



## **MINUTES**

Regular Meeting of August 18, 2021

- 1. Call to Order.** President Loy called to order the meeting of the Livingston Educational Service Agency Board of Education at 6:00 p.m. on Wednesday, August 18, 2021 at the LESA Education Center, 1425 W. Grand River, Howell, Michigan.

A. Pledge of Allegiance

B. Roll Call

Present were:

Board Members: President Loy  
Treasurer Kaiser  
Secretary Fryer  
Trustee Jankowski – joined via Zoom

Absent was:

Board Member: Vice President Cortez

LESA Staff: Jenn Damon, Doug Haseley, Dr. Michael Hubert, Alice Johnson, Sean LaRosa, Judy Paulsen, Michelle Radcliffe, Jonathan Tobar, Stephanie Weese

C. Approval of Agenda

It was moved by Kaiser and seconded by Jankowski to approve the agenda as presented.

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

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 Jankowski and seconded by Fryer to approve the Consent Agenda.

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

The motion carried unanimously.

A. Superintendent's Recommendations

006-021-022

The Board approve overnight stay September 15-17 at Mackinac Island for Anbela Roy, (Chair, Policy Council to attend the Michigan Head Start Association Fall Board Meeting and Assembly.

007-021-022

The Board approve the purchase of Al's Pals, a comprehensive social-emotional learning curriculum designed for the specific needs of preschool children in the amount of \$19,588.80.

008-021-022

The Board approve entering into contract with Developmental Enhancement for the School Year 2021-2022 to provide Consultation Services by Dr. Stephanie Grant for Understanding Neurodevelopmental Trauma not to exceed the amount of \$3,180.

B. Personnel Board Report

The Personnel Board Report was presented for approval.

C. Approval: Financial Information

The following financials were presented for approval:

- Check Register of June 2021
- Purchase Card Transactions of June 2021
- ACH Reports – April, May, June 2021
- April-June 2021 Quarterly Board Report

D. Approval: Minutes

The following minutes were presented for approval:

- Regular Board Meeting of July 14, 2021

**4. Presentation(s).**

A. Jonathan Tobar presented information on Implicit Bias Training – A Neuroscience Approach and answered questions from the Board.

B. The Quarterly Finance Report was presented by Stephanie Weese. Stephanie also answered questions from the Board.

## **5. Information Item(s).**

### A. Playground Project at Southeast

At the March 2021 Board meeting, a bid was awarded to Midstates Recreation in the amount of \$80,612 to install a playground for the LESA early childhood classrooms at Southeast. During the installation process, the contractors discovered that adjustments needed to be made to the placement of one of the sections of playground. The adjustments were made, and require an additional fee of \$7,899.

Head Start funding will be used to cover the additional cost.

## **6. Action/Discussion Items.**

### A. First Impression Print & Marketing Purchase Approval

In accordance with procedures regarding purchases from First Impression Print and Marketing, Board approval is being requested in the amount of \$551.27 for the purchase of monthly planners for Pathway staff for the 2021-2022 school year.

Transactions less than \$5,000:

1. Board Vice-President Don Cortez shall provide written disclosure of the transaction to the Board President at least seven days prior to the meeting at which the transaction will be considered for approval by the Board of Education.
2. The Board President shall include the disclosure in the Agency's Open Meetings Act notices at least 18 hours before the meeting occurs.
3. Approval of the transaction must occur in open session and by two-thirds' vote of the full board (which is all four members, excluding Don Cortez).
4. After the transaction is approved by the Board of Education First Impression Print and Marketing may begin work to fulfill the transaction.
5. After the transaction is successfully completed payment may be made to First Impression Print and Marketing up to the amount approved by the Board of Education.

It was moved by Fryer and seconded by Kaiser that the Board approve the purchase of planners for Pathway staff in the amount of \$551.27 from First Impression Print and Marketing.

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

The motion carried unanimously.

## **5. Reports**

### A. Dr. Hubert:

- Reported that today was the first day of school for Pathway, Hartland, and Howell, and they were off to a smooth start.

- Reported that LESA hosted the CEO Network luncheon today and it was good to connect with local chamber members.
- Expressed his appreciation to Robin Schutz and Judy Paulsen for their work with the backpack project. More information will be shared at the September meeting.
- Stated that we will be scheduling one-to-one meetings with each Board member in September and October.

**6. Board Discussion**

President Loy stated she is still planning to attend the AESA conference in December. The other Board members will not be attending this year.

**7. Adjournment.**

It was moved by Kaiser and seconded by Jankowski to adjourn the meeting.

Loy declared the meeting adjourned at 7:10 p.m.

Respectfully submitted,

Harold E. Fryer  
Secretary

HEF/jp