

BOARD OF EDUCATION



Regular January Board Meeting

January 8, 2024
4:00 p.m.

LISD Education Service Center & WebEx

To access the meeting online (audio/visual): <https://bit.ly/41EOgri>

- (meeting password, if needed: iPcapCnx542)

To access via phone (audio only):

- Dial: 1-415-655-0001
- Access code: 2624 911 7177
- #

Our Vision

Explore-Support-Inspire
The LISD.....The Journey Starts Now

Our Mission

Through meaningful relationships, the LISD walks side-by-side in support of every learner through personalized service, innovative programs, and engaged leadership.

Our Purpose

To empower learners and create opportunities for success.

Addison Community Schools
Britton Deerfield Schools
Hudson Area Schools
Sand Creek Community Schools

Adrian Public Schools
Clinton Community Schools
Madison School District

Blissfield Community Schools
Morenci Area Schools
Onsted Community Schools
Tecumseh Public Schools

LENAWEE INTERMEDIATE SCHOOL DISTRICT

William J. Ross
Education Service Center
4107 North Adrian Highway
Adrian, Michigan 49221
(517) 265-2119

Milton C. Porter
Education Center
2946 Sutton Road
Adrian, Michigan 49221
(517) 263-8931

LISD TECH Center
1372 N. Main Street
Adrian, Michigan 49221
(517) 263-2108

Trenton Hills Learning Center
1008 West Maple Avenue
Adrian, Michigan 49221
(517) 263-6354

Center for a Sustainable Future
4260 Tipton Highway
Adrian, MI 49221
(517) 265-2119

www.lisd.us

LISD Board of Education

Richard Germond	President
James Hartley	Vice President/Secretary
David Pray	Treasurer
Paula Holtz	Trustee
Dale Wingerd	Trustee

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Mark Haag, Ed.S.	Superintendent
Jody Howard	Assistant Superintendent, Special Education & Strategic Initiatives
Dan Garno, Ed.S.	Executive Director of Staff Resources
Judy Pfund, CPA	Executive Director of Finance & Business Services
Jenny Heath	Executive Director of CTE & Secondary Programs
Brian Jones	Executive Director of Instruction & General Services

LISD Nondiscrimination Statement

The Lenawee Intermediate School District (LISD) does not discriminate in any of its educational programs and services, activities, or employment practices, on the basis of sex, race, color, national origin / ancestry, religion, height, weight, marital status, age, limited English-speaking ability, sexual orientation, or disability. Direct inquiries to: Executive Director of Staff Resources, Lenawee Intermediate School District, 4107 N. Adrian Hwy., Adrian, MI 49221, (517) 265-2119. Persons with hearing impairments, please call the Michigan Relay Center at (800) 649-3777 (TDD).

Declaración de No Discriminación del LISD

El Distrito Escolar Intermedio de Lenawee (LISD) no discrimina en ninguno de sus programas o servicios educativos, actividades, o prácticas de empleo sobre la base de género, raza, color, origen nacional / ascendencia, religión, estatura, peso, estado civil, edad, la habilidad limitada de hablar inglés, orientación sexual, o incapacidad. Para conseguir más información: Executive Director of Staff Resources, Lenawee Intermediate School District, 4107 N. Adrian Hwy., Adrian, MI 49221, (517) 265-2119. Personas con problemas de audición, por favor llamen al Michigan Relay Center (800) 649-3777 (TDD).

OUR PURPOSE

To empower learners and create opportunities for success.



OUR VISION

Explore-Support-Inspire
The LISD...the Journey
starts Now.

OUR VALUES

Through honest communication, mutual trust, integrity, and transparency, the LISD is an inclusionary leader in education that models the following core values with all of its stakeholders:

- The LISD is a **learner-centered** organization that believes everyone is always learning and can gain knowledge anywhere, anytime, anyplace, at any pace from anyone.
- The LISD embraces **innovation** by providing opportunities, motivation, creativity, exploration, risk taking, and experimenting.
- The LISD believes that **service** is the fundamental reason the LISD exists.
- The LISD will model an **inspiring** organization in the delivery of all its services.
- The LISD is a **future driven** organization that embraces continuous improvement, change, new technology and will lead in research for academic, professional development and operational best practices.
- The LISD will **lead** by practicing, cultivating, and developing **leadership** opportunities through service, partnerships and collaboration.
- The LISD will be a **collaborative** organization that seeks input, listens to students, local school districts and all stakeholders, embraces teamwork, and works together to improve opportunities and learning.

OUR MISSION

Through meaningful relationships, the LISD walks side-by-side in support of every learner through personalized service, innovative programs, and engaged leadership.



BOARD OF EDUCATION
REGULAR JANUARY BOARD MEETING

DATE: January 8, 2024 TIME: 4:00 p.m.

LOCATION: Meeting will be conducted electronically and in person at the LISD Education Service Center (4107 N. Adrian Hwy., Adrian)

To access the meeting online (audio/visual): <https://bit.ly/41EOgrj>
• (meeting password, if needed: iPcapCnx542)

To access via phone (audio only):
• Dial: 1-415-655-0001
• Access code: 2624 911 7177#
• Attendee ID: #

MEETING CALLED TO ORDER AT (TIME): _____

MEETING CALLED TO ORDER BY: _____

Pledge of Allegiance

LISD BOARD OF EDUCATION MEMBERS PRESENT: _____

LISD STAFF PRESENT: _____

OTHERS PRESENT: _____

MEMORANDUM

DATE: January 8, 2024
 TO: LISD Board of Education
 FROM: Mark Haag, Superintendent
 SUBJECT: Motion to Set Agenda

Moved by: _____, supported by: _____

- _____ 1. Set the agenda as presented.
- _____ 2. Set the agenda as presented with the following change(s):

- a. _____

- b. _____

- c. _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		



BOARD OF EDUCATION

January 8, 2024

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Separate Enclosures

- Monthly calendar of events for January and February 2024
- Board Policy Amendments



STAFF OF THE MONTH



Eloise Hosken

From the LISD Values . . .

"The LISD will model an inspiring organization in the delivery of all its services."

M meet Eloise Hosken, Job Coach, the January 2024 recipient of the Staff of the Month award.

Eloise consistently demonstrates a commitment to empowering students and creating opportunities for their success through the Work Support Services program. Her daily presence is characterized by a warm and welcoming demeanor, offering colleagues and students a friendly greeting and genuine support. Her exceptional work ethic serves as a catalyst for inspiration, positively influencing her students to acquire a wide array of valuable employable skills essential for their future. Eloise is a team player and embraces every challenge presented to her. She navigates situations by proactively seeking assistance when necessary and maintaining open communication to address any potential issues, ensuring jobsites operate smoothly. Eloise's dedication to each student is evident; she knows when to provide guidance and when to encourage independence. Her mantra, "If you think it is possible, I will do it for you," exemplifies her willingness to go above and beyond for the betterment of the program and the district.

Congratulations, Eloise, for the outstanding contribution you have made recently and over the years to the LISD, which led to your selection for this award.



COMMENTS FROM THE PUBLIC

When addressing the Board, please follow these few guidelines:

- * Before the meeting begins, fill out a "Request to Address the Board" card and give this to the President. The Board President will refer to these cards when inviting comments from the public.
 - * Limit your presentations to the Board to no more than three minutes.
 - * Whenever possible, contact the LISD Superintendent before a board meeting, as questions may be answered or information taken at that time.
 - * Submit complaints against school personnel in writing to the LISD Superintendent at least five days before a regular board meeting. (The law provides that the person against whom a complaint is lodged has the right to ask for a closed hearing on the complaint.)
 - * Whenever possible, prepare a written summary of your comments to the Board so board members can later review the information more carefully.
 - * Groups of more than three should choose a representative to address the Board.
 - * Public debate is not allowed at a Lenawee Intermediate School District Board of Education meeting.
-



Previous Meeting Minutes and Financial Reports

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the Board of Education approve/accept the following item(s):

- Approve open and closed session minutes of the December 4, 2023, regular December Board meeting;
- Approve financial reports.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

ORAL REPORT

Oral Report

From the LISD Vision

“As a student-centered learning organization, the LISD continually adopts new learnings and anticipates future conditions.”

Law Enforcement & Corrections CTE Program

Ben Murray, LISD TECH Center Principal, and Doug McMullen, LISD TECH Center Instructor, will give a presentation to the LISD Board of Education regarding the new Law Enforcement & Corrections career and technical education (CTE) program.

ACKNOWLEDGING STUDENT SUCCESS

MEMORANDUM

DATE: January 8, 2024
TO: LISD Board of Education
FROM: Mark Haag, Superintendent
SUBJECT: **ACKNOWLEDGING STUDENT SUCCESS**

Recognition

1. LISD TECH Center Students Compete in Student Organizations' Regional Competitions

(Ben Murray)

Summary: LISD TECH Center students attended their student organization's regional competition. Qualifying students will attend the state competitions.

LISD TECH Center HOSA (Health Occupations Students of America)

The mission of HOSA is to enhance the delivery of compassionate, quality health care by providing opportunities for knowledge, skill and leadership development of all health science education students, therefore, helping the student meet the needs of the health care community.

The purpose of the HOSA organization is to develop leadership and technical HOSA skill competencies through a program of motivation, awareness, and recognition, which is an integral part of the Health Science Education instructional program.

The LISD TECH Center HOSA chapters attended the Region 3 HOSA Conference on December 2 at Bedford High School. Students who placed 5th place or higher are eligible to participate in the HOSA State Conference April 18-19 at the Grand Traverse Resort in Traverse City, Michigan. HOSA members are students enrolled in Biochemical Technology, Certified Nurse Aide (C.N.A.) Dental Assisting, EMT, Exercise Science & Sports Medicine, Health Care Careers, and Nursing Preparation. Following are the results of the regional conference (* - indicates state qualifier):

Behavioral Health

Gold Anna Wotring, Health Care Careers (Tecumseh)

Biotechnology *(All competitors in this event are from Biochemical Technology.)*

Silver	Madeline Bough (Hudson) *
Bronze	Miles Frank (Madison) *
5 th Place	Alauna Coleman (Madison) *
7 th Place	Delilah Tomich (Tecumseh)

Clinical Nursing

6 th Place	Veronica Van Camp, Nursing Prep (Madison)
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Clinical Specialty

Silver	Victoria Vredevelde, Health Care Careers (Adrian) *
Bronze	Ellie Saylor, Health Care Careers (Blissfield) *
4 th Place	Alyssa Gibbs, Health Care Careers (Morenci) *

CPR/First Aid (Team Event)

Gold	Teagan Arredondo, Health Care Careers (Hudson) and Courtney Rodifer, Health Care Careers (Hudson) *
Bronze	Joshua Green, Health Care Careers (Lenawee Christian) and Kyleigh Cook, Health Care Careers (Clinton) *
6 th Place	JaeLondra Peterson, Health Care Careers (Adrian) and Parker Demlow, Health Care Careers (Addison)
7 th Place	Raelyn Watkins, Health Care Careers (Onsted) and Andrea Wong, Health Care Careers (Adrian)

Creative Problem Solving (Team Event)

6 th Place	Kailianna Cooper, Exercise Science & Sports Medicine (Madison); Jai-lynn Ward, Exercise Science & Sports Medicine (Adrian); Ja'Livianna Brighton, Exercise Science & Sports Medicine (Adrian); and Allisyn Pagel, Exercise Science & Sports Medicine (Adrian)
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Cultural Diversities & Disparities in Healthcare

Silver	Eloisa Almeida, Health Care Careers (Onsted) *
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Dental Science *(All competitors in this event are from Dental Assisting.)*

Bronze	Morgan Miller (Onsted) *
6 th Place	Jamairah Powers (Madison)
7 th Place	Madison Cross (Tecumseh)

EMT (Team Event) *(All competitors in this event are from EMT.)*

Gold	Isaiah Fronce (Home School) and Jada Fronce (Home School) *
Silver	Sophie Truitt (Onsted) and Rylee Washer (Adrian) *
Bronze	Makayla Andrews (Blissfield) and Lexiah Gelineau (Sand Creek) *
4 th Place	Nathaniel Tripp (JC/LISD Academy) and Angela LaPointe (Adrian) *
5 th Place	Trevor Tadsen (Sand Creek) and Lauren Bills (Madison) *
6 th Place	Dulce Delgado (Addison) and Maverick Boggs (Lenawee Christian)
7 th Place	Lexie Willis (Madison) and Nicole Woodard (Tecumseh)

Forensic Science (Team Event)

Gold Sapphira Williams, Biochemical Technology (Tecumseh) and Jenna Gorny, Biochemical Technology (Madison) *

Health Career Display (Team Event)

6th Place Isabelle Cleveland, Dental Assisting (Adrian) and Lauren Howard, Dental Assisting (Adrian)

Health Career Photography

Silver Chloe Griewahn, Exercise Science & Sports Medicine (Tecumseh) *

Bronze Sydney Lewis, Nursing Prep (Madison) *

5th Place Eleese Rosas, Dental Assisting (Tecumseh) *

Health Education (Team Event)

5th Place Lainey Johnston, Dental Assisting (Sand Creek) and Thomas Moore, Dental Assisting (Sand Creek) *

Home Health Aide

Gold Ella Pierce, C.N.A. (Morenci) *

Silver Laci Coffell, C.N.A. (Madison) *

Bronze Jacquelyn Hernandez, Nursing Prep (Adrian) *

4th Place McKenzie Daugherty, C.N.A. (Hudson) *

5th Place Sydney Stevens, C.N.A. (Onsted) *

6th Place Destiny Avila, C.N.A. (Adrian)

7th Place Jeremiah Dotson, C.N.A. (Adrian)

Human Growth & Development

4th Place Abyona Freeman, Health Care Careers (Clinton) *

Job Seeking Skills

Gold Gabrielle Whiteley, Nursing Prep (Madison) *

Silver Savannah Rose, Health Care Careers (Onsted) *

4th Place AvaJane Burpee, Dental Assisting (Tecumseh) *

5th Place Caidence Williams, Health Care Careers (JC/LISD Academy) *

6th Place Sydney Laney, Health Care Careers (Tecumseh)

7th Place Haven Hurley, C.N.A. (Britton Deerfield)

Life Support Skills

Gold Rachel Harris, Health Care Careers (Tecumseh) *

Medical Assisting

5th Place Soraya Baez, C.N.A. (Tecumseh Virtual Academy) *

6th Place Tazyiana Myers, C.N.A. (Adrian)

Medical Law & Ethics

7th Place Joseph Casanova, Health Care Careers (Madison)

Medical Reading

Silver	Hannah Spitzley, Health Care Careers (Addison) *
Bronze	Abigail Sutka, Dental Assisting (Onsted) *
6 th Place	Abby Pierce, Health Care Careers (Morenci)
7 th Place	Ada Marlatt, Dental Assisting (LifeTech Academy)

Medical Spelling

Gold	Mia Yakubesan, Exercise Science & Sports Medicine (JC/LISD Academy) *
5 th Place	Palmer Ziemer, Exercise Science & Sports Medicine (Tecumseh) *

Mental Health Promotion (Team Event)

Bronze	Lillian Watson, Nursing Prep (Britton Deerfield); Avery Collins, Nursing Prep (Blissfield); and Delaney Dopp, Nursing Prep (Madison) *
4 th Place	Charli Bailey, Dental Assisting (Tecumseh); Yuritzi Perez, Dental Assisting (Tecumseh); Kaleigha Avila, Dental Assisting (Adrian); Ashlynn Gray, Dental Assisting (Adrian); and Lucy Dusseau, Dental Assisting (Tecumseh) *

Nursing Assisting

Silver	Veronica Flores, Nursing Prep (Madison) *
4 th Place	Kaydence Vanetten, Nursing Prep (Blissfield) *
7 th Place	Gabrielle Bryja, Nursing Prep (Lenawee Christian)

Nutrition

5 th Place	Brielle Parker, Exercise Science & Sports Medicine (Lenawee Christian) *
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Pathophysiology

5 th Place	Emmalyn Jackson, Nursing Prep (Hudson) *
7 th Place	Rylie Bloomer, Nursing Prep (Hudson)

Personal Care

Silver	Madaline Goldmeyer, C.N.A. (Madison) *
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Pharmacy Science

4 th Place	Cooper Barkway, Biochemical Technology (Tecumseh) *
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Phlebotomy

Gold	Alexandria Waigle, Nursing Prep (Blissfield) *
Bronze	Marcos Cortez, Nursing Prep (Blissfield) *

Physical Therapy

Gold	Aiden Weaver, Exercise Science & Sports Medicine (Clinton) *
4 th Place	Shaylinn Drouillard, Exercise Science & Sports Medicine (Tecumseh) *
5 th Place	Kaylee Stace, Exercise Science & Sports Medicine (Onsted) *
6 th Place	Ruthi Brogan, Exercise Science & Sports Medicine (Onsted)
7 th Place	Lukas Leonard, Exercise Science & Sports Medicine (Madison)

Prepared Speaking

Bronze	Lani Cameron, Nursing Prep (Tecumseh) *
4 th Place	Ishika Sidhu, Nursing Prep (Adrian) *

Researched Persuasive Writing and Speaking

Silver	Zoe Rorick, Health Care Careers (Sand Creek) *
Bronze	Madison Koutstaal, Dental Assisting (Britton Deerfield) *

Research Poster

4 th Place	Bianca Miller, Biochemical Technology (Onsted) *
7 th Place	Alivia Stull, Biochemical Technology (Madison)

Sports Medicine

Silver	Caylan Sower, Nursing Prep (Madison) *
Bronze	Jacob Small, Exercise Science & Sports Medicine (Tecumseh) *
5 th Place	John Hill, Exercise Science & Sports Medicine (Onsted) *
7 th Place	Riley Vansickle, Exercise Science & Sports Medicine (Tecumseh)

Veterinary Science

Gold	JayElle Christian, Biochemical Technology (Onsted) *
Silver	Kaitlyn Brinson, Biochemical Technology (Tecumseh) *

LISD TECH Center BPA Chapter Regional Conference Results

The mission of Business Professionals of America (BPA) is to contribute to the preparation of a world-class workforce through the advancement of leadership, citizenship, academic, and technological skills. Business Professionals of America is the leading CTSO (Career and Technical Student Organization) for students pursuing careers in business management, office administration, information technology and other related career fields.

Students from Accounting and Computer Information Services participated in the BPA Regional Conference on December 8, 2023. Students who qualified for the BPA State Conference will compete in Grand Rapids March 7-10, 2024. Following are the results of the regional conference (** - indicates state qualifier):

Advanced Accounting

1 st Place	Anastasia Richards, Accounting (Tecumseh) **
2 nd Place	Hayden Wallace, Accounting (Tecumseh) **

Device Configuration and Troubleshooting

- 2nd Place Cody Fawcett, Computer Information Services (Britton Deerfield) **
3rd Place Jesus Garcia, Computer Information Services (Adrian) **
4th Place Paul Navarre, Computer Information Services
(Lenawee Christian) **

Fundamental Accounting

- 1st Place Soren Stockmyer, Accounting (JC/LISD Academy) **
3rd Place Beau Shaffer, Accounting (Morenci) **
4th Place James Gregory, Accounting (JC/LISD Academy) **
5th Place Ethan Johnson, Accounting (Blissfield) **
6th Place Jayden Duplessis, Accounting (Clinton) **

Information Technology Concepts

- 4th Place Pax Hickok, Computer Information Services (Blissfield) **
5th Place Genevieve Zellen, Computer Information Services (Onsted) **

Payroll Accounting

- 3rd Place Johnathan Davis, Accounting (Hudson) **
5th Place James Gregory, Accounting (JC/LISD Academy) **

SPECIAL EDUCATION

MEMORANDUM

DATE: January 8, 2024

TO: Superintendent and LISD Board of Education

FROM: Jody Howard, Assistant Superintendent – Special Education & Strategic Initiatives

SUBJECT: **SPECIAL EDUCATION**

1. Lenawee ISD District Implementation Team Update

(Alena York)

The Lenawee Intermediate School District Implementation Team started off the 2023-2024 school year strong. The following is an update on this progress.

On November 14, the Lenawee ISD District Implementation Team (LDIT) conducted their first District Capacity Assessment (DCA) of the 2023-2024 school year. The DCA is a fidelity measurement tool that looks at how the LDIT is implementing Positive Behavior Interventions and Supports (PBIS) while following a Multi-Tiered System of Support (MTSS). The team received a score of 89%, which is an increase from their April score of 85%. The LDIT is performing very strongly in the area of Leadership with a score of 97%. The LDIT had been working to improve in Data System for Decision Making, which had a score of 70% and now has a score of 80%. Finally, LDIT's Competency score has remained strong at 79%. The LDIT continues to use a focused action plan to build strong systems and guide the continued implementation of PBIS and use of data within the Program Leadership Teams (PLT).

As the LDIT began the 2023-2024 school year, all programs had assessed where they were at with Stages of Implementation and when to move to the next stage. The Laura Haviland Program, LISD TECH Center, JC/LISD Academy and Porter Center are all in Full Implementation of PBIS Tier 1. Special Education Post-Secondary Programs and the LISD PREP Academy are all in the Initial Implementation stage of PBIS Tier 1. The LISD PREP Academy has decided to adopt the JC/LISD Academy PBIS framework, but they have their own program leadership team (PLT) and will be adapting it as appropriate for their population of students. The special education preschool programs continue to be in the Exploration stage and have been involved in various professional learning activities through MiMTSS to learn more. Each program continuing in the full and initial implementation stage has a program leadership team (PLT) that meets regularly to continue to improve their delivery of PBIS. These teams have continued to refine their use of data creating precise problem statements and working together to form solutions. They have also created and used acknowledgment systems for both staff and students. Additionally, the Laura Haviland Program is in the Initial Implementation of PBIS Tier 2.

The Tiered Fidelity Inventory (TFI) is a tool to provide a valid, reliable, and efficient measure of the extent to which school personnel are applying the core features of PBIS. All programs in the initial implementation stage have taken the TFI multiple times. The following are the most recent Tier 1 TFI scores from the beginning of the 2023-2024 school year for each of our programs: LISD TECH Center scored a 90%, JC/LISD Academy scored a 90%, Porter Center scored an 80%, Laura Haviland Program scored a 100%, Post-Secondary an 80%, and LISD PREP Academy a 63%. The goal is to score at least 70% fidelity across three consecutive administrations. Currently, the LISD TECH Center, Laura Haviland Program, JC/LISD Academy, and Porter Center have achieved this goal. Additionally, the Laura Haviland Program has taken the TFI for PBIS Tier 2 and has scored 38%.

There is numerous other data collected to determine the effectiveness of PBIS on student growth. Some examples of the data the programs collect are behavior data, number of acknowledgements, attendance data, student achievement data, and climate data. The following are highlights from data collected. Based on school climate survey results at the JC/LISD Academy, 100% of students feel safe and feel their instructors/staff support them academically and socially. Based on attendance data at the LISD TECH Center, there has been a significant decrease in absenteeism with 144 less students having four (4) or more absences during the first semester as compared to last year. Based on behavior referrals collected at the Laura Haviland Program, there have been 113 less referrals as compared to last year at this time.

As the LDIT move into the second half of the 2023-2024 school year, the Team will continue to meet monthly to improve their practices and support programs with PBIS implementation. The LDIT will continue to focus on data mining and improving communication protocols within the programs. All programs that have implemented Tier 1 instruction will continue to explore PBIS Tier 2 to determine when they will begin initial implementation of the next level of support.

2. LISD Young Children Services Begin Fall 2024 Student Transition Process to Kindergarten

(Megan Karpinski)

One of the important services the LISD Young Children Services (YCS) staff provides to preschool-age students and their families is support through the transition process from preschool to their local district kindergarten.

LISD staff work with local districts to help families learn about kindergarten and to assist local districts in learning about the individual needs of students transitioning to kindergarten. A transition coach, often the building principal, is identified from each local district to act as a key contact person for students transitioning from preschool. Transition coaches and Early Childhood Special Education teachers meet in the winter to discuss each individual student's academic readiness and recommend support for the following school year. Additionally, the LISD organizes transition individual education planning team meetings in the spring to ensure necessary supports are put in place for students' first day of school to be as successful as possible.

This year, 41 students are scheduled to transition from LISD preschool classrooms to kindergarten in Fall 2024.

CTE, INSTRUCTION, & GENERAL SERVICES

M E M O R A N D U M

DATE: January 8, 2024

TO: Superintendent and LISD Board of Education

FROM: Jenny Heath, Executive Director of CTE & Secondary Programs
Brian Jones, Executive Director of Instruction & General Services

SUBJECT: **CTE, INSTRUCTION & GENERAL SERVICES**

1. General Services Mid-Year Update

(Brian Jones)

It has been a productive fall for the LISD General Services Team. Following are highlights of the team's activities for Fall 2023.

- Student Engagement Professional Learning Series – After reviewing local district behavior and Michigan Profile for Healthy Youth (MiPHY) data, it was determined student engagement was a topic where learning sessions could be utilized. Over the summer, several sessions were developed including:
 - 3P - Project, Problem, and Place-based learning
 - Amplifying Student Engagement: Harnessing the Power of Tech Tools
 - Behavior and Student Engagement
 - Building Relationships
 - Data Review: MiPHY
 - Engagement Strategies
 - MiFamily
 - Motivation & Engagement in K-12 Literacy
 - Parent-Teacher Home Visits
 - Walking in Someone Else's Shoes (Poverty Simulation)

Many of the local districts have accessed these professional learnings in a variety of ways. Britton Deerfield Schools offered these sessions for two weeks in early August in lieu of the days before the start of the school year. Morenci Area Schools offered a day with time slots where staff could select four different sessions. Most districts have selected individual sessions that aligned with work already in progress within their district.

- Cognitive Coaching – The mission of Cognitive Coaching is to produce self-directed persons with the cognitive capacity for excellence both independently and as members of a community. Research indicates that teaching is a complex intellectual activity and that teachers who think at higher levels produce students who are higher achieving, more

cooperative, and better problem-solvers. It is the invisible skills of teaching, the thinking processes that underlie instructional decisions, which produce superior instruction. Cognitive Coaching is a research-based model that capitalizes upon and enhances teachers' cognitive processes.

In the eight-day seminars, participants learn how to:

- develop trust and rapport;
 - develop an identity as a mediator of thinking;
 - utilize conversation structures for planning, reflecting and problem-solving;
 - develop autonomy and a sense of community;
 - develop higher levels of efficacy, consciousness, craftsmanship, flexibility and interdependence;
 - apply four support functions: coaching, evaluating, consulting, collaborating;
 - utilize the coaching tools of pausing, paraphrasing, and posing questions;
 - distinguish among the five forms of feedback; and
 - use data to mediate thinking.
- Crucial Conversations® for Mastering Dialogue – Crucial Conversations teaches nine powerful skill sets grounded in decades of social science research. The course helps learners develop these vital skills through instruction, application, practice, group discussion, and self-reflection, not just theory but for lasting improvement.
 - Multi-Tiered System of Supports (MTSS) – The Transformation Zone has continued to grow over the last six years. Currently, the LISD is providing support in the following ways:
 - Addison Community Schools completed two years of intensive collaboration with MiMTSS (Michigan's MTSS Technical Assistance Provider), installing both Positive Behavioral Interventions and Supports (PBIS) and reading systems. This year, the district asked the LISD to provide primary support in this work.
 - Adrian Public Schools has asked for support in training new PBIS coaches this year.
 - Blissfield Community Schools continues their MTSS systems work at the district level while their buildings have started PBIS.
 - Britton Deerfield Schools has just started systems work.
 - Clinton Community Schools continues with their PBIS installation and is looking forward to their next effective innovation.
 - Hudson Area Schools continues with their PBIS installation.
 - LISD LDIT (Lenawee District Implementation Team) continues to roll out PBIS in multiple programs.
 - Madison School District has started implementing MTSS.

- Morenci Area Schools is continuing a PBIS installation at the elementary level while the middle/high school implementation is just getting started.
 - Onsted Community Schools continues to work on reading with the elementary and the middle school is beginning a PBIS installation.
 - Sand Creek Community Schools is deep in their PBIS rollout.
 - Tecumseh Schools had been implementing PBIS at their early and intermediate learning centers/middle school. The high school is beginning a PBIS installation this year.
- Focus Fund - At the September 2022 Lenawee County Superintendents' Association (LCSA) General Services Subcommittee meeting, there were requests for increased curriculum and instruction support. A survey of Lenawee County school district administrators supported the need for additional support. The General Services team discussed several options in providing more support and decided to use the Focus Fund to assist in increasing capacity in local districts.

Initially named the Innovation Secondary Schools Initiative (ISSI) and more recently known as the Focus Fund, the LISD has provided a grant to local districts for fifteen years. Initially, secondary buildings were encouraged to utilize innovative projects to improve student outcomes. For the last two years, the focus has been on social-emotional learning (SEL) K-12. The goals were to install SEL curriculums and increase the number of students receiving mental health support. With the recent windfall of post-COVID-19 SEL/mental health monies, there was a need for a shift in the focus.

With the goal of increasing local district capacity in the areas of curriculum, instruction, and assessment; staff could be hired to do this work utilizing the Focus Fund. With the assurance of three years of funding, local districts can utilize the Focus Fund to:

- Hire an individual to do this work.
- Blissfield, Clinton, and Hudson created Elementary Assistant Principal/Curriculum Director positions.
- Offset the cost of staff already doing this work.
 - Adrian and Tecumseh
- Offset the cost of assigning current staff to do this work.
 - Addison, Britton Deerfield, Madison, Morenci, Onsted, and Sand Creek
- Partner with other districts in the hiring of someone to do this work.
 - None

To bolster the abilities of the staff hired to do this work, the LISD has partnered with the Michigan Association for Supervision and Curriculum Development (ASCD) to host their Curriculum Leadership Institute (CLI) in Lenawee County for the 2023-2024 school year. This institute is

typically a two-year program (nine sessions) that often results in an enhancement for the participant's administrative certificate. The Institute has been condensed into a one-year program (still nine sessions) starting in August and ending in April. Topics covered so far this year include:

- Leadership and Change
- Planning and Managing Resources
- Systems for Continuous Improvement
- Equity and Accountability
- Quality Instruction

It is the goal to establish a county network by the end of the series. At that point, regularly scheduled Lenawee County Curriculum Directors meetings will be scheduled with several goals, including:

- providing professional learning requests to the LISD,
- looking for opportunities to select curriculum resources collaboratively, and
- optimizing Infinite Campus set-ups for county-wide data usage.

More details about the Focus Fund can be found at:

https://drive.google.com/file/d/1zVd4WHCl04j44CPOkxPGetsdeXjTTI7b/viiew?usp=share_link

2. JC/LISD Academy Receives Mark Shonwetter Holocaust Education Grant and Students Participate in *Journey for the Living Walk*

(Kim Dusseau)

During the 2022-2023 school year, the JC/LISD Academy was the recipient of the Mark Schonwetter Holocaust Education Foundation grant. This grant allowed the JC/LISD Academy to partner with Siena Heights University to bring in a guest speaker – Holocaust survivor Dr. Irene Butter. The JC/LISD Academy is a recipient of the grant again this year and these funds will be used to visit the Zekelman Holocaust Memorial Center in Farmington Hills in the spring.

Mark Schonwetter, along with his mother and younger sister, walked 15 miles to escape their hometown in Poland to go to a ghetto where they thought they would be safer. On November 10, the JC/ LISD Academy once again partnered with Siena Heights University (SHU) to bring awareness to this important topic. Students walked 15 laps in one hour at the SHU fieldhouse in honor of the 15 miles walked by Mark Schonwetter and his family.

3. LISD TECH Center Holds Recruitment Activities

(Katie Cole and Kim Dusseau)

Summary: Lenawee County students can explore career pathways during LISD TECH Center sophomore presentations, tours, and open house.

Career Preparation Services Coordinators facilitated presentations of LISD TECH Center opportunities to sophomores throughout Lenawee County. Students were shown a video about LISD TECH Center programs and received a brochure.

Following the presentations, students had the opportunity to visit the Center for a Sustainable Future on October 19 and 20, 2023. They also explored main campus programs November 27 – December 1, 2023. Finally, an open house was held December 7, 2023, from 5:30-7:30 p.m.

The LISD TECH Center application period will begin January 2, 2024.

4. CTE Program Development Plans Request Funding Approval

(Jenny Heath)

Through the Program Development Plan (PDP) process, which was developed by the Lenawee County Superintendents' Association (LCSA) CTE Subcommittee, local districts offering CTE programming at the local district can apply to receive LISD CTE funding for costs associated with their CTE program(s).

The following districts have applied for renewal of existing funding for the 2024-2025 school year:

Addison Community Schools - Firefighter Program

Requested Amount: Not to exceed \$45,000.00**

Year of Origin:	State-Approved New Program	2021-2022
	CTE Funded Program (PDP)	2021-2022

Students Enrolled:	2021-2022	6 students
	2022-2023	5 students
	2023-2024	6 students

Certifications Available: Firefighter I/II

State CTE Funding:	<u>61a(1)</u>	<u>61d</u>	<u>Total State Funding</u>
2021-2022	Initial Year	\$2,103.32	\$2,103.32
2022-2023		\$7,218.42	\$1,260.03
2023-2024		\$5,582.83	\$2,170.10
			\$7,752.93

- **Contingencies:
- Double-digit enrollment must be shown in the Firefighter program by August 9, 2024, and documented through official October 2024 count data.
 - Documentation must be shown reflective of students passing the Firefighter I/II and Hazardous Materials certifications.
 - All remaining CTE reporting requirements for 2023-2024 must be completed on time.

Blissfield Community Schools - Agriscience Program

Requested Amount: Not to exceed \$110,000.00**

Year of Origin:	State-Approved New Program	2020-2021
	CTE Funded Program (PDP)	2021-2022

Students Enrolled:	2020-2021	26 students
	2021-2022	116 students
	2022-2023	123 students
	2023-2024	87 students

Certifications Available: None

State CTE Funding:	<u>61a(1)</u>	<u>61d</u>	<u>Total State Funding</u>
2021-2022	\$958.11	\$5,900.98	\$6,859.09
2022-2023	\$7,733.01	\$8,537.06	\$16,270.07
2023-2024	\$9,436.35	\$9,751.37	\$19,187.72

**Contingencies: - Enrollment of five (5) or more out-of-district students must be shown by August 9, 2024, and documented through official October 2024 count data.

Hudson Area Schools - Southern Michigan Center for Science & Industry Program

Requested Amount: Not to exceed \$110,000.00

Year of Origin:	State-Approved New Program	2014-2015
	CTE Funded Program (PDP)	2014-2015

Students Enrolled:	2020-2021	113 students (includes students from the Tecumseh satellite location)
	2021-2022	64 students
	2022-2023	60 students
	2023-2024	87 students

Certifications Available: Fanuc Robotics, NIMS, Amatrol, and NCCER

State CTE Funding:	<u>61a(1)</u>	<u>61d</u>	<u>Total State Funding</u>
2021-2022	\$72,940.19	\$5,521.21	\$94,731.47
2022-2023	\$29,016.61	\$4,275.61	\$33,292.22
2023-2024	\$13,684.75	\$6,341.21	\$20,025.96

Sand Creek Community Schools – Agriscience Program

Requested Amount: Not to exceed \$55,000.00

Year of Origin:	State-Approved New Program	1930
	CTE Funded Program (PDP)	2017-2018

Students Enrolled:	2020-2021	126 students
	2021-2022	104 students
	2022-2023	110 students
	2023-2024	96 students

Certifications Available: Pork Quality Assurance (PQA) Certification

State CTE Funding:	<u>61a(1)</u>	<u>61d</u>	<u>Total State Funding</u>
2021-2022	\$5,079.03	\$9,231.24	\$14,310.27
2022-2023	\$5,889.09	\$7,376.13	\$13,265.22
2023-2024	\$6,427.06	\$9,272.25	\$15,699.31

Tecumseh Public Schools - Computer Programming

Requested Amount: Not to exceed \$110,000.00**

Year of Origin:	State-Approved New Program	2021-2022
	CTE Funded Program (PDP)	2022-2023

Students Enrolled:	2021-2022	46 students
	2022-2023	53 students
	2023-2024	60 students

Certifications Available: Information Technology Specialist (Python) Certificate

State CTE Funding:	<u>61a(1)</u>	<u>61d</u>	<u>Total State Funding</u>
2021-2022	\$0	\$9,406.51	\$9,406.51
2022-2023	\$8,290.47	\$6,130.26	\$14,420.73
2023-2024	\$6,277.28	\$12,316.03	\$18,593.31

**Contingencies:

- Enrollment of five (5) or more out-of-district students must be shown by August 9, 2024, and documented through official October 2024 count data.
- If five (5) or more out-of-district students are enrolled by August 9, 2024, OR Brian McDowell, instructor, becomes PLTW certified and fully implements PLTW curriculum in all CTE courses, funding would remain at 100% of requested amount.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve CTE funding to local districts as outlined above in the total of \$430,000.00 for renewals. The total recommended amount for approval not to exceed \$430,000.00.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

5. CTE Program Development Plans Request Equipment Funding Approval

(Jenny Heath)

Through the Program Development Plan (PDP) process, which was developed by the Lenawee County Superintendents' Association (LCSA) CTE Subcommittee, local districts offering CTE programming at the local district can apply to receive LISD CTE funding for equipment costs associated with their CTE program(s). LISD equipment funding to local district CTE programs may be applied for at a split of LISD 85%, local district 15%. There is a cap per equipment request at \$50,000.00.

The following districts have applied for funding equipment purchases for the 2024-2025 school year:

Blissfield Community Schools - Agriscience Program

Requested Amount: \$80,750.00
 Recommended Amount: Not to exceed \$50,000.00**
 Equipment to Purchase: Ag Barn

- **Contingencies:
- Enrollment of five (5) or more out-of-district students must be shown by August 9, 2024, and documented through official October 2024 count data.
 - Evidence must be documented (via meeting minutes) of the advisory's committee motion, second, and vote to recommend the construction of an ag barn.

Hudson Area Schools - Southern Michigan Center for Science & Industry Program

Requested Amount: \$37,007.00
 Recommended Amount: Not to exceed \$37,007.00
 Equipment to Purchase: Collaborative Robot

Tecumseh Public Schools - Computer Programming

Requested Amount: \$17,500.00
 Recommended Amount: Not to exceed \$14,875.00**
 Equipment to Purchase: Monitors/Stands

- **Contingencies:
- Enrollment of five (5) or more out-of-district students must be shown by August 9, 2024, and documented through official October count data.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve CTE funding to local districts for equipment purchases as outlined above in the total of \$101,882.00. The total recommended amount for approval not to exceed \$101,882.00.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingard	<input type="checkbox"/>	<input type="checkbox"/>		

6. LISD TECH Center Campus to Celebrate CTE Month

(Ben Murray)

Students and faculty at the LISD TECH Center will join others across the nation during the month of February to celebrate national Career and Technical Education (CTE) Month™. CTE Month provides CTE programs across the country an opportunity to demonstrate how CTE makes students college- and career-ready and prepares them for high-wage, high-demand career fields.

Throughout the month, students and staff will be hosting activities to educate and promote the LISD TECH Center and the CTE programs that are offered. These will be highlighted at the February 5 board meeting.

7. LISD TECH Center Follow Up Information ~ A Three-Year Comparison

(Jenny Heath and Ben Murray)

Summary: Agencies that receive state reimbursement for career and technical education (CTE) programs or Carl D. Perkins funds are required to conduct the annual Career and Technical Education Follow-Up Survey.

Agencies that receive state reimbursement for career and technical education (CTE) programs or Carl D. Perkins funds are required to conduct the annual Career and Technical Education Follow-Up Survey. Information gathered through the survey provides required data used for state and federal reporting.

Under the Carl D. Perkins Act (Perkins V), states must report on an indicator of secondary CTE post-program placement rate. The Michigan Perkins V state plan for career and technical education supports Michigan's Top 10 Strategic Education Plan to:

- expand secondary learning opportunities for all students,
- increase the percentage of all students who graduate from high school,
- increase the percentage of adults with a postsecondary credential,
- increase the numbers of certified teachers in areas of shortage, and
- provide adequate and equitable school funding.

LISD TECH Center students are given the opportunity to complete the survey on-line via a computer-generated code. Students who do not complete the survey electronically are contacted via telephone.

Below is a three-year summary of results from LISD TECH Center follow-up reports.

		<i>2023 Follow Up of <u>2022</u> Concentrators</i>	<i>2022 Follow Up of <u>2021</u> Concentrators</i>	<i>2021 Follow Up of <u>2020</u> Concentrators</i>
Concentrators/Contacts		388/182	398/202	403/230
Employed (Full-Time)		58 / 45.7%	97 / 73.5%	91 / 74.0%
	Related	43 / 75.4%	60 / 67.4%	40 / 50.0%
	Unrelated	14 / 24.6%	29 / 32.6%	39 / 48.8%
Unemployed/Seeking Work/Not in School		7 / 5.0%	9 / 5.8%	2 / 1.6%
Continuing Education		103 / 56.6%	102 / 50.5%	143 / 62.2%
	Related	79 / 76.7%	88 / 89.8%	118 / 84.9%
Type of Program	Apprentice On-The-Job Training	4 / 4.0%	0	0
	Certificate	0	0	0
	Associate's Degree	4 / 4.0%	5 / 4.9%	11 / 7.7%
	Bachelor's Degree	23 / 22.8%	27 / 26.5%	23 / 16.2%
		66 / 65.3%	68 / 66.7%	107 75.4%

OFFICE OF THE SUPERINTENDENT

MEMORANDUM

DATE: January 8, 2024
TO: LISD Board of Education
FROM: Mark Haag, Superintendent
SUBJECT: **OFFICE OF THE SUPERINTENDENT REPORTS**

Finance & Administrative Services**1. Budget Development for the Upcoming Fiscal Year****(Judy Pfund)**

Lenawee Intermediate School District is an educational service agency providing academic leadership and support services to Lenawee County's 11 public local school districts. LISD's collaborative partnerships, services, and educational opportunities help individuals of all ages and abilities. To effectively provide quality services and remain fiscally stable and responsible, the District's budget development process for the upcoming fiscal year begins each year in early January.

The State of Michigan's Consensus Revenue Estimating Conference (CREC) will be held in January at the Capital Building in Lansing. This conference signals the beginning of the state budget cycle as the Governor, House, Senate, and others reconcile revenue estimates for the current year and start forecasting for 2024-2025. The Governor's budget proposal for the State of Michigan and determination of state budget priorities are typically revealed in February.

The LISD will collect and use the best and most current financial information from local and state sources to develop research-based budget assumptions. Changes in taxable values for all property subject to LISD's millage will again be considered during the 2024-2025 budget projection process. Guided by the district's mission and core values, programs and services will be evaluated as the budget for the upcoming year is developed. The Board of Education will be updated on the projected budget process for the 2024-2025 fiscal year.

2. 2023-2024 Fall Membership Count

(Stephanie Roberts)

Summary: Fall 2023-2024 K-12 public school enrollment decreased 255.70 FTE (full-time equivalency) countywide from last October.

Below are the local public school districts' fall 2023-2024 K-12 unaudited enrollment counts by FTE as of October 4, 2023. The unaudited fall 2023-2024 FTE has been compared to the audited fall 2022-2023 with the changes reflected below.

District	K-12	
	2023-2024	Change From
	Unaudited	Audited Fall
	K-12	2022-2023
Addison	707.70	-6.12
Adrian	2661.91	-97.76
Blissfield	1132.11	-1.62
Britton Deerfield	376.41	-16.14
Clinton	1251.29	1.55
Hudson	1290.41	35.08
Madison	1616.51	-19.58
Morenci	512.98	-13.31
Onsted	1185.10	-28.06
Sand Creek	771.28	-5.83
Tecumseh	2480.45	-76.91
LISD	171.15	-27.00
Public Total	14,157.30	-255.70

2023-2024 GRAND TOTAL	14,157.30
2022-2023 GRAND TOTAL	<u>14,413.00</u>
Difference	-255.70

3. 2023-2024 Schools of Choice

(Stephanie Roberts)

Summary: This fall, 4,012 students enrolled in the eleven constituent local districts under Schools of Choice options.

The following summary shows that the 11 LISD constituent school districts enrolled 4,012 students on the fall count date (October 4, 2023) under Michigan's Schools of Choice law. From that total, 3,487 students reside within the Lenawee ISD and have been accepted for membership under Section 105.

This fall, local districts enrolled 525 students from districts located in an intermediate school district contiguous to the Lenawee ISD. These students have been accepted for membership under Section 105c.

For the current school year, Schools of Choice enrollments increased by 140 students (3.6%) from last fall, as compared to an increase of 42 students (1.1%) in the prior year. Students from districts within the county increased by 131, while those attending through Section 105c increased by 9.

2023-2024 SCHOOLS OF CHOICE SUMMARY - unaudited
(as of October 4, 2023)

	RESIDENT DISTRICTS											Total Sec 105 Students	Total 105c Students	Total students received by SOC
	Addison 46020	Adrian 46010	Blissfield 46040	Britton-Deerfield 46050	Clinton 46060	Hudson 46080	Madison 46090	Morenci 46100	Onsted 46110	Sand Creek 46130	Tecumseh 46140			
EDUCATING DISTRICTS														
Addison		0	0	0	0	35	0	0	21	0	0	56	119	175
Adrian	7		22	2	4	8	185	5	28	20	54	335	13	348
Blissfield	0	65		69	0	0	16	6	3	25	7	191	31	222
Britton-Deerfield	0	11	16		3	0	0	0	0	0	90	120	17	137
Clinton	2	41	2	13		0	1	0	38	0	341	438	64	502
Hudson	50	39	1	0	1		8	100	8	6	2	215	192	407
Madison	3	820	30	2	6	16		7	9	42	34	969	5	974
Morenci	0	2	0	0	0	21	4		0	8	2	37	14	51
Onsted	96	104	0	0	8	11	1	1		2	30	253	45	298
Sand Creek	3	233	10	1	0	22	33	72	8		5	387	3	390
Tecumseh	9	323	17	48	54	2	17	1	14	1		486	22	508
Total students leaving by SOC	170	1,638	98	135	76	115	265	192	129	104	565	3,487	525	4,012

Net Change 105 (within county)	-114	-1303	93	-15	362	100	704	-155	124	283	-79
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Grand Total Net Change SOC	5	-1,290	124	2	426	292	709	-141	169	286	-57
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*105c See MI School Data for more information on students enrolled in out-of-county districts.

Staff Resources

1. Personnel Update

(Dan Garno)

a. Volunteer Services, Employment, and Contract Services

Note: Compensation represented in total for the full annual term and will be prorated on actual days/time worked of the defined full annual term.

Name	Position	Compensation / Other Approval	Term
Michelle Andrews	Special Education Teacher Assistant	Beginning base pay \$29,775/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Brian Cagle	Bus Assistant	\$16.08/hourly. Other compensation per the Personnel Positions Book.	Part-time, As needed
Jeff Davis	Constituent District Technology Coordinator	\$46,470/salary. Other compensation per the Personnel Positions Book.	Reassignment, Full Time, 250 Work Days
Diane Ellenwood	Bus Assistant	\$17.27/hourly. Other compensation per the Personnel Positions Book.	Part-time, As needed
Chelsea Ekquist	CTE – Teacher	N/A	LOA eff: 1/13/23-3/18/23
Amy McClelland	School Social Worker	N/A	LOA eff: 1/27/23-2/28/23
Lindsay Nicknair	Occupational Therapist	N/A	LOA eff: 4/1/24-5/24/24
Jessie Solis	Teacher Assistant	N/A	LOA eff: 2/11/23-12/22/23

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.

Moved by: _____ Supported by: _____

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

2. Update on Position Vacancies

(Dan Garno)

Summary: The following position vacancies exist at this time in the District. Each time a position becomes vacant a thorough evaluation ensues as to whether the position needs to be filled or whether it could be combined with another position(s). During this time of budget instability, these positions are being evaluated even more thoroughly.

Administrative Services

- One Secretary – ESC, Staff Resources & Facilities/Maintenance. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Instruction and General Services

- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Five Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.

- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- Two Special Education Teachers (Maurice Spear Campus). These permanent, full-time positions are available due to resignation and retirement. The positions have been posted and applications are being accepted.
- One ASD Consultant. This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- Two School Social Workers. These permanent, full-time positions are available due to reassignment. The positions have been posted and applications are being accepted.
- Two Special Education Teachers– CI. These permanent, full-time positions are available due to resignation and additional student need. The positions have been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Regional Secretary. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

3. Minimum Wage Law Change

(Courtney Williams)

As reported last to the Board in January 2021, Michigan Governor Rick Snyder signed into law on December 14, 2018, Public Act (PA) 368 of 2018, a revision which would raise the State of Michigan's minimum wage each year beginning in 2019 through 2030. These yearly increases will not take effect if the state unemployment rate is 8.5 percent or greater for the calendar year preceding the calendar year of the prescribed increase.

Effective January 1, 2024, Michigan's hourly minimum wage will increase to \$10.33 from the current \$10.10. The LISD will ensure compliance with this increase. In the future, the LISD will recognize any increases to the minimum wage as required under PA 368. We will keep the Board informed of any additional changes regarding PA 368.

Policies Updates

1. Recommended Board Policy Amendments

(Mark Haag)

At the December 4, 2023, regular meeting of the LISD Board of Education, the Board authorized the transition from NEOLA to the Thrun Law Firm for its Board Policy service. Although the full transition from NEOLA to Thrun policy templates is not expected to be completed until summer 2024, Thrun has recommended immediate changes to certain policies due to recently enacted changes to Michigan's Public Employment Relations Act (commonly referred to as "PERA"), the State School Aid Act, the Revised School Code, and the Teachers' Tenure Act.

Changes to these Acts have varying effective dates. In some instances, changes are effective in mid-February 2024, whereas other changes are not effective until July 1, 2024. As a result, Thrun has recommended that District's act to adopt the policy amendments now, with some changes having an immediate effect (at the time of adoption) and others not taking effect until July 1, 2024.

The proposed policy amendments as presented by Thrun are summarized below:

Proposed New Policy 4108 – Union Activity and Representation Effective Upon Adoption

The NEOLA policy service does not provide for a policy related to union activity and representation, however, this policy addresses District compliance with the Public Employment Relations Act (PERA), including mandatory subjects of bargaining between the District and unions and certain District rights with respect to union employees.

Proposed Policy Amendment 4503-R-School Administrator Evaluation Effective July 1, 2024

The proposed changes address the changes to sections 1249 and 1249b of Michigan's Revised School Code, such as the change to the evaluation rating system from highly effective, effective, minimally effective, and ineffective to effective, developing, and needing support; as well as the change from 40% of the year-end evaluation being based on student growth and assessment data to 20%.

Proposed Policy Amendment 4402-R-Placement Effective July 1, 2024

The proposed changes address the amendments to the Public Employment Relations Act (PERA) recently enacted that make teacher placement decisions a mandatory subject of bargaining as well as amendments to section 1248 of the Revised School Code, which requires clear and transparent procedures for teacher placement decisions.

**Proposed Policy Amendment
4409-R-Non-Renewal of Probationary Teachers
Effective July 1, 2024**

The proposed changes address changes to the Revised School Code and Teachers' Tenure Act related to the termination of probationary teachers.

**Proposed Policy Amendment
4403-R-Performance Evaluation (Professional Staff)
Effective July 1, 2024**

The proposed changes address the changes to sections 1249 and 1249b of Michigan's Revised School Code, such as the change to the evaluation rating system from highly effective, effective, minimally effective, and ineffective to effective, developing, and needing support; as well as the change from 40% of the year-end evaluation being based on student growth and assessment data to 20%. The proposed changes also address the amendments to the Public Employment Relations Act (PERA), which make teacher evaluation a mandatory subject of bargaining.

**Proposed Policy Amendment
4405-R-Reduction in Force and Recall
Effective July 1, 2024**

The proposed changes address amendments to the Public Employment Relations Act (PERA) that make teacher layoff and recall a mandatory subject of bargaining, and changes to section 1249 of the Revised School Code which require clear and transparent procedures for teacher layoff and recall decisions.

**Proposed Policy Amendment
3139 – Professional Staff Discipline
Effective Upon Adoption**

The proposed changes address amendments to the Public Employment Relations Act (PERA) that make teacher discipline a mandatory subject of bargaining.

**Proposed Policy Amendment
3140 – Professional Staff Termination
Effective Upon Adoption**

The proposed changes address amendments to the Teacher Tenure Act related to the termination of probationary and tenured teachers.

The draft policy amendments are being introduced to the Board for review. Pursuant to the LISD's policy adoption process, the proposed policy amendments will be presented to the Board again at the February 5, 2024, Board of Education meeting for consideration of action on the proposed policy amendments.

The draft policy amendments are included with the Board's separate enclosures. The red print represents proposed new language, and the stricken print represents existing policy language proposed for removal.

Board members may contact the Superintendent with any questions or proposed changes to the draft policy.

ADJOURNMENT

Adjournment

Moved by _____, supported by _____ that
the meeting be adjourned.

	YES	NO		
Germond	<input type="checkbox"/>	<input type="checkbox"/>	Approved	<input type="checkbox"/>
Hartley	<input type="checkbox"/>	<input type="checkbox"/>	Disapproved	<input type="checkbox"/>
Pray	<input type="checkbox"/>	<input type="checkbox"/>	No Action	<input type="checkbox"/>
Holtz	<input type="checkbox"/>	<input type="checkbox"/>	Tabled	<input type="checkbox"/>
Wingerd	<input type="checkbox"/>	<input type="checkbox"/>		

Meeting adjourned at _____ p.m.

Attachments



MINUTES OF THE LENAWEE INTERMEDIATE SCHOOL DISTRICT BOARD OF EDUCATION MEETING

Regular December Board Meeting

December 4, 2023, 4:00 p.m.

The meeting was conducted both in person at the LISD Education Service Center and electronically in accordance with section 3a of Michigan's Open Meetings Act, MCL 15.263a.

Call to Order

The meeting was called to order at 4:00 p.m. by Board Vice-President James Hartley.

Attendance

MEMBERS PRESENT: James Hartley, David Pray, Paula Holtz, Dale Wingerd

MEMBERS ABSENT: Richard Germond

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Jenny Heath, Brian Jones, Janine Decker, Kim Dusseau (virtual), Elaine Stoerger (virtual), John Hill, Ben Murray, Mats Holm, Alena York, Kyle Hoffman

OTHERS PRESENT: none

Set Agenda

- ✓ **Moved by Wingerd supported by Holtz that the LISD Board of Education set the agenda as presented.**

Yes: 4, No: 0; motion carried.

Staff of the Month

Ben Murray, LISD TECH Center Principal, presented the December 2023 Staff of the Month Award to Brianna Gillespie, Learning Assistant. Brianna was unable to attend the meeting,

Comments from the Public

None

Approve Previous Meeting Minutes and Financial Reports

- ✓ **Moved by Pray, supported by Wingerd, that the LISD Board of Education approve/accept the following items:**

- **Approve the minutes of the October 30, 2023, rescheduled November Board meeting.**
- **Financial reports.**

Yes: 4, No: 0; motion carried.

Financial Reports

Financial Data Reports for the Month Ending October 31, 2023

	Gen. Svcs.	Sp. Ed.	CTE
Revenues to Date	\$ 5,198,209	\$ 5,013,186	\$ 3,373,177
Expenditures to Date	\$ 3,098,254	\$ 3,814,533	\$ 2,885,476
Fund Balance	\$ 6,935,426	\$ 1,819,425	\$ 8,378,432

Projected December 2023 Cash Flow

General Svcs.	Tech Fund	Co-op Fund	Sp. Ed.	CTE
\$ 6,014,984	\$ 29,200	\$ 251,448	\$ 3,160,028	\$ (\$19,784)

Capital Projects Cash Balances

General Services	Special Education	CTE
\$ 1,752,275.87	\$ 1,128,944.88	\$ 4,857,776.04

Investments Total: \$35,218,852.77

Oral Report

John Hill, Curriculum Consultant, gave a presentation to the LISD Board of Education on dynamic math experiences with DESMOS classroom.

Special Education

Update on LISD Laura Haviland Program

The LISD Laura Haviland Program is a countywide K-12 educational program for students who have severe emotional impairments. Information about the current number of students is shown in the following table.

LISD Laura Haviland Program	Student Capacity	
	December 2022	December 2023
Early Elementary	8 of 10	7 of 10
Upper Elementary	9 of 10	7 of 10
Middle School	12 of 12	10 of 12
High School	12 of 12	12 of 12

Of the thirty-six (36) students who are attending the Laura Haviland program, eight (8) students (22%) are in the process of transition back to their local districts. Students are spending anywhere from one class period to five class periods a day in their local district or work-based learning location. Recently, two students totally transitioned back to their local districts. Student's educational teams meet on a regular basis to determine student's progress and next steps in their transition process.

An additional service provided by Laura Haviland staff includes consultative support to local district teams. So far this school year, Laura Haviland staff have consulted with 10 different students whose local district team is having difficulty creating a plan that is successful for the student. This level of support has proven to be successful. This consultation service continues to provide enough support to teams and students early enough to make a positive difference.

Approval of LISD Special Education Parent Advisory Committee

The Michigan Administrative Rules for Special Education (MARSE) requires each intermediate school district (ISD) establish a Parent Advisory Committee (PAC). A PAC is made up of parents of children with disabilities. Each local school district within the ISD has at least one parent as a member. PAC membership is approved by the ISD Board of Education. The LISD Parent Advisory Committee Bylaws also call for an alternate member in the case of the primary member not being available for a meeting or a vote.

The following individuals are recommended LISD Parent Advisory Committee replacement and alternate members.

District	Replacement Primary Representative
Sand Creek	Rachelle Bell

District	Alternate Parent Representative
Blissfield	Kendra Henley
Britton Deerfield	Meghan Johnson
LISD	Heather Genereaux
Madison	Lily Gamez
Morenci	Tina Mapes
Onsted	Kelly McKelvey
Tecumseh	Michelle Malewitz

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education approve the LISD Special Education Parent Advisory Committee replacement and alternate members.**

Yes: 4, No: 0; motion carried.

The LISD Stubnitz Environmental Education Program 8th Annual Family Fall Celebration

The LISD Stubnitz Family Fall Celebration marked the end of the 2023 fundraising drive held by the Lenawee County Education Foundation on behalf of the LISD Stubnitz Environmental Education Program. The fundraising drive collected \$10,450 from individual and corporate sponsorships and donations for the LISD Stubnitz Environmental Education Program. On October 28, 2023, over 150 attendees visited the Stubnitz Environmental Education Center where the theme this year was “Halloween and Nature.”

Lenawee County Data Warehouse/Analytics Tool

The Lenawee ISD is currently in the final year of a three-year agreement with Illuminate DnA. The LISD would like to develop specifications and seek bids for a data warehousing/analysis tool.

- ✓ **Moved by Wingerd, supported by Holtz that the LISD Board of Education approve the development of specifications and acceptance of bids for a data warehousing/analysis tool.**

Yes: 4, No: 0; motion carried.

Truancy Prevention 2022-2023 Attendance Update

The State of Michigan recently released the updated statewide chronic absence numbers through MI School Data. Chronic absence is defined as missing 10% of the school year for any reason or 18 school days.

Prior to the pandemic, the chronic absence percentage was between 8%-15% each year. By 2021-2022 that number jumped to almost 50% of Lenawee students having missed more than 18 days of school, as noted in the chart below. The 2022-2023 data improved by 20% but is still nearly double the pre-pandemic levels. The statewide average currently sits at 30.8% of students chronically absent.

LISD TECH Center Recommends Purchase of Hydraulic Trainer

At the January 2023 LISD Board of Education meeting, LISD TECH Center staff were granted permission to seek bids for a hydraulic trainer to be shared between the Welding Technology and Engineering, Robotics & Mechatronics programs. The bid from ATS Midwest, LLC. was the only bid that included all elements of the requested bid specifications. ATS Midwest provides Amatrol trainers for other entities in the area and provides a high level of customer service to schools in the region.

- ✓ **Moved by Pray, supported by Wingerd that the LISD Board of Education approve the purchase of a hydraulic trainer from ATS Midwest, LLC. at a cost of \$32,341**

Yes: 4, No: 0; motion carried.

LISD TECH Center Program Annual Review (PAR) Recommendations for 2024-2025

LISD TECH Center Principal Ben Murray and Jenny Heath, Executive Director of CTE & Secondary Programs, presented the LISD TECH Center Program Annual Review (PAR) report to the LISD Board of Education.

- The summary of CTE recommendations for 2024-2025 include the following:
 1. Assess the effectiveness of two LISD TECH Center programs. The programs are Biochemical Technology and Engineering, Design & CAD. Due to enrollment below 60%, these programs will be assessed for effectiveness and efficiency.
 2. Consider the purchase of the following equipment:
 - Audio/Visual systems in Accounting and Graphic Design classrooms (pending sale of Jackson College building).
 - Prep deck in Automotive Collision Repair & Refinish to increase square footage that can be used for painting.
 - ATV side-by-side to be used at Agri-Tech, Horticulture, and Natural Resources.
 - Finishing tool for soil tillage for Agri-Tech.
 - Large format printer for Digital Media Production and Graphic Design.
 - Switch Labs Electric Vehicle Curriculum and Equipment for Engineering, Robotics, & Mechatronics (proprietary vendor).
 - Classroom furniture for C.N.A. and EMT.
 - Classroom furniture for Graphic Design (pending sale of Jackson College building).
 - Three compartment sink and washer/dryer for Hospitality Services lab.

- Replacement desktop computers and monitors for Computer Information Services.
- Replacement laptops for Marketing & Entrepreneurship.
- 3. Expand support for credential attainment.
 - Increase industry-recognized certification opportunities through LenTech for students in Automotive Collision Repair & Refinish, Machining & CAM, Marketing & Entrepreneurship, Natural Resources, Residential Construction, and Welding Technology. Assess adding additional programs in the future.
 - Increase opportunities for college credit attainment through the College Now program.
 - Increase opportunities and access to education and skill attainment by aligning industry-recognized certification opportunities in each program.
- 4. Increase work-based learning opportunities through authentic and career-focused training in all programs.
- 5. Upgrade classroom flooring: Upgrade flooring in Graphic Design, Accounting, and Marketing & Entrepreneurship classrooms (pending sale of Jackson College building).
- 6. Explore CTE Early Middle College programs at the LISD TECH Center. Explore opportunities that can help students in LISD TECH Center programs obtain associate degrees or certificates with local postsecondary institutions.
- It is recommended to offer a total of 28 LISD CTE programs next school year, 2024-2025. This includes 28 morning and afternoon CTE programs. It is recommended to research additional programs that may be offered to Lenawee County students in the future.
- Each of the 28 LISD CTE programs for 2024-2025 will provide the opportunity for LISD TECH Center students to demonstrate proficiency towards earning high school core academic credit, articulated (free) college credit, dual enrollment credit, concurrent enrollment, career and technical education credit, as well as certifications while attending LISD TECH Center (CTE) programs.
- The 28 LISD CTE day programs' curricula will continue to be updated to align to the state CTE standards or competencies, business and industry needs, and Michigan Merit Curriculum. In addition to the day programs, the opportunities for students to participate in dual enrollment, concurrent enrollment, and work-based learning (co-op, on-the-job training, job shadowing, and apprenticeships) will continue.
- Local school districts have the discretion of awarding Michigan Merit Curriculum for CTE programs. The LISD TECH Center will continue to work with local districts to provide documentation on curriculum alignment to state standards.

Office of the Superintendent Finance & Administrative Services

Summer Tax Collection

Under current Michigan law, the Board of Education is required to grant the annual authorization to continue a summer tax levy for the upcoming fiscal year prior to January 1, 2024.

- ✓ **Moved by Wingerd, supported by Holtz that the LISD Board of Education approve the Annual Summer Tax Resolution authorizing Lenawee Intermediate School District to levy a summer tax collection in 2024, and authorize the Superintendent and/or his designee to negotiate on behalf of this district with the governing body of each city and/or township in which the district is located, for the reasonable expenses for collection of the District's summer property tax levy.**
Yes: 4, No: 0; motion carried.

Local District Reimbursement for Special Education Costs

The total audited Special Education reimbursement allocation to local districts for the year ended June 30, 2023, was \$7,369,436. This amount included \$7,000,000 from Act 18 funds; Medicaid Outreach and Medicaid School Based Health Services provided the remaining \$399,436. It is believed that the School State Aid payments made directly to local districts for their Special Education costs plus LISD's reimbursements covered the majority of Special Education expenses incurred directly by local districts last year. The first of three Special Education local district payments for the 2023-2024 fiscal year will occur in December 2023. This payment will also include the 15% retainage withheld from the 2022-2023 Special Education allocation for local districts for the year ended June 30, 2023, plus 17.5% of the budgeted current year Act 18 amount.

First Revision Budget and Financial Overview

The First Revision Budget was presented to the LISD Board of Education for Board action. The budget booklet includes line-item details and budget summaries for nine different funds. The first revision to LISD's proposed budgets for 2022-2023 reflects a continued position of financial strength and positive fund balances. This is the first of two planned budget revisions for the 2022-2023 fiscal year. The final budget revision for this year is expected to be presented during the month of June 2023.

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education amend the 2023-2024 fiscal year budgets and adopt the attached formal resolutions which amend the 2023-2024 fiscal year budget as follows:**
 - 1) **approve First Revision General Services Fund expenditures in the amount of \$14,772,141,**
 - 2) **approve First Revision Special Education Fund expenditures in the amount of \$35,239,941,**
 - 3) **approve First Revision Career Technical Education Fund expenditures in the amount of \$15,875,491, for combined total expenditures of \$65,887,573,**
 - 4) **approve First Revision General Services Capital Projects fund expenditures in the amount of \$634,125,**
 - 5) **approve First Revision Special Education Capital Projects fund expenditures in the amount of \$1,089,988,**
 - 6) **approve First Revision Career Technical Education Capital Projects fund expenditures in the amount of \$4,581,395, with combined expenditures totaling \$6,305,508,**
 - 7) **approve the First Revision Health Insurance Consortium fund expenditures in the amount of \$22,251,579,**
 - 8) **approve the First Revision Lenawee/Monroe Technology Consortium Fund with expenditures in the amount of \$1,232,054, and**

9) approve the First Revision Cooperative Services Fund expenditures in the amount of \$270,878 for the 2023-2024 fiscal year.

Yes: 4, No: 0; motion carried.

Cooperative Services

Lenawee/Monroe Technology Consortium Works to Obtain Universal Service Funding (USF) for Infrastructure Upgrades

The Lenawee/Monroe Technology Consortium will be conducting a consortium-wide infrastructure upgrade project. The project's scope is to replace and upgrade the core infrastructure for networking devices in all consortium districts. This project should be entirely funded with Category 1 funding because the hardware is essential for internet connectivity for all consortium districts. However, both Lenawee and Monroe County superintendents have approved the use of unutilized Category 2 funding if for some reason the Universal Service Administrative Company (USAC) denies the use of Category 1 funding.

Authorization is requested to develop specifications and seek bids for consortium-wide infrastructure upgrades that will be eligible for Federal Universal Service Fund (USF) reimbursement beginning July 1, 2024, through June 30, 2025.

- ✓ **Moved by Holtz, supported by Pray that the LISD Board of Education authorize staff to develop specifications and seek bids for 2024-2025 USF funding for an infrastructure upgrade project.**

Yes: 4, No: 0; motion carried.

Staff Resources

Personnel Update and Employment Recommendations

Name	Position	Compensation / Other Approval	Term
Janee Garza	GSRP Teacher Assistant	Beginning base pay \$24,149/salary. Other compensation per Personnel Positions Book	Full Time, 188 Work Days
DeeDrea McClain	Special Education Teacher Assistant	Beginning base pay \$22,125/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Shannon Moore	Bus Assistant	\$16.08/hourly. Other compensation per Personnel Positions Book	Part-time, 180-230 Work Days
Patricia Mueller	MPSER Substitute	\$447.78/per diem. Other compensation per Personnel Positions Book	As needed

Name	Position	Compensation / Other Approval	Term
Matthew Udy	Bus Assistant	\$16.08/hourly. Other compensation per Personnel Positions Book	Part-time, 180-230 Work Days

- ✓ **Moved by Pray, supported by Wingerd that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.**
Yes: 4, No: 0; motion carried.

Separation of Employment

Name	Position	Reason	Separation Date
Katherine Cummins	Bus Assistant	Resigned	10/25/2023
Mindy Sloop	Secretary – Curriculum & Instruction	Resigned	11/22/2023

Update on Position Vacancies

Administrative Services

- One Pupil Auditor Assistant. This permanent, part-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Secretary – ESC, Staff Resources & Facilities/Maintenance. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Constituent District Technology Coordinator. This permanent, full-time position is available due to additional need. The position has been posted and applications are being accepted.

Instruction and General Services

- One CTE Teacher Assistant – Hospitality Services. This permanent, full-time position is available due to a new CTE program. The position has been posted and applications are being accepted.
- One CTE Teacher Assistant – Digital Media Production This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Teacher – LISD PREP Academy. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Secretary – Curriculum & Instruction. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Special Education & Strategic Initiatives

- Two Interpreters for the Deaf and Hard of Hearing. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.

- One EI Teacher Consultant. This permanent, part-time position is available due to additional student need. The position has been posted and applications are being accepted.
- Six Speech & Language Pathologists. These permanent, full-time positions are available due to resignation, retirement, and reassignment. The positions have been posted and applications are being accepted.
- Six Special Education Teacher Assistants. These permanent, full-time positions are available due to resignation. The positions have been posted and applications are being accepted.
- One School Psychologist. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Special Education Teacher - Physical Education for Students with Disabilities. This permanent, full-time position is available due to retirement. The position has been posted and applications are being accepted.
- One Secondary Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Teacher – EI. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One Special Education Teacher (Maurice Spear Campus) - This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.
- One ASD Consultant - This permanent, full-time position is available due to reassignment. The position has been posted and applications are being accepted.
- Two School Social Workers - These permanent, full-time positions are available due to reassignment. The position has been posted and applications are being accepted.
- Two Special Education Teachers– CI. These permanent, full-time positions are available due to resignation and additional student need. The position has been posted and applications are being accepted.
- One Early Childhood Special Education Teacher. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Consultant – Behavioral Support. This permanent, full-time position is available due to additional student need. The position has been posted and applications are being accepted.
- One Special Education Regional Secretary. This permanent, full-time position is available due to resignation. The position has been posted and applications are being accepted.

Policies Update

LISD Administration Proposes Switch to Thrun Law Policy Service

The LISD Board of Education adopted the District's current Board Policies provided by NEOLA in August 2014 at a total cost of \$21,100. This included access to NEOLA's policy, administrative regulations, and electronic publishing services. Additionally, the LISD has paid an average annual cost of \$3,357 for policy updates and online publishing (i.e., Board Docs).

After careful consideration, the LISD administration and in-house legal counsel recommend that the LISD switch from NEOLA to the Thrun Law Firm for policy service. The initial, one-time cost for the Thrun Law Firm ISD policy templates is \$8,000. Their current update service fees are capped at \$2,750 annually (this fee is subject to change).

- ✓ **Moved by Holtz, supported by Wingerd that the LISD Board of Education switch its board policy service from NEOLA to the Thrun Law Firm at an initial, one-time cost of \$8,000 and a current, annual update cost of \$2,750. The Board of Education authorizes the Superintendent to take appropriate action to initiate the policy service with the Thrun Law Firm and to provide notice to NEOLA of the LISD's intent to terminate the policy service updates as of May 1, 2024 (as required by contract).**

Yes: 4, No: 0; motion carried.

Office of the Superintendent Reports

Closed Session

It is recommended that the Board enter into closed session for the purpose of discussing the following matter, which is a permitted purpose for meeting in closed session under Michigan's Open Meeting Act, MCL 15.261, et seq.:

- (1) To consider the dismissal, suspension, or disciplining of a student if the public body is part of the school district, intermediate school district, or institution of higher education that the student is attending, and if the student or the student's parent or guardian requests a closed hearing. MCL 15.268 (b).

- ✓ **Moved by Holtz, supported by Wingerd, that the LISD Board of Education enter closed session to consider the disciplining of a student at the request of the student's parent pursuant to Section 8 of Michigan's Open Meetings Act.**

Roll Call Vote: Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes;

Yes: 4, No: 0; motion carried.

Entered closed session at 4:40 p.m.

Closed session adjournment

- ✓ **Moved by Holtz, supported by Wingerd, that the closed session be adjourned and the meeting returned to public session.**

Yes: 4, No: 0; motion carried.

Closed session adjourned at 6:18 p.m.

Student Discipline Resolution

- ✓ **Moved by Wingerd, supported by Holtz, that the LISD Board of Education pass a resolution to suspend a student, whose identity is known to the Board, for the remainder of the 2023-2024 school year.**

Roll Call Vote: Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes;

Yes: 4, No: 0; motion carried.

Closed Session

At the request of the Superintendent, it was recommended that the Board enter into closed session for the purpose of conducting an annual performance review of the

Superintendent, which is a permitted purpose for meeting in closed session under Michigan's Open Meeting Act, MCL 15.261, et seq.:

- ✓ **Moved by Wingerd, supported by Pray, that the LISD Board of Education enter closed session at the request of the Superintendent to conduct an annual performance review of the Superintendent.**
Roll Call Vote: Hartley, yes; Pray, yes; Wingerd, yes; Holtz, yes;
Yes: 4, No: 0; motion carried.

Entered closed session at 6:29 p.m.

Closed session adjournment

- ✓ **Moved by Holtz, supported by Wingerd, that the closed session be adjourned and the meeting returned to public session.**
Yes: 4, No: 0; motion carried.

Closed session adjourned at 6:44 p.m.

Superintendent Annual Evaluation and Employment Agreement

- ✓ **Moved by Holtz supported by Wingerd, that the Board of Education, based on an annual evaluation of LISD Superintendent Mark Haag at the December 4, 2023, meeting of the Board, rates Superintendent Haag's performance as Effective, and as a result of Superintendent's Haag's performance rating, authorizes the following revisions to his employment agreement effective January 1, 2024:**
 - **The Superintendent's contract is extended by one year to December 31, 2026; and**
 - **The Superintendent's salary is increased by 3.5%.**

In addition, the Board President and Vice President/Secretary are authorized to sign the Superintendent's employment agreement on behalf of the Board.

Discussion: The Board of Education concurred with Superintendent Haag's self-evaluation in each of the five components of the evaluation instrument and with his summary comments. The Board makes particular note of Superintendent Haag's exemplary communication and work ethic. The Board also commends Superintendent Haag on the strong leadership team he has assembled and empowered. The Board thanks Superintendent Haag for his dedication and commitment to LISD students and staff and to our constituent districts.

Yes: 4, No: 0; motion carried.

Adjournment

- ✓ **Moved by Wingerd, supported by Holtz that the meeting be adjourned.**
Yes: 4, No: 0; motion carried.

The meeting adjourned at 6:49 p.m.

James Hartley, Secretary, LISD Board of Education

**Lenawee Intermediate School District
General Fund Financial Data Report
For Period Ended November 30, 2023**

.-	2022-2023 Proposed Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 1,568,999	\$ 434,034	27.66%
300 State Sources	6,993,166	5,439,781	77.79%
400 Federal Sources	317,113	201,669	63.60%
Total Revenues	8,879,278	6,075,484	68.42%
500 Incoming Transfers & Other Transactions	399,600	375	0.09%
600 Fund Modifications	3,329,678	1,364,896	40.99%
Total Revenues, Incoming Transfers & Other	12,608,556	7,440,755	59.01%
Expenditures:			
Instruction Expense			
110 Basic Program	821,059	295,255	35.96%
120 Added Needs	83,239	33,690	40.47%
Support Services			
210 Pupil	1,361,481	589,288	43.28%
220 Instructional Staff	3,002,535	1,088,498	36.25%
230 General Administration	877,780	380,069	43.30%
240 School Administration	142,092	51,738	36.41%
250 Business	805,090	310,411	38.56%
260 Operations/Maintenance	288,851	108,438	37.54%
270 Transportation	16,450	741	4.51%
280 Central	2,354,522	900,044	38.23%
290 Other	-	-	0.00%
300 Community Service	688,152	284,776	41.38%
Total Expenditures	10,441,251	4,042,949	38.72%
400-600 Outgoing Transfers & Other Transactions	2,883,688	1,201,402	41.66%
Total Appropriated	13,324,939	5,244,351	39.36%
Excess Revenue (Appropriated)	(716,383)	2,196,404	
Beginning Fund Balance	4,459,737	4,459,737	
Less: Committed Fund Balance	-	-	
Non-Spendable & Unrestricted Fund Balance	\$ 3,743,354	\$ 6,656,141	

**Lenawee Intermediate School District
Special Education Financial Data Report
For Period Ended November 30, 2023**

	2022-2023 Proposed Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 18,786,878	\$ 3,907,888	20.80%
200 Other Sources	1,000	-	0.00%
300 State Sources	10,122,153	2,458,569	24.29%
400 Federal Sources	4,851,047	-	0.00%
Total Revenues	33,761,078	6,366,457	18.86%
500 Incoming Transfers & Other Transactions	695,000	-	0.00%
600 Fund Modifications	13,647	-	0.00%
Total Revenues, Incoming Transfers & Other	34,469,725	6,366,457	18.47%
Expenditures:			
Instruction Expense			
120 Added Needs	14,061,872	793,558	5.64%
Support Services			
210 Pupil	10,187,586	2,810,449	27.59%
220 Instructional Staff	2,484,547	942,562	37.94%
230 General Administration	25,000	7,349	29.40%
240 School Administration	91,668	39,062	42.61%
250 Business	146,000	54,644	37.43%
260 Operations/Maintenance	820,520	309,675	37.74%
270 Transportation	1,631,195	712,623	43.69%
280 Central	453,292	221,698	48.91%
300 Community Service	6,338	4,068	64.18%
Total Expenditures	29,908,018	5,895,686	19.71%
400-600 Outgoing Transfers & Other Transactions	4,148,142	809,030	19.50%
Total Appropriated	34,056,160	6,704,717	19.69%
Excess Revenue (Appropriated)	413,565	(338,260)	
Beginning Fund Balance	9,770,763	9,770,763	
Less: Future Local District Reimbursement	8,484,637	8,484,637	
Non-Spendable & Restricted Fund Balance	\$ 1,699,691	\$ 947,866	

**Lenawee Intermediate School District
Career Technical Education Financial Data Report
For Period Ended November 30, 2023**

	2022-2023 Proposed Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 13,087,640	\$ 2,669,136	20.39%
300 State Sources	1,873,123	1,022,545	54.59%
400 Federal Sources	204,264	61,635	30.17%
Total Revenues	15,165,027	3,753,316	24.75%
500 Incoming Transfers & Other Transactions	15,000	6,500	43.33%
Total Revenues, Incoming Transfers & Other	15,180,027	3,759,816	24.77%
Expenditures:			
Instruction Expense			
110 Basic Program	195,162	91,689	46.98%
120 Added Needs	7,696,262	2,128,643	27.66%
Support Services			
210 Pupil	1,089,162	326,145	29.94%
220 Instructional Staff	764,706	278,806	36.46%
230 General Administration	249,004	99,700	40.04%
240 School Administration	784,841	309,382	39.42%
250 Business	168,473	88,999	52.83%
260 Operations/Maintenance	1,379,471	529,815	38.41%
270 Transportation	387,786	32,433	8.36%
280 Central	548,379	247,024	45.05%
290 Other	3,700	-	0.00%
300 Community Service	391,807	127,708	32.59%
Total Expenditures	13,658,753	4,260,345	31.19%
400-600 Outgoing Transfers & Other Transactions	1,852,683	555,866	30.00%
Total Appropriated	15,511,436	4,816,211	31.05%
Excess Revenue (Appropriated)	(331,409)	(1,056,395)	
Beginning Fund Balance	8,350,793	8,350,793	
Less: Committed Fund Balance	-	-	
Non-Spendable & Restricted Fund Balance	\$ 8,019,384	\$ 7,294,398	

**LENAWEE INTERMEDIATE SCHOOL DISTRICT
PROJECTED CASH FLOW**

January-24

	GENERAL FUND	TECHNOLOGY CONSORTIUM FUND	COOP FUND	SPECIAL EDUCATION	CAREER TECHNICAL EDUCATION	TOTAL
BEGINNING BALANCE	\$5,686,055	\$71,563	\$275,579	\$6,012,363	\$0	\$12,045,560
PLUS REVENUES*	978,705	0	15,015	7,276,670	3,967,401	12,237,790
WORKING CAPITAL	6,664,760	71,563	290,593	13,289,033	3,967,401	24,283,350
LESS: EXPENDITURES	723,462	31,428	18,127	5,589,476	786,926	7,149,418
BEFORE TRANSFERS	5,941,298	40,135	272,466	7,699,557	3,180,475	17,133,931
TRANSFERS	209,407	0	0	(126,706)	(82,701)	0
ENDING BALANCE	<u>\$6,150,705</u>	<u>\$40,135</u>	<u>\$272,466</u>	<u>\$7,572,852</u>	<u>\$3,097,773</u>	<u>\$17,133,931</u>

NOTES: The Executive Director of Finance and Business Services will be available 30 minutes prior to the beginning of the meeting to review financial reports with LISD Board of Education members.

DATE: December 19, 2023 / January 8, 2024
 TO: Superintendent and LISD Board of Education
 FROM: Executive Director of Finance & Business Services
 RE: Cash & Investment Analysis

<u>Bank</u>	<u>Rate of Interest</u>	<u>Amount</u>	<u>Maturity Date</u>
1. GENERAL SERVICES FUND			
OLD NATIONAL TREASURY ACCOUNT	1.50%	4,375,324.58	N/A
OLD NATIONAL CHECKING ACCOUNT	1.50%	2,506,468.17	
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	59,032.46	N/A
MILAF	4.94%	33,082.91	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	1,066,917.75	N/A
		<u>\$8,040,825.87</u>	
2. GENERAL SERVICES CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	24,408.14	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	1,358,024.51	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	355,861.15	N/A
		<u>\$1,738,293.80</u>	
3. LENAWEEMONROE CONSORTIUM TECHNOLOGY FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	72,706.42	N/A
MICMS	4.94%	12,302.79	N/A
		<u>\$85,009.21</u>	
4. HEALTH PLAN PURCHASING CONSORTIUM			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	22,035.30	N/A
4. COOPERATIVE FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	270,162.52	N/A
AESOP CASH MGMT ACCT.	1.50%	5,698.43	N/A
		<u>\$275,860.95</u>	
5. SPECIAL EDUCATION FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	5,637,158.55	N/A
MiClass	5.00%	3,045,172.18	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	410,771.63	N/A
		<u>\$9,093,102.36</u>	
6. SPECIAL EDUCATION CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	446,914.45	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	535,567.95	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	126,200.11	N/A
		<u>\$1,108,682.51</u>	
7. CAREER TECHNICAL EDUCATION FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	815,102.11	N/A
MiClass	5.00%	6,355,401.74	N/A
PREMIER BANK BUSINESS VALUE		50,000.00	N/A
MILAF +	1.54%	6,470.44	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	1,622,386.59	N/A
		<u>\$8,849,360.88</u>	
8. CAREER TECHNICAL EDUCATION CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	3,128,616.40	N/A
HILLSDALE CO NATIONAL BANK-MMA	1.87%	277,292.32	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	1,404,192.21	N/A
		<u>\$4,810,100.93</u>	
TOTAL CASH & INVESTMENTS		<u><u>\$34,023,271.81</u></u>	