



MINUTES

Regular Meeting of September 14, 2022

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, September 14, 2022 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, Jenn Damon, Doug Haseley, Dr. Michael Hubert, Alice Johnson, Sean LaRosa, Judy Paulsen, Michelle Radcliffe, Jonathan Tobar, Stephanie Weese – joined via Zoom

Guest(s): Dan Durci, Shaun Gillespie, Kaitlyn Shinabarger, Amy Shinabarger, Lance Shinabarger, Yvonne Vesely

C. Approval of Agenda

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

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 Kaiser to approve the Consent Agenda as presented.

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

The motion carried unanimously.

A. Superintendent's Recommendations

002-022-023

The Board approve entering into contract with Hartland Consolidated Schools for the 2022-2023 school year to provide space for three classrooms for use by the Head Start and Great Start Readiness programs at cost of \$15,000.

003-022-023

The Board approve entering into contract with Pinckney Community Schools, for the 2022-2023 school year to provide space for two classrooms for use by the Head Start and Great Start Readiness programs at cost of \$10,000.

004-022-023

The Board approve entering into contract with Brighton Area Schools, for the 2022-2023 school year to provide space for two classrooms for use by the Head Start and Great Start Readiness programs at cost of \$10,000.

005-022-023

The Board approve entering into contract with Senior Nutrition for the 2022-2023 school year to provide lunch to the children enrolled in the LESA Early Childhood Programs at a rate of \$2.50 per meal.

006-022-023

The Board approve entering into contract with Pinckney Community Schools for the 2022-2023 school year to provide space for two classrooms for use by the Head Start and Great Start Readiness programs at cost of \$10,000.

007-022-023

The Board approve entering into contract with Nancy Rennie for the 2022-2023 school year to provide Contracted Training and Technical Assistance to Great Start Readiness and Head Start programs at an amount not to exceed \$42,705.

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 July 2022

- Purchase Card Transactions of July 2022

D. Approval: Minutes

The following minutes were presented for approval:

- Regular Board Meeting of August 10, 2022

4. Presentations

- A. Doug Haseley shared information about the Interagency Cash Transfer Agreement, and introduced Kristen Capra and Dan Durci. They shared student success updates and introduced Shaun Gillespie and Kaitlyn Shinabarger, who shared their experiences.
- B. Stephanie Weese provided budget development timelines for the 2022-2023 school year. Mr. Kaiser reported that he met via phone with the auditor, and shared how positive the auditors were about the LESA staff and the great job they continue to do.
- C. Sean LaRosa and Jonathan Tobar presented information on longitudinal data and answered questions from the Board.

5. Information Item(s)

- A. Communication Plan Update was shared with the Board.

6. 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 chart provided a summary of the activities eligible students had the opportunity to participate over the course of the 2022-2023 school year.

It was moved by Kaiser and seconded by Fryer that the Board approve payment of invoice from Michigan Rehabilitation Services in the amount of \$146,669.08 for the Agency contribution to the Interagency Cash Transfer Agreement. As a result of this Agreement, Livingston County students will receive access to \$543,218.82 in purchased services.

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

The motion carried unanimously.

- B. Bus Radio Bid Award

The current bus radio equipment for Specialized transportation is a two-way analog over the air radio system. The system is over 13 years old and no longer meets the needs of the

department. The Specialized bus routes cover all of Livingston County, and there are some areas where radio coverage is not available. Since the system is aging and coverage is an issue, an RFP was sent out to see what type of radio systems are available that would solve the coverage issue.

In July 2022, an RFP was issued for the replacement of the bus radio system. We had one vendor participate in the process. The bid gave two options for purchase. The first option finances the equipment over 30 months. The second option purchases the equipment outright. The bid details are listed below:

Chrouch Communications, Inc (CCI)

<u>30-month agreement</u>		<u>Purchase Outright</u>	
Equipment cost:	\$14,522.84	Equipment cost:	\$36,622.84
Installation cost:	\$20,900.00	Installation cost:	\$20,900.00
Monthly cellular service:	\$2,555.00	Monthly cellular service:	\$1,825.00

The cellular service is through Verizon, the equipment is Motorola.

Alice Johnson checked a reference that was provided by CCI, and contacted the Director of Transportation for Morley Stanwood Community Schools. Morley Stanwood also had issues with coverage on their old system, and those issues have been remedied with their new system. They also commented on the quick response from CCI regarding any questions or concerns.

The special education fund will be used for this purchase and installation of the bus radios as well as the monthly cellular service fees.

It was moved by Jankowski and seconded by Cortez that the Board accept the bid as presented and approve the purchase of bus radios and the cellular service from CCI in the amount of \$57,522.84 plus a monthly cellular service of \$1,825.

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

The motion carried unanimously.

7. Reports

Superintendent’s Report

Dr. Hubert:

- Reported that Wayne Roedel has accepted a superintendency in Greenville.
- Shared that he will be at the MASA Conference next week and that he, as well as Sean and Jonathan, will be presenting at that conference.
- Thanked the Board for scheduling individual meetings with him.

- Reported that we are looking at supports for parents in the county, specifically on coaching. Hopefully community leaders will play an active role in providing supports to parents.
- Reported that the Board Retreat will be held in place of a regular October meeting.

8. Board Discussion

Kaiser complimented Mike on his sincerity in the eConnect presentations.

Loy asked the Board members to work with Judy to make arrangements for the ACTE conference soon.

Cortez offered his house for the Retreat and stated he also knows of a couple other places that might be available for the Retreat.

There was also discussion about updating Board member pictures.

9. Adjournment

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

Loy declared the meeting adjourned at 7:32 p.m.

Respectfully submitted,

Harold E. Fryer
Secretary

HEF/jp