

# BOARD OF EDUCATION



## Regular May Board Meeting

May 6, 2024  
4:00 p.m.

### LISD Education Service Center & WebEx

To access the meeting online (audio/visual): <https://bit.ly/3K0wCqj>

- (meeting password, if needed: iPcapCnx542)

To access via phone (audio only):

- Dial: 1-415-655-0001
- Access code: 2622 299 6291
- 

## 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](http://www.lisd.us)

### LISD Board of Education

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

### LISD Administration

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: Dan Garno (dan.garno@lisd.us) or Heather Reau (heather.reau@lisd.us), 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: Dan Garno (dan.garno@lisd.us) o Heather Reau (heather.reau@lisd.us), 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.



**Lenawee Intermediate  
School District**

## 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 MAY BOARD MEETING

DATE: May 6, 2024 TIME: 4:00 p.m.

LOCATION: Meeting will be conducted electronically and in person at the LISD Education Service Center (4107 N. Adrian Hwy., Adrian)

To access the meeting online (audio/visual): <https://bit.ly/3K0wCqj>

- (meeting password, if needed: iPcapCnx54)

To access via phone (audio only):

- Dial: 1-415-655-0001
- Access code: 2622 299 6291#
- 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: \_\_\_\_\_

\_\_\_\_\_

MEMORANDUM

DATE: May 6, 2024  
 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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>



## BOARD OF EDUCATION

May 6, 2024

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• Financial reports	

### Separate Enclosures

- Monthly calendar of events for May and June 2024
- LISD Social Media Report Card 2024 Q1



## STAFF OF THE MONTH



Kim Roberts

*From the LISD Values . . .*

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

**M**meet Kim Roberts, Secretary – Transportation Department, the May 2024 Staff of the Month recipient.

Kim Roberts began her career with the LISD in 2020 as Transportation Department Secretary. Since first being hired, Kim has regularly demonstrated her commitment to the responsibilities of her position in a manner that has been “above and beyond” expectations. Kim not only completes her assignments on time and as directed, she also does so with expertise. Kim regularly fields phone calls from staff and families early in the morning or late in the afternoon to ensure students get successfully to and from their programs. Many times, she is taking on additional tasks and communications while other office staff are attending to bus duties when the department has been short staffed. Kim shows each day that she understands “service is the fundamental reason that the LISD exists.” While it is certainly appreciated that Kim handles many tasks each day that often exceed expectations, she deserves extra recognition for the fact that she does so with a positive attitude and respect for those around her.

Congratulations, Kim, for the outstanding contribution you have made to the LISD, which led to your selection for this award.





## COMMENTS FROM THE PUBLIC

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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

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RECOMMENDED ACTION BY THE SUPERINTENDENT:

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

- Approve minutes of the April 18, 2024, budget review with local districts 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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>

# ORAL REPORT

## Oral Report

From the LISD Values

*“The LISD is a future-driven organization that embraces continuous improvement, change, and new technology, and will lead in research for academic, professional development, and operational best practices.”*

### **LISD Staff Demographics and Compensation Process**

Dan Garno, Executive Director of Staff Resources, will provide an overview to the LISD Board of Education on LISD staff demographics and the process followed to make recommendations to the LISD Board of Education for staff annual compensation.

# ACKNOWLEDGING STUDENT SUCCESS

**MEMORANDUM**

DATE: May 6, 2024  
TO: LISD Board of Education  
FROM: Mark Haag, Superintendent  
SUBJECT: **ACKNOWLEDGING STUDENT SUCCESS**

**Recognition****1. April 2024 Educator of the Week****(Andrew Munson)**

**Summary: An Educator of the Week can be anyone who works in a school or district. The staff member should have exemplary overall job performance and the individual does not need to have a teaching role. An Educator of the Week is anyone who goes above and beyond to help students.**

Names of honored educators are sent to Lenawee County print and radio media each week. The following educator was recognized as Educator of the Week for April 2024:

**Christa Graham**  
**Teacher, Blissfield High School**

Ms. Graham teaches Anatomy, Physics, Honors Physics, and AP Physics at Blissfield High School. She is also a coach on the Positive Behavioral Interventions and Supports (PBIS) committee and serves as the HOSA advisor. She spearheaded the establishment of the Blissfield High School HOSA chapter and has done a wonderful job leading that club for the students.

Ms. Graham does an excellent job with her classroom duties daily. She has been a terrific addition to the Blissfield High School staff and is continually challenging students to do their best in her classroom.

Ms. Graham's leadership with the HOSA chapter, along with her dedication to her AP courses, is greatly appreciated at Blissfield High School.

## 2. LISD TECH Center Students Compete in Student Organizations' State Competitions

(Benjamin Murray)

**Summary:** LISD TECH Center students competed in student organizations' state competitions.

### **SkillsUSA**

The mission of SkillsUSA is to empower its members to become world-class workers, leaders, and responsible American citizens. SkillsUSA improves the quality of America's skilled workforce through a structured program of citizenship, leadership, employability, technical and professional skills training. SkillsUSA enhances the lives and careers of students, instructors, and industry representatives as they strive to be champions at work.

LISD TECH Center Automotive Collision Repair & Refinish, Building Trades, Graphic Design, Residential Construction, and Welding students participated in the SkillsUSA State competition held April 12-14, 2024, in Grand Rapids, Michigan. First place students are eligible to participate in the SkillsUSA National Conference June 24 - 28, 2024 in Atlanta, Georgia. (\*National qualifier)

### **Advertising Design**

Gold        Liliana Butler, Graphic Design (Morenci)\*

### **Automotive Refinishing Technology**

Gold        Nathan Daniels, Automotive Collision Repair & Refinish (Lenawee Christian)\*

Silver      Landen Casey, Automotive Collision Repair & Refinish (Morenci)

### **CNC Milling Specialist**

Silver      Carter Miller, Machining & CAM (Lenawee Christian)

Bronze     Ethan Medley, Machining & CAM (Adrian)

### **Collision Damage Appraisal**

Gold        Timothy Dermyer, Automotive Collision Repair & Refinish (Onsted)\*

### **Collision Repair Technology**

Gold        Dylan England, Automotive Collision Repair & Refinish (Onsted)\*

### **Culinary**

Bronze     Luke Bowen, Culinary Arts (Adrian)

### **Manual Machining Overall**

Silver      Nolan Scholz, Machining & CAM (Tecumseh)

**Related Technical Math**

Bronze      Mason Case, Building Trades (Blissfield)

**T-Shirt Design**

Bronze      River Vowell, Graphic Design (Madison)

**Welding (GTAW)**

Silver      Aiden Bowers, Welding (Onsted)

**LISD TECH Center HOSA (Health Occupations Students of America)**

The mission of HOSA is to enhance the delivery of compassionate, quality health care by providing opportunities for knowledge, skill, and leadership development of all health science education students, therefore, helping the student meet the needs of the health care community.

The purpose of the HOSA organization is to develop leadership and technical HOSA skill competencies through a program of motivation, awareness, and recognition, which is an integral part of the Health Science Education instructional program.

The LISD TECH Center HOSA chapters participated in the Michigan HOSA State Leadership Conference April 17-20, 2024, at the Grand Traverse Resort in Traverse City. Students who placed 3<sup>rd</sup> place or higher are eligible to participate in the International HOSA Conference June 25-30, 2024, in Houston, Texas. 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. Following are the results of the state conference (\* eligible for international conference):

**ATC-Microbiology**

5<sup>th</sup> Place      Madeline Bough, Biochemical Technology (Hudson)

6<sup>th</sup> Place      Biance Miller, Biochemical Technology (Onsted)

**CPR/First Aid (Team Event)**

Gold              Courtney Rodifer, Health Care Careers (Hudson) and Teagan Arredondo, Health Care Careers (Hudson)\*

**EMT (Team Event)** *(All competitors in this event are from EMT.)*

Bronze            Isaiah Fronce (Home School) and Jada Fronce (Home School)\*

**Health Professionals Events-Biotechnology**

Bronze            Madeline Bough, Biochemical Technology (Hudson)\*

**Home Health Aide**

Silver            Laci Coffell, Certified Nurse Aide (Madison)\*

6<sup>th</sup> Place          Sydney Stevens, Certified Nurse Aide (Onsted)

**Life Support Skills**

6<sup>th</sup> Place          Rachel Harris, Health Care Careers (Tecumseh)



**Medical Spelling**

Silver Mia Yakubesan, Exercise Science & Sports Medicine (JC/LISD Academy)\*

**Personal Care**

Silver Madaline Goldmeyer, Certified Nurse Aide (Madison)\*

**Sports Medicine**

Bronze Jacob Small, Exercise Science & Sports Medicine (Tecumseh)\*

4<sup>th</sup> Place Caylan Sower, Exercise Science & Sports Medicine (Madison)

The LISD TECH Center was recognized as the 2023-24 third largest Michigan HOSA Chapter with 254 members.

# SPECIAL EDUCATION

## M E M O R A N D U M

DATE: May 6, 2024

TO: Superintendent and LISD Board of Education

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

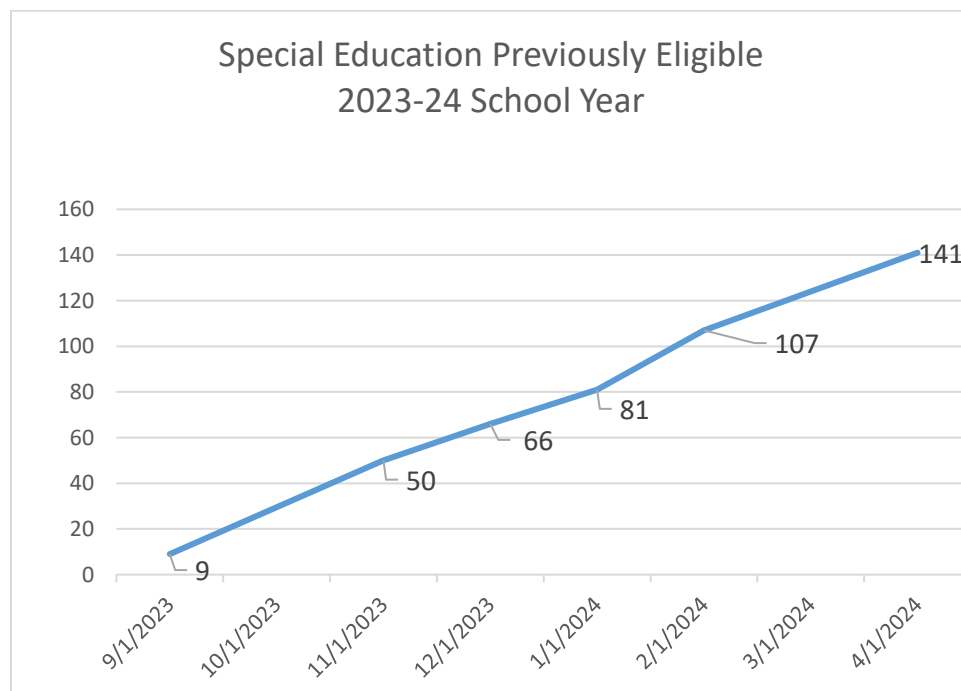
SUBJECT: **SPECIAL EDUCATION**

### 1. Lenawee County Special Education Previously Eligible Data

**(Jody Howard)**

During the last couple of years, more focus has begun to be placed not only on those students who qualify for special education but also those students who no longer qualify for special education services. This data set is a result of our special educators and therapists looking more closely at the question, “At what point does a student no longer require specialized instruction to be successful in school?”

The chart below illustrates that between September 2023 and April 2024, 141 students in Lenawee County were evaluated and no longer qualify for special education services. Over sixty percent of the 141 students had qualified in the area of speech and language impairment.

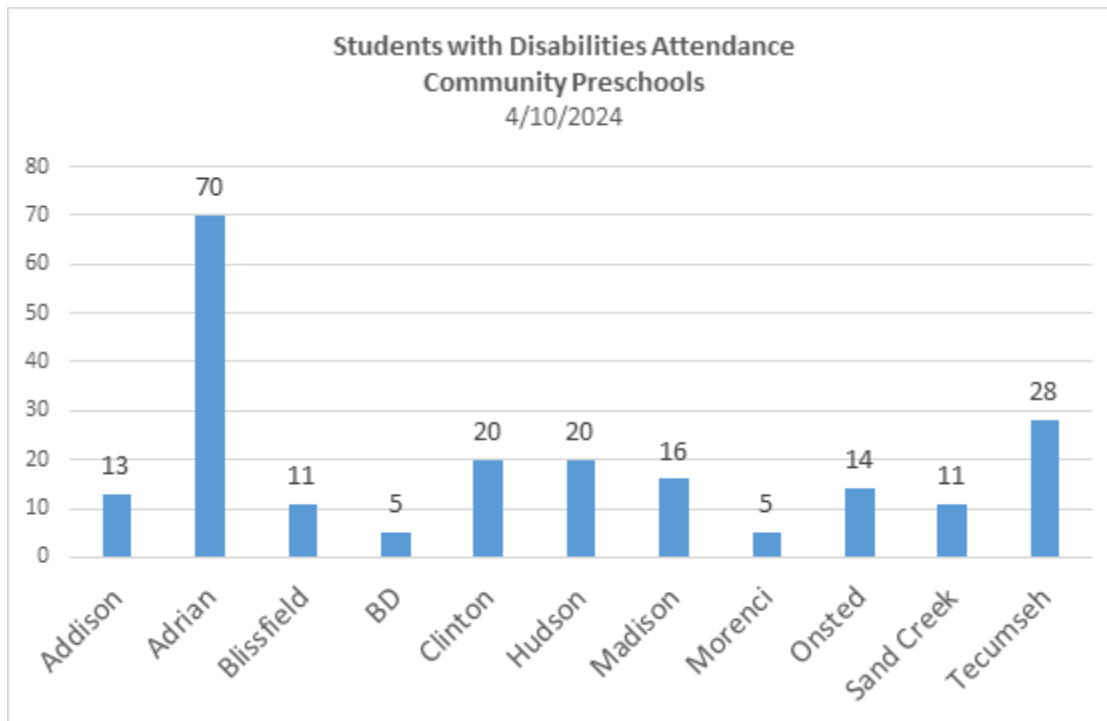


## 2. Countywide Preschool Supports for Students with Disabilities

**(Jody Howard)**

LISD Special Education programs and services for preschool age students with disabilities are continually evolving to provide these students with increased opportunities to attend preschool alongside non-disabled peers in their communities. There are currently around 300 students, ages three (3) to five (5), who qualify for special education in Lenawee County. Of these students, 215 are attending preschool in a Great Start Readiness Program (GSRP) or community preschool. Fifty-three (53) students attend the LISD Early Childhood Special Education Program. Preschool students attending a community preschool have special education needs ranging from weekly speech and language therapy to requiring specialized instruction provided by a special education teacher and team of therapist. The LISD Special Education administrative team continues to work to provide the amount of needed therapy and support services in community preschools.

Below you will find the number of preschool age students with disabilities who attend community preschools in each school district. Adrian's count is significantly higher due to its well-established Head Start Program. During the 2023-2024 school year, Adrian offered ten (10) Head Start classrooms.



# CTE, INSTRUCTION, & GENERAL SERVICES

## M E M O R A N D U M

DATE: May 6, 2024

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. Cradle to Career and Social Emotional Learning Status Report

**(Brian Jones)**

**Summary: Cradle to Career (C2C) and Social Emotional Learning (SEL) have several strategies in process with exciting progress being made.**

#### **KINDERGARTEN READINESS**

The goal of this work is to ensure that all children aged 0-5 have access to experiences that equip them with the necessary academic, social, and emotional competencies to successfully enter kindergarten. Through partnerships, the subcommittee supports opportunities that promote readiness among children, families, schools, and the community.

#### **Strategies:**

*(It is suggested all three strategies be “assigned” to Great Start/LISD staff.)*

1. Produce videos in both English and Spanish that promote Kindergarten Readiness activities that parents can do with their children.

Status - All English videos have been in circulation since May 2023. The Spanish language videos have been recorded and production is being finalized. On March 6, 2024, Livingston County Great Start Collaborative requested to use the videos. The videos have had 463 views on YouTube. <https://www.youtube.com/playlist?list=PLqAbeQexmJ3SuV4yfrWgQt5e0F--Hss2S>

Suggestion – The distribution of the videos could be enhanced by increasing promotion to the public and community partners, such as the health department and physician offices. Additionally, creating Spanish versions would extend their reach. This initiative could be managed as a joint project between Great Start and LISD TV.

2. Offer Conscious Discipline Social Emotional Learning (SEL) training to preschools.

Status - The Great Start Readiness Program (GSRP) has consistently offered training that has been attended by some private childcare providers.

Suggestion - Conscious Discipline (SEL programming) should be mandatory for everyone working with children aged 0-5. Giving financial and staffing resources to deliver this training should be a priority. Lisa Eack continues to offer the training.

3. Offer Brigance screener information to childcare providers and preschools to help them prepare children for school.

Status – Fifteen childcare providers were trained in September 2023 in the proper use of Brigance.

Suggestion - There needs to be a structured plan for using the 0-35 month Brigance screener (as well as the screeners for 3-5 year olds) to guide all childcare providers in preparing children for school.

### **LENAWEE SUBSTANCE ABUSE PREVENTION COALITION – PREVENTION AND EDUCATION SUBCOMMITTEE**

The initial goal of this group is to provide local school district superintendents with a list of evidence-based substance use prevention and education programming. The group determined that the skills and competencies a student needs to prevent the onset of drug use are the same skills and competencies students need to prevent other negative life choices. In Spring 2021, each district selected a Tier 1 social and emotional learning curriculum that taught self-awareness, self-management, social awareness, relationship skills, and responsible decision making. The group has evaluated each of these social and emotional learning curriculums to determine if they are effective prevention programs and has created a matrix that was shared with superintendents at their March meeting. The matrix will also include some substance use prevention programs not currently in use in the county but that have been shown to be effective at preventing substance use.

#### **Strategies:**

1. Advocate to state policy makers.
2. Community awareness and education of safe disposal of prescription drugs
3. Awareness and education among physicians and other healthcare providers concerning alternative therapies.
4. Awareness and education among physicians and other healthcare providers regarding safe disposal of prescription drugs.

## 5. Create a unified approach to youth prevention programming in schools.

### Status

The Lenawee Substance Abuse and Prevention Coalition (LSAPC) is currently undergoing structural and functional changes. In August 2023, the first four strategies were eliminated from the work of the Prevention and Education Subcommittee. A renewed emphasis was placed on the strategy of developing a **unified approach to substance use prevention and education in schools**, and a new workgroup was created in October 2023.

### Future Plans

Future plans for this group include identifying additional substance use prevention and education resources. These resources could be used to develop a toolbox for schools looking to address Tier 2 and 3 substance use-related needs.

## **PLANNING FOR SUCCESS**

### **Strategy:**

1. Provide more opportunities for students to explore career options before graduation.

Status - Align and Michigan Works routinely work together to offer opportunities for students to learn about different careers. C2C's role has varied from partnering on-site to deliver information directly to students, to acting as part of the team that coordinates the events.

2. Identify or create financial education for graduates.

Status – This strategy is just beginning to show signs of success. Both the JC/LISD Academy and Clinton Community Schools have initiated discussions about involving financial institutions and the Lenawee Financial Stability Coalition (LFSC) in delivering a Personal Finance curriculum. The LFSC has developed a list of available programming, which has been shared with Lenawee County Principals.

3. Develop a method for maintaining contact with graduates after graduation.

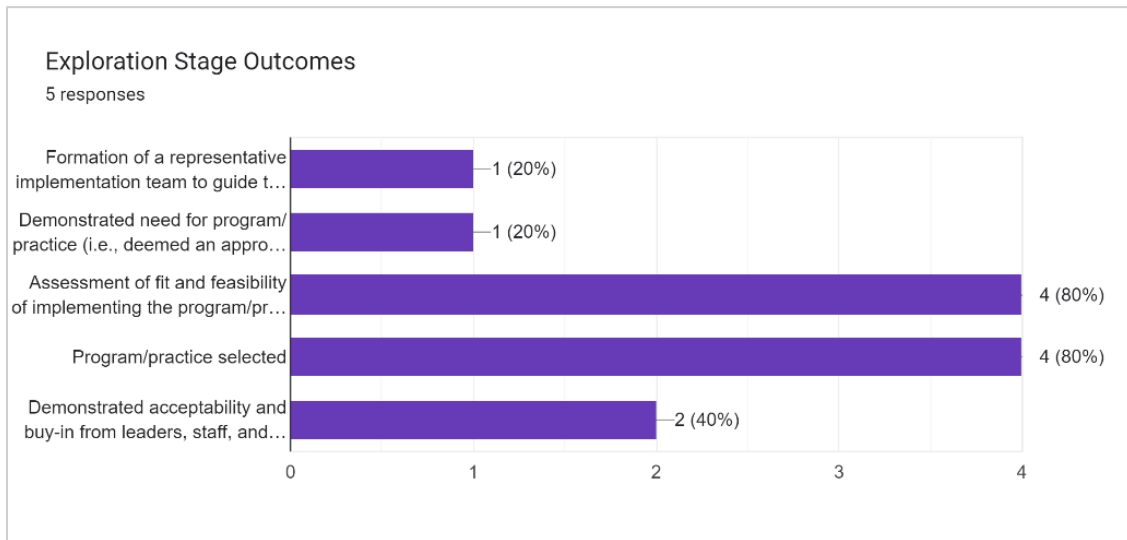
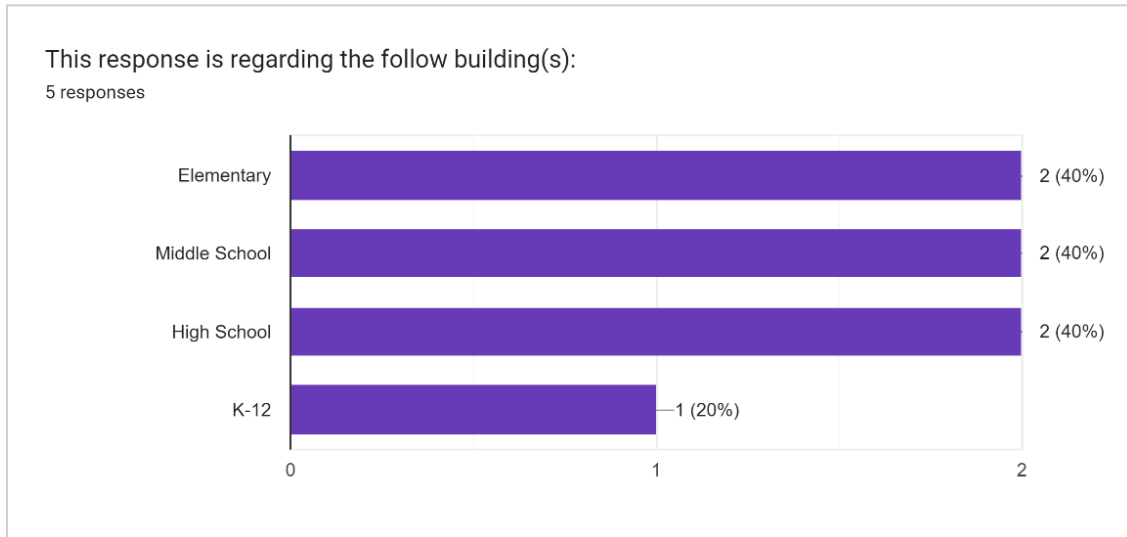
Status - The class of 2022 was contacted via a Blackboard text message to offer assistance with their post-graduation career planning. A follow-up message was sent in February 2024. The results of that survey revealed that 75% of the respondents were still "following their plan." Surprisingly, of the 25% that changed their plans, the new plans were evenly split between pursuing college and entering the workforce. A similar survey has been sent to the 2024 seniors, and so far, 179 responses have been received.

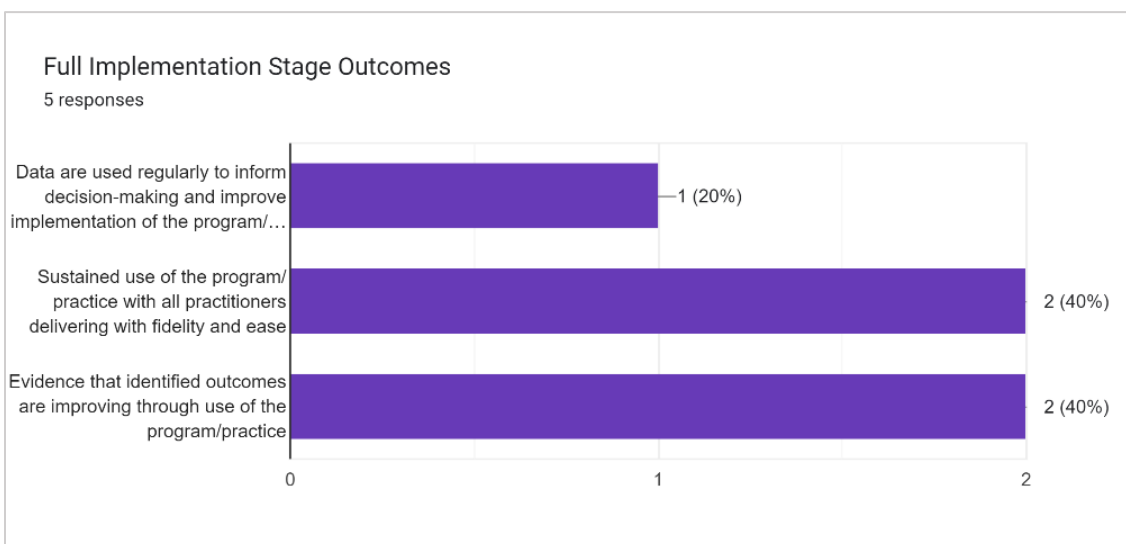
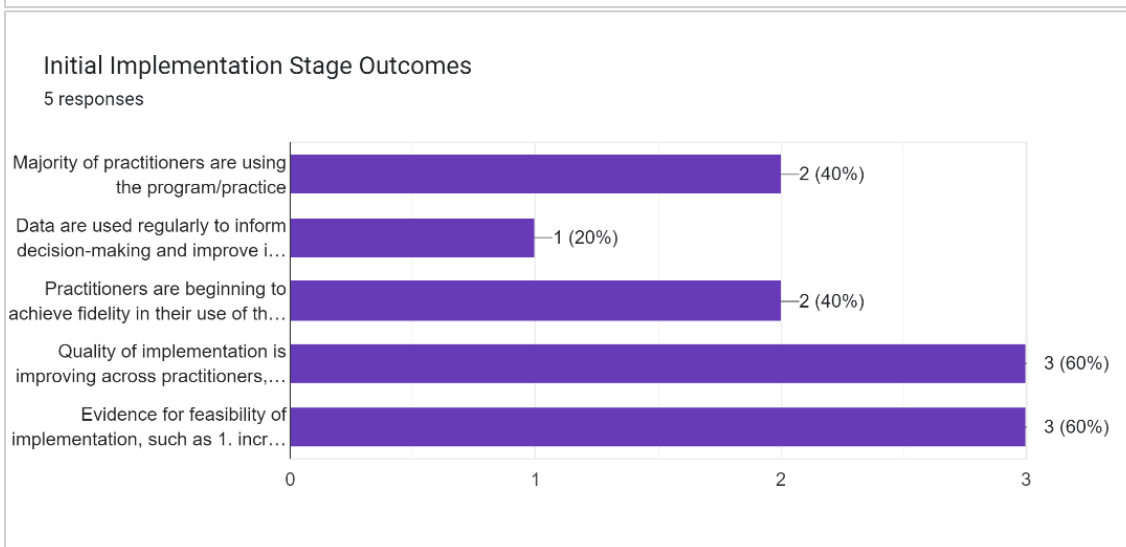
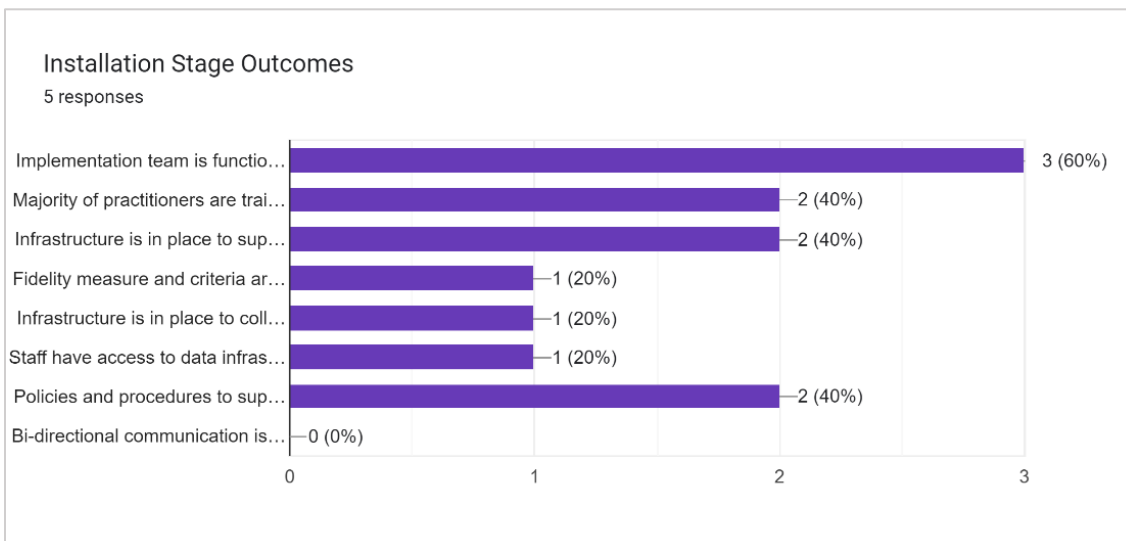
## **SOCIAL AND EMOTIONAL LEARNING (SEL) STATUS**

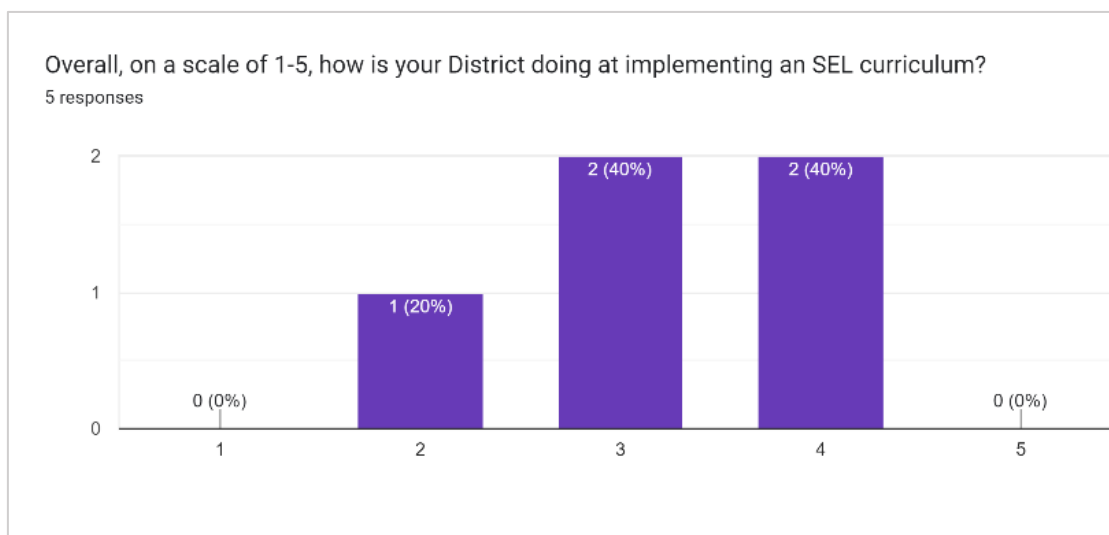
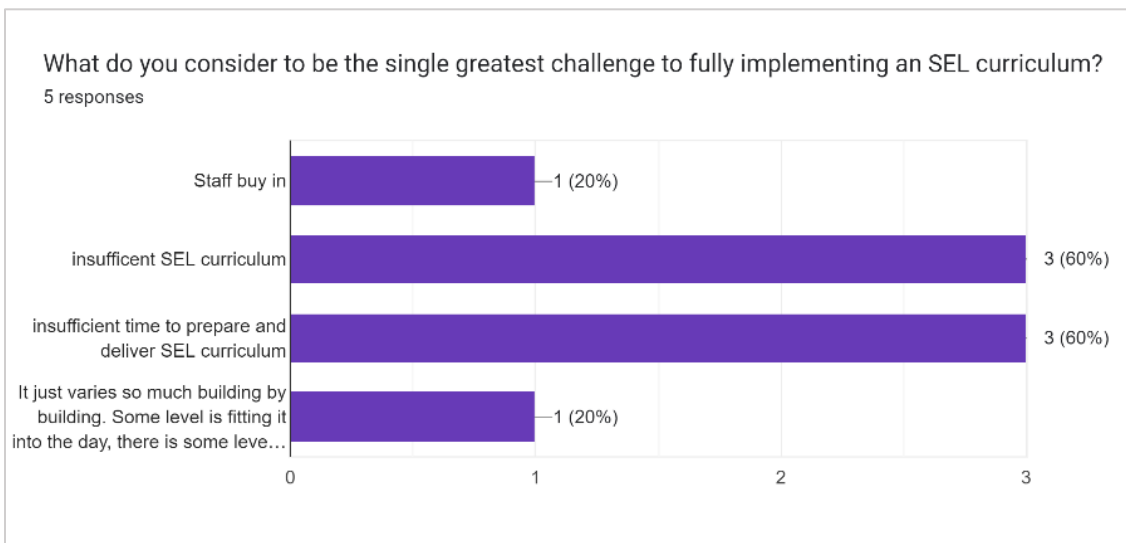
Ten Lenawee County districts have implemented a district-wide curriculum, which is being delivered to students in various ways. Some districts are using counselors to teach the curriculum, while at the lower elementary level, most classroom teachers are responsible for delivering the lessons.



Each school was asked to use the Implementation Stages Planning tool to guide/measure their progress in implementing Social and Emotional Learning (SEL). Here are the standings after the first two years. *(NOTE: Only five districts have responded as of March 25, 2024.)*







**Handle With Care**

The Handle with Care program has been very successful with the Adrian Police Department, issuing over 150 notices since January 1, 2024 (as of March 25). Unfortunately, it has received only marginal support from other departments. Despite this, proper trauma response protocols have been shared with local districts.

**CORE**

C2C is one of five partner collaboratives that have set a trauma-informed community as a goal. CORE meets the first Wednesday of each month.

**Community Collaborative**

More than 50 member organizations meet via Zoom on the first Friday of each month to spotlight and coordinate services as identified by members.

### **Lenawee Health Network**

C2C contributes to the community health report by providing MiPHY data. The Lenawee Health Network meets the second Thursday of each month via Teams, sharing information with schools as needed. The county health assessment will be conducted starting January 2025.

## **2. LISD Focus Fund Wrap-Up**

**(Brian Jones)**

**Summary: The LISD Focus Fund met all its objectives this year.**

At the September 2022 Lenawee County Superintendents' Association (LCSA) General Services Subcommittee meeting, there were requests for increased curriculum and instruction support. A survey of Lenawee County school district administrators supported the need for additional support. The General Services Team discussed several options for providing more support and decided to use the Focus Fund to assist in increasing capacity in local districts.

Originally named the Innovation Secondary Schools Initiative (ISSI) and more recently known as the Focus Fund, the LISD has been providing grants to local districts for fifteen years. Initially, secondary buildings were encouraged to implement innovative projects to improve student outcomes. For the last two years, the focus has shifted to Social-Emotional Learning (SEL) K-12. The goals were to implement SEL curriculums and increase the number of students receiving mental health support. However, with the recent influx of post-COVID-19 SEL/mental health funding, there has been a need to shift the focus.

With the goal of increasing local district capacity in the areas of curriculum, instruction, and assessment, staff could be hired to do this work utilizing the Focus Fund. With the assurance of three years of funding, local districts can utilize the Focus Fund to:

- Hire an individual to do this work.
  - Blissfield, Clinton, and Hudson created Elementary Assistant Principal/Curriculum Director positions.
- Offset the cost of staff already doing this work.
  - Adrian and Tecumseh
- Offset the cost of assigning current staff to do this work.
  - Addison, Britton Deerfield, Madison, Morenci, Onsted, and Sand Creek.
- Partner with other districts to hire someone to do this work.
  - none

To bolster the abilities of the staff hired to do this work, the LISD partnered with the Michigan Association for Supervision and Curriculum Development (ASCD) to host their Curriculum Leadership Institute (CLI) in Lenawee County for the

2023-2024 school year. This institute is typically a two-year program (nine sessions) that often results in an enhancement of the participant's administrative certificate. Lenawee Curriculum Directors had a 98% attendance rate. The Institute was condensed into a one-year program (still nine sessions) starting in August and ending in April. Topics included:

- Leadership and Change
- Planning and Managing Resources
- Systems for Continuous Improvement
- Equity and Accountability
- Quality Instruction
- Cultures for Learning
- Effective Learning Communities
- Balanced Assessment
- Ensuring Guaranteed and Viable Curriculum

Next year, regularly scheduled Lenawee County Curriculum Directors/LISD Consultant meetings will be scheduled with several goals, including:

- Providing professional learning requests to the LISD, looking for opportunities to select curriculum resources collaboratively, and optimizing Infinite Campus set-ups for countywide data usage.
- Assist in the countywide rollout of Munetrix.
- The Lenawee County Curriculum Directors and LISD Consultants will also be comparing LISD state assessments with ten other peer ISDs. These peers were chosen based on the student/staff numbers, tax value per member, median household income, and free/reduced lunch rates. The team will then conduct a root cause analysis in areas deemed in need of improvement, with the goal of aligning LISD Professional Learning with common county needs.

More details about the Focus Fund can be found at:

[https://drive.google.com/file/d/1zVd4WHClO4j44CPOkxPGetsdeXjTTI7b/view?usp=share\\_link](https://drive.google.com/file/d/1zVd4WHClO4j44CPOkxPGetsdeXjTTI7b/view?usp=share_link)

### **3. JC/LISD Academy Application and Enrollment Process Underway**

**(Kim Dusseau)**

**Summary: Students interested in the JC/LISD Academy can still apply for the 2024-2025 school year.**

Students interested in attending the JC/LISD Academy: *A Regional Middle College* can obtain an application for the 2024-2025 school year from the JC/LISD Academy. Applications will be accepted through May 3, 2024. Potential students and their parents participated in a dinner held on March 14, 2024, from 6:00-8:30 p.m. at the LISD TECH Center. The event was catered by the LISD TECH Center Culinary Arts program. Prospective students and their families had the opportunity to hear from current student and parent panels.

### **4. JC/LISD Academy Holds Financial Literacy Presentation**

**(Kim Dusseau)**

On April 15, 2024, Tami Farnum from the Community Action Agency Lenawee Financial Stability Coalition presented “Introduction to Investing” to students in Economics, as well as “Basics of Income Taxes” and “Insurance 101” to the Seniors Transitions class.

### **5. JC/LISD Academy Students Participate in Field Trip to Zekelman Holocaust Center**

**(Kim Dusseau)**

**Summary: JC/LISD Academy students participated in a field trip to the Zekelman Holocaust Center in Farmington Hills, Michigan.**

On April 3, 2024, JC/LISD Academy students participated in a field trip to the Zekelman Holocaust Center in Farmington Hills, Michigan. During their visit, they have the opportunity to engage with a next-generation Holocaust survivor. This powerful experience was made possible by a Holocaust Education Grant from the Mark Schonwetter Holocaust Education Foundation. The museum visit complemented their studies on World War II in Social Studies and their reading of Elie Weisel’s *Night* in English class. Following the visit, World History students conducted research on Holocaust memorials worldwide using various credible online sources. Students then produced their own ideas for a memorial and created an image or model of their memorial, which they presented in class.

## 6. LISD TECH Center Hosts Elementary Explorer Day

**(Katie Cole and Kim Dusseau)**

**Summary: The LISD TECH Center hosted an Elementary Explorer Day for elementary students.**

On April 10, 2024, 138 third graders from Hudson and Onsted Elementary schools, along with homeschooled students, participated in Elementary Explorer Day at the LISD TECH Center. The students visited three programs: Exercise Science and Sports Medicine, Automotive Collision Repair and Refinish, and Law Enforcement and Corrections. The purpose of the Elementary Explorer program is to captivate elementary students through career exploration, complete projects representative of the career pathway, and provide mentoring experiences for LISD TECH Center students.

Additionally, on March 13 and April 11, 2024, LISD Career Preparation Services Coordinator Katie Cole presented the Welding Explorer Project to 6<sup>th</sup> & 7<sup>th</sup> grade students at Madison Middle School. This project, designed by former LISD TECH Center Welding Technology student leaders, is a way to introduce younger students to careers in the welding industry.

## 7. LISD TECH Center Students Graduate from Jackson College

**(Benjamin Murray)**

**Summary: LISD TECH Center students will participate in graduation ceremonies at Jackson College.**

Several LISD TECH Center students will participate in the upcoming spring graduation ceremonies at Jackson College. Students have earned certifications through their training at the LISD TECH Center and Jackson College. Following is a list of the students:

**Graphic Design (minimum 21 credit hours required)**

Aurora Baker (Madison)	Certificate-Graphic Design
Liliana Butler (Morenci)	Certificate-Graphic Design
Ethan Cook (Sand Creek)	Certificate-Graphic Design
Jazmine Court (Adrian)	Certificate-Graphic Design
Katie Fisher (Blissfield)	Certificate-Graphic Design
Taniah Holt (Morenci)	Certificate-Graphic Design
Josie Malinczak (Onsted)	Certificate-Graphic Design

**Welding (minimum 19 credit hours required)**

Levi Beach (Lenawee Christian)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing
Aiden Bowers (Onsted)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing
Ethan Pauli (Adrian)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing Associate degree in science Michigan Transfer Agreement Endorsement
Mason Rockwell (Onsted)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing
Serenity Marshall (Hudson)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing
Dylan Cunningham (Tecumseh)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing
Mekeal Alcock (Sand Creek)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing
Luke Emery (Sand Creek)	Certificate – Production Technician Certificate – Welding/Advanced Manufacturing

**Nursing Prep**

Nine students were certified in EKG with three students pending certification. For EKG certification, students must be 18 years of age and one year past receiving their high school diploma. For phlebotomy certification, 21 students are currently completing labs and clinical experiences.

**8. LISD TECH Center to Seek Security Services****(Jenny Heath)**

**Summary: The LISD requests permission to develop specifications and seek bids for security services on the LISD TECH Center campus and related various locations to include the Center for a Sustainable Future.**

The LISD TECH Center requests permission from the LISD Board of Education to develop specifications and seek bids for security services on the LISD TECH Center campus. The service would be provided by qualified vendors for the provision of unarmed, security services during the 2024-2025 school year. Security services would begin on July 1, 2024, and continue through mid-June 2025 as determined and directed by LISD administration.

The LISD TECH Center is home to 28 CTE (career and technical education) programs with enrollment of over 900 students from all 11 public school districts in Lenawee County, as well as Lenawee Christian School, home school, and outlying county districts. In addition to LISD TECH Center students, the LISD TECH Center campus is also home to the JC/LISD Academy and the LISD PREP Academy. The JC/LISD Academy enrollment is over 80 students; the



PREP Academy has a much lower enrollment; however, it also has children of varying ages on campus with their parent.

The LISD TECH Center also operates the LISD Center for a Sustainable Future (CSF) campus, located on Tipton Highway in Adrian, Michigan. CSF has an enrollment of roughly 120 students and features a variety of buildings and activities.

With the recent acquisition of the Jackson College (JC) building, the LISD TECH Center campus has expanded, necessitating an increase in security services. Whereas the LISD TECH Center schedule ends at 2:30 p.m., Monday through Friday, the JC building operates differently due to its leasing arrangement with Jackson College for classroom space, some of which is utilized for evening programming. Consequently, current security services would be expanded to cover not only daytime hours but also evening hours as the schedule requires. This schedule would adjust on a semester basis, aligning with the programming scheduled at Jackson College.

The evening hours could also encompass the LENTECH program currently offered by the LISD TECH Center for students working on certification opportunities. There are currently four programs meeting each night of the week.

Current security services provided by the LISD include one officer stationed at the CSF and two security officers at the LISD TECH Center from 7:00 a.m. to 3:00 p.m. With an ever-growing student population and expanded locations, and to assure the safety of all students and staff, continued security services at an extended level may be necessary.

**RECOMMENDED ACTION BY THE SUPERINTENDENT:**

It is recommended that the LISD Board of Education approve the request to develop specifications and seek bids for security services on the LISD TECH Center campus and related various locations to include the Center for a Sustainable Future (CSF).

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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>

# OFFICE OF THE SUPERINTENDENT

## MEMORANDUM

DATE: May 6, 2024  
TO: LISD Board of Education  
FROM: Mark Haag, Superintendent  
SUBJECT: **OFFICE OF THE SUPERINTENDENT REPORTS**

### **Finance & Administrative Services**

#### **1. Local District Budget Resolutions**

##### **(Judy Pfund)**

Section 624 of the Revised School Code, as amended, requires the LISD to submit its proposed budget for the upcoming fiscal year no later than May 1<sup>st</sup> of each year to the board of each constituent district for review. Not later than June 1<sup>st</sup> of each year, the law also requires the board of each constituent district to review the proposed LISD budget and adopt a board resolution expressing its support for or disapproval of the proposed budget and submit to the LISD Board any specific objections and proposed changes the constituent district board has to the budget. Although non-binding, any specific objections or proposed budget changes received must be considered by the intermediate school district. The Board will be kept informed of the ongoing budget process for the upcoming fiscal year.

#### **2. Budgeted Capital Project Transfers**

##### **(Judy Pfund)**

The following four criteria provide construction contract workers the right to receive prevailing wages. LISD is a governmental agency, so the last three requirements listed below are typically met whenever the District undertakes a construction renovation project:

- The construction project must be funded (as least partially) by non-local revenue sources.
- All or part of the project work is competitively bid (even if the estimated total cost of the project is less than the base amount required in the School Code).
- All or part of the project work is not performed by LISD staff.
- The project must be for a governmental agency.

As previously reported to the LISD Board of Education, it is likely that all revenue transferred to the District's three capital projects funds in prior years were entirely

from the District’s local property tax millage and other local sources. However, adopting a formal resolution confirming that annual capital project appropriation transfers include only local funds is required each year to formally document this information. Action has been taken annually each of the eleven previous years. Resolutions for the three capital projects funds for your approval are attached below.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education adopt resolutions appropriating funds generated from local sources for capital project transfers to the three Capital Project Funds for the 2023-2024 school year.

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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>

Lenawee Schools Intermediate School District, Michigan (the "District").

A regular meeting of the Board of Education of the District was held in the LISD Education Service Center on the 6th day of May, 2024, at four o'clock p.m.

The meeting was called to order at \_\_\_\_\_ p.m., by President\_\_\_\_\_.

Present:

Absent:

The following preamble and resolution were offered by Member\_\_\_\_\_ and supported by Member\_\_\_\_\_:

**WHEREAS**, the District will undertake various construction projects during the school year 2023-2024 with regards to the District's facilities (collectively, the "Projects"); and

**WHEREAS**, the District has established a General Services Capital Projects Fund, Special Education Capital Projects Fund, and a Career Technical Education Capital Projects Fund for the Projects; and

**WHEREAS**, the Board has determined that only amounts generated from local sources including without limitation the District's local millage (the "Local Funds") placed in the General Services, Special Education and Career Technical Education Capital Projects Funds; and

**WHEREAS**, the Board desires to provide a continuing irrevocable appropriation of a sufficient amount of the Local Funds for the payment of any and all amounts for the Projects.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Board hereby determines that only Local Funds shall be placed in the General Services, Special Education and Career Technical Education Capital Projects Fund to fund the Projects.
2. The Board hereby provides a continuing irrevocable appropriation of a sufficient amount of the Local Funds for any and all amounts for the Projects.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes:

Nays:

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of the Lenawee Schools Intermediate School District, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a \_\_\_\_\_ meeting held on \_\_\_\_\_, 2024, 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, PA, 1976, as amended).

\_\_\_\_\_  
Secretary, Board of Education

## 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
Bert Arnett	Special Education Teacher	Beginning base pay \$87,075/salary. Prorated for the remainder of 2023-2024 school year. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Madison Bonaminio	Special Education Consultant – Behavioral Support	Beginning base pay \$53,700/salary. Prorated for the remainder of 2023-2024 school year. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Kari Bryja	Special Education Teacher	Beginning 2024-2025 school year, base pay \$55,875/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Katherine Day	Speech & Language Pathologist	Beginning 2024-2025 school year, base pay \$53,700/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Jessica Daykin	Speech & Language Pathologist	Beginning 2024-2025 school year, base pay \$53,700/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days

Karen Dunham	PREP Childcare Director/GED Coordinator	Beginning 2023-2024 base pay \$45,500/salary. Other compensation per Personnel Positions Book	Full Time, 240 Work Days
Ashlynn Gaynier	Speech & Language Pathologist	Beginning 2024-2025 school year, base pay \$55,875/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Haley Oles	School Psychologist	Beginning 2024-2025 school year, base pay \$55,875/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Chloe Pike	School Social Worker	Beginning 2024-2025 school year, base pay \$55,875/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Mariah Schaffner	School Social Work Intern	Beginning 2024-2025 school year, base pay \$43,240/salary. Other compensation per Personnel Positions Book	Full Time, 188 Work Days
Kia Rainey	Speech & Language Pathologist	Beginning 2024-2025 school year, base pay \$55,875/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Mikayla Reincke	School Social Worker	Beginning 2024-2025 school year, base pay \$51,525/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Alena York	Executive Director of Special Education	Beginning 2024-2025 school year, base pay \$123,631/salary. Other compensation per Personnel Positions Book.	Full Time, 255 Work Days

**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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>

**b. Separation of Employment**

Name	Position	Reason	Separation Date
Kiley Elbaor	Special Education Teacher Intern	Resigned	08/09/2024
Emma Murphy	Before & After Care Childcare Provider	Resigned	04/23/2024

**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.**

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.
- One Family Liaison. This permanent, part-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 – Graphic Design & Marketing. 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 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 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 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.

## **Transportation**

### **1. LISD Staff Recommend New Vehicle Purchases**

#### **(Carolee Hartman)**

At the February 5, 2024, LISD Board meeting, the Board approved a request for LISD staff to develop specifications and seek bids for the purchase of school buses and other school-related vehicles. Bid specifications were published and six total companies returned bids. Three bids were received for buses and four bids were received for the other vehicles included in the bid specifications.

During the current 2023-2024 school year, the LISD Transportation department has operated up to 16 regularly scheduled bus routes and one (1) regularly scheduled van route. Several other student pick up/drop off runs and student program transfers occur on a daily basis with the use of school vans. The use of vans has proven to be an important option and alternative to using buses for the transport of special education students. Vans offer increased door-to-door access to and from areas where it is difficult for larger buses to access, and they are also less expensive per mile to operate. On a regular basis, 3-5 spare buses remain available for use when needed by the LISD Special Education programs and for requests of local districts when necessary. The LISD TECH Center also uses the spare buses for field trips and other student transport needs throughout the school year.

Based on the LISD vehicle replacement schedule presented at the February 5, 2024, board meeting, three buses had been identified for possible replacement before the end of the 2024-2025 school year. However, by retaining and transferring one bus to spare use, LISD staff recommend purchasing two new buses at this time. It is expected that the new buses would be received sometime during the 2024-2025 school year.

The LISD Facilities Department identified the need for replacement maintenance vehicles for the ongoing use to serve all LISD building/program locations. Included with the recommendations to the Board at this time is the purchase of one new maintenance van, one new cube van, and one new pickup truck. The LISD Facilities Department is actually in need of two maintenance vans. If the Board approves the purchase of the two Special Education classroom program vans as recommended below, the second maintenance van will be satisfied by transferring one of the replaced Special Education classroom program vans to the LISD Facilities Department for intended use on projects requiring few roadway miles.

One of the Special Education classroom program vans (Van 13) is at the end of its useful life for transporting students. This van is currently used at the Milton C. Porter Education Center by classrooms. Van 17 (originally purchased for LISD TECH Center use) is currently used by LISD/Adrian Public School special education classroom programs and is due for replacement as well.

Base bids and alternate bids were included in the LISD request for proposals (RFP). The LISD requested the base bid for one (1) school bus with alternate requested bids for the purchase of two (2) or more school buses. State-wide bids demonstrated no cost savings if purchasing more than one bus. LISD staff did not pursue additional bids for alternative fuel type buses as the overall cost including purchase cost, expected lifetime fuel cost, down time, and repair and maintenance cost do not justify purchasing these alternate fuel types at this time. Gasoline and propane type buses are currently trending at only 45%-55% miles per gallon of fuel when compared to diesel fuel.

LISD staff continue to monitor alternative fuel bus performance to determine which fuel types provide the most cost-effective options for the purchase of new buses. Fuel type options at this time include diesel, propane, compressed natural gas (CNG), gasoline and diesel-electric hybrid.

### Bus Base Bids

<u>Company</u>		<u>School Bus</u>		
<b><u>Holland Bus Company</u></b> (Meets specifications) ( <i>Lowest bid</i> )		\$159,653.00 per bus total of \$319,306.00 for two		
<b><u>Midwest Transit</u></b> (Meets specifications)		\$165,394 per bus Total of \$330,788 for two		
<b><u>Hoekstra</u></b> (Did not meet specifications)		\$148,746 per bus Total of \$297,492 for two		
<u>Other Vehicle Type Bids</u>				
<u>Company</u>	<u>Pickup</u>	<u>Cube Van</u>	<u>Passenger Van</u>	<u>Maintenace Van</u>
<b>Bob Maxey Ford</b>	\$45,970 ( <i>Lowest bid</i> )	\$70,125	\$61,490 ( <i>Lowest bid</i> )	\$57,720
<b>Feldman Ford</b>	\$48,885	\$59,421 ( <i>Lowest bid</i> )	\$56,370 (Does not meet specifications)	\$56,213 ( <i>Lowest bid</i> )
<b>Legacy Brothers</b>	\$57,478 (Does not meet specifications)	\$62,532 (Does not meet specifications)	\$65,148 (Does not meet specifications)	\$63,576 (Does not meet specifications)
<b>Hoekstra</b>			\$76,200	

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve the purchase of:

- two (2) new diesel buses from **Holland Bus Company** at the base bid of \$159,653 each for a total of **\$319,306** (includes a standard 5-year limited miles warranty with the base bus bid);
- one (1) maintenance pickup truck from **Bob Maxey Ford** for **\$45,970**;
- one (1) maintenance cube van from **Feldman Ford** for **\$59,421**;
- one (1) maintenance van from **Feldman Ford** for **\$56,213**; and
- two (2) special education vans from **Bob Maxey Ford** at \$61,490 each for a total of **\$122,980**. The total of all vehicles purchased is \$603,890.

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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>

## Office of the Superintendent Reports

### 1. LISD Phone System Updates and Enhancements

#### (Mats Holm)

The LISD's current phone system was installed in June 2018. It has been very reliable and has no known issues at this time. The phone system consists of 254 phones with integrations into our public address system and call boxes at the primary exterior doors in all of the buildings. Additionally, the phone system includes two redundant phone servers, one at the LISD Education Service Center and one at the LISD TECH Center. If one server goes down, the other one will handle all phone traffic.

The software license and support contract for the phone system is up for renewal, and the hardware the system runs on is nearing end-of-life and needs to be replaced. The LISD does operate on the latest software version available for the phone system and we believe that it would be prudent to update our phone system to the latest version.

The estimated cost for a new 5-year support contract, two new servers, server software licensing, and installation and troubleshooting is \$90,000. These funds have been budgeted and will be spread across all three of the LISD's major funds (CTE, special education, and general services).

In an effort to begin the process of replacing the servers and renewing the phone system, Board of Education authorization is requested to develop phone and server 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.

#### RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve the request to develop specifications and seek bids for updates and enhancements to the LISD's phone system.

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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>



## BOARD OF EDUCATION

### LISD Board of Education Trustee Appointment

Moved by \_\_\_\_\_, supported by \_\_\_\_\_, that  
\_\_\_\_\_ be appointed to fill the vacated seat on the  
Lenawee Intermediate School District Board of Education until the next biennial  
election (June 2, 2025) at which time the vacancy shall be filled for the balance of  
the unexpired term (through June 30, 2029).

#### ROLL CALL OF BOARD MEMBERS:

- RICHARD GERMOND
- JAMES HARTLEY
- PAULA HOLTZ
- DALE WINGERD

# 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"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>

Meeting adjourned at \_\_\_\_\_ p.m.



## **Attachments**



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

## Budget Review with Local Districts

April 18, 2024, 6:00 p.m.

LISD TECH Center

### Call to Order

The meeting was called to order at 6:00 p.m. by Board President Richard Germond.

### Attendance and Pledge of Allegiance

**MEMBERS PRESENT:** Richard Germond, James Hartley, and Paula Holtz

**MEMBERS ABSENT:** David Pray and Dale Wingerd

**LOCAL DISTRICT REPRESENTATIVES PRESENT:** Addison: none; Adrian: Dan Pena, Mike Buku; Blissfield: Scott Riley; Britton Deerfield: Stacy Johnson, Yvonne Thomas; Clinton: Steve Clegg; Hudson: none; Madison: Nick Steinmetz, Mark Swinehart; Morenci: none; Onsted: Steve Head; Sand Creek: Sharon Smith, Amanda Ream; Tecumseh: Becky Brooks, Mary Tommelein

**LISD STAFF PRESENT:** Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Jenny Heath, Brian Jones, Janine Decker, Andrew Munson, and Mats Holm

### Set Agenda

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

**Yes: 3, No: 0; motion carried.**

### Comments from the Public

Mary Tommelein from Tecumseh Public Schools expressed her appreciation that the LISD Board of Education revisited the Program Development Plan (PDP) funding model and encouraged continued collaboration with local districts to expand CTE opportunities.

### Approve Previous Meeting Minutes

- ✓ **Moved by Holtz, supported by Hartley, that the LISD Board of Education approve the minutes of the April 1, 2024, regular April Board meeting.**

**Yes: 3, No: 0; motion carried.**

Board President Richard Germond expressed his gratitude for the opportunity to serve on the LISD Board of Education and praised the active participation of local districts in these budget meetings.

The meeting recessed at 6:05 p.m. for dinner, which was provided by the LISD Culinary Arts Program. The meeting resumed at 6:25 p.m.

Superintendent Haag recognized Jody Howard, Assistant Superintendent of Special Education & Strategic Initiatives, who will be retiring at the end of June 2024 after dedicating 44 years of service to the LISD.

## 2024-2025 Budget Presentation

- Superintendent Haag introduced the budget considerations submitted by local district superintendents, while Judy Pfund, Executive Director of Finance & Business Services, provided a summary of the proposed 2024-2025 LISD Budget.

## Questions/Comments

- Yvonne Thomas from Britton Deerfield Schools requested that the LISD consider allocating financial resources specifically designated for career technical education (CTE) to smaller districts, noting that some local districts receive funding for CTE programs despite what appears to be similar options already available at the LISD TECH Center or other districts.
- Mary Tommelein from Tecumseh Public Schools expressed appreciation for the CTE Career Prep grants.

## Budget Resolution

- Local district Boards of Education are required to pass a budget resolution either supporting or disapproving of the LISD 2024-2025 budget by June 1, 2024. In the event of non-support, the specific objections and proposed changes must be provided.

## Adjournment

- ✓ **Moved by Hartley, supported by Holtz, that the meeting be adjourned.  
Yes: 3, No: 0; motion carried.**

The meeting adjourned at 7:04 p.m.

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James Hartley, Secretary, LISD Board of Education

**Lenawee Intermediate School District  
General Fund Financial Data Report  
For Period Ended March 31, 2024**

	2023-2024 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
<b>Revenues:</b>			
100 Local Sources	\$ 1,648,840	\$ 1,441,587	87.43%
300 State Sources	8,153,599	8,903,878	109.20%
400 Federal Sources	914,866	224,117	24.50%
<b>Total Revenues</b>	<b>10,717,305</b>	<b>10,569,582</b>	<b>98.62%</b>
500 Incoming Transfers & Other Transactions	460,648	(1,396)	-0.30%
600 Fund Modifications	3,423,579	2,358,476	68.89%
<b>Total Revenues, Incoming Transfers &amp; Other</b>	<b>14,601,532</b>	<b>12,926,661</b>	<b>88.53%</b>
<b>Expenditures:</b>			
Instruction Expense			
110 Basic Program	961,549	626,170	65.12%
120 Added Needs	90,279	47,842	52.99%
Support Services			
210 Pupil	2,162,581	1,155,866	53.45%
220 Instructional Staff	3,247,133	1,985,465	61.15%
230 General Administration	928,442	700,253	75.42%
240 School Administration	147,348	99,514	67.54%
250 Business	796,396	590,476	74.14%
260 Operations/Maintenance	304,335	187,752	61.69%
270 Transportation	16,600	2,885	17.38%
280 Central	2,339,264	1,691,860	72.32%
290 Other	-	-	0.00%
300 Community Service	874,549	589,549	67.41%
<b>Total Expenditures</b>	<b>11,868,476</b>	<b>7,677,631</b>	<b>64.69%</b>
400-600 Outgoing Transfers & Other Transactions	2,903,665	1,517,595	52.26%
<b>Total Appropriated</b>	<b>14,772,141</b>	<b>9,195,226</b>	<b>62.25%</b>
Excess Revenue (Appropriated)	(170,609)	3,731,436	
Beginning Fund Balance	4,928,523	4,928,523	
Less: Committed Fund Balance	-	-	
<b>Non-Spendable &amp; Unrestricted Fund Balance</b>	<b>\$ 4,757,914</b>	<b>\$ 8,659,959</b>	

**Lenawee Intermediate School District  
Special Education Financial Data Report  
For Period Ended March 31, 2024**

	2023-2024 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
<b>Revenues:</b>			
100 Local Sources	\$ 18,991,702	\$ 16,722,358	88.05%
200 Other Sources	500	1,335	266.94%
300 State Sources	11,243,869	6,636,646	59.02%
400 Federal Sources	4,920,771	1,984,539	40.33%
<b>Total Revenues</b>	<b>35,156,842</b>	<b>25,344,878</b>	<b>72.09%</b>
500 Incoming Transfers & Other Transactions	625,000	311,161	49.79%
600 Fund Modifications	13,829	-	0.00%
<b>Total Revenues, Incoming Transfers &amp; Other</b>	<b>35,795,671</b>	<b>25,656,039</b>	<b>71.67%</b>
<b>Expenditures:</b>			
Instruction Expense			
120 Added Needs	14,705,577	9,618,571	65.41%
Support Services			
210 Pupil	10,641,328	6,313,133	59.33%
220 Instructional Staff	2,614,277	1,817,550	69.52%
230 General Administration	25,000	7,398	29.59%
240 School Administration	106,202	71,205	67.05%
250 Business	156,500	68,828	43.98%
260 Operations/Maintenance	922,256	601,590	65.23%
270 Transportation	1,908,191	1,476,203	77.36%
280 Central	471,159	340,770	72.33%
300 Community Service	11,455	6,676	58.28%
<b>Total Expenditures</b>	<b>31,561,945</b>	<b>20,321,925</b>	<b>64.39%</b>
400-600 Outgoing Transfers & Other Transactions	3,677,996	1,385,754	37.68%
<b>Total Appropriated</b>	<b>35,239,941</b>	<b>21,707,679</b>	<b>61.60%</b>
Excess Revenue (Appropriated)	555,730	3,948,360	
Beginning Fund Balance	9,991,870	9,991,870	
Less: Future Local District Reimbursement	8,790,244	8,790,244	
Non-Spendable & Restricted Fund Balance	\$ 1,757,356	\$ 5,149,986	

**Lenawee Intermediate School District  
Career Technical Education Financial Data Report  
For Period Ended March 31, 2024**

	2023-2024 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
<b>Revenues:</b>			
100 Local Sources	\$ 13,360,960	\$ 11,719,812	87.72%
300 State Sources	2,437,184	1,726,125	70.82%
400 Federal Sources	216,499	164,291	75.89%
<b>Total Revenues</b>	<b>16,014,643</b>	<b>13,610,227</b>	<b>84.99%</b>
500 Incoming Transfers & Other Transactions	25,000	13,297	53.19%
<b>Total Revenues, Incoming Transfers &amp; Other</b>	<b>16,039,643</b>	<b>13,623,523</b>	<b>84.94%</b>
<b>Expenditures:</b>			
Instruction Expense			
110 Basic Program	167,479	100,965	60.29%
120 Added Needs	7,866,302	4,283,733	54.46%
Support Services			
210 Pupil	933,227	602,902	64.60%
220 Instructional Staff	801,513	509,219	63.53%
230 General Administration	265,269	191,179	72.07%
240 School Administration	832,767	582,094	69.90%
250 Business	152,002	116,935	76.93%
260 Operations/Maintenance	1,531,291	987,214	64.47%
270 Transportation	419,138	131,233	31.31%
280 Central	593,173	414,136	69.82%
290 Other	5,200	3,913	75.25%
300 Community Service	385,658	235,642	61.10%
<b>Total Expenditures</b>	<b>13,953,019</b>	<b>8,159,165</b>	<b>58.48%</b>
400-600 Outgoing Transfers & Other Transactions	1,922,472	974,403	50.68%
<b>Total Appropriated</b>	<b>15,875,491</b>	<b>9,133,567</b>	<b>57.53%</b>
Excess Revenue (Appropriated)	164,152	4,489,956	
Beginning Fund Balance	9,707,453	9,707,453	
Less: Committed Fund Balance	-	-	
Non-Spendable & Restricted Fund Balance	\$ 9,871,605	\$ 14,197,409	

**LENAWEE INTERMEDIATE SCHOOL DISTRICT  
PROJECTED CASH FLOW**

**May-24**

	GENERAL FUND	TECHNOLOGY CONSORTIUM FUND	COOP FUND	SPECIAL EDUCATION	CAREER TECHNICAL EDUCATION	TOTAL
BEGINNING BALANCE	\$7,344,213	\$0	\$258,777	\$10,305,309	\$6,364,847	\$24,273,145
PLUS REVENUES*	819,770	443,248	15,453	1,063,498	269,437	2,611,405
WORKING CAPITAL	8,163,982	443,248	274,229	11,368,807	6,634,284	26,884,551
LESS: EXPENDITURES	1,302,173	31,962	15,724	1,702,623	1,061,785	4,114,267
BEFORE TRANSFERS	6,861,809	411,286	258,505	9,666,184	5,572,499	22,770,283
TRANSFERS	209,407	0	0	(126,706)	(82,701)	0
ENDING BALANCE	<u>\$7,071,216</u>	<u>\$411,286</u>	<u>\$258,505</u>	<u>\$9,539,478</u>	<u>\$5,489,798</u>	<u>\$22,770,283</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: April 22, 2024 / May 6, 2024  
 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>
<b>1. GENERAL SERVICES FUND</b>			
OLD NATIONAL TREASURY ACCOUNT	1.50%	4,512,961.25	N/A
OLD NATIONAL CHECKING ACCOUNT	1.50%	3,031,145.83	
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	1,008,310.77	N/A
MILAF	4.94%	33,680.68	N/A
PREMIER BANK-INSURED CASH SWEEP	4.89%	1,083,824.25	N/A
		<u>\$9,669,922.78</u>	
<b>2. GENERAL SERVICES CAPITAL PROJECTS FUND</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	132,441.97	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	1,389,443.29	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	236,531.78	N/A
		<u>\$1,758,417.04</u>	
<b>3. LENAWEЕ/MONROE CONSORTIUM TECHNOLOGY FUND</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	182,073.33	N/A
MICMS	4.94%	12,519.41	N/A
		<u>\$194,592.74</u>	
<b>4. HEALTH PLAN PURCHASING CONSORTIUM</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	17,460.27	N/A
<b>4. COOPERATIVE FUND</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	242,169.35	N/A
AESOP CASH MGMT ACCT.	1.50%	5,771.05	N/A
		<u>\$247,940.40</u>	
<b>5. SPECIAL EDUCATION FUND</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	9,946,331.37	N/A
MiClass	5.55%	3,101,346.89	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	420,174.27	N/A
		<u>\$13,467,852.53</u>	
<b>6. SPECIAL EDUCATION CAPITAL PROJECTS FUND</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	415,519.89	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	553,706.10	N/A
PREMIER BANK-INSURED CASH SWEEP	4.89%	128,199.86	N/A
		<u>\$1,097,425.85</u>	
<b>7. CAREER TECHNICAL EDUCATION FUND</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	6,219,663.95	N/A
MiClass	5.55%	6,275,782.29	N/A
PREMIER BANK BUSINESS VALUE		50,000.00	N/A
MILAF +	5.34%	6,586.72	N/A
PREMIER BANK-INSURED CASH SWEEP	4.89%	1,643,203.86	N/A
		<u>\$14,195,236.82</u>	
<b>8. CAREER TECHNICAL EDUCATION CAPITAL PROJECTS FUND</b>			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	2,920,046.60	N/A
HILLSDALE CO NATIONAL BANK-MMA	1.87%	278,996.84	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	1,457,165.85	N/A
		<u>\$4,656,209.29</u>	
TOTAL CASH & INVESTMENTS		<u>\$45,305,057.72</u>	