were offered by Member Dale Wingerd and supported by Member Paula Holtz:

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect 50% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Pursuant to the Revised School Code, MCL 380.1 et seq., the Board invokes for 2024 its previously-adopted ongoing resolution imposing a summer tax levy of 50% of annual school property taxes, including debt service, upon property located within the District and continuing from year-to-year until specifically revoked by the Board and requests that each city and/or township in which the District is located collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which the District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2024 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies on or before December 31, 2023.

3. Pursuant to and in accordance with Revised School Code Section 1613(1), the Superintendent or designee is authorized and directed to negotiate on behalf of the District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under Revised School Code Sections 1611 or 1612. Any such proposed agreement shall be brought before this Board for its approval or disapproval.

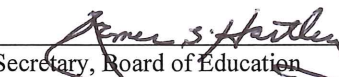
4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members James Hartley, David Pray, Dale Wingerd, Paula Holtz
Nays: Members None

Resolution declared adopted.


Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Lenawee Intermediate Schools District, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the Meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).


Secretary, Board of Education



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Regular January Board Meeting

January 8, 2024, 4:00 p.m.

The meeting was conducted both in person at the LISD Education Service Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board Vice-President James Hartley.

Attendance

MEMBERS PRESENT: James Hartley, David Pray, Dale Wingerd, and Paula Holtz

MEMBERS ABSENT: Richard Germond

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Jenny Heath, Brian Jones, Janine Decker, Mats Holm, Kyle Hoffman, Kim Dusseau (virtual), Alison Thompson, Doug McMullen, Ben Murray, Alena York, Eloise Hosken, Andrew Munson, Elaine Stoerger (virtual)

OTHERS PRESENT: ~~Don~~ Rob Hosken

Set Agenda

- ✓ Moved by Wingerd, supported by Holtz, that the LISD Board of Education set the agenda as presented.

Yes: 4, No: 0; motion carried.

Staff of the Month

Alison Thompson, Special Education Regional Supervisor, presented the January Staff of the Month award to Eloise Hosken, Job Coach.

Comments from the Public

January is School Board Appreciation Month, and Superintendent Haag expressed his appreciation to the LISD Board of Education for all they do for the LISD.

Approve Previous Meeting Minutes and Financial Reports

- ✓ Moved by Pray, supported by Wingerd, that the LISD Board of Education approve/accept the following items:
 - Approve open and closed session minutes of the December 4, 2023, regular December Board meeting.
 - Approve financial reports.

Yes: 4, No: 0; motion carried.

Financial Reports

Financial Data Reports for the Month Ending November 30, 2023

| | Gen. Svcs. | Sp. Ed. | CTE |
|----------------------|--------------|--------------|--------------|
| Revenues to Date | \$ 7,440,755 | \$ 6,366,457 | \$ 3,759,816 |
| Expenditures to Date | \$ 4,042,949 | \$ 5,895,686 | \$ 4,260,345 |
| Fund Balance | \$ 6,656,141 | \$ 947,866 | \$ 7,294,398 |

Projected January 2024 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|-----------|------------|--------------|--------------|
| \$ 6,150,705 | \$ 40,135 | \$ 272,466 | \$ 7,572,852 | \$ 3,097,773 |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,738,293.80 | \$ 1,108,682.51 | \$ 4,810,100.93 |

Investments Total: \$34,023,271.81

Oral Report

Ben Murray, LISD TECH Center Principal, and Doug McMullen, LISD TECH Center Instructor, gave a presentation to the LISD Board of Education on the new Law Enforcement & Corrections career and technical education (CTE) program.

Acknowledging Student Success

LISD TECH Center Students Compete in Student Organization Regional Competition

The LISD TECH Center HOSA chapters attended the Region 3 HOSA Conference on December 2 at Bedford High School. Students who placed 5th place or higher are eligible to participate in the HOSA State Conference April 18-19 at the Grand Traverse Resort in Traverse City, Michigan. HOSA members are students enrolled in Biochemical Technology, Certified Nurse Aide (C.N.A.), Dental Assisting, EMT, Exercise Science & Sports Medicine, Health Care Careers, and Nursing Preparation.

Students from Accounting and Computer Information Services participated in the BPA Regional Conference on December 8, 2023. Students who qualified for the BPA State Conference will compete in Grand Rapids March 7-10, 2024.

Special Education

Lenawee ISD District Implementation Team Update

On November 14, the Lenawee ISD District Implementation Team (LDIT) conducted their first District Capacity Assessment (DCA) of the 2023-2024 school year. The DCA is a fidelity measurement tool that looks at how the LDIT is implementing Positive Behavior Interventions and Supports (PBIS) while following a Multi-Tiered System of Support (MTSS). The team received a score of 89%, which is an increase from their April score of 85%. The LDIT is performing very strongly in the area of Leadership with a score of 97%. As the LDIT began the 2023-2024 school year, all programs had assessed where they were at with Stages of Implementation and when to move to the next stage. The Laura

Haviland Program, LISD TECH Center, JC/LISD Academy and Porter Center are all in Full Implementation of PBIS Tier 1. Special Education Post-Secondary Programs and the LISD PREP Academy are all in the Initial Implementation stage of PBIS Tier 1.

LISD Young Children Services Begin Fall 2024 Student Transition Process to Kindergarten

LISD staff work with local districts to help families learn about kindergarten and to assist local districts in learning about the individual needs of students transitioning to kindergarten. A transition coach, often the building principal, is identified from each local district to act as a key contact person for students transitioning from preschool. This year, 41 students are scheduled to transition from LISD preschool classrooms to kindergarten in Fall 2024.

CTE, Instruction and General Services

General Services Mid-Year Update

Fall 2023 LISD General Services Team activities were highlighted for the following activities: Student Engagement professional learning series; Cognitive Coaching seminars; Crucial Conversations®; Multi-Tiered System of Supports; and the 2023-2024 LISD Focus Fund grant to increase curriculum, instruction, and assessment capacity within every Lenawee County school district.

CTE Program Development Plans Request Funding Approval

Through the Program Development Plan (PDP) process, which was developed by the Lenawee County Superintendents' Association (LCSA) CTE Subcommittee, local districts offering CTE programming at the local district can apply to receive LISD CTE funding for costs associated with their CTE program(s). The following districts have applied for renewal of existing funding for the 2024-2025 school year (**funding includes contingencies for some programs):

- Addison Community Schools – Firefighter Program, \$45,000**
 - Blissfield Community Schools – Agriscience Program, \$110,000**
 - Hudson Area Schools – Southern MI Center for Science & Industry Program, \$110,000
 - Sand Creek Community Schools – Agriscience Program, \$55,000
 - Tecumseh Public Schools – Computer Programming, \$110,000**
- ✓ **Moved by Pray, supported by Holtz, that the LISD Board of Education approve CTE funding to local districts as outlined for a total of \$430,000.00 for renewals. The total recommended amount for approval not to exceed \$430,000.00.**
- Yes: 4, No: 0; motion carried.**

CTE Program Development Plans Request Equipment Funding Approval

Through the Program Development Plan (PDP) process, which was developed by the Lenawee County Superintendents' Association (LCSA) CTE Subcommittee, local districts offering CTE programming at the local district can apply to receive LISD CTE funding for equipment costs associated with their CTE program(s). LISD equipment funding to local district CTE programs may be applied for at a split of LISD 85%, local district 15%. There

is a cap per equipment request at \$50,000.00. The following districts have applied for funding equipment purchases for the 2024-2025 school year (**funding includes contingencies for some programs):

- Blissfield Community Schools Agriscience Program – Ag Barn, recommended amount not to exceed \$50,000**
- Hudson Area Schools Southern MI Center for Science & Industry Program – Collaborative Robot, recommended amount not to exceed \$37,007
- Tecumseh Public Schools Computer Programming – Monitors/Stands, recommended amount not to exceed \$14,875**

✓ **Moved by Wingerd, supported by Pray, that the LISD Board of Education approve CTE funding to local districts for equipment purchases as outlined above in the total of \$101,882.00. The total recommended amount for approval not to exceed \$101,882.00.**

Yes: 4, No: 0; motion carried.

LISD TECH Center Follow Up Information ~ A Three-Year Comparison

Agencies that receive state reimbursement for career and technical education (CTE) programs or Carl D. Perkins funds are required to conduct the annual Career and Technical Education Follow-Up Survey. Information gathered through the survey provides required data used for state and federal reporting. A three-year summary of results from the LISD TECH Center follow-up reports was presented to the LISD Board of Education.

Office of the Superintendent Finance & Administrative Services

Budget Development for the Upcoming Fiscal Year

The District's budget development process for the upcoming fiscal year begins each year in early January. The State of Michigan's Consensus Revenue Estimating Conference (CREC) will be held in January at the Capital Building in Lansing. This conference signals the beginning of the state budget cycle as the Governor, House, Senate, and others reconcile the revenue estimates for the current year and start forecasting for 2024-2025. The Governor's budget proposal for the State of Michigan and the determination of state budget priorities is typically revealed in February. The LISD will collect and use the best and most current financial information from local and state sources to develop research-based budget assumptions. Changes in taxable values for all property subject to LISD's millage will again be considered during the 2024-2025 budget projection process.

2023-2024 Fall Membership Count

Local public school districts' fall 2023-2024 K-12 unaudited enrollment counts by FTE as of October 4, 2023, show that public school enrollment decreased by 255.70 FTE (full-time equivalency) from last fall's audited count for a grand total of 14,157.30.

2023-2024 Schools of Choice

The 11 LISD constituent school districts enrolled 4,012 students on the fall count date (October 4, 2023) under Michigan's Schools of Choice law. From that total, 3,487 students reside within the Lenawee ISD and have been accepted for membership under Section 105.

This fall, local districts enrolled 525 students from districts located in an intermediate school district contiguous to the Lenawee ISD. These students have been accepted for membership under Section 105c.

For the current school year, Schools of Choice enrollments increased by 140 students (3.6%) from last fall, as compared to an increase of 42 students (1.1%) in the prior year. Students from districts within the county increased by 131, while those attending through Section 105c increased by 9.

Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|------------------|---|--|--|
| Michelle Andrews | Special Education Teacher Assistant | Beginning base pay \$29,775/salary. Other compensation per LIEA Collective Bargaining Agreement. | Full Time, 188 Work Days |
| Brian Cagle | Bus Assistant | \$16.08/hourly. Other compensation per the Personnel Positions Book. | Part-time, As needed |
| Jeff Davis | Constituent District Technology Coordinator | \$46,470/salary. Other compensation per the Personnel Positions Book. | Reassignment, Full Time, 250 Work Days |
| Diane Ellenwood | Bus Assistant | \$17.27/hourly. Other compensation per the Personnel Positions Book. | Part-time, As needed |
| Chelsea Ekquist | CTE – Teacher | N/A | LOA eff: 1/13/23-3/18/23 |
| Amy McClelland | School Social Worker | N/A | LOA eff: 1/27/23-2/28/23 |
| Lindsay Nicknair | Occupational Therapist | N/A | LOA eff: 4/1/24-5/24/24 |
| Jessie Solis | Teacher Assistant | N/A | LOA eff: 2/11/23-12/22/23 |

- ✓ **Moved by Wingerd, supported by Pray, that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.**

Yes: 4, No: 0; motion carried.

Update on Position Vacancies

Administrative Services

- One Secretary – ESC, Staff Resources & Facilities/Maintenance. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Instruction and General Services

- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Five Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- Two Special Education Teachers (Maurice Spear Campus). These permanent, full-time positions are available due to resignation and retirement. The positions have been posted and applications are being accepted.
- One ASD Consultant. This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- Two School Social Workers. These permanent, full-time positions are available due to reassignment. The positions have been posted and applications are being accepted.
- Two Special Education Teachers– CI. These permanent, full-time positions are available due to resignation and additional student need. The positions have been posted and applications are being accepted.

- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Regional Secretary. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Minimum Wage Law Change

Effective January 1, 2024, Michigan's hourly minimum wage will increase to \$10.33 from the current \$10.10. The LISD will ensure compliance with this increase. In the future, the LISD will recognize any increases to the minimum wage as required under PA 368.

Policies Updates

Recommended Board Policy Amendments

At the December 4, 2023, regular meeting of the LISD Board of Education, the Board authorized the transition from NEOLA to the Thrun Law Firm for its Board Policy service. Although the full transition from NEOLA to Thrun policy templates is not expected to be completed until summer 2024, Thrun has recommended immediate changes to certain policies due to recently enacted changes to Michigan's Public Employment Relations Act (commonly referred to as "PERA"), the State School Aid Act, the Revised School Code, and the Teachers' Tenure Act.

Changes to these Acts have varying effective dates. In some instances, changes are effective in mid-February 2024, whereas other changes are not effective until July 1, 2024. As a result, Thrun has recommended that District's act to adopt the policy amendments now, with some changes having an immediate effect (at the time of adoption) and others not taking effect until July 1, 2024.

The proposed policy amendments as presented by Thrun are listed below. The draft policy amendments are being introduced to the Board for review. Pursuant to the LISD's policy adoption process, the proposed policy amendments will be presented to the Board again at the February 5, 2024, Board of Education meeting for consideration of action on the proposed policy amendments.


- **Proposed New Policy 4108 – Union Activity and Representation - Effective Upon Adoption**
- **Proposed Policy Amendment 4503-R-School Administrator Evaluation - Effective July 1, 2024**
- **Proposed Policy Amendment 4402-R-Placement - Effective July 1, 2024**
- **Proposed Policy Amendment 4409-R-Non-Renewal of Probationary Teachers - Effective July 1, 2024**
- **Proposed Policy Amendment 4403-R-Performance Evaluation (Professional Staff) Effective July 1, 2024**
- **Proposed Policy Amendment 4405-R-Reduction in Force and Recall - Effective July 1, 2024**
- **Proposed Policy Amendment 3139 – Professional Staff Discipline - Effective Upon Adoption**

- **Proposed Policy Amendment 3140 – Professional Staff Termination - Effective Upon Adoption**

Adjournment

- ✓ **Moved by Holtz, supported by Wingerd, that the meeting be adjourned.
Yes: 4, No: 0; motion carried.**

The meeting adjourned at 4:50 p.m.



James Hartley, Secretary, LISD Board of Education



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Regular February Board Meeting

February 5, 2024, 4:00 p.m.

The meeting was conducted both in person at the LISD Education Service Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board President Richard Germond.

Attendance

MEMBERS PRESENT: Richard Germond, James Hartley, Dale Wingerd, Paula Holtz

MEMBERS ABSENT: David Pray

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Jenny Heath, Brian Jones, Janine Decker, Ryan Walentowski, Ben Murray, Tom Kasefang, Alena York, Dawn Stetler, Helen Thomas, Kim Dusseau, Andrew Munson, Kyle Hoffman, Karen Rayner, Carolee Hartman, Todd Armstrong, Mats Holm, Elaine Stoerger (virtual)

OTHERS PRESENT: None

Set Agenda

- ✓ Moved by Hartley, supported by Wingerd, that the LISD Board of Education set the agenda as presented.
Yes: 4, No: 0; motion carried.

Staff of the Month

Ryan Walentowski, LISD TECH Center Assistant Principal, presented the February Staff of the Month award to Dawn Stetler and Helen Thomas, Culinary Arts Teacher Assistants.

Comments from the Public

None

Approve Previous Meeting Minutes and Financial Reports

- ✓ Moved by Hartley, supported by Wingerd, that the LISD Board of Education approve/accept the following items:
 - Approve minutes of the January 8, 2024, regular January Board meeting with the following name correction under Attendance – Change “Dan Hosken” to “Rob Hosken”.
 - Approve financial reports.
- Yes: 4, No: 0; motion carried.

Financial Reports

Financial Data Reports for the Month Ending December 31, 2023

| | Gen. Svcs. | Sp. Ed. | CTE |
|----------------------|--------------|----------------|--------------|
| Revenues to Date | \$ 8,304,487 | \$ 7,487,042 | \$ 4,100,474 |
| Expenditures to Date | \$ 4,813,971 | \$ 10,066,438 | \$ 5,075,620 |
| Fund Balance | \$ 7,194,127 | \$ (2,186,800) | \$ 8,176,441 |

Projected February 2024 Cash Flow

| General Svcs. | Tech Fund | Co-op Fund | Sp. Ed. | CTE |
|---------------|-----------|------------|--------------|--------------|
| \$ 5,895,695 | \$ 7,103 | \$ 259,363 | \$ 5,169,497 | \$ 4,274,657 |

Capital Projects Cash Balances

| General Services | Special Education | CTE |
|------------------|-------------------|-----------------|
| \$ 1,871,871.19 | \$ 1,094,644.00 | \$ 4,806,714.24 |

Investments Total: \$31,095,094.94

Oral Report

Brian Jones, Executive Director of Instruction & General Services, and Karen Rayner, Consultant - Data, Assessment, and Evaluation, gave a presentation to the LISD Board of Education on the data warehouse selection process.

Acknowledging Student Success

LISD TECH Center Students Compete in Student Organization's District Competition

Students from the Marketing & Entrepreneurship program participated in the DECA District 4 Conference on January 12, 2024. One student qualified for the DECA State Career Development Conference to be held in Detroit March 14-16, 2024.

Special Education

Lenawee County School's Annual Special Education Fall 2023 Student Count

The annual special education student count data from the Fall 2023 student count is now available. This data includes the number of students who qualify for and receive special education services. The unaudited Fall 2023 student count is 2,358. This is an increase of 179 students from the Fall 2022 audited count.

Early On Services in Lenawee County

The LISD has continued to make adjustments to the LISD Early On staffing structure and assignments which continue to support a systematic process for children and families to access services. These staffing adjustments are a part of a multi-year plan to improve service delivery to Lenawee County's youngest students and their families. By increasing dedicated assignment of staff time to Early On, the district is better able to process referrals and evaluations in a shorter period with fewer steps and limit the number of staff

families have to encounter. Areas reported and monitored through Catamaran, Michigan Department of Education's monitoring system, show improvement in Lenawee's data reported through the fall student count. Areas closely monitored include timely initial Individualized Family Service Plan (IFSP) completion and Transition IFSP completion, both of which targets are set at 100% compliance.

CTE, Instruction and General Services

Lenawee County Data Warehouse/Analytics Tool

The Lenawee ISD is currently in the final year of a three-year agreement with Illuminate DnA. Illuminate DnA has not made significant progress in interfacing with the MiDataHub in recent years. LISD staff began a product selection process using a modified Hexagon Tool, part of the LISD Selection Process. All districts were asked to provide a member to participate on the advisory team. The advisory team met four times from April to October in 2023. Four products were reviewed in depth by this team, and the team selected Munetrix. The decision was approved by the Lenawee County Superintendents' Association (LCSA). Specifications were developed and bids were due by Monday, January 15, 2024. Six bids were received and reviewed. One vendor, Munetrix, met the bid requirement of having a functional integration with the MiDataHub. Munetrix also submitted the lowest bid.

- ✓ **Moved by Hartley, supported by Wingerd, that the LISD Board of Education approve the purchase of the data warehousing/analytics tool provided by Munetrix in the amount of \$229,856.**

Yes: 4, No: 0; motion carried.

JC/LISD Academy Application and Enrollment Process

Students interested in attending the JC/LISD Academy: *A Regional Middle College* can obtain an application for the 2024-2025 school year beginning January 31, 2024, by contacting the JC/LISD Academy or their local superintendent's office. Applications will be accepted through May 3, 2024. Students interested in learning more about the JC/LISD Academy can attend the shadow day on February 1, 2024, and/or one of the student/parent information sessions.

JC/LISD Academy Student Presented with Dr. Martin Luther King, Jr. Student Service Award

JC/LISD Academy student Elise Kruse received the Jackson College Dr. Martin Luther King Jr. Award at the community dinner and program held at Adrian College Tobias Center on January 15, 2024.

LISD Civil Rights Compliance and Review (CRCR) Audit

On October 16, 2023, staff from the Michigan Department of Education Office of Career and Technical Preparation visited the Lenawee Intermediate School District beginning at the LISD TECH Center. The staff visited all programs at the LISD TECH Center and the LISD Center for a Sustainable Future (CSF). Being a civil rights audit, staff also visited the office of Superintendent Mark Haag as well as compliance officers Dan Garno and Heather Reau. The audit was successful with the final report indicating a few findings to be addressed. The LISD TECH Center was required to complete and submit a compliance plan. The compliance plan has been submitted; approval of the plan has not been received.

CTE Programs Complete CLNA (Comprehensive Learning Needs Assessment)

To assure career and technical education (CTE) needs of all learners are met, the federal government requires the gathering of certain information. The Comprehensive Learning Needs Assessment (CLNA) gathers this information starting at individual district levels working upwards through the state level for submission to the federal agency. The CLNA process involves gathering data, examining recurring needs, creating focused discussions, gathering stakeholder feedback, and making steps to move forward. All six local districts with state approved CTE programs, as well as the LISD TECH Center, have completed the CLNA process. The information has been collected to form the Career Education Planning District (CEPD) 45 CLNA. Each CEPD in Region 22 (Hillsdale, Jackson, and Lenawee) completes the CLNA based on their individual CEPD. Once the regional data is completed, it will be submitted to the Office of Career and Technical Education (OCTE). The state will then complete a state level CLNA.

Office of the Superintendent Finance & Administrative Services

2024-2025 Projected Budget Development

The Lenawee County Equalization office has not shared what the expected change in overall taxable value properties is expected to be for next year. Michigan's constitution requires an inflation rate calculation be used for property tax purposes; it uses the Federal Consumer Price Index to set the rate. For property tax assessments that will be approved in late spring, the official inflation factor will be 5.0% (1.05). This will impact any property that is increasing in value or where there is a difference between taxable value and state equalized value (SEV).

Special Education Reimbursement

The first special education reimbursement payment of \$1,190,000 for FY2023-2024 made in December 2023 represents 17% (20% of the 85%) of the budgeted local district reimbursement total. The remaining \$1,050,000 balance from FY2022-2023 and Medicaid Outreach funds in the amount of \$67,884 were also included with the December 2023 disbursements to local districts to settle the prior year total.

LISD's second FY2023-2024 payment in the amount of \$4,165,000 was disbursed in late January. This payout represents 59.5% (70% of the 85%) of total budgeted funds available for FY2023-2024. The third installment (10% of the 85%) is scheduled for distribution following LISD's final budget revision approval by the Board of Education in late June.

Cooperative Services

Universal Service Fund - Lenawee/Monroe Technology Consortium – Internet Communications Equipment for FY2024-2025

As was authorized by the LISD Board of Education at their December 4, 2023, meeting, the LISD, acting in its capacity as fiscal and administrative agent for the Lenawee Monroe Technology Consortium, issued a request for proposal for consortium-wide infrastructure upgrades. The LISD received proposals from three vendors, and Sehi was the low bidder with an alternate Hewlett Packard/Aruba solution. Because some of these services qualify

for educational discounts through the Universal Service Fund's E-rate program, the LISD also needs to apply for those discounts during the contract year.

- ✓ **Moved by Hartley, supported by Holtz, that the LISD Board of Education, acting as the fiscal and administrative agent for the Lenawee Monroe Technology Consortium, authorize accepting the bid of \$656,667.11 from Sehi for consortium-wide infrastructure upgrades and authorize the Superintendent and/or his designee to sign all corresponding documents related to the bid, contract, and/or project and submit all required documents necessary to obtain any USF E-rate discounts.**

Yes: 4, No: 0; motion carried.

Facilities Updates

2024-2025 Capital Improvement Projects

As outlined in Board Policy 7410, each of the LISD buildings and associated grounds are inspected annually to evaluate current conditions and identify any need for updates. Information gathered during these inspections and findings from the 2017 Facilities Assessment is compiled in the LISD's twelve-year capital improvement plan, which allows staff to plan for various projects effectively.

For the 2024-2025 school year, LISD staff are considering capital improvement projects at the William J. Ross Education Service Center (ESC), Milton C. Porter Education Center, Laura Haviland Building, Trenton Hills Learning Center (THLC), LISD TECH Center, LISD Center for a Sustainable Future (CSF), and to correct some deficiencies identified during the Civil Rights Compliance Review (CRCR).

- ✓ **Moved by Holtz, supported by Wingerd, that the LISD Board of Education authorize district staff to develop specifications and seek bids for the 2024-2025 Capital Improvement Projects.**

Yes: 4, No: 0; motion carried.

Staff Resources

Personnel Update and Employment Recommendations

| Name | Position | Compensation / Other Approval | Term |
|---------------|-------------------------------------|--|--------------------------|
| Jamar Bonney | Special Education Teacher Assistant | Beginning base pay \$23,400/salary. Other compensation per LIEA Collective Bargaining Agreement. | Full Time, 188 Work Days |
| Carter Grof | Grad Co-op | \$10.33/hourly. Other compensation per the Personnel Positions Book. | Part-time, As needed |
| Angela Kuiper | Special Education Teacher Assistant | Beginning base pay \$29,775/salary. Other compensation per LIEA Collective Bargaining Agreement | Full Time, 188 Work Days |

| Name | Position | Compensation / Other Approval | Term |
|-------------------|---|--|------------------------------|
| Larry Lisenbee | Bus Assistant | \$16.08/hourly. Other compensation per the Personnel Positions Book. | Full Time, 180-230 Work Days |
| Jolene Nofzinger | Secretary – Staff Resources, Facilities/Maintenance, School Safety, School Support Services | \$16.08/hourly. Other compensation per the Personnel Positions Book. | Full Time, 250 Work Days |
| Ronald Perkins | Bus Assistant | \$16.08/hourly. Other compensation per the Personnel Positions Book. | Full Time, 180-230 Work Days |
| Renee Retan | Bus Driver | \$19.00/hourly. Other compensation per the Personnel Positions Book. | Full Time, 180-230 Work Days |
| Elizabeth Duckett | CTE Instructor | N/A | LOA eff: 5/20/24-6/6/24 |
| Sarah Newell | Speech Language Pathologist | N/A | LOA eff: 1/25/24-2/7/24 |
| Rebecca Schmidt | School Social Worker | N/A | LOA eff: 3/22/24-6/5/24 |

- ✓ **Moved by Holtz, supported by Hartley, that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.**

Yes: 4, No: 0; motion carried.

Separation of Employment

| Name | Position | Reason | Separation Date |
|---------------|--|------------|-----------------|
| Barbara Eash | Occupational Therapist | Retirement | 06/30/2024 |
| Cheyenne Ely | Grad Co-op | Resigned | 01/09/2024 |
| Jody Howard | Assistant Superintendent - Special Education & Strategic Initiatives | Retiring | 06/30/2024 |
| Emily Kuenzer | Grad Co-op | Resigned | 01/09/2024 |

| | | | |
|----------------|----------------------------------|----------|------------|
| JoAnn Leupp | PREP Childcare & GED Coordinator | Retiring | 01/25/2024 |
| Emily Peterson | Grad Co-op | Resigned | 01/09/2024 |

Update on Position Vacancies

Administrative Services

- One Custodian II. This permanent, full-time position is available due to additional need. The position has been posted and applications are being accepted.

Instruction and General Services

- One Special Populations Consultant. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Five Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time positions are available due to retirement and resignation. The positions have been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- Two Special Education Teachers (Maurice Spear Campus) - These permanent, full-time positions are available due to resignation and retirement. The positions have been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The positions have been posted and applications are being accepted.

- Two Special Education Teachers– CI. These permanent, full-time positions are available due to resignation and additional student need. The positions have been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Regional Secretary. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Transportation

In preparation for the budget planning process for the next school year, the LISD Transportation Department evaluates the current LISD buses and other transportation vehicles to determine if any of the current vehicles are due for replacement. Referring to the LISD Vehicle Replacement chart, by the 2024-2025 school year, the LISD has identified the need to replace one or more school buses. There may be a need to replace at least one or more of the district's other vehicles as well, such as vans used for programs and operational purposes. Generally, the typical useful life span of a school bus is defined as the time when the bus is at or near 300,000 miles and/or is 10 years old.

LISD staff are requesting Board authorization to develop specifications and seek bids from qualified vendors for the possible purchase of new school buses and vans for the upcoming school year.

- ✓ **Moved by Hartley supported by Wingerd, that the LISD Board of Education grant permission for staff to develop specifications and seek bids for the possible purchase of new school buses and vans for the upcoming 2024-2025 school year.**

Yes: 4, No: 0; motion carried.

Policies Update

Recommended Board Policy Amendments

At the January 8, 2024, meeting of the LISD Board of Education, draft changes to multiple Board policies were introduced for the Board's consideration. The Thrun Law firm has recommended immediate changes to certain policies due to recently enacted changes to Michigan's Public Employment Relations Act (commonly referred to as "PERA"), the State School Aid Act, the Revised School Code, and the Teachers' Tenure Act.

- ✓ **Moved by Wingerd supported by Holtz, that the LISD Board of Education adopt the following recommended new Board policies and amendments to current Board policies:**
 - **Board Policy 4108 – Union Activity and Representation with an effective date of February 5, 2024**
 - **Board Policy 4503-R-School Administrator Evaluation with an effective date of July 1, 2024**
 - **Board Policy 4402-R-Placement with an effective date of July 1, 2024**
 - **Board Policy 4409-R-Non-Renewal of Probationary Teachers with an effective date of July 1, 2024**

- **Board Policy 4403-R-Performance Evaluation (Professional Staff) with an effective date of July 1, 2024**
- **Board Policy 4405-R-Reduction in Force and Recall with an effective date of July 1, 2024**
- **Board Policy 3139 – Professional Staff Discipline with an effective date of February 5, 2024**
- **Board Policy 3140 – Professional Staff Termination with an effective date of February 5, 2024**

Yes: 4, No: 0; motion carried.

Office of the Superintendent Reports

Information Technology Network Managed Detection and Response Services

The LISD's Information Technology team and the Lenawee/Monroe Technology Consortium have taken steps to reduce the District's exposure to cyberattacks. A managed detection and response service would monitor for, detect, and help prevent LISD information technology network breaches and intrusions, 24 hours a day, seven days a week, 365 days a year - services that the LISD's information technology team does not have the capacity to perform. Moreover, none of the LISD's current IT staff are experts in cybersecurity. The LISD Information Technology team is requesting authorization from the Board of Education to develop specifications and seek proposals for managed detection and response services.

- ✓ **Moved by Wingerd supported by Hartley that the LISD Board of Education authorize District staff to develop specifications and seek proposals for 24/7, 365-day, information technology network/systems cyberattack detection and response services.**

Yes: 4, No: 0; motion carried.

Audio/Visual System Procurement and Installation

LISD Information Technology staff regularly assess audio/video ("A/V") equipment placed throughout the LISD's facilities, while also considering A/V system upgrade and replacement requests from educational program administrators. To begin the process of replacing and/or improving A/V systems within the LISD, Board of Education authorization is requested to develop A/V system specifications and to seek bids from qualified vendors. Bids will be presented to the Board at a future meeting for consideration prior to moving forward with any product acquisition or installation. Proposed A/V system acquisition and installation costs will be included in the FY2024-2025 budget.

- ✓ **Moved by Hartley supported by Wingerd that the LISD Board of Education authorize LISD staff to develop specifications and seek bids from qualified vendors for the acquisition and installation of classroom and meeting room audio/visual systems.**

Yes: 4, No: 0; motion carried.

Michigan Association of School Boards (MASB) Board of Directors Election

The Michigan Association of School Boards (MASB) is accepting votes from member school districts for seats on the MASB Board of Directors. The LISD is part of Region 7,

which includes the following ISDs and their constituent districts: Eaton, Hillsdale, Ingham, Jackson, Lenawee, Livingston, Monroe, and Washtenaw. The selected candidate will represent Region 7 on the Board for a three-year term.

- ✓ **Moved by Hartley supported by Holtz that the LISD Board of Education select candidate Dale Wingerd for the MASB Board of Directors Region 7 and authorize the Superintendent to cast the District's vote for that candidate.**
Yes: 3, No: 0; Abstain: 1 (Wingerd); motion carried.

LISD Board Trustee Paula Holtz said she accepted with regret Jody Howard's retirement announcement after 44 years of service and expressed her happiness for Jody.

Adjournment

- ✓ **Moved by Hartley, supported by Holtz, that the meeting be adjourned.**
Yes: 4, No: 0; motion carried.

The meeting adjourned at 4:59 p.m.



James Hartley, Secretary, LISD Board of Education