

**A. General Information**

The Livingston ESA serves as the central support system for all public, charter and non-public schools that operate within the Agency. There are 56 other Educational Service Agencies (ESAs) Intermediate School Districts (ISDs) or Regional Education Service Agencies (RESAs) in the state of Michigan. No two are exactly alike. Each bases its work on the specific needs of its constituent school districts. All offer leadership, programs, and services in the areas of instruction, career and technical education, special education, technology, and business related functions.

	FY 2021-2022
Total Budget (Final Expenditures for the Fiscal Year - All Governmental Funds)	\$ 73,645,294
Pupils (Combined LEA and ISD Membership as of August, 2021)	27,457.51
ISD Employees (Paid Employees as of June, 2022)	601
Constituent Districts (5), PSAs (4), Nonpublic Schools (9)	18

**B. Travel Information - Fiscal Year Ending 2022**

As ISDs seek to provide leadership, programs and services to their constituents, staff seek out best practices, gain state and national educational perspectives, gather knowledge and skill levels that reflect the latest trends, innovations and challenges. This requires more travel to conferences and trainings than you would typically experience in a K-12 school district. Individual board member's and/ or administrator's travel expenses that exceed \$4,263, in a combination of the designated areas, are shown below.

Livingston Educational School District (47000)		
<b>Name of person: R. Michael Hubert, Superintendent</b>		
FY 2022 total cost of air fare		\$775.58
FY 2022 total cost of overnight lodging		\$3,883.25
FY 2022 total cost of car rental		\$0.00
FY 2022 total cost of meals		\$375.90
<b>Dates</b>	<b>Purposes</b>	<b>Locations</b>
9/22 to 9/25/21	Michigan Association of Superintendents & Administrators Fall Conference	Traverse City, MI
12/1 to 12/4/2021	Association of Educational Service Agencies Annual Conference	Houston, TX
1/19 to 1/21/22	Michigan Association of Superintendents & Administrators Mid Winter Conference	Grand Rapids, MI
2/16 to 2/19/22	American Association of School Administrators Annual Conference	Nashville, TN
6/21 to 6/24/22	Michigan Association of Intermediate School Administrators Annual Conference	Traverse City, MI

**C. Contract Information**

The Livingston ESA entered into a variety of contracts during the 2021-2022 fiscal year. Some of the contracts were entered into on behalf of county-wide services, while others were entered into as part of our annual processes to achieve cost containment efficiencies. The following represent those contracts in excess of \$100,000 and contracts in excess of \$25,000 that were not competitively bid.

	Purpose and Subject Matter	Cost	Bid?	Signed by	Position
Brighton Area Fire Authority	CTE Program	\$50,000.00	No	M. Hubert	Superintendent
Brighton Institute of Cosmetology	CTE Program	\$63,762.50	No	M. Hubert	Superintendent
Cross Winds Aviation (Midwest Air)	CTE Program	\$43,721.44	No	M. Hubert	Superintendent
EduStaff	Educational Staffing & Substitutes	\$38,950.63	No	M. Hubert	Superintendent
Jessica Dale	Professional Services- WRAP	\$36,759.50	No	D Haseley	Assistant Superintendent for Special Education
LACASA	Home Visiting Program- Oversight & Administration of Services	\$113,275.78	No	R. Schutz	Great Start Livingston- Coordinator
Lansing Community College	CTE Program	\$258,100.00	No	M. Hubert	Superintendent
Livingston County Sheriff Office	Truancy & Literacy Services	\$54,171.00	No	M. Hubert	Superintendent
Michelle Sanborn	Professional Services- WRAP	\$26,815.00	No	D Haseley	Assistant Superintendent for Special Education
Michigan Interpreting	Professional Services	\$63,738.75	No	D Haseley	Assistant Superintendent for Special Education
Nancy Rennie	Early Childhood programs- Training and Technical assistance	\$45,453.22	No	C. Davies	Director Early Childhood Programs
Shery Bartholomew	Professional Services- WRAP	\$39,376.00	No	D Haseley	Assistant Superintendent for Special Education
Soliant Health	Professional Services	\$82,483.00	No	D Haseley	Assistant Superintendent for Special Education
Early Learning Solution Inc	Online curriculum- Early Childhood	\$26,334.00	No	C. Davies	Director Early Childhood Programs
Resiliency Inc	Leadership Training	\$79,051.15	No	D. J. Tobar	Assistant Superintendent for Secondary Learning
Tyler Technologies Inc	Bus Routing Software & Support	\$55,410.38	No	M. Hubert	Superintendent
Washtenaw Community College	CTE Program	\$85,321.00	No	M. Hubert	Superintendent
WAY Program	Online curriculum	\$135,275.00	No	M. Hubert	Superintendent
WorkSkills	Custodial Services	\$103,840.00	No	T. Ziqman	Assistant Superintendent for Administrative Services
Wayne RESA	Computer service fees- County Consortium	\$549,668.98	No	M. Hubert	Superintendent

The Flippen Group	Professional Services - Training	\$121,250.00	No	D. J. Tobar	Assistant Superintendent for Secondary Learning
Livingston County EMS	CTE Program	\$40,000.00	No	M. Hubert	Superintendent
Mediscan Inc	Professional Services	\$79,092.75	No	M. Hubert	Superintendent
The Cleaningsmith Service	Custodial Services	\$37,620.00	No	S.Weese	Assistant Superintendent for Administrative Services
Michigan Rehabilitation Services	ICTA- Vocational Rehabilitation services	\$150,828.20	No	D Haseley	Assistant Superintendent for Special Education
RKA Petroleum Companies, Inc	Fuel	\$1,251,528.35	Yes	S. Weese	Assistant Superintendent for Administrative Services

**D. Contract Modification Information**

-There were no contract modifications in excess of \$25,000 for the 2020-2021 school year. Additionally, there were no contracts that after modification resulted in the contract exceeding \$100,000 if competitively bid or \$25,000 if not competitively bid.

Modification Description	Additional Amount	Revised Total
N/A		

**E. Salary, Expense Account, & Supplemental Compensation Information**

The Livingston ESA employees with the highest compensation package are disclosed as required. Using the number of Livingston ESA employees as reported above as the basis for calculating the top 3%, the top twenty people are disclosed. Supplemental compensation includes items such as auto allowance, board paid 403(b), tuition reimbursement, and payout of unused vacation days.

Employee	Contract Amount	Exp. Acct.	Reimb. Exp.	Suppl. Comp.
SUPERINTENDENT	\$178,641.00			\$33,006.00
ASSISTANT SUPERINTENDENT FOR SPECIAL EDUCATION	\$144,740.00			\$14,360.00
ASSISTANT SUPERINTENDENT FOR ADMINISTRATIVE SERVICES	\$144,740.00			\$13,225.00
ASSISTANT SUPERINTENDENT FOR EARLY LEARNING	\$135,116.00			\$13,406.00
ASSISTANT SUPERINTENDENT FOR SECONDARY LEARNING	\$135,116.00			\$10,756.00
EXECUTIVE DIRECTOR FOR CAREER DEVELOPMENT	\$127,132.00			\$7,628.00
DIRECTOR OF SPECIAL EDUCATION	\$123,807.00			\$4,855.00
DIRECTOR OF SPECIAL EDUCATION	\$123,807.00			\$4,855.00
PROGRAM IMPROVEMENT AND ACCOUNTABILITY	\$123,807.00			\$0.00
DIRECTOR OF SPECIAL EDUCATION	\$123,807.00			\$4,855.00
EXECUTIVE DIRECTOR OF TRANSPORTATION	\$108,790.00			\$15,793.00
DIRECTOR OF EARLY CHILDHOOD SPECIAL EDUCATION	\$107,889.00			\$846.00
ASSISTANT DIRECTOR OF SPECIAL EDUCATION	\$100,692.00			\$3,949.00
DIRECTOR OF SPECIAL EDUCATION	\$100,562.00			\$2,964.00
SCI PROGRAM TEACHER	\$99,385.00			\$0.00
ASSISTANT DIRECTOR OF SPECIAL EDUCATION	\$94,342.00			\$3,700.00
DIRECTOR OF TECHNOLOGY	\$93,000.00			\$3,647.00
SCI PROGRAM TEACHER	\$91,919.00			\$0.00
DIRECTOR OF HUMAN RESOURCES	\$91,299.00			\$3,580.00
PROGRAM CONSULTANT ASD	\$89,736.00			\$0.00

**F. Fiber Optic/Cable Equipment & Operating System Software for Fiber Optic/Cable Equipment Networks**

The Livingston ESA does not operate any Fiber Optic or Cable Equipment and Operating System Software for Fiber Optic or Cable Equipment Networks that require disclosure.

**G. Public Relations, Polling, Lobbying, and Legal Services**

The Livingston ESA incurred legal services in the normal course of conducting business. Most of the legal assistance incurred was for the complex legal area of special education and for the review of legal agreements prior to approval by Agency staff or the Board of Education.

Vendor	Services	Amount
Thrun Law Firm	Legal	\$ 8,766
Miller Johnson Snell & Cumiskey PLC	Legal	\$ 60,548
Bodman PLC	Legal	\$ 2,417
Dean & Fulkerson PC	Legal	\$ 1,440
Clark Hill PLC	Legal	\$ 1,147
Butler Law Group PC	Legal	\$ 2,623
Karoub Associates	Lobbyist	\$ 11,500

**H. IRS Tax Form 1099s in Excess of \$25,000**

The Livingston ESA issues the federal income tax form 1099 on an annual basis. Those 1099's issued for calendar year 2021 in excess of \$25,000 are disclosed below.

Name	Amount	Project's	Services
Down on the Fam Child Care Home LLC	\$137,489.15	Great Start Readiness Program	Early Childhood Education
The Flippen Group, LLC	\$131,250.00	Professional Services	Professional Services

Midwest Air, LLC DBA Crosswinds Aviation	\$41,248.22	Career Tech	Contracted Instruction
Solian Health	\$78,523.50	Professional Services	Professional Services
Jessica Dale	\$36,272.50	Professional Services	Professional Services
Maner Costerisan PC	\$33,500.00	Audit	Audit
Sherry A Bartholomew	\$32,875.00	Professional Services	Professional Services
Nancy Rennie	\$41,591.61	Professional Services	Professional Services
Michigan Playgrounds, LLC	\$74,750.00	Playground Equipment	Early Childhood Education
Michelle Sanborn	\$25,317.50	Professional Services	Professional Services
Teaching Strategies, LLC	\$27,498.18	Professional Services	Professional Services
Gravity Works Design, LLC	\$86,090.00	Web Design	Web Design

#### I. Certain ISD Expenditures

The Livingston ESA employees administrative staff for (1) the primary operations of the Livingston ESA and (2) the operation of County-Wide and Local District special education programs. The Livingston ESA employees the administrative staff necessary to operate the local district special education programs as a means to maximize the reimbursement to Livingston County for the administrative costs associated with operating special education programs. However, those costs are reported under the "226 - Supervision and Direction of Instructional Staff" function codes. According to the Michigan Department of Education Guidelines, to achieve consistency in reporting those costs are excluded. The administrative costs that are included are for both the general education fund and the special education fund as categorized in the "230 - General Administration" and "240 - School Administration" function codes.

	\$ Amount	% of Budget
Administrative costs	\$ 1,637,570	2.22%
Public Relations, surveys, polling, lobbying legal fees	\$ 88,441	0.12%

#### J. Motor Vehicle Expenses

The Livingston ESA operates programs on a county-wide basis for Special Education as well as Head Start. Accordingly, vehicles are required to provide maintenance and food service for those programs. Additionally, the Livingston ESA operates a county-wide transportation system for Special Education. Maintenance vehicles are required to provide on-road repair services for those school buses operated by the Livingston ESA. Personal use of Livingston ESA vehicles is strictly prohibited.

	Motor Vehicles		Purpose
1997	GMC Sierra	Pickup	Maintenance/Operations
2009	Ford	Pickup	Maintenance/Operations
2011	Ford SRW Super Duty	Pickup	Maintenance/Operations
2012	GMC	Box Truck	Maintenance/Operations
2014	Ford Econoline Van	Van	Homeless Van
2015	Ford SRW Super Duty	Pickup	Transportation
2015	Ford SRW Super Duty	Pickup	Maintenance/Operations
2017	Savana	Van	Maintenance/Operations
2018	Ford Transit Van	Van	Homeless Van