



MINUTES

Regular Meeting of April 10, 2024

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, April 10, 2024 at the STEP Program, 951 S. Latson Rd., Howell, Michigan.

A. Pledge of Allegiance

B. Roll Call

Present were:

Board Members: President Loy
Vice President Cortez
Secretary Fryer
Treasurer Kaiser
Trustee Jankowski (joined via Zoom)

LESA Staff: Alana Anderson, Doug Haseley, Dr. Michael Hubert, Alice Johnson, Ted Kroll, Judy Paulsen, Michelle Radcliffe, Laura Saline, Melissa Usiak, Stephanie Weese

Guest(s): Kaylynn Gillihan, Josh Batchelder, Al Pellegrini, Jo Ellen Batchelder, Alissa Gillihan, Anna Evers-Albin, Matthew Marin, Cole Charles Reuter

C. Approval of Agenda

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

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

The motion carried unanimously.

2. STEP Program Welcome

Dr. Hubert introduced Alana Anderson, Director of Transition Services and Job Attainment. She spoke briefly about the program, and asked three learners, Anna Evers-Albin, Matt Marin, and

Cole Reuter to introduce themselves to the Board. They then shared some of their experiences with the STEP program.

3. 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 discussion at this time.

4. Approval of Consent Agenda

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

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

The motion carried unanimously.

A. Superintendent's Recommendations

028-023-024

The Board approve entering into a contract with Down on the Farm for the 2023-2024 school year to provide Great Start Readiness Program Services to 18 4-year-olds for an amount not to exceed \$176,409

029-023-024

The Board approve entering into a contract with For Kid's Sake for the 2023-2024 school year to provide Great Start Readiness Program Services to 16 4-year-olds for an amount not to exceed \$156,808

030-023-024

The Board approve the following overnight travel:
Ashleigh Mowers, to attend and present at the Michigan Association for the Education of Early Young Children Annual Early Childhood Conference, April 19, 2024, Grand Rapids, MI

031-023-024

The Board approve placing Josiah Withrow and Amber Hires on Compliance plans effective August 2023 through August 2025.

B. Personnel Board Report

The Personnel Board Report of March 31, 2024 was presented for approval.

C. Approval: Financial Information

The following financials were presented for approval:

- Check Register of March 2024
- Purchase Card Transactions of March 2024

- ACH Report of March 2024

D. Approval: Minutes

The following minutes were presented for approval:

- Regular Board Meeting of March 13, 2024

5. Presentation(s)

A. WAY Program Graduate Recognition – Kaylynn Gillihan

Dr. Hubert introduced Ted Kroll, Director of Adult and Alternative Education. Ted introduced Kaylynn Gillihan and presented her with her diploma. She expressed her appreciation for the WAY program and the staff, and shared that she plans to further her education in the field of nursing.

B. Talking is Teaching Campaign Update

Melissa Usiak provided the Board with updated information on the Talking is Teaching Campaign.

C. Career Development Community Relations

Michelle Radcliffe and Laura Saline shared an update on Career Development Community Relations.

6. Action/Discussion Item(s)

A. Employee Assistance Plan (Section 127 plan document)

The Michigan Department of Education is offering a student loan repayment program for Local District and Intermediate School District employees. Qualified employees can receive up to \$200 per month in reimbursement for student loan payments. The Agency is participating in the program and is working through the application process currently.

In order to participate in the program, the Agency must adopt a Section 127 plan, or Educational Assistance Plan. The plan defines the types of educational assistance the Agency is able to offer employees as well as the taxation of any benefits received.

A copy of the plan was provided.

It was moved by Kaiser and seconded by Cortez that the Board approve the Livingston Educational Service Agency Educational Assistance Plan, effective April 1, 2024.

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

The motion carried unanimously.

B. Approval of Brighton RTC Bus Purchase

The recommendation is to order two new buses with a layout similar to those purchased in prior years. One unit will have a wheelchair lift and the other unit a conventional 77 passenger bus. One unit would replace the following bus.

Bus# 471-49 mileage 136,884

The recommended "not-to-exceed purchase price" was taken from the Michigan School Business Officials statewide school bus bid. Wheelchair buses are generally higher in cost than traditional general education buses due to the additional safety equipment (additional railings, wheelchair tie-downs and lifts, etc.) and supplemental climate control systems (heating and air conditioning).

The buses will be ordered upon approval and received in the 2024-2025 fiscal year and funded with 2024-2025 budget resources. As is customary, Brighton Area Schools will pay the Agency for the full cost of the purchase through the Regional Transportation Collaborative service agreement. No financing will be required.

It was moved by Jankowski and seconded by Kaiser that the Board approve the purchase of two new buses from Holland Bus Company for an amount not to exceed \$278,235 to be used in Brighton Area Schools RTC.

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.

C. Approval of Specialized Transportation Bus Purchase

The recommendation is to order five Blue Bird buses with a layout similar to those purchased in prior years. These units would replace the following buses.

Bus# 54-16 mileage 113,105

Bus# 55-16 mileage 120,349

Bus# 56-16 mileage 127,296

Bus# 57-16 mileage 120,988

Bus# 58-16 mileage 123,113

The costs for special education buses are reimbursed by the State at the time they are amortized, which is over a period of seven years. The reimbursement rate is about 70 percent. The recommended "not-to-exceed purchase price" was taken from the Michigan School Business Officials statewide school bus bid. Special education buses are generally higher in cost than traditional general education buses due to the additional safety equipment (additional railings, wheelchair tie-downs and lifts, etc.) and supplemental climate control systems (heating and air conditioning).

The buses will be ordered upon approval and received in the 2024-2025 fiscal year and funded with 2024-2025 special education budget resources.

It was moved by Kaiser and seconded by Jankowski that the Board approve the purchase of five buses from Holland Bus Company for an amount not to exceed \$839,000 to be used in the specialized transportation department.

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

The motion carried unanimously.

7. Reports

A. Superintendent's Report

Dr. Hubert:

- Reminded the Board that the LCSBA meeting will take place next week at Hartland High School.
- Shared that tomorrow is the final session in the Mental Health Series sponsored by the Rotary for this year. He also shared that Nicolette Cheff is now the facilitator for the sessions.
- Shared that the six superintendents and Board presidents in the county will meet on April 23 at LESA.
- Invited the Board to attend the Youth Employment Fair on April 24 beginning at 5:30 p.m.

8. Board Discussion

There was no Board discussion at this time.

9. Adjournment

President Loy declared the meeting adjourned at 6:58 p.m.

Respectfully submitted,

Harold E. Fryer
Secretary

HEF/jp