

BOARD OF EDUCATION



Regular September Board Meeting

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

LISD TECH Center & WebEx

To access the meeting online (audio/visual): <https://bit.ly/3rTMxQS>

- (meeting password, if needed: iPcapCnx542)

To access via phone (audio only):

- Dial: 1-415-655-0001
- Access code: 2622 755 7098
-

Our Vision

Explore-Support-Inspire
The LISD.....The Journey Starts Now

Our Mission

Through meaningful relationships, the LISD walks side-by-side in support of every learner through personalized service, innovative programs, and engaged leadership.

Our Purpose

To empower learners and create opportunities for success.

Addison Community Schools
Britton Deerfield Schools
Hudson Area Schools
Sand Creek Community Schools

Adrian Public Schools
Clinton Community Schools
Madison School District

Blissfield Community Schools
Morenci Area Schools
Onsted Community Schools
Tecumseh Public Schools

LENAWEE INTERMEDIATE SCHOOL DISTRICT

William J. Ross
Education Service Center
4107 North Adrian Highway
Adrian, Michigan 49221
(517) 265-2119

Milton C. Porter
Education Center
2946 Sutton Road
Adrian, Michigan 49221
(517) 263-8931

LISD TECH Center
1372 N. Main Street
Adrian, Michigan 49221
(517) 263-2108

Trenton Hills Learning Center
1008 West Maple Avenue
Adrian, Michigan 49221
(517) 263-6354

Center for a Sustainable Future
4260 Tipton Highway
Adrian, MI 49221
(517) 265-2119

www.lisd.us

LISD Board of Education

Richard Germond	President
James Hartley	Vice President/Secretary
David Pray	Treasurer
Paula Holtz	Trustee
Dale Wingerd	Trustee

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Mark Haag, Ed.S.	Superintendent
Jody Howard	Assistant Superintendent, Special Education & Strategic Initiatives
Dan Garno, Ed.S.	Executive Director of Staff Resources
Judy Pfund, CPA	Executive Director of Finance & Business Services
Jenny Heath	Executive Director of CTE & Secondary Programs
Brian Jones	Executive Director of Instruction & General Services

LISD Nondiscrimination Statement

The Lenawee Intermediate School District (LISD) does not discriminate in any of its educational programs and services, activities, or employment practices, on the basis of sex, race, color, national origin / ancestry, religion, height, weight, marital status, age, limited English-speaking ability, sexual orientation, or disability. Direct inquiries to: Executive Director of Staff Resources, Lenawee Intermediate School District, 4107 N. Adrian Hwy., Adrian, MI 49221, (517) 265-2119. Persons with hearing impairments, please call the Michigan Relay Center at (800) 649-3777 (TDD).

Declaración de No Discriminación del LISD

El Distrito Escolar Intermedio de Lenawee (LISD) no discrimina en ninguno de sus programas o servicios educativos, actividades, o prácticas de empleo sobre la base de género, raza, color, origen nacional / ascendencia, religión, estatura, peso, estado civil, edad, la habilidad limitada de hablar inglés, orientación sexual, o incapacidad. Para conseguir más información: Executive Director of Staff Resources, Lenawee Intermediate School District, 4107 N. Adrian Hwy., Adrian, MI 49221, (517) 265-2119. Personas con problemas de audición, por favor llamen al Michigan Relay Center (800) 649-3777 (TDD).

OUR PURPOSE

To empower learners and create opportunities for success.



OUR VISION

Explore-Support-Inspire
The LISD...the Journey
starts Now.

OUR VALUES

Through honest communication, mutual trust, integrity, and transparency, the LISD is an inclusionary leader in education that models the following core values with all of its stakeholders:

- The LISD is a **learner-centered** organization that believes everyone is always learning and can gain knowledge anywhere, anytime, anyplace, at any pace from anyone.
- The LISD embraces **innovation** by providing opportunities, motivation, creativity, exploration, risk taking, and experimenting.
- The LISD believes that **service** is the fundamental reason the LISD exists.
- The LISD will model an **inspiring** organization in the delivery of all its services.
- The LISD is a **future driven** organization that embraces continuous improvement, change, new technology and will lead in research for academic, professional development and operational best practices.
- The LISD will **lead** by practicing, cultivating, and developing **leadership** opportunities through service, partnerships and collaboration.
- The LISD will be a **collaborative** organization that seeks input, listens to students, local school districts and all stakeholders, embraces teamwork, and works together to improve opportunities and learning.

OUR MISSION

Through meaningful relationships, the LISD walks side-by-side in support of every learner through personalized service, innovative programs, and engaged leadership.



BOARD OF EDUCATION
REGULAR SEPTEMBER BOARD MEETING

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

LOCATION: Meeting will be conducted electronically and in person at the
LISD TECH Center (1372 N. Main St., Adrian)

To access the meeting online (audio/visual): <https://bit.ly/3rTMxQS>
• (meeting password, if needed: iPcapCnx542)

To access via phone (audio only):
• Dial: 1-415-655-0001
• Access code: 2622 755 7098
• Attendee ID: #

MEETING CALLED TO ORDER AT (TIME): _____

MEETING CALLED TO ORDER BY: ____

Pledge of Allegiance

LISD BOARD OF EDUCATION MEMBERS PRESENT: _____

LISD STAFF PRESENT: _____

OTHERS PRESENT: _____

M E M O R A N D U M

DATE: September 11, 2023

TO: LISD Board of Education

FROM: Mark Haag, Superintendent

SUBJECT: Motion to Set Agenda

Moved by: _____, supported by: _____

- _____ 1. Set the agenda as presented.
- _____ 2. Set the agenda as presented with the following change(s):

- a. _____

- b. _____

- c. _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		



BOARD OF EDUCATION

September 11, 2023

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Separate Enclosures

- Monthly calendar of events for September and October 2023
- Special Education Professional Learning Plan for 2023-2024



STAFF OF THE MONTH



From the LISD Values . . .

"The LISD will model an inspiring organization in the delivery of all its services."

Meet Annie Gray, Lenawee Monroe Technology Consortium Administrative Assistant, the September 2023 Staff of the Month recipient.

Annie has truly gone above and beyond over the last few months. With a co-worker going on leave, she volunteered to step in and help with eFinance support. Not only was she supporting the system for all LISD schools, but she was also doing it during a major upgrade for all districts. She has shown a tremendous amount of technical and financial understanding of the application to a point where she is solving problems and providing a level of customer service to the local business offices that is not only needed, but greatly appreciated. Her willingness to step up during this critical time and quickly learn and excel in supporting users has been HUGE! Her attitude and performance displays her commitment to the LISD.

Congratulations, Annie, for the outstanding contribution you have made recently and over the years to the LISD, which led to your selection for this award.



COMMENTS FROM THE PUBLIC

When addressing the Board, please follow these few guidelines:

- * Before the meeting begins, fill out a "Request to Address the Board" card and give this to the President. The Board President will refer to these cards when inviting comments from the public.
 - * Limit your presentations to the Board to no more than three minutes.
 - * Whenever possible, contact the LISD Superintendent before a board meeting, as questions may be answered or information taken at that time.
 - * Submit complaints against school personnel in writing to the LISD Superintendent at least five days before a regular board meeting. (The law provides that the person against whom a complaint is lodged has the right to ask for a closed hearing on the complaint.)
 - * Whenever possible, prepare a written summary of your comments to the Board so board members can later review the information more carefully.
 - * Groups of more than three should choose a representative to address the Board.
 - * Public debate is not allowed at a Lenawee Intermediate School District Board of Education meeting.
-



Previous Meeting Minutes and Financial Reports

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the Board of Education approve/accept the following item(s):

- Approve minutes of the August 7, 2023, regular August Board meeting;
- Approve financial reports.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

ORAL REPORT

Oral Report

From the LISD Vision

“Human relationships, inside and outside the LISD reflect trust, openness, risk-taking, respect, integrity, and collaboration.”

Lenawee Great Start Readiness Program (GSRP)

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

ACKNOWLEDGING STUDENT SUCCESS

M E M O R A N D U M

DATE: September 11, 2023
TO: LISD Board of Education
FROM: Mark Haag, Superintendent
SUBJECT: **ACKNOWLEDGING STUDENT SUCCESS**

Recognition**1. August 2023 Student of the Day Recognitions****(Andrew Munson)**

Names of these honored students are sent to Lenawee County print and radio media each week. The following students were recognized as Students of the Day for August 2023:

August 27 – September 2, 2023

Logan Smith

Logan is a seventh grader at Sand Creek Community Schools. Logan won the River Raisin Watershed Council's Annual Poster Contest. The judges were very impressed with the artwork on his poster. Along with Logan's cash prize, his school received a donation for their STEM programs. In addition to this impressive accomplishment, Logan won the Most Improved Cross Country and Most Likely to be a Millionaire awards in the TLC Community Credit Union contest, and his team took first place in Equations. Logan also participates in band, cross country, and track. In the future, he would like to work in the psychology field. Logan is the son of Steven Smith and Amanda Sanchez.

SPECIAL EDUCATION

M E M O R A N D U M

DATE: September 11, 2023

TO: Superintendent and LISD Board of Education

FROM: Jody Howard, Assistant Superintendent – Special Education & Strategic Initiatives

SUBJECT: **SPECIAL EDUCATION**

1. LISD Special Education Classroom Capacity for 2023-2024 School Year

(Jody Howard)

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.

The following chart indicates the number of students assigned to each classroom for the beginning of the 2023-2024 school year in comparison to the number of students at the beginning of the 2022-2023 school year.

Highlights of the 2023-2024 LISD Special Education Classroom Programs include:

- Increased opportunities for educational opportunities in inclusive settings for both preschool students with disabilities and post-secondary students with disabilities. This includes an increase of a Great Start Readiness Program (GSRP) for preschool and a new Adult Transition Support Services (ATSS) location at Siena Heights University.
- Stabilized classroom numbers for Laura Haviland Program and continued efforts for students who attend the Laura Haviland Program to transition back to their local districts.

LISD Program Student Count and Classroom Capacity					
As of September 1, 2023					
Program	Total Capacity	as of 9/1/22		as of 9/01/23	
Preschool		Total	Capacity	Total	Capacity
Preschool, Community (Sheri Dudek, Kari Truax)	18	17	94%	17	94%
Preschool (Porter) Full Day (Rubel) Great Start Readiness Program	16	0	0%	7	44%
Preschool (Porter) AM (Fox) ECSE	12	7	58%	7	58%
Preschool (Porter) PM (Fox) ECSE	12	8	67%	5	42%
Preschool (THLC) Full Day (Berndt) Great Start Readiness Program	16	13	81%	6	38%
Preschool (THLC) PM (Long) ECSE	12	11	92%	7	58%
Preschool (THLC) AM (Long) ECSE	12	7	58%	5	42%
Preschool (THLC) Full Day (Phelan) *Inclusion (Sp. Ed.)	12	8	67%	5	42%
Preschool TOTAL	110	71	65%	59	54%
MOCI Continuum					
Elementary MoCI (Sutton ELC) (Powelke)	15	6	40%	6	40%
Middle School MoCI (Tecumseh Middle School) (Russell)	15	9	60%	9	60%
High School MoCI (Adrian HS) (Bachman)	15	9	60%	11	73%
SXI/SCI Continuum					
Early Elementary SXI (Porter) (Chapman)	9	6	67%	5	56%
Later Elementary SXI (Porter) (Mapstone)	9	4	44%	4	44%
HS Adult SCI (Porter) (Young)	15	5	33%	6	40%
Laura Haviland Program					
Elementary (Porter Bld. 3) (Skelton)	10	8	80%	5	50%
Elementary (Porter Bld. 3) (Open teacher)	10	10	100%	6	60%
Middle School (Porter Bld. 3) (Gibbons)	12	11	92%	10	83%
High School (Porter Bld. 3) (Parsons)	12	12	100%	11	92%
Deaf and Hard of Hearing Program					
Elem, MS, HS (Madison Schools) (Fish)	10	5	50%	5	50%
Work Support Services (WSS)					
AM Session (LISD TECH Center) (Nowakowski)	18	14	78%	15	83%
PM Session (LISD TECH Center) (Nowakowski)	18	15	83%	14	78%
Adult Transition Support Services (ATSS)					
ATSS at HOPE (Skelton)	18	8	44%	10	56%
ATSS at Siena Heights (Musielewicz)	18	NA	NA	10	56%
ATSS at LISD TECH Center (Hoffman)	18	16	89%	14	78%
LISD Regional CI Room at Tecumseh High School					
High School CI (THS) (Kobus)	18	7	39%	9	50%
LISD Project SEARCH at ProMedica Hickman					
Project SEARCH (Bowman)	12	6	50%	4	33%
TOTAL - Special Education Slots	362	222	61%	213	59%

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

(Jody Howard)

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 Heather Reau, LISD Special Education Compliance Coordinator, and is available for review under separate enclosure.

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.

CTE, INSTRUCTION, & GENERAL SERVICES

M E M O R A N D U M

DATE: September 11, 2023

TO: Superintendent and LISD Board of Education

FROM: Jenny Heath, Executive Director of CTE & Secondary Programs
Brian Jones, Executive Director of Instruction & General Services

SUBJECT: **CTE, INSTRUCTION & GENERAL SERVICES**

1. Lenawee Cradle to Career Update**(Tim Kelly)**

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. It is believed that by providing the screening tool kit and training on its age-appropriate use, childcare providers will better prepare children to enter kindergarten.

In August, professional development on Building Relationships and Family Engagement was provided to over 80 staff from Britton Deerfield, Hudson, and Morenci. These presentations introduced staff to evidence-based practices that improve relationships between staff and students, and students and staff. Staff were also introduced to the Michigan Department of Education's MiFamily: Michigan's Family Engagement Framework and the Parent-Teacher Home Visiting Program.

The Planning for Success workgroup is planning a "roadshow" to local districts in September to introduce school staff to services available through the Lenawee Cradle to Career partners from Michigan Works Southeast, Align, and Community Action Agency.

2. Center for Educational Materials and Technology Hosted a Summer Gathering

(Sherry Kurek)

Summary: The Center for Educational Materials and Technology (CEM@T) Hosted Summer with Santa in CEM@T on July 25, 2023.

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 event was also open to students in the LISD Milton C. Porter Education Center with quite a few attending from the Severe Cognitive Impairment, Severe Multiple Impairment, and Moderate Cognitive Impairment classrooms.

During the three-hour event, children participated in many activities, including the snowball toss, fake snow table, and building a paper snowman set in a beach theme. There was frozen hot chocolate and popcorn as a snack. Santa made his appearance for photo opportunities, and Sandy, the Milton C. Porter Education Center lion mascot, popped in to add an additional surprise.

Mrs. Jadin Howdin, a retired 22-year Monroe County librarian, provided some story-time fun. The big hit for all the children was getting a chance to win prizes in the bingo hall. No child left the Center disappointed, and CEM@T staff received many praises and thanks for providing a wonderful spin on Santa in the summertime.

Going forward, CEM@T staff will be planning this event again next year at the same time, and they anticipate attendance to increase. As word spreads about all the great opportunities the Center has to offer, CEM@T will begin to become a household name. Ho, ho, ho!

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

(Jacqueline Murray)

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.

The following table summarizes the number of unique students from each district enrolled in PLTW over the last three years as reported by the local districts.

PLTW Students by District/School Year			
District	2020-2021	2021-2022	2022-2023
Addison	26	122	55
Adrian	207	547	735
Blissfield	67	192	201
Britton Deerfield	55	34	25
Clinton	361	166	415
Hudson	80	92	94
Madison	443	423	437
Morenci	109	109	90
Onsted	130	226	277
Sand Creek	111	69	138
Tecumseh	106	555	646
Total	1,695	2,535	3,113

The breakdown of unique students per grade, per district, as reported by the local districts for the 2022-2023 school year.

2022-2023 PLTW Students by Grade/District						
District	5th Grade	6th Grade	7th Grade	8th Grade	9th Grade	Total
Addison	0	20	5	30	0	55
Adrian	0	205	215	214	101	735
Blissfield	0	88	81	32	0	201
Britton Deerfield	0	0	4	11	10	25
Clinton	89	78	82	60	106	415
Hudson	0	0	40	37	17	94
Madison	0	126	120	133	58	437
Morenci	0	36	4	40	10	90
Onsted	0	64	90	65	58	277
Sand Creek	0	0	42	77	19	138
Tecumseh	197	195	131	123	0	646
Total	286	812	814	822	379	3,113

The following table shows PLTW gateway courses offered at the middle school level in districts across the county.

PLTW Middle School Gateway Program Offerings										
District	App Creator	Automation & Robotics	Computer Science	Design & Modeling	Energy & the Environ.	Flight & Space	Green Architecture	Magic of Electrons	Medical Detectives	Science of Technology
Addison				X					X	
Adrian		X								X
Blissfield		X		X		X		X	X	X
Britton Deerfield		X								
Clinton				X			X		X	
Hudson	X			X						
Madison				X	X	X		X	X	X
Morenci		X				X				
Onsted		X		X				X	X	
Sand Creek		X	X					X		
Tecumseh		X				X	X		X	

The following table shows PLTW courses offered at the high school level in districts across the county.

PLTW High School Program Offerings									
District	Computer Science A	Computer Science Essentials	Computer Science Principles	Human Body Systems	Intro to Engineering	Principles of Biomedical Science	Principles of Engineering	Medical Interventions	Engineering Essentials
Addison									
Adrian			X		X				
Blissfield					X				
Britton Deerfield						X			
Clinton	X	X	X	X		X	X		
Hudson							X		X
Madison				X		X		X	
Morenci							X		
Orsted				X	X	X	X		
Sand Creek				X			X		
Tecumseh									

PLTW courses encourage career exploration opportunities for students. PLTW instructors share connections for students between curriculum and careers that align with their courses. Schools utilize experiences such as virtual career exploration tools, virtual guest speakers, and field trips to help students learn more about aligned careers. PLTW instructors and counselors not only share the different career options available to students but also how taking programs at the LISD TECH Center can help them further investigate and develop these career options.

It is encouraging to see PLTW student participation numbers continue to climb back up after the pandemic. Teachers and students report being highly engaged and motivated in the curriculum as they learn about possible career connections. Districts continue to demonstrate their intention to expand opportunities for the 2023-2024 school year. There is hope we will be able to offer PLTW to more middle and high school students in the county based on these plans of expansion provided by the district.

4. 2023 Summer Career Exploration Camps Offer Many Opportunities to Explore Career Options

(Jake Graf and Tina Livingston)

Over 525 students participated this summer in three weeks of career exploration camps. 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.

In addition to a number of familiar camp offerings, there were some new additions offered: Photoshop Magic, Storm Chasers, Down on the Farm, Creative Coding, and Battle of the Robots.

One of the primary goals of the career camps is to expose students to potential career options. The table below shows the different LISD TECH Center programs that were showcased in each of the summer career camps:

Camp Name	LISD TECH Center Course Alignment
Adventure Island	Computer Information Services; Engineering, Design, and CAD; Engineering, Robotics, and Mechatronics; Residential Construction
Down on the Farm	Agri-Tech; Biochemical Technology; Natural Resources
To Game or Not to Game?	Computer Programming; Engineering, Design, & CAD; Graphic Design; Marketing & Entrepreneurship
Automotive Camp	Automotive Services Technology, Automotive Collision Repair & Refinish
Automotive Custom Paint	Automotive Collision Repair & Refinish
Cardboard Boat Regatta	Building Trades; Engineering, Design, and CAD; Engineering, Robotics, and Mechatronics; Residential Construction
Creative Coding	Computer Programming, Engineering, Robotics and Mechatronics
Eekstein's Laboratory	Agri-Tech; Biochemical Technology; Engineering, Design, and CAD;

	Engineering, Robotics, and Mechatronics; Natural Resources
Farm Animal Frenzy	Agri-Tech; Biochemical Technology; Horticulture; Natural Resources
Are you Game for this!	Computer Programming; Engineering, Design, & CAD; Exercise Science & Sports Medicine; Graphic Design; Marketing & Entrepreneurship
Grossology	Certified Nurse Aide; Dental Assisting; Health Care Careers; Nursing Preparation
Junior Chemist	Biochemical Technology; Education Careers
LEGO Mania!	Computer Programming; Engineering, Robotics, & Mechatronics; Digital Media Production
Makey, Makey Circuitry	Engineering, Robotics, and Mechatronics
Photoshop Magic	Graphic Design
Coding in Minecraft	Computer Programming; Engineering, Design, & CAD; Engineering, Robotics, & Mechatronics; Graphic Design; Marketing & Entrepreneurship
Battle of Robots	Computer Programming; Engineering, Design, & CAD; Engineering, Robotics, & Mechatronics; Graphic Design; Marketing & Entrepreneurship
Storm Chasers	Digital Media Productions, Graphic Design, Biochemical Technology
The Art of Drawing Letters	Graphic Design
You be the Surgeon	Biochemical Technology; Health Care Careers
You're the Boss	Marketing and Entrepreneurship

LISD staff have been tracking the number of camp spaces filled by students from local school districts. All information for camp sign-ups was shared with local district superintendents, principals, and building secretaries.

Total Camp Spaces Filled by District	
District	Camp Spaces Filled
Addison	0
Adrian	79
Blissfield	58
Britton Deerfield	6
Clinton	18
Hudson	11
Lenawee Christian	26
Madison	40
Morenci	1
Onsted	30
Sand Creek	32
Tecumseh	162
Homeschool/Other	67
Total	530

Total Camp Spaces Filled by Year				
	Summer 2019	Summer 2021	Summer 2022	Summer 2023
Total Camps	37	32	32	28
Total Spaces Filled	647	441	560	530

The summer career camps are a team effort. The LISD TECH Center office staff provides the welcoming structure to support our camp instructors and campers. The Information Technology Department and the Facilities/Maintenance Department continually go above and beyond to make sure camps are operating at a high level. The LISD Special Education Department continues to collaborate with our camp programs to ensure all campers are receiving appropriate support to get the most out of camps. Adrian Public Schools Food Service was again able to provide lunches to our campers. We thank everyone for their continued involvement and support.

OFFICE OF THE SUPERINTENDENT

M E M O R A N D U M

DATE: September 11, 2023
TO: LISD Board of Education
FROM: Mark Haag, Superintendent
SUBJECT: **OFFICE OF THE SUPERINTENDENT REPORTS**

Finance & Administrative Services**1. SET SEG Net Asset Return Check****(Judy Pfund)**

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

1. 2023-2024 Capital Improvement Projects

(Tom Kasefang)

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 40 ft. x 60 ft. livestock barn project includes the following:

- Insulated birthing room
- Gas and electrical utilities
- Water and sanitary sewer
- Adjustable gated livestock holding pens
- Concrete floors for the new livestock barn and the back portion of the existing machine storage barn.

Contractors have completed the building structure and are waiting for approval of the well and septic plans through the Lenawee County Health Department (LCHD). Once approved, contractors can install the necessary plumbing and concrete floor.

LISD staff, along with Dailey Engineering, are working with LCHD to finalize plans for the building's well and septic systems.

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.

The Culinary Improvements include:

- New commercial dishwashing unit and associated stainless steel surfaces
- New cabinetry
- Additional cooling
- Shelving and added storage
- Epoxy floor coating
- Painting of walls

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 scope includes:

- Removal of existing asphalt shingles
- Installation of 45-year warrantied metal roofing
- Installation of new gutters and downspouts.

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 price of \$53,550.

Project scope included all necessary mechanical improvements to the welding lab to accommodate six new downdraft tables and three new plasma cutting stations. LISD staff chose to bid out the new downdraft tables and plasma cutters separately rather than including them in the project scope.

While LISD staff had not worked previously with Howell Mechanical, their workmanship and overall performance in completing the project was positive.

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 welding equipment has been delivered and installed in the lab.

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 district-wide asphalt maintenance project includes asphalt patching, crack fill, select sealcoating, and restriping.

The asphalt maintenance work has been completed at all LISD campuses except for the William J. Ross Education Service Center (ESC). Slusarski Excavating

plans to complete the work once the roll-off dumpster is removed, which is currently in place for the ESC flooring project.

Project 7 - Flooring Improvements

Abbey Carpet & Floor of Adrian, MI, was awarded the flooring project with a bid amount of \$78,568.

The classrooms that received new flooring are:

- Milton C. Porter Education Center classrooms 100 & 120
- Laura Haviland classroom 320
- LISD TECH Center classrooms 170 & 320

The project completion date was August 2, 2023.

2. 2022-2023 Building Usage Report

(Tom Kasefang)

Board policy 9250 emphasizes the LISD Board of Education's belief that public schools are owned by the community and play an important role in the intellectual growth and social expression of a community. An annual account of LISD building use has been tracked to monitor and ensure that such activity remains strong.

Below are the usage totals for each building during 2022-2023 school year. LISD staff will continue to track and report this information to the Board annually.

LISD TECH CENTER Building Usage Report July 2022 - June 2023	
LISD Group or Organization	Number of Meetings
Adult Learning Services - Director	252
Business Services	1
Career Camps	31
Career Prep	41
Director of Grants, Development & Legal Services	2
Director of Special Education	2
Director of Technology	2
Executive Director CTE & Secondary Programs	91
Executive Director Instruction & General Services	4
Facilities/Maintenance - Director	8
JC/ LISD (Middle College) Principal	86
Job Placement - Director	45
LISD Board of Education	2
LISD PREP Academy	3
Principal – LISD TECH Center, WSS	396
Professional Development	8
School Nurse	17
Special Education Programming	19
Staff Resources - Executive Director	52
Student Information Specialist	3
Superintendent	9
Work-Based Learning Coordinator	19
Workforce Development Coordinator	3
Young Children Services	1
Total LISD:	1,097
Community Group or Organization	Number of Meetings
Army	1
Community Action Agency	1
Headmaster State C.N.A. Testing	17

Jackson College	14
K-9 Fanciers	1
Lenawee Community Foundation	1
Lenawee County Association of School Boards	1
Lenawee County Republican Party	7
Lenawee County Retired School Personnel	6
Lenawee Great START	4
Planewave Instruments	4
River's Edge Condo Association	1
Siena Heights University	1
SINCH Home School Group	1
The League of Women's Voters - Tecumseh	2
Visit Lenawee	1
Total Community:	63
Total Meetings:	1,160

LISD TECH Center Building Usage by Year										
	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023
LISD	1,876	1,444	1,284	639	707	1,418	772	654		1,097
Community	537	402	358	100	190	140	88	0		63

Milton C. Porter Education Center Building Usage Report July 2022 - June 2023	
LISD Group or Organization	Number of Meetings
Asst. Superintendent-Special Ed & Strategic Initiatives	8
Business Services	3
Center for Educational Materials and Technology	1
Community Relations	2
Director of Special Education	18
Director of Technology	5
Executive Director Instruction & General Services	10
Facilities/Maintenance	3
JC/ LISD (Middle College) Principal	3
Lenawee Community Education Foundation Director	3
Lenawee Cradle to Career	3
Monitoring & Compliance Coordinator	4
Principal – LISD TECH Center, WSS	1
Professional Development	14
Regional Secretaries	10
School Nurse	3
SE Transportation Director	5
Secretary Approvals & Medicaid	6
Special Education Programming	70
Speech, Psych, Classroom Programs, OT/PT, SSW	10
Staff Resources	17
Student Information Specialist	4
Superintendent	8
Technology Coordinator	12
Young Children Services	49
Total LISD:	272
Community Group or Organization	Number of Meetings
AIM meetings	4
Autism HOPE Group	0
Boys Basketball	28
CPI Training	5
Kiwanis Christmas Party	1
Lenawee Great START	22
LIEA Luncheon & Meetings	2
OT/PT Clinic	2
PBIS	3
School Pictures	1
Silly Socks Day	1
Smiles on Wheels	2
Total Community:	71
Total Meetings:	343

Milton C. Porter Education Center Building Usage by Year										
	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023
LISD	810	903	448	441	481	627	491	577		272
Community	269	193	107	156	154	356	283	0		71

Stubnitz Environmental Education Center (SEEC) Building Usage Report July 2022 - June 2023	
LISD Group or Organization	Number of Meetings
Asst. Superintendent-Special Ed & Strategic Initiatives	2
Career Camps	6
JC/ LISD (Middle College) Principal	1
Professional Development	14
SEEC Director & STEM Coordinator	56
Special Education Programming	2
Staff Resources - Executive Director	1
Superintendent	1
Young Children Services	1
Total LISD:	84
Community Group or Organization	Number of Meetings
Housing Help of Lenawee	1
Lenawee Chamber of Commerce	1
Lenawee Community Foundation	4
Lenawee Conservation District	1
Lions Club of Lenawee - Santa at Stubnitz	2
Running with E's - Frosty 5K	1
Total Community:	10
Total Meetings:	94

Stubnitz Environmental Education Center (SEEC) Building Usage by Year										
	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023
LISD	109	108	71	99	134	177	84	89		84
Community	21	24	41	38	16	10	8	0		10

Trenton Hills Learning Center Building Usage Report July 2022 - June 2023	
LISD Group or Organization	Number of Meetings
Young Children Services	1,101
Total LISD:	1,101
Community Group or Organization	Number of Meetings
Total Community:	0
Total Meetings:	1,101

Trenton Hills Learning Center Building Usage by Year										
	2013- 2014	2014- 2015	2015- 2016	2016- 2017	2017- 2018	2018- 2019	2019- 2020	2020- 2021	2021- 2022	2022- 2023
LISD	250	135	161	116	80	39	36	1,297		1,101
Community	0	136	32	25	24	5	6	0		0

William J. Ross Education Service Center & Fireside Building Usage July 2022 - June 2023	
LISD Group or Organization	Number of Meetings
Asst. Superintendent-Special Ed & Strategic Initiatives	17
Business Services	45
Community Relations	2
Director of Grants, Development & Legal Services	1
Director of Special Education	1
Director of Technology	3
Executive Director CTE & Secondary Programs	9
Executive Director Instruction & General Services	34
Facilities/Maintenance - Director	10
Japanese Exchange Coordinator	1
JC/ LISD (Middle College) Principal	1
Lenawee Community Education Foundation Director	16
Lenawee Cradle to Career	6
LISD - other	1
LISD Board of Education	12
Monitoring & Compliance Coordinator	1
Professional Development	67
School Safety/Truancy Prevention Specialist	8
SE Transportation Director	1
SEEC Director & STEM Coordinator	7
Staff Resources	95
Student Information Specialist	4
Superintendent	46
Technology Consortium	15
Young Children Services, Supervisor	3
Total LISD:	406
Community Group or Organization	Number of Meetings
Community Group or Organization - Other	35
EDUStaff	20
Girl Scouts	1
Housing Help of Lenawee	1
Kindergarten Readiness	1
Total Community:	58
Total Meetings:	464

William J. Ross Education Service Center & Fireside Building Usage by Year										
	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023
LISD	1,290	1,556	993	1,014	1,110	964	562	419		406
Community	93	142	113	75	69	81	67	13		58

Staff Resources

1. Personnel Update

(Dan Garno)

a. Volunteer Services, Employment, and Contract Services

Note: Compensation represented in total for the full annual term and will be prorated on actual days/time worked of the defined full annual term.

Name	Position	Compensation / Other Approval	Term
Zoey Blanchard	Grad Co-op	\$10.20/hourly. Other Compensation per Personnel Positions Book	As needed
Sophia Bruner	Special Education Teacher Assistant	Beginning Base pay \$22,125/salary. Other compensation \$1,275 per LIEA Collective Bargaining Agreement	FTE Change, 1.0 FTE, 188 Work Days
Kayla Bush	Special Education Teacher Assistant	Beginning Base pay \$25,950/salary. Other compensation per LIEA Collective Bargaining Agreement	Full Time, 188 Work Days
Madelyn Cole	Special Education Teacher Assistant	Beginning Base pay \$27,225/salary. Other compensation per LIEA Collective Bargaining Agreement	Full Time, 188 Work Days
Samantha Cooper	Grad Co-op	\$10.20/hourly. Other Compensation per Personnel Positions Book	As needed
Tina Cousineau	CTE Teacher – Accounting	Beginning Base pay \$63,850/salary. Other compensation per LVTEA Collective Bargaining Agreement	Full Time, 188 Work Days
Jack Deatrick	Special Education Co-op	\$10.10/hourly. Other Compensation per Personnel Positions Book	As needed
Kiley Elbaor	Special Education Student Teacher Intern	\$43,240/salary. Other Compensation per	Full Time, 188 Work Days

		Personnel Positions Book	
Taryn Fether	Special Education Teacher Assistant	Beginning Base pay \$29,775/salary. Other compensation per LIEA Collective Bargaining Agreement	Full Time, 188 Work Days
Brooke Gilb	School Social Worker	Beginning Base pay \$53,700/salary. Other compensation per LIEA Collective Bargaining Agreement	Full Time, 188 Work Days
Celsey Jiminez	School Social Worker	Beginning Base pay \$53,700/salary. Other compensation per LIEA Collective Bargaining Agreement	Full Time, 188 Work Days
William Love	Special Education Teacher Assistant	Beginning Base pay \$25,950/salary. Other compensation per LIEA Collective Bargaining Agreement	Full Time, 188 Work Days
Ashley Nicholson	GSRP Teacher Assistant	Beginning Base Pay \$25,733/salary. Other compensation per Personnel Positions Book	Full Time, 188 Work Days
Joelyn Roberts	CTE Teacher – Hospitality Services	Beginning Base Pay \$50,075/salary. Other compensation per LVTEA Collective Bargaining Agreement	Full Time, 188 Work Days
Troy Sebring	Substitute Bus Driver	\$16.08/hourly. Other compensation per Personnel Positions Book	Part-time, As needed
Mindy Sloop	Secretary – Curriculum & Instruction	\$16.08/hourly. Other compensation per Personnel Positions Book	Full Time, 250 Work Days
Susan Swander	Special Education Teacher Assistant	Beginning Base pay \$22,125/salary. Other compensation \$1,275 per LIEA Collective Bargaining Agreement	FTE Change, 1.0 FTE, 188 Work Days
Kari Truax	Early Childhood Teacher Consultant	Beginning Base pay \$68,925/salary. Other compensation per	Full Time, 188 Work Days

		LIEA Collective Bargaining Agreement	
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RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

b. 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

2. Update on Position Vacancies

(Dan Garno)

Summary: The following position vacancies exist at this time in the District. Each time a position becomes vacant a thorough evaluation ensues as to whether the position needs to be filled or whether it could be combined with another position(s). **During this time of budget instability, these positions are being evaluated even more thoroughly.**

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.

Office of the Superintendent Reports

1. Appointment of Voting Delegate for 2023 MASB Annual Leadership Conference

(Mark Haag)

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.

The following information was taken from the Michigan Association of School Boards (MASB) website regarding the appointment of a district delegate to the MASB Delegate Assembly and briefly describes the duties of the delegate.

“The Delegate Assembly is made up of at least one voting delegate from each of the school districts in the state. The Delegate Assembly provides direction to the Association, its officers and committees through the adoption of resolutions. All resolutions adopted by the Delegate Assembly become the official position of MASB as interpreted and pursued by the Board of Directors. The Delegate Assembly also may vote on proposals to amend the MASB Articles of Incorporation and Bylaws.

The Delegate Assembly meets in regular session at the MASB Annual Leadership Conference and in special sessions when called by the board. The Delegate Assembly establishes policy and rules for MASB through its resolutions and bylaws.

The Resolutions and Bylaws Committee encourages a board's input in developing MASB positions on legislative, legal and administrative issues of state-wide significance.

The Delegate Assembly, as its first order of business, shall establish and follow rules as recommended by the board or as amended and adopted by the delegates.”

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the Board of Education appoint _____ as
the District's Voting Delegate at the 2023 MASB Annual Leadership Conference.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

2. Location Change for October LISD Board of Education Meeting

(Mark Haag)

At the July 10, 2023, LISD Board of Education meeting, the Board approved the recommended dates, times, and locations for LISD Board meetings during the 2023-2024 fiscal year. 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. Thus, 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.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended 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.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

ADJOURNMENT

Adjournment

Moved by _____ , supported by _____ that
the meeting be adjourned.

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

Meeting adjourned at _____ p.m.

Attachments



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

**Lenawee Intermediate School District
General Fund Financial Data Report
For Period Ended July 31, 2023**

.-		2022-2023 Proposed Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:				
100	Local Sources	\$ 1,568,999	\$ 17,686	1.13%
300	State Sources	6,993,166	239,236	3.42%
400	Federal Sources	317,113	5,612	1.77%
Total Revenues		8,879,278	262,535	2.96%
500	Incoming Transfers & Other Transactions	399,600	-	0.00%
600	Fund Modifications	3,329,678	238,899	7.17%
Total Revenues, Incoming Transfers & Other		12,608,556	501,433	3.98%
Expenditures:				
Instruction Expense				
110	Basic Program	821,059	62,823	7.65%
120	Added Needs	83,239	6,225	7.48%
Support Services				
210	Pupil	1,361,481	79,526	5.84%
220	Instructional Staff	3,002,535	186,012	6.20%
230	General Administration	877,780	83,505	9.51%
240	School Administration	142,092	9,311	6.55%
250	Business	805,090	45,616	5.67%
260	Operations/Maintenance	288,851	8,333	2.88%
270	Transportation	16,450	-	0.00%
280	Central	2,354,522	195,975	8.32%
290	Other	-	-	0.00%
300	Community Service	688,152	25,134	3.65%
Total Expenditures		10,441,251	702,460	6.73%
400-600	Outgoing Transfers & Other Transactions	2,883,688	-	0.00%
Total Appropriated		13,324,939	702,460	5.27%
Excess Revenue (Appropriated)		(716,383)	(201,027)	
Beginning Fund Balance		4,459,737	4,459,737	
Less: Committed Fund Balance		-	-	
Non-Spendable & Unrestricted Fund Balance		\$ 3,743,354	\$ 4,258,710	

**Lenawee Intermediate School District
Special Education Financial Data Report
For Period Ended July 31, 2023**

	2022-2023 Proposed Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 18,786,878	\$ 243,436	1.30%
200 Other Sources	1,000	-	0.00%
300 State Sources	10,122,153	989,839	9.78%
400 Federal Sources	4,851,047	87,944	1.81%
Total Revenues	33,761,078	1,321,218	3.91%
500 Incoming Transfers & Other Transactions	695,000	-	0.00%
600 Fund Modifications	13,647	3,705	27.15%
Total Revenues, Incoming Transfers & Other	34,469,725	1,324,924	3.84%
Expenditures:			
Instruction Expense			
120 Added Needs	14,061,872	367,422	2.61%
Support Services			
210 Pupil	10,187,586	582,225	5.72%
220 Instructional Staff	2,484,547	166,612	6.71%
230 General Administration	25,000	-	0.00%
240 School Administration	91,668	6,570	7.17%
250 Business	146,000	6,199	4.25%
260 Operations/Maintenance	820,520	35,168	4.29%
270 Transportation	1,631,195	64,019	3.92%
280 Central	453,292	46,001	10.15%
300 Community Service	6,338	-	0.00%
Total Expenditures	29,908,018	1,274,215	4.26%
400-600 Outgoing Transfers & Other Transactions	4,148,142	143,096	3.45%
Total Appropriated	34,056,160	1,417,311	4.16%
Excess Revenue (Appropriated)	413,565	(92,387)	
Beginning Fund Balance	9,770,763	9,770,763	
Less: Future Local District Reimbursement	10,184,328	10,184,328	
Non-Spendable & Restricted Fund Balance	\$ -	\$ (505,952)	

Lenawee Intermediate School District
Career Technical Education Financial Data Report
For Period Ended July 31, 2023

	2022-2023 Proposed Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 13,087,640	\$ 134,505	1.03%
300 State Sources	1,873,123	217,124	11.59%
400 Federal Sources	204,264	17,031	8.34%
Total Revenues	15,165,027	368,659	2.43%
500 Incoming Transfers & Other Transactions	15,000	1,300	8.67%
Total Revenues, Incoming Transfers & Other	15,180,027	369,959	2.44%
Expenditures:			
Instruction Expense			
110 Basic Program	195,162	-	0.00%
120 Added Needs	7,696,262	322,475	4.19%
Support Services			
210 Pupil	1,089,162	137,952	12.67%
220 Instructional Staff	764,706	30,025	3.93%
230 General Administration	249,004	19,709	7.91%
240 School Administration	784,841	50,702	6.46%
250 Business	168,473	23,294	13.83%
260 Operations/Maintenance	1,379,471	47,942	3.48%
270 Transportation	387,786	-	0.00%
280 Central	548,379	61,022	11.13%
290 Other	3,700	-	0.00%
300 Community Service	391,807	17,387	4.44%
Total Expenditures	13,658,753	710,508	5.20%
400-600 Outgoing Transfers & Other Transactions	1,852,683	95,803	5.17%
Total Appropriated	15,511,436	806,311	5.20%
Excess Revenue (Appropriated)	(331,409)	(436,351)	
Beginning Fund Balance	8,350,793	8,350,793	
Less: Committed Fund Balance	-	-	
Non-Spendable & Restricted Fund Balance	\$ 8,019,384	\$ 7,914,442	

**LENAWEE INTERMEDIATE SCHOOL DISTRICT
PROJECTED CASH FLOW**

September-23

	GENERAL FUND	TECHNOLOGY CONSORTIUM FUND	COOP FUND	SPECIAL EDUCATION	CAREER TECHNICAL EDUCATION	TOTAL
BEGINNING BALANCE	\$5,759,141	\$0	\$270,525	\$7,143,292	\$10,536,201	\$23,709,159
PLUS REVENUES*	<u>316,225</u>	<u>170,278</u>	<u>23,588</u>	<u>2,437,770</u>	<u>979,799</u>	<u>3,927,660</u>
WORKING CAPITAL	6,075,366	170,278	294,113	9,581,061	11,516,000	27,636,819
LESS: EXPENDITURES	<u>1,170,563</u>	<u>164,517</u>	<u>33,889</u>	<u>2,198,808</u>	<u>997,563</u>	<u>4,565,340</u>
BEFORE TRANSFERS	4,904,803	5,761	260,224	7,382,253	10,518,437	23,071,479
TRANSFERS	<u>209,407</u>	<u>0</u>	<u>0</u>	<u>(126,706)</u>	<u>(82,701)</u>	<u>0</u>
ENDING BALANCE	<u><u>\$5,114,210</u></u>	<u><u>\$5,761</u></u>	<u><u>\$260,224</u></u>	<u><u>\$7,255,548</u></u>	<u><u>\$10,435,736</u></u>	<u><u>\$23,071,479</u></u>

NOTES: The Executive Director of Finance and Business Services will be available 30 minutes prior to the beginning of the meeting to review financial reports with LISD Board of Education members.

DATE: August 31, 2023 / September 11, 2023
TO: Superintendent and LISD Board of Education
FROM: Executive Director of Finance & Business Services
RE: Cash & Investment Analysis

<u>Bank</u>	<u>Rate of Interest</u>	<u>Amount</u>	<u>Maturity Date</u>
1. GENERAL SERVICES FUND			
OLD NATIONAL TREASURY ACCOUNT	1.50%	2,145,565.32	N/A
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	1,489,093.95	N/A
MILAF	4.94%	32,635.67	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	1,055,158.05	N/A
		<u>\$4,722,452.99</u>	
2. GENERAL SERVICES CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	149,150.61	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	1,352,698.35	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	355,861.15	N/A
		<u>\$1,857,710.11</u>	
3. LENAWEЕ/MONROE CONSORTIUM TECHNOLOGY FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	489,280.24	N/A
MICMS	4.94%	12,140.62	N/A
		<u>\$501,420.86</u>	
4. HEALTH PLAN PURCHASING CONSORTIUM			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	26,203.05	N/A
4. COOPERATIVE FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	247,520.89	N/A
AESOP CASH MGMT ACCT.	1.50%	5,659.42	N/A
		<u>\$253,180.31</u>	
5. SPECIAL EDUCATION FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	4,323,930.94	N/A
MiClass	5.00%	3,003,497.66	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	409,067.72	N/A
		<u>\$7,736,496.32</u>	
6. SPECIAL EDUCATION CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	964,865.25	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	535,567.95	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	124,809.15	N/A
		<u>\$1,625,242.35</u>	
7. CAREER TECHNICAL EDUCATION FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	642,193.57	N/A
MiClass	5.00%	7,008,161.21	N/A
PREMIER BANK BUSINESS VALUE		50,000.00	N/A
MILAF +	1.54%	6,383.42	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	2,197,891.08	N/A
		<u>\$9,904,629.28</u>	
8. CAREER TECHNICAL EDUCATION CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	3,592,290.14	N/A
HILLSDALE CO NATIONAL BANK-MMA	1.87%	276,003.31	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	1,404,192.21	N/A
		<u>\$5,272,485.66</u>	
TOTAL CASH & INVESTMENTS		<u><u>\$31,899,820.93</u></u>	