BOARD OF EDUCATION

Lenawee Intermediate School District

Regular May Board Meeting

May 4, 2020
4:00 p.m.

To access the meeting online (audio/visual): https://bit.ly/350E66Y

- (meeting password, if needed: x2QMp48grk5)

To access via phone (audio only):

- Dial: 1-415-655-0001
- Access code: 478 206 468#
- Attendee ID: #

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
Carrie Dillon	Treasurer
Kathryn Mohr	Trustee
David Pray	Trustee

LISD Administration

Mark Haag, Ed.S.	Superintendent
Kyle Griffith, Ed.D.	Assistant Superintendent, Instruction & General Services
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

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.

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 4, 2020 TIME: 4:00 p.m.

LOCATION: Meeting will be conducted electronically

To access the meeting online (audio/visual): https://bit.ly/350E66Y
- (meeting password, if needed: x2QMp48grk5)

To access via phone (audio only):
- Dial: 1-415-655-0001
- Access code: 478 206 468#
- 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: May 4, 2020

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	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

BOARD OF EDUCATION
May 4, 2020

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- Monthly Calendar of Events for May and June 2020
- Amendment to the Lenawee/Monroe Technology Consortium Agreement
- Board Policy Amendments

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

----- ----- ----- ----- ----- ----- ----- ----- ----- ----- ----- ----- ----- ----- ----- -----

RECOMMENDED ACTION BY THE SUPERINTENDENT:

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

- Approve minutes of the April 23, 2020, budget review with local districts Board meeting;

Moved by: _____ Supported by: _____

	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

ACKNOWLEDGING STUDENT SUCCESS

M E M O R A N D U M

DATE: May 4, 2020

TO: LISD Board of Education

FROM: Mark Haag, Superintendent

SUBJECT: **ACKNOWLEDGING STUDENT SUCCESS**

Events and Activities

1. LISD TECH Center Students Compete in Student Organizations' Competitions

(Jenny Heath)

Summary: LISD TECH Center students attended several student organizations' competitions.

LISD TECH Center 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.

Throughout the month of February, SkillsUSA held a portion of their regional conferences. The remaining regional conferences as well as the state conference were cancelled due to the COVID 19 restrictions.

Following are the results from the regional conferences that were held (** indicates state qualifier):

Carpentry

2nd Place Hunter Garrison, Residential Construction (Sand Creek) **
3rd Place Brendan Bagby, Residential Construction (Tecumseh) **

Photography (All competitors were from Video & Audio Production)

4th Place Katlyn Marr (Madison) **
8th Place Paige Steffens (Hudson)
12th Place Jillian Teeple (JC/LISD Academy)
13th Place Briana Damon (Sand Creek)

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.

Over 100 HOSA members attended the HOSA State Conference held at the Grand Traverse Resort in Acme, Michigan, March 7-10, 2020. Students who placed 3rd place or higher are eligible to compete at the international conference in Houston, Texas in June. Due to the government restrictions on gatherings and travel, the international conference will be held virtually in June. HOSA members are students enrolled in Certified Nurse Aide (C.N.A.), Dental Assisting, EMT, Health Care Careers, and Nursing Preparation. Following are the results of the conference:

Clinical Nursing
(All competitors are from Nursing Preparation)
1st Place Grace Smith (Onsted)
3rd Place Taegan Long (Lenawee Christian)
4th Place Tiffany Cole (Madison)
5th Place Annali Coates (Tecumseh)

Community Awareness (Team Event)
(All competitors are from Dental Assisting.)
8th Place Aubree Schnaidt (JC/LISD Academy), Kayla Ross (Onsted), Kalyn Kaverman (Onsted), and Olivia Pence (Sand Creek)

Dental Science
7th Place Robert Thomas, Dental Assisting (Hudson)

EMT (Team Event)
(All competitors are from EMT.)
1st Place Haley Stace (Blissfield) and Bret Borton (Madison)
3rd Place Anastasia Gray-Wanzeck (Tecumseh) and Gabriel Gibbs (Clinton)
8th Place Samantha Sande (Home School) and Cheyenne Bauerle (Blissfield)

Extemporaneous Health Poster
6th Place Callie Bauer, Health Care Careers (Hudson)

Forensic Science
6th Place Makenna Strack, Health Care Careers (Onsted) and Macyn Barth, Health Care Careers (Onsted)

Health Care Issues Exam
3rd Place Lauren Perez, Nursing Prep (Tecumseh)

Home Health Aide
8th Place Liberty Mohr, C.N.A. (Hudson)

Interviewing Skills
1st Place Brooke Sellers, Health Care Careers (Adrian)

Job Seeking Skills
3rd Place Wynter Perez, Health Care Careers (Tecumseh)

Knowledge Test ~ Nutrition
2nd Place Lauren Perez (Tecumseh)

Life Support Skills
1st Place Payge Carpenter, EMT (Onsted)
6th Place Destiny Underwood, EMT (Tecumseh)

Nursing Assisting
5th Place Kadence Hintz, C.N.A. (Morenci)

LISD TECH Center FFA

FFA is an organization whose mission is to make a positive difference in the lives of students by developing their potential for premier leadership, personal growth, and career success through agricultural education.

FFA advisors and students attended the FFA State Convention March 4-6, 2020 in Lansing, Michigan. FFA includes students from Agri-Tech, Biochemical Technology, Horticulture, Natural Resources, and Natural Sciences. Following are the results of the convention:

Academic Excellence
Gold Noah Dusseau, Biochemical Technology (Summerfield)
Gold Shayna Glase, Natural Sciences (Madison)
Gold Emily Patton, Agri-Tech (Adrian)
Gold Jacob Wood, Biochemical Technology (Blissfield)
Silver Kaley Bloomer, Biochemical Technology (Hudson)
Silver Katherine Chicosky, Biochemical Technology (JC/LISD Academy)
Silver Joni Chinavare, Agri-Tech (Clinton)
Silver Ella Corson, Biochemical Technology (Tecumseh)
Silver Jordan Crane, Agri-Tech (Blissfield)
Silver Dominique Double, Biochemical Technology (Morenci)
Silver Elise Eschedor, Biochemical Technology (Hudson)
Silver Jared Gleckler, Biochemical Technology (Morenci)
Silver Ashton Gust, Agri-Tech (Home School)
Silver Rachelle LaBrie, Biochemical Technology (Onsted)

Silver Katelyn Mattson, Biochemical Technology (Hudson)
Silver Chloe Miller, Biochemical Technology (Hudson)
Silver Paige Myers, Biochemical Technology (Hudson)
Silver Walker Whitehouse, Biochemical Technology (Morenci)

Arthur Berkey Science Fair
Environmental Science and Natural Resources
Silver Jacob Wood, Biochemical Technology (Blissfield)
Bronze Noah Dusseau, Biochemical Technology (Summerfield)

Food Science
Top 10 Alexis Ballachino, Biochemical Technology (Hudson)

Plant Science
Top 10 Marina Kramer, Biochemical Technology (Sand Creek)

Social Science
Top 10 Carly Mascia, Biochemical Technology (Madison)

Courtesy Corp Participants
Azaan Jarrell, Horticulture (Morenci)
Wyatt Keller, Horticulture (Morenci)
Alyssa Kopke, Biochemical Technology (Adrian)
Duaine Lindeman, Natural Resources (Addison)
Noah Peters, Agri-Tech (Tecumseh)
Kayley Rada, Biochemical Technology (Adrian)
Ben Smith, Natural Resources (Clinton)
Kizzi West, Agri-Tech (Madison)

Delegates
Cameron Brehmer, Natural Sciences (Tecumseh)
Nate Letson, Natural Resources (Adrian)
Connor Proudfoot, Horticulture (Madison)
Sarianna Rodriguez, Biochemical Technology (Madison)
Emmy Lou Smith, Agri-Tech (Hudson)

Outstanding Juniors
Alyssa Beach, Agri-Tech (Tecumseh)
Joni Chinavare, Agri-Tech (Clinton)
Cody Everly, Agri-Tech (Tecumseh)
Ashton Gust, Agri-Tech (Home School)
Mason Rinehart, Agri-Tech (Onsted)

Proficiency Award
Equine Production Entrepreneurship
Shanyza Ryan, Agri-Tech (Tecumseh)

State FFA Band
Alexis Ballechino, Biochemical Technology (Hudson)
Jazmyn Luce, Horticulture (Madison)
Emma Retter, Horticulture (Blissfield)
Rachel Welter, Horticulture (Tecumseh)

State FFA Choir
Carly Mascia, Biochemical Technology (Madison)

State FFA Degree
Adam Baker, Agri-Tech (Lenawee Christian)
Alexis Ballachino, Biochemical Technology (Hudson)
Clint DeNudt, Agri-Tech (Onsted)
Trent DeNudt, Agri-Tech (Onsted)
Alivian Gauna, Agri-Tech (Adrian)
Ryder Gilbert, Agri-Tech (Sand Creek)
Erin Howard, Horticulture (Madison)
Emily Humphries, Agri-Tech (Tecumseh)
Sully Irish, Agri-Tech (Morenci)
Hannah Rankin, Agri-Tech (Clinton)
Shanyza Ryan, Agri-Tech (Tecumseh)
Kaitlyn Snead, Agri-Tech (Adrian)
Rachel Welter, Horticulture (Tecumseh)
Kizzi West, Agri-Tech (Madison)
Sophia Whipple, Agri-Tech (Morenci)
Jacob Wood, Biochemical Technology (Blissfield)

INSTRUCTION & GENERAL SERVICES

M E M O R A N D U M

DATE: May 4, 2020

TO: Superintendent and LISD Board of Education

FROM: Kyle Griffith, Assistant Superintendent – Instruction & General Services

SUBJECT: **INSTRUCTION & GENERAL SERVICES**

1. LISD Student Handbooks to be Updated for 2020-2021

(Kyle Griffith)

In preparation for the LISD Board meetings in June, LISD program administrators review all LISD student handbooks. The proposed revisions will be identified in the current student handbooks. A cover summary page for each handbook will be provided to identify proposed updates for 2020-2021. New and/or revised LISD Board policies will be included, along with procedural updates. The Board should expect to see the proposed 2020-2021 student handbooks for review and action in June 2020.

All LISD student handbooks will be placed on flash drives for families and students. Copies of the student handbooks and LISD Board policies will be available on the LISD web page as well as in print upon request.

2. LISD Consolidated Technology Purchase

(Nicholas Adams)

Each year the LISD Information Technology Department organizes a consolidated technology purchase for July. In a continued effort to seek the most cost effective and efficient source for device purchasing, the LISD will be utilizing the Regional Educational Media Center Association of Michigan (REMC) SPOT Device Purchasing Bid.

The July technology purchase will include laptops (127), desktops (14), monitors (28), monitor speaker bars (6), and docks (4).

REMC Michigan SPOT Device Purchasing Bid Vendor: Presidio			
Product	**Quantity**	**Item Cost**	**Total Cost**
Laptop	127	$501	$63,627
Desktop	14	$456	$6,384
Monitor	28	$128	$3,584
Monitor Speaker Bar	6	$29	$174
Dock	4	$153	$612
Total			**$74,381**

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education grant permission for staff to utilize REMC SPOT to purchase laptops (127), desktops (14), monitors (28), monitor speaker bars (6), and docks (4) for a grand total of $74,381.00.

Moved by: _____ Supported by: _____

	YES	NO
Germond	☐	☐
Hartley	☐	☐
Dillon	☐	☐
Mohr	☐	☐
Pray	☐	☐

Approved	☐
Disapproved	☐
No Action	☐
Tabled	☐

OFFICE OF THE SUPERINTENDENT

M E M O R A N D U M

DATE: May 4, 2020

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 Lenawee Intermediate School District to submit its proposed budget for the upcoming fiscal year no later than May 1 of each year to the board of each constituent district for review. Not later than June 1 of each year, the law also requires the board of each constituent district to review the proposed Lenawee Intermediate School District 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 2020-2021 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 nine previous years. A resolution for the Board's approval is attached below.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education adopt a resolution appropriating funds generated from local sources for capital project transfers to the three capital project funds for the 2019-2020 school year.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

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

A regular meeting of the Board of Education of the District was held electronically (in accordance with Governor Whitmer's Executive Order 2020-48) on the 4th day of May, 2020, 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 2019-2020 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 _____, 2020, 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

Cooperative Services

1. Lenawee Monroe Technology Consortium Agreement Renewal

(Judy Pfund)

The willingness of two intermediate school districts and twenty-one local school districts in two contiguous Michigan counties to affiliate and work together resulted in the creation of the Lenawee Monroe Technology Consortium Agreement. Signed in 1994, this arrangement saved both intermediate school districts in excess of four million dollars within the first five years of its existence and was renewed for another nine years during the summer of 1999. The Lenawee Intermediate School District (LISD) and Monroe County Intermediate School District (MCISD) Boards of Education subsequently renewed the Technology Consortium Agreement for seven additional years (through June 30, 2015) on December 5, 2005. The contract was amended on February 2, 2015 to include a formal five-year extension of the current contract. The amendment is set to expire on June 30, 2020.

A formal five-year extension of the current contract is being proposed. The term of this agreement (included with the Board's separate enclosures) shall be five years beginning on July 1, 2020, and continuing up to and through June 30, 2025. The amendment agreement is fundamentally unchanged and continues to include the following provisions:

- LISD will continue to act as fiscal agent for the Consortium
- MCISD will continue to pay 60% and LISD will continue to pay 40% of the operating budget established by the Monroe and Lenawee joint Boards of Education
- Districts other than those in Lenawee and Monroe may participate
- The Consortium will continue to maintain and support the service system hardware and software located on LISD's premises
- The service system shall continue to be governed by the joint Boards of Education of Lenawee and Monroe
- An Advisory Committee will continue to advise the joint Boards of Education concerning the service system.

Both the LISD and MCISD Boards of Education are asked to approve a five-year extension. The MCISD Board will be asked to approve this agreement at its June 2020 meeting.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve Amendment to the Lenawee Monroe Technology Consortium Intergovernmental Agreement, extending the expiration date through June 30, 2025, and authorize the Superintendent and/or their designees to sign all corresponding documents related to this Amendment.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

Facilities Updates

1. LISD Capital Improvement Projects

(Tom Kasefang)

At the January 2020 LISD Board of Education meeting, LISD staff received approval to develop specifications and seek bids for two capital improvement projects planned for the 2020-2021 school year.

1. As part of phase one of the LISD TECH Center expansion, the dental program, which currently operates in the LISD TECH Center East building, would relocate to the LISD TECH Center main building. The move will provide space for three additional dental chairs and align the dental program with other LISD TECH Center medical programs to share common resources.

2. The LISD special education program for students with severe cognitive impairments (SCI) will relocate from the Trenton Hills Learning Center to the Milton C. Porter Education Center. The existing restroom/shower space adjacent to the proposed classroom is not optimal for these students in its current configuration.

In addition to these two projects, equipment for the new dental lab was bid separately to avoid additional costs from the general contractor

A total of six contractors submitted qualified bids, which are listed below.

Project #1: TECH Center Main Building Dental Lab Relocation	
Krieghoff of Lenawee	$276,538
Spieker Company	$205,100
Woods Construction Inc	$238,638
Project #2: Dental Lab Relocation - Specialty Equipment Contractor	
Benco Dental	$81,418
Patterson Dental Supply	$160,046
Project #3: Porter Center Restrooms Renovations	
Krieghoff of Lenawee	$175,740
Sieler Construction Inc	$260,384
Spieker Company	$150,500
Woods Construction Inc	$180,592

(Spieker Company offers a $1,700 discount if they are awarded Projects 1 and 3)

In reviewing the bid results, the best value for the LISD is to award two separate contracts based on the low bids for each of the projects.

LISD staff are recommending that the Board of Education accept the low bids from:

- The Spieker Company for dental lab renovations at the LISD TECH Center and the restroom renovations at the Milton C. Porter Education Center with a combined bid amount of $353,900 (includes a $1,700 discount if the vendor is awarded both projects).
- Benco Dental for dental equipment and labor in the amount of $81,418.

Recommended Action by the Superintendent:

It is recommended that the LISD Board of Education accept the low bids from The Spieker Company for the dental lab renovation at the LISD TECH Center and the restroom renovation at the Milton C. Porter Education Center, with a combined bid amount of $353,900, and accept the low bid from Benco Dental for dental equipment and labor, with a bid amount of $81,418.00.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

Staff Resources

1. Personnel Update

(Dan Garno)

a. Separation of Employment

Name	Position	Reason	Separation Date
Charles Newhouse	Teacher	Resigned	8/14/20

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).

Administrative Services

- One Student Application Information Specialist. This permanent, full-time position is available due to a resignation. This position has been posted and applications are being accepted.

Instruction and General Services

- One Computer Programming Instructor. This permanent, full-time position is available due to a resignation. The position has been posted and applications are being accepted.
- One Building Trades Instructor. This permanent, full-time position is available due to a retirement. The position has been posted and applications are being accepted.
- One Computer Information Services Instructor. This permanent, full-time position is available due to a retirement. The position has been posted and applications are being accepted.
- One GED Coordinator. This permanent, part-time position is available due to a resignation. The position has been posted and applications are being accepted.
- Multiple Summer Career Camp Instructor positions. These temporary, part-time positions are posted annually. Applications are being accepted.
- Multiple Summer Career Camp Assistant positions. These temporary, part-time positions are posted annually. Applications are being accepted.

Special Education & Strategic Initiatives

- One Special Education Supervisor. This permanent, full-time position is available due to a resignation. The position has been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to a resignation. The position has been posted and applications are being accepted.
- One Social Worker. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Physical Education Teacher for Students with Disabilities. This permanent, full-time position is available due a retirement. The position has been posted and applications are being accepted.
- One Literacy Coach. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.

3. LISD Continues Negotiations of Collective Bargaining Agreements

(Dan Garno)

As previously reported at the February 3, 2020, and the March 2, 2020, Board meetings, the LISD maintains five separate labor groups, four of which are represented by formal union Collective Bargaining Agreements (CBAs). The five labor groups are further described as follows:

Lenawee Intermediate Education Association (LIEA): The LIEA union represents all Special Education Teachers, Teacher Assistants, Itinerants (Social Workers, Psychologists, Speech & Language Pathologists, Occupational Therapists, Physical Therapists, Physical Therapist Assistants, Certified Occupational Therapist Assistants), and Health Care Assistants. The LIEA staff are primarily located in LISD-owned buildings, other non-profit/governmental buildings (Maurice Spear Campus, HOPE Center), and in other Lenawee County local public school buildings. The LIEA is affiliated with the Hillsdale Lenawee County Education Association (HLCEA), Michigan Education Association (MEA), and the National Education Association (NEA).

Lenawee Vocational-Technical Education Association (LVTEA): The LVTEA union represents all state vocationally certified Teachers with regular classroom assignments, and all Work Based Learning Teacher Coordinators. LVTEA staff are located at both the LISD TECH Center and the LISD Center for a Sustainable Future. The LVTEA is affiliated with the HLCEA, MEA, and NEA.

Teamsters Local 214 - Bus Drivers: The Teamsters Local 214 union represents all regular special education Bus Drivers employed by the LISD. Teamsters Bus Driver staff operate bus routes that cover all of the Lenawee County geographic area.

Teamsters Local 214 – Bus Assistants: The Teamsters Local 214 also represents all regular special education Bus Assistants. Bus Assistants are necessary to accompany many of our students with special needs while being transported to and from LISD program locations.

Employees Represented by Committee (ERC): All non-union hourly and salaried staff are represented by an informal and locally organized committee structure. This non-union committee is referred to as the Employees Represented by Committee or ERC group. One representative of each major non-union employment group is selected by the group to represent them on the Committee. Regular meetings are held where staff representatives are encouraged to share important information, make requests, express concerns, and bring back information obtained to their employee group. ERC staff are located primarily at LISD buildings. The Lenawee Intermediate Middle College Teachers, also now under the ERC umbrella, had been a separate union group for the past couple of years. These teachers provide instruction for the students attending the JC/LISD Academy where most of their work is conducted within the local Jackson College and LISD TECH Center buildings.

The LIEA, Teamsters Bus Drivers, and Teamsters Bus Assistants union CBAs are due to expire June 30, 2020. The LVTEA CBA is due to expire June 30, 2021, but has an insurance reopener for insurance to be negotiated for 2020-2021.

For the May 4, 2020 LISD Board Meeting, LISD staff plan to request the Board consider ratification of two separate Tentative Agreements (TAs) for the LIEA and LVTEA respectively.

The LIEA TA includes the following:

Part 1, CBA all LIEA

- Three year term to expire June 30, 2023.
- Base salary schedules continue unchanged, except elimination of the lowest entry Professional Base Salary Schedule column to begin 2020-2021, and elimination of the next lowest column beginning 2021-2022.
- Increase Board insurance premium contribution:
    - 2020-2021: $500 full family, $374 two-person, single $188
    - 2021-2022: $250 full family, $187 two-person, single $94
    - 2022-2023: $250 full family, $187 two-person, single $94
- Early resignation incentive ($2,000) and Board paid insurance premium forfeiture incentive ($1,500)
- One additional paid bereavement day
- Miscellaneous non-compensation language changes

Part 2, CBA non-teacher, approval teacher performance-based compensation

- Increase Performance-based Total Compensation caps 2020-2021 equal to one-year award (three units), increase additional one-year award 2021-2022.

The LVTEA TA includes the following:

- Extend current expiration date June 30, 2021, two years to expire June 30, 2023.
- Base salary schedules continue unchanged, except elimination of the lowest entry Professional Base Salary Schedule column to begin 2020-2021, and elimination of the next lowest column beginning 2021-2022.
- Increase Board insurance premium contribution:
    - 2020-2021: $500 full family, $374 two-person, single $188
    - 2021-2022: $250 full family, $187 two-person, single $94
    - 2022-2023: $250 full family, $187 two-person, single $94
- Early resignation incentive ($2,000) and Board paid insurance premium forfeiture incentive ($1,500)
- Increase reimbursement for extra duty co-op assignments from $10 to $20 per month per student.
- Miscellaneous non-compensation language changes

Section 1250 of the Revised School Code requires the Lenawee Intermediate School District (LISD) to implement and maintain a method of compensation for its teachers that includes job performance and job accomplishments as a significant factor in determining compensation and additional compensation. The Board currently has approved a LVTEA Teacher Performance-based Compensation System to satisfy that statutory requirement and reward teachers for their performance. This LVTEA Performance-based Compensation System is not part of the LVTEA CBA, as performance-based compensation is a prohibited subject of bargaining for teachers under the Public Employee Relations Act (Section 423.215). The LVTEA Teacher Performance-based Compensation System is recommended to be approved by the Board later in the meeting with the following changes:

- Change first year of the Performance-based Compensation Units paragraph to reflect the 2020-2021 year.
- Increase Performance-based Total Compensation caps beginning 2021-2022 equal to one-year award (three units = $1,950).
- Amendments to the Qualification and Measurement Basis of Criteria and Accumulation paragraphs to better reflect the current practice of applying the performance rating to Accrued Performance Compensation of the LVTEA Teacher Performance-based Compensation System.

a. Ratify Tentative Agreement with LIEA

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the Board approve the Tentative Agreement with the Lenawee Intermediate Education Association for a new Collective Bargaining Agreement to replace the Collective Bargaining Agreement due to expire June 30, 2020.

Moved by:_____ Supported by:_____

ROLL CALL VOTE:	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

b. Ratify Tentative Agreement with LVTEA

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the Board approve the Tentative Agreement with the Lenawee Vocational Technical Education Association for a Letter of Contract Extension to the Collective Bargaining Agreement due to expire June 30, 2021.

Moved by:_____ Supported by:_____

ROLL CALL VOTE:	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

c. Approve Amended LVTEA Teacher Performance-based Compensation System

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the Board approve the amended LVTEA Teacher Performance-Based Compensation System to include the changes described above.

Moved by:_____ Supported by:_____

ROLL CALL VOTE:	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

Transportation

1. LISD Staff Recommend New School Bus Purchase

(Carolee Hartman)

LISD staff were authorized at the October 7, 2019, Board of Education meeting to develop specifications and seek bids for the purchase of replacement school buses and new school vans. In order to evaluate the best purchase price and operating cost, vendors were requested to submit variable bids based on different drivetrains and multiple purchases of the buses and vans at the same time. The LISD vehicle aging report, presented to Board at their October 7 meeting, showed at least five school buses had met or exceeded their useful life. It has been determined that replacing two school buses at this time with less expensive and more efficient vans will better serve student needs and offer operational savings.

The bid process resulted in two bus companies submitting bids, Holland Bus Company of Holland, Michigan, and Midwest Transit Equipment of Kankakee, Illinois. Midwest maintains physical locations in Michigan and pays Michigan taxes and, therefore, qualifies as a vendor with Michigan bid preference. Staff also requested the vendors submit additional warranty options that could be considered for add on. Holland bus bids include the extended warranty, and Midwest warranty options were added to their bid price and are included in the chart below for comparison. Based on historical repair records, it is recommended the buses be purchased with the 10 year unlimited warranty included.

The conventional diesel engine drivetrain is the best overall cost as LISD records indicate the lowest cost per mile over the life of the bus. In addition to the purchase price, staff also recommend the purchase of the extended warranty, which has an unlimited 10 year coverage plan for most of the typical repair costs.

SCHOOL BUS PURCHASE BIDS
May 2020

Midwest (includes 10 year unlimited warranty - $7,600) Price for the purchase and delivery of one or more school buses				
	Diesel	**Propane**	**Gasoline**	**CNG**
2020, or newer, 54-passenger school bus with wheel chair lift	$ 105,708	46 gallon $116,193 69 gallon $115,626	$ 102,372	$ No Bid

Holland (includes 10 year unlimited warranty - $4,650) Price for the purchase and delivery of one or more school buses				
	Diesel	**Propane**	**Gasoline**	**CNG**
2020, or newer, 54-passenger school bus with wheel chair lift	$ 112,011	$ 119,545	$ 110,545	$ 113,545

At this time, LISD staff do not have bids back for the school vans. As the Board may recall, vendor delays with the delivery of the last van purchased did not give the LISD Transportation staff adequate time to determine all specifications important to require with this new van purchase. LISD staff have now determined the specifications important to the necessary and efficient operation of school vans to meet student and staff needs. Request for proposals for the purchase of two new vans has been advertised and bids are expected back soon for possible presentation at the June Board meeting.

At this time, it is recommended the Board approve the purchase of three new school buses with extended warranty from Midwest Transit Equipment.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education authorize the purchase of three diesel buses from Midwest Transit Equipment in the amount of $105,708 each, which includes the 10 year unlimited extended warranty, for a total purchase price for three buses of $317,124.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

Policies Updates

1. Recommended Board Policy Amendments

(Mark Haag)

At the April 13 meeting of the Board of Education, a number of proposed policy amendments were introduced for consideration by the Board.

In accordance with Board bylaw 0131.1, the policies are being presented a second time for further consideration. Unless the Board has any proposed modifications, or concerns about the policies as presented, it is recommended that the Board adopt the proposed policy amendments.

The proposed new policies are included with the Board's separate enclosures.

Board members may contact the Superintendent with any questions or proposed changes to the draft policies.

Second Reading (Recommended for Action)

The proposed policy changes are summarized as follows:

3125 and 4125 - COMPENSATION FOR NON-UNION STAFF – Revised

The proposed modifications remove the responsibility from and ability of the District's Superintendent to establish compensation for the District's non-union staff and vest that responsibility in the Board of Education upon recommendation of the Superintendent. This is consistent with current practice.

3120.05 and 4120.05 - EMPLOYMENT OF PERSONNEL IN ADULT LEARNING EDUCATION PROGRAMS – Revised

The proposed modifications remove the responsibility from and ability of the District's Superintendent to establish compensation for individual's employed by the District in adult learning education programs and vest that responsibility in the Board of Education upon recommendation of the Superintendent. This is consistent with current practice.

3120.07 - EMPLOYMENT OF CASUAL RESOURCE PERSONNEL - Revised

The proposed modifications remove the responsibility from and ability of the District's Superintendent to establish compensation and fix the term of employment for individuals employed by the District in a consulting capacity for administration, in-service, or instruction and vest that responsibility in the Board of Education upon recommendation of the Superintendent. This is consistent with current practice.

3120.08 and 4120.08 - EMPLOYMENT OF SUPPORT STAFF FOR CO-CURRICULAR/EXTRA-CURRICULAR ACTIVITIES – Revised

The proposed modifications remove the responsibility from and ability of the District's Superintendent to establish compensation and fix the term of employment for individuals employed by the District as an activity sponsor (provided that the individual is not also a member of the District's professional staff) and vest that responsibility in the Board of Education upon recommendation of the Superintendent. This is consistent with current practice.

The proposed new policy language is included with the Board's separate enclosures. Changes to existing policies are identified through the use of red font (new language) and stricken font (existing language proposed for removal).

Recommended Action by the Superintendent:

It is recommended that the LISD Board of Education adopt the modifications proposed to the following Board policies with an effective date of May 5, 2020:

- 3125 - Compensation for Non-union Staff
- 4125 - Compensation for Non-union Staff
- 3120.05 - Employment of Personnel in Adult Learning Education Programs
- 4120.05 - Employment of Personnel in Adult Learning Education Programs
- 3120.07 - Employment of Casual Resource Personnel
- 3120.08 - Employment of Support Staff for Co-curricular/Extra-Curricular Activities
- 4120.08 - Employment of Support Staff for Co-curricular/Extra-Curricular Activities

Moved by: _____ Supported by: _____

	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

Office of the Superintendent Reports

1. Lenawee Cradle to Career (C2C) – Pathway to Success Update

(Tim Kelly)

April has been a month of very few meetings. The Collective Impact CORE group and the Human Services Collaborative have each held two Zoom meetings to discuss food, housing, and utilities assistance for those that are unemployed. There were no significant service gaps reported on any of these calls.

Food assistance is being provided by a multitude of pantries, churches, schools and community members. One unique way that food assistance is being provided is through the federal SNAP Program. Each family with Free and Reduced eligible children will receive a special EBT (Bridge) card that will provide more than a total of $370 per child for the months of March through June.

Community Action Agency and Housing Help of Lenawee is providing utility and housing assistance. On April 28 there will be a Town Hall meeting hosted by Marty Marshall and Dave Stimpson for Human Services Agencies. The intent of this meeting is to: (1) discuss where we are now as a county and to provide some local updates; (2) discuss the process by which the county will open their offices back up in a manner that is safe for the employees and the public; and (3) hear any concerns that human services agencies may have.

ADJOURNMENT

Adjournment

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

	YES	NO		
Germond	☐	☐	Approved	☐
Hartley	☐	☐	Disapproved	☐
Dillon	☐	☐	No Action	☐
Mohr	☐	☐	Tabled	☐
Pray	☐	☐		

Meeting adjourned at _____ p.m.

Attachments

MINUTES OF THE
LENAWEE INTERMEDIATE SCHOOL DISTRICT
BOARD OF EDUCATION MEETING

Budget Review with Local Districts
April 23, 2020, 6:00 p.m.
Meeting was conducted electronically in accordance with
Governor Whitmer's Executive Order 2020-48

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

Remote Attendance
MEMBERS PRESENT: Richard Germond, James Hartley, Carrie Dillon, and David Pray
MEMBERS ABSENT: Kathryn Mohr
LOCAL DISTRICT REPRESENTATIVES PRESENT: Addison: Steve Guerra; Adrian: Kathy Westfall, Blissfield: Scott Riley, Tyler Wyse; Britton Deerfield: Stacy Johnson; Clinton: Jim Cracraft, Steve Clegg; Hudson: Jim Reamsnyder, Jackie Bowen; Madison: none; Morenci: none; Onsted: Steve Head; Sand Creek: Rich Gallatin; Tecumseh: Rick Hilderley, Tim Simpson
LISD STAFF PRESENT: Mark Haag, Kyle Griffith, Dan Garno, Judy Pfund, Jody Howard, Janine Decker, Sharon Smith (LISD Business Manager representing Sand Creek), Kyle Hoffman, Jenny Heath, and Nicholas Adams
OTHERS PRESENT: none

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

Comments from the Public
None

Approve Previous Meeting Minutes
- ✓ **Moved by Hartley, supported by Pray, that the LISD Board of Education approve/accept the following items:**
  - **Approve minutes of the April 13, 2020, regular April Board meeting;**
  - **Approve financial reports.**

  Yes: 4, No: 0; motion carried.

2020-2021 Budget Presentation
LISD staff presented the LISD 2020-2021 Budgets, and the following budget considerations - submitted by local district representatives for the February 20, 2020, LISD Board budget planning meeting - were addressed. The complete presentation is available at the LISD Board Office.

General Services:
- **Continued support for social justice professional development**

    - LISD Professional Learning Department noted and prepared to support
- **SEL support and professional development for high risk students and adults working with them**
    - LISD Professional Learning Department noted and prepared to support
- **Reduce cost of PREP program – but maintain service**
    - LISD internal discussions and planning continue and a cost reduction plan will be presented to the LISD Board of Education at or before adoption of the 2020-2021 LISD Budget.
- **Continuation of Focus Fund grant program and perimeters of use**
  LISD is committed to providing this funding source at the same level as the current year. Application details will be released to local districts in the next couple of weeks. Focus areas likely to include:
    - MTSS (Multi-Tiered Systems of Support)
    - PBIS (Positive Behavior Intervention Systems)
    - Literacy – emphasis on early literacy
    - Distance education technology and training
- **Focus on MTSS (Multi-Tier System of Support) for all Lenawee County schools**
    - MTSS Academy underway; high county participation
    - LISD is prepared to expand personnel supports if it is a priority for districts
    - LISD is conducting business and services through this system
- **Expansion of STEM-related activities (possibly mobile shared opportunities)**
    - Discussion has taken place at the committee level; continue to explore options including exploration of Project Lead The Way opportunities at the elementary level.
- **Professional development/leadership development offerings for administrators**
    - Discussion has occurred at the LCSA committee level and within LISD professional learning planning discussions.
- **Increase literacy personnel to local districts**
    - LISD was conducting interviews for a Literacy Coach when the COVID-19 crisis unfolded
    - Carefully watching the future of state funding in this area with pending budget reductions
    - Challenge to find quality, qualified applicants
- **Change in JC/LISD funding formula from current 90/10% formula**
    - Discussion has occurred at the LCSA committee level; historical data does not indicate a change in enrollment/district participation based on the formula. No formal action has been taken to date to change the formula.

<u>Special Education</u>

- **Increased/continued supports for students with Autism Spectrum Disorder**
    - Discussion at the LCSA committee level; LISD budget reflects this as a continued priority

- **Laura Havilland Program funding structure (center-based Emotional Impairment program)**
    - Discussion at LCSA committee level; no recommendation to change current funding model
- **PBIS Supports / county-wide Implementation and supports**
    - LISD budget reflects this as a continued priority through personnel and training
- **Continued supports for districts that cannot find/hire special education teachers**
    - Discussion at the LCSA committee level; discussions are currently occurring with local higher education institutions for increased options and opportunities
- **Emotional Impairments supports**
    - Discussion at the LCSA committee level; LISD budget and personnel decisions reflect this as a priority.
- **Increase number of social workers/support in the local districts**
    - LISD budget and personnel decisions reflect this as a priority; some districts likely to see an increase in services. Decision is driven by students' needs and Individualized Education Program (IEP) process.

<u>Career and Technical Education</u>:

- **County-wide master plan for CTE**
    - Process has begun with meetings already held and another scheduled next week
- **Increase offerings in courses with high interest/"waiting lists" and reductions in programs with low attendance**
    - LISD will be offering 3rd shift opportunities for Fall 2020
    - LISD is considering summer certification programs for high school students
- **Review Program Development Plan (PDP) procedures and process**
    - Work will flow through the LCSA CTE Subcommittee as the CTE master plan is adopted
- **Potential offering of CTE teacher certification in Lenawee County (WMU?)**
    - Communication with Western Michigan University has been established; interest will drive offering
- **Keep LISD TECH Center transportation as a priority**
    - No planned changes in current funding structure, which fully reimburses for transportation
    - Increased transportation was offered in the past year for smaller groups of students to LISD programs or programs hosted in the local districts

<u>Other:</u>

- **County-wide nursing supports**
    - Not financially sustainable for LISD to provide nursing services for each district; however, it may be prudent to look into grant sources and

opportunities to assist local districts in this area as demands may be higher than ever.

- **County-wide NWEA testing purchasing/pricing**
  - Company currently does not offer this type of pricing structure
- **Sustainability of student information management system (eSchool)**
  - Both the LCSA and the Lenawee/Monroe Technology Consortium committees are heavily focused on this
  - Potential 2020-21 RFP development and bid for student information management system (Consortium decision)

Questions and Comments

- Tim Simpson, Tecumseh Public Schools school board member, asked what the LISD plans will be if students cannot return to the school buildings in the fall. How will it change the funding considering that a lot of the classes at the LISD TECH Center are hands-on?
  - Superintendent Haag said the LISD's current Continuity of Learning Plan calls for doing what can be done from a distance. There has been some movement at the state level about what can be done distance-wise with CTE, however, staff will have to see what that looks like. The LISD would still offer TECH Center programs, but certifications could be more of a challenge.
- Superintendent Guerra commented that the sixty percent CTE fund balance could be better utilized with locals.
  - Kyle Griffith, Assistant Superintendent Instruction and General Services, said that the comprehensive CTE plan - currently being developed by representatives from the LISD TECH Center, Lenawee Now and the LCSA - will help identify needs and shape the use of the fund balance in a unified approach moving forward.

Local district Boards of Education must pass a budget resolution in support of or disapproval of the LISD 2020-2021 budget by June 1, 2020, and forward the resolution to the LISD Superintendent's Office. If a local Board of Education does not support the LISD 2020-2021 budget, the specific objections and proposed changes must be sent to the LISD Superintendent's Office along with the resolution.

Adjournment

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

The meeting adjourned at 6:48 p.m.

_____

James Hartley, Secretary, LISD Board of Education

Lenawee Intermediate School District General Fund Financial Data Report For Period Ended March 31, 2020			
	2019-2020 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	$ 1,374,394	$ 1,250,085	90.96%
300 State Sources	4,794,863	4,279,641	89.25%
400 Federal Sources	182,262	51,132	28.05%
Total Revenues	6,351,519	5,580,858	87.87%
500 Incoming Transfers & Other Transactions	874,514	650,592	74.39%
600 Fund Modifications	2,759,593	1,944,371	70.46%
Total Revenues, Incoming Transfers & Other	9,985,626	8,175,821	81.88%
Expenditures:			
Instruction Expense			
110 Basic Program	633,020	398,402	62.94%
120 Added Needs	81,402	34,131	41.93%
Support Services			
210 Pupil	637,167	270,162	42.40%
220 Instructional Staff	2,187,448	1,415,222	64.70%
230 General Administration	570,247	407,608	71.48%
240 School Administration	134,729	79,139	58.74%
250 Business	792,899	486,820	61.40%
260 Operations/Maintenance	253,516	159,749	63.01%
270 Transportation	14,984	492	3.29%
280 Central	1,705,509	1,022,184	59.93%
290 Other	35	124	355.49%
300 Community Service	701,661	351,367	50.08%
Total Expenditures	7,712,617	4,625,401	59.97%
400-600 Outgoing Transfers & Other Transactions	2,466,626	658,370	26.69%
Total Appropriated	10,179,243	5,283,771	51.91%
Excess Revenue (Appropriated)	(193,617)	2,892,050	
Beginning Fund Balance	5,125,794	5,125,794	
Less: Committed Fund Balance	-	-	
Non-Spendable & Unrestricted Fund Balance	$ 4,932,177	$ 8,017,844	

Lenawee Intermediate School District Special Education Financial Data Report For Period Ended March 31, 2020			
	2019-2020 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	$ 16,216,447	$ 15,179,068	93.60%
300 State Sources	8,048,282	4,334,341	53.85%
400 Federal Sources	4,579,275	1,680,528	36.70%
Total Revenues	28,844,004	21,193,937	73.48%
500 Incoming Transfers & Other Transactions	845,050	419,583	49.65%
600 Fund Modifications	15,544	-	0.00%
Total Revenues, Incoming Transfers & Other	29,704,598	21,613,520	72.76%
Expenditures:			
Instruction Expense			
120 Added Needs	12,795,359	8,400,780	65.65%
Support Services			
210 Pupil	8,952,417	5,267,018	58.83%
220 Instructional Staff	1,937,532	1,321,373	68.20%
230 General Administration	29,000	20,563	70.91%
240 School Administration	96,604	66,855	69.20%
250 Business	154,100	66,463	43.13%
260 Operations/Maintenance	713,145	439,224	61.59%
270 Transportation	1,687,478	1,173,918	69.57%
280 Central	440,343	306,186	69.53%
300 Community Service	9,958	2,638	26.49%
Total Expenditures	26,815,936	17,065,017	63.64%
400-600 Outgoing Transfers & Other Transactions	2,345,308	1,153,150	49.17%
Total Appropriated	29,161,244	18,218,167	62.47%
Excess Revenue (Appropriated)	543,354	3,395,353	
Beginning Fund Balance	7,709,052	7,709,052	
Less: Future Local District Reimbursement	6,799,554	6,799,554	
Non-Spendable & Restricted Fund Balance	$ 1,452,852	$ 4,304,851	

Lenawee Intermediate School District Career Technical Education Financial Data Report For Period Ended March 31, 2020			
	2019-2020 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	$ 11,167,365	$ 10,376,908	92.92%
300 State Sources	1,619,176	764,763	47.23%
400 Federal Sources	188,963	98,991.34	52.39%
Total Revenues	12,975,504	11,240,662	86.63%
500 Incoming Transfers & Other Transactions	15,000	8,111	0.00%
600 Fund Modifications	-	-	0.00%
Total Revenues, Incoming Transfers & Other	12,990,504	11,248,773	86.59%
Expenditures:			
Instruction Expense			
120 Added Needs	5,709,894	3,105,628	54.39%
130 Adult/Continuing Education	107,800	3,230	0.00%
Support Services			
210 Pupil	1,086,450	669,183	61.59%
220 Instructional Staff	588,085	399,142	67.87%
230 General Administration	208,000	150,985	72.59%
240 School Administration	1,201,750	487,111	40.53%
250 Business	207,642	84,676	40.78%
260 Operations/Maintenance	1,099,856	715,689	65.07%
270 Transportation	347,840	160,390	46.11%
280 Central	485,142	309,696	63.84%
290 Other	4,000	1,650	41.25%
300 Community Service	418,631	232,000	55.42%
Total Expenditures	11,465,090	6,319,379	55.12%
400-600 Outgoing Transfers & Other Transactions	1,378,618	808,734	58.66%
Total Appropriated	12,843,708	7,128,113	55.50%
Excess Revenue (Appropriated)	146,796	4,120,660	
Beginning Fund Balance	7,459,733	7,459,733	
Less: Committed Fund Balance	-	-	
Non-Spendable & Restricted Fund Balance	$ 7,606,529	$ 11,580,393	

LENAWEE INTERMEDIATE SCHOOL DISTRICT
PROJECTED CASH FLOW

May-20

	GENERAL FUND	TECHNOLOGY CONSORTIUM FUND	COOP FUND	SPECIAL EDUCATION	CAREER TECHNICAL EDUCATION	TOTAL
BEGINNING BALANCE	$7,118,925	$122,089	$269,087	$10,417,301	$9,394,578	$27,321,979
PLUS REVENUES*	$925,138	$47,906	$17,414	$739,796	$198,827	$1,929,081
WORKING CAPITAL	8,044,063	169,995	286,501	11,157,096	9,593,405	29,251,060
LESS: EXPENDITURES	1,087,216	59,935	67,099	2,216,964	1,055,791	4,487,005
BEFORE TRANSFERS	6,956,847	110,061	219,402	8,940,132	8,537,614	24,764,055
TRANSFERS	209,407	0	0	(126,706)	(82,701)	0
ENDING BALANCE	$7,166,254	$110,061	$219,402	$8,813,427	$8,454,912	$24,764,055

NOTES: The Execututive 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/May 4, 2020
TO: Superintendent and Board of Education
FROM: Executive Director of Finance & Business Services
RE: Cash & Investment Analysis

	Bank	Rate of Interest	Amount	Maturity Date
1. GENERAL SERVICES FUND				
	OLD NATIONAL TREASURY ACCOUNT	0.60%	$4,235,704.17	N/A
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	1,138,308.23	N/A
	MILAF+	0.98%	3,931.38	N/A
	MILAF - MAX	1.10%	25,509.63	N/A
	FIRST FEDERAL-INSURED CASH SWEEP	1.50%	1,014,048.56	N/A
			$6,417,501.97	
2. GENERAL SERVICES CAPITAL PROJECTS FUND				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$1,360,084.74	N/A
	MILAF+	0.98%	1,154.44	N/A
	MILAF - MAX	1.10%	1,902.86	N/A
	5/3 BUSINESS MGMT. ACCT.	2.05%	1,219,045.78	N/A
	OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	349,489.41	N/A
			$2,931,677.23	
3. LENAWEE/MONROE CONSORTIUM TECHNOLOGY FUND				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$149,289.53	N/A
	MILAF+	0.98%	11,037.55	N/A
			$160,327.08	
4. HEALTH PLAN PURCHASING CONSORTIUM				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$1,715,093.39	N/A
4. COOPERATIVE FUND				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$225,717.73	N/A
	AESOP CASH MGMT ACCT.	0.60%	63,568.73	N/A
			$289,286.46	
5. SPECIAL EDUCATION FUND				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$8,277,660.71	N/A
	MILAF+	0.98%	944.06	N/A
	MILAF - MAX	1.10%	941.93	N/A
	5/3 BUSINESS MGMT. ACCT.	2.05%	357,827.21	N/A
			$8,637,373.91	
6. SPECIAL EDUCATION CAPITAL PROJECTS FUND				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$900,556.88	N/A
	FIRST FEDERAL-INSURED CASH SWEEP	1.50%	119,946.96	N/A
	OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	531,699.76	N/A
			$1,552,203.60	
7. CAREER TECHNICAL EDUCATION FUND				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$8,293,173.35	N/A
	FIRST FEDERAL BUSINESS VALUE		50,000.00	
	COMERICA J-FUND	0.05%	0.00	N/A
	MILAF +	0.98%	1,820.85	N/A
	MILAF - MAX	1.10%	3,947.12	N/A
	FIRST FEDERAL-INSURED CASH SWEEP	1.50%	2,112,259.48	N/A
			$10,461,200.80	
8. CAREER TECHNICAL EDUCATION CAPITAL PROJECTS FUND				
	OLD NATIONAL CASH MGMT. ACCOUNT	0.60%	$1,860,207.14	N/A
	HILLSDALE CO NATIONAL BANK-CD	1.87%	267,468.47	06/07/21
	OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	1,341,859.09	N/A
			$3,469,534.70	
	TOTAL CASH & INVESTMENTS		$35,634,199.14	