



MINUTES

Regular Meeting of January 9, 2019

1. Call to Order

President Loy called to order the meeting of the Livingston Educational Service Agency Board of Education at 6:01 p.m. on Wednesday, January 9, 2019, at the LESA Education Center, 1425 W. Grand River, Howell, Michigan.

A. Pledge of Allegiance

B. Roll Call

Present were:

Board Members: President Loy
 Vice President Cortez
 Treasurer Kaiser
 Secretary Fryer
 Trustee Jankowski

LESA Staff: Kristen Capra, Pleasanna Carter, Dan Durci, Doug Haseley, Dr. Michael Hubert, Alice Johnson, Sean LaRosa, Judy Paulsen, Michelle Radcliffe, Teresa Zigman

C. Approval of Agenda

It was moved by Jankowski and seconded by Cortez to approve the agenda as amended, with the addition of Item 5.B., Purchase of School Bus Fleet Data System, Howell RTC.

The motion carried unanimously.

2. Call to the Public/Correspondence

The President asked if anyone wished to speak on any items or had received correspondence.

There was no correspondence or public comment at this time.

3. Approval of Consent Agenda

It was moved by Cortez and seconded by Kaiser to approve the Consent Agenda.

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

The motion carried unanimously.

A. Approval: Superintendent's Recommendations

027-018-019

The Board approve the following overnight travel:

R. Michael Hubert, MASA 2019 Midwinter Conference, Renaissance Center in Detroit, February 6-8, 2019

028-018-019

The Board approve the following overnight travel:

R. Michael Hubert, MASB ALC 2019, Traverse City, November 7-10, 2019

B. Approval: Minutes

The following minutes were presented for approval:

- Regular Board Meeting of November 14, 2018

C. Approval: Financial Information

The following financials were presented for approval:

- Check Registers
- Purchase Card Transactions
- Financial Status Reports

D. Personnel Board Report

The November and December Personnel Board Reports were presented for approval.

4. Special Presentation(s)

Talent Ed Applicant Tracking and Onboarding Consortium – Teresa Zigman

5. Action Item(s)

A. Approval of Invoice for Interagency Cash Transfer Agreement with Michigan Rehabilitation Services (MRS)

As a result of this Interagency Cash Transfer Agreement with Michigan Rehabilitation Services, students within Livingston County receive employment related experiences and connections with the community to enhance and improve the provision of Vocational Rehabilitation services. A summary of the activities eligible students had the opportunity to participate in over the course of the 2018-2019 school year was presented to the Board.

It was moved by Fryer and seconded by Cortez that the Board approve payment of invoice from Michigan Rehabilitation Services in the amount of \$140,284 for the Agency contribution to the Interagency Cash Transfer Agreement. As a result of this Agreement, Livingston County students will receive access to \$519,570 in purchased services.

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

The motion carried unanimously.

B. Purchase of School Bus Fleet Data System, Howell RTC

The purpose of this Board action is to approve the purchase of software, hardware, and related data service subscriptions for an expanded capability GPS fleet data solution.

This software/hardware package is virtually identical to the 2017 purchase for the Specialized Transportation fleet. This system will;

1. Enhance GPS position reporting to include automatic scheduled route adherence reporting via full integration with the Agency routing software via the "OnScreen" software package.
2. Allow for digital student ridership and attendance record keeping.
3. Provide parents with a scalable, real-time location of their children's buses via the "MyStop" program.
4. Directly communicate routing data to parents via the "eLink" product solution.

Initial system hardware/software purchase, including implementation and staff training.
\$56,842.08

Recurring fees – Includes software licensing and support fees. Subject to yearly increase.
\$22,015.00

The recommended system reports the vehicles location in near-real time via a cellular network. This allows for fleet tracking, as well as informing parents of the bus location via a web-based interface called MyStop. MyStop also computes arrival times based on current position observations versus the scheduled route. The eLink portion of the system allows parents to directly access the scheduled busing data for their children.

The Livingston Educational Service Agency Specialized Transportation Department conducted a thorough review of available telemetric systems currently on the market, and feel this solution presents the best option for the Howell RTC fleet based on the following factors;

1. Integration with current routing software.

The Agency has used Tyler's VersaTrans routing product for several years with good results. This solution would ensure a single source, preventing any integration issues between platforms.

2. First-Hand Experience

The Specialized Transportation fleet has used this system since the start of the 2018-2019 school year. We are very familiar with its operation and integration.

It was moved by Jankowski and seconded by Cortez that the Board accept the quote from Tyler Technologies, not to exceed a purchase amount of \$56,842.08, with no additional cost to LESA, and authorize the superintendent to negotiate the agreement.

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

The motion carried unanimously.

6 Reports

A. Superintendent's Report

Dr. Hubert asked Teresa Zigman to share the newly formatted finance report. She explained the reasoning for the changes, and answered questions from the Board.

Dr. Hubert reported on the new signage.

Dr. Hubert reported on Pinckney's financial challenges.

Dr. Hubert shared Lame Duck session updates.

Dr. Hubert acknowledged School Board recognition month and expressed his appreciation to the Board members for all they do.

Dr. Hubert announced the United Way drawing for December and January, and board members each drew a name. Winners were: Heart of Michigan Gift Basket – Sandra Tessmar, Simply Fresh gift card – Robyn Clark, Livingston County Community Education gift card – Pamela Holloway, Metroparks Pass – Mandy Rutzel, Simply Fresh gift card – Mary Soave, and Metroparks Pass – Anne Marie Balzer.

7. Board Discussion

Board members reported on the AESA Conference. LuAnn Loy reported she is working on the social media presentation.

8. Superintendent's Quarterly Evaluation – Closed Session

At 7:16 p.m. it was moved by Fryer and seconded by Jankowski that the Board take a short break and then move into Closed Session.

The motion carried.

The Board moved into Closed Session at 7:27 p.m. No action was taken and only the superintendent's quarterly evaluation was discussed. The Board returned to Open Session at 9:06 p.m.

9. Adjournment

Loy declared the meeting adjourned at 9:06 p.m.

Respectfully submitted,

Harold E. Fryer
Secretary

HEF/jp