

BOARD OF EDUCATION



Regular February Board Meeting

February 5, 2024
4:00 p.m.

LISD Education Service Center & WebEx

To access the meeting online (audio/visual): <https://bit.ly/3K0wCqj>

- (meeting password, if needed: iPcapCnx542)

To access via phone (audio only):

- Dial: 1-415-655-0001
- Access code: 2622 299 6291
- #

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

LISD Administration

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 FEBRUARY BOARD MEETING

DATE: February 5, 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/3K0wCqj>
• (meeting password, if needed: iPcapCnx542)

To access via phone (audio only):
• Dial: 1-415-655-0001
• Access code: 2622 299 6291#
• 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: February 5, 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

February 5, 2024

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• Financial reports	

Separate Enclosures

- Monthly calendar of events for February and March 2024
- Lenawee/Monroe Technology Consortium – Internet Communications Equipment Proposed Solution
- Recommended Board Policies
- LISD Social Media Report Card 2023 Q4
- MASB Board of Directors Candidate Booklet



STAFF OF THE MONTH



Dawn Stetler



Helen Thomas

From the LISD Values . . .

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

Met Dawn Stetler and Helen Thomas, Culinary Arts Teacher Assistants, the February 2024 recipients of the Staff of the Month Award.

Dawn and Helen have displayed a high level of leadership at the start of the 2023-2024 school year. Taking over a newly renovated Culinary Arts lab, they were able to help finalize a vision for the new space in the absence of a teacher. This dynamic duo was also able to build a strong classroom culture in the Culinary Arts program, promoting professionalism while focusing on TRADES (Teamwork, Responsibility, Attitude, Dependability, Effort, Safety).

Dawn and Helen have been instrumental in the early catering events that have taken place at the LISD TECH Center. Without a lead instructor in the program, it would have been very easy for the Culinary Arts program to pass on hosting our annual advisory meals. Instead, Dawn and Helen pushed on, as they felt the students would benefit too much from catering these events. They truly operate as learner-centered leaders who are putting their students first. They were able to work with the students to menu plan, order food, and execute the cooking for the LISD TECH Center advisory dinner and breakfast events. Both events took place without any issue and numerous members of the community commented on the high level of professionalism displayed by the students at the LISD TECH Center. This is all because of the great work that Dawn and Helen have done to start out the year!

Congratulations, Dawn and Helen, for the outstanding contributions 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 minutes of the January 8, 2024, regular January 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.”

Data Warehouse Selection Process

Brian Jones, Executive Director of Instruction & General Services, and Karen Rayner, Consultant - Data, Assessment, and Evaluation, will give a presentation to the LISD Board of Education on the data warehouse selection process.

ACKNOWLEDGING STUDENT SUCCESS

M E M O R A N D U M

DATE: February 5, 2024

TO: LISD Board of Education

FROM: Mark Haag, Superintendent

SUBJECT: **ACKNOWLEDGING STUDENT SUCCESS**

Recognition

1. LISD TECH Center Students Compete in Student Organization's District Competition

(Ben Murray)

Summary: LISD TECH Center students attended student organization's district competition. Qualifying students will attend the state competitions held throughout Michigan.

LISD TECH Center DECA Chapter District Conference Results

DECA Inc. is a student organization with more than 215,000 members in all 50 United States, the District of Columbia, Canada, China, Germany, Guam, Mexico, Puerto Rico, and Spain. DECA prepares emerging leaders and entrepreneurs for careers in marketing, finance, hospitality and management in high schools and colleges around the globe. DECA's activities assist in the development of academically prepared, community oriented, professionally responsible, experienced leaders.

Students from the Marketing & Entrepreneurship program participated in the DECA District 4 Conference on January 12, 2024. One student qualified for the DECA State Career Development Conference to be held in Detroit March 14-16, 2024.

Two students were recognized with exam medals for their scores on the exam portion of their event.

Apparel & Accessories Marketing Series

Diego Juarez (Tecumseh) - Exam Medal and State Finalist

Entrepreneurship Team Decision Making

Renee Awad (Adrian) and Luke Barden (Tecumseh) - State Alternates

Marketing Management Team Decision-Making

Griffin Amthor (Onsted) and Samuel Solis (Onsted) - State Alternates

Professional Selling Event

Brooke Dilley (Adrian) - Exam Medal and State Alternate

Sports & Entertainment Team Decision Making

Jayden Duplessis (Clinton) and Kaylie Livingston (Clinton) - State Alternates

SPECIAL EDUCATION

M E M O R A N D U M

DATE: February 5, 2024

TO: Superintendent and LISD Board of Education

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

SUBJECT: **SPECIAL EDUCATION**

1. Lenawee County School’s Annual Special Education Fall 2023 Student Count

(Jody Howard)

The annual special education student count data from the Fall 2023 student count is now available. This data includes the number of students who qualify for and receive special education services. The unaudited Fall 2023 student count is 2,358. This is an increase of 179 students from the Fall 2022 audited count.

	Fall 2020	Fall 2021	Fall 2022	*Fall 2023
Addison	114	97	103	101
Adrian	447	430	436	472
Blissfield	138	138	140	135
Britton Deerfield	68	63	57	54
Clinton	101	94	115	131
Hudson	126	127	153	156
Madison	202	210	222	199
Morenci	86	95	77	78
Onsted	183	206	201	205
Sand Creek	108	101	111	105
Tecumseh	291	334	361	355
LISD	222	217	203	367
Total	2,086	2,112	2,179	2,358

*Fall 2023 count is an unaudited count

The LISD Special Education administrative team has begun to review individual district student count data with other data sets to support discussions with local districts about their delivery of special education programs and services.

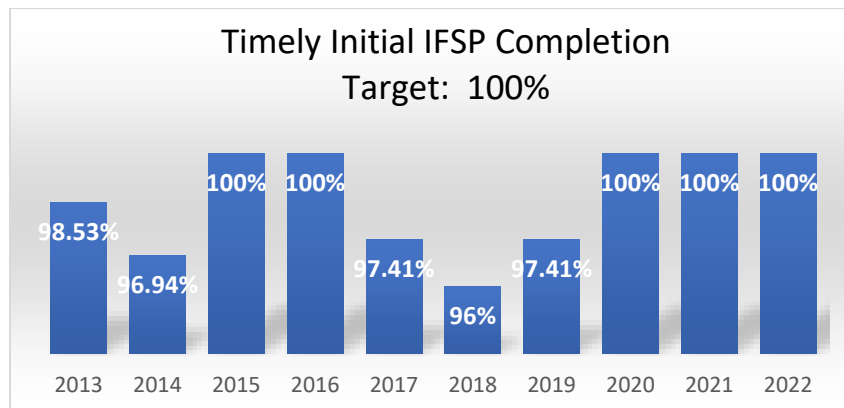
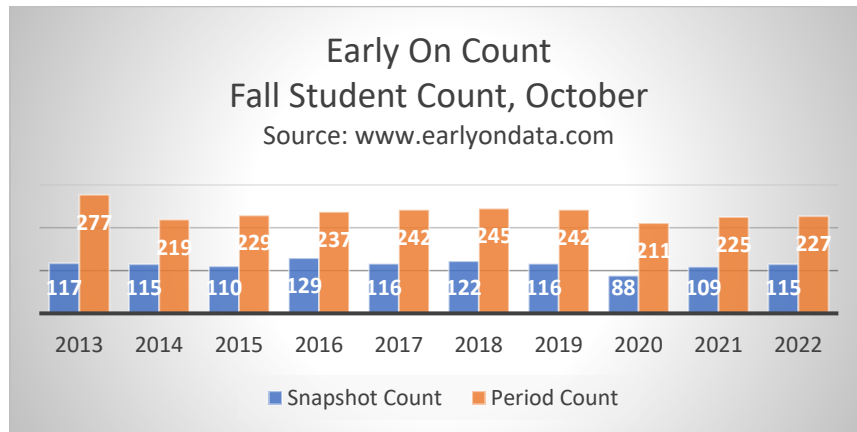
2. Early On Services in Lenawee County

(Megan Karpinski)

The Lenawee Intermediate School District (LISD) has continued to make adjustments to the LISD Early On staffing structure and assignments which continue to support a systematic process for children and families to access services. These staffing adjustments are a part of a multi-year plan to improve service delivery to Lenawee County’s youngest students and their families.

By increasing dedicated assignment of staff time to Early On, the district is better able to process referrals and evaluations in a shorter period of time with fewer steps and limit the number of staff families have to encounter.

Areas reported and monitored through Catamaran, Michigan Department of Education’s monitoring system, show improvement in Lenawee’s data reported through the fall student count. Areas closely monitored include timely initial Individualized Family Service Plan (IFSP) completion and Transition IFSP completion, both of which targets are set at 100% compliance. Below you will find data showing the number of students receiving Early On services and timely initial IFSP completion.



CTE, INSTRUCTION, & GENERAL SERVICES

MEMORANDUM

DATE: February 5, 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. Lenawee County Data Warehouse/Analytics Tool**(Karen Rayner and Brian Jones)**

The Lenawee ISD is currently in the final year of a three-year agreement with Illuminate DnA. Illuminate DnA has not made significant progress in interfacing with the MiDataHub in recent years. Since being purchased by Renaissance, the focus seems to have shifted toward creating assessments and test banks.

LISD staff began a product selection process using a modified Hexagon Tool, part of the LISD Selection Process. This tool allows participants to compare products in six categories. These include questions about the product including evidence/research supporting the product, usability, and supports provided. It also leverages three categories regarding the implementation site. These include the capacity to implement, fit with other initiatives, and the need for the product.

All districts were asked to provide a member to participate on the advisory team. Some specific staff from local districts were also invited to participate due to their knowledge of, and experience with, Illuminate DnA. The advisory team met four times from April to October in 2023.

Four products were reviewed in depth by this team, including Illuminate EduClimer, Illuminate DnA, Google – BrightBytes, and Munetrix. Illuminate DnA and Munetrix representatives came to Lenawee for in-person presentations of their products. A modified version of the Hexagon Tool was applied and the team selected Munetrix. The decision was approved by the Lenawee County Superintendents' Association (LCSA).

Many Lenawee districts are already using some of the Munetrix modules.

District	Current Munetrix Product Use
Addison	Financial Module
Adrian	None
Blissfield	Financial Module
Britton Deerfield	Financial Module
Clinton	Financial Module and Academic Module
Hudson	Financial Module
Madison	Financial Module and Academic Module
Morenci	None
Onsted	Financial Module, Academic Module, and Early Warning Module
Sand Creek	Financial Module and Academic Module
Tecumseh	Financial Module

Specifications were developed and bids were due by Monday, January 15, 2024. Six bids were received and reviewed. One vendor, Munetrix, met the bid requirement of having a functional integration with the MiDataHub. Munetrix also submitted the lowest bid.

Vendor	3 Year Cost
AnalyticVue	\$286,090
EdAnalytics	\$247,000
Inzata	\$280,500
Munetrix	\$229,856
Oxcyon	\$306,675
Schoollytics	\$558,000

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education approve the purchase of the data warehousing/analytics tool provided by Munetrix in the amount of \$229,856.

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. JC/LISD Academy Application and Enrollment Process

(Kim Dusseau)

Students interested in attending the JC/LISD Academy: *A Regional Middle College* can obtain an application for the 2024-2025 school year beginning January 31, 2024, by contacting the JC/LISD Academy or their local Superintendent's office.

Applications will be accepted through May 3, 2024. Students interested in learning more about the JC/LISD Academy can attend the shadow day on February 1, 2024, and/or one of the student/parent information sessions:

February 28, 2024	Information Session, Virtual, 6:00 PM
March 6, 2024	Information Session, 6:00 PM at JC@LISD TECH Room 105
March 14, 2024	Information Session and Dinner, 6:00 PM at LISD TECH Center
March 21, 2024	Information Session, 6:00 PM at JC@LISD TECH Room 105

3. JC/LISD Academy Student Presented with Dr. Martin Luther King, Jr. Student Service Award

(Kim Dusseau)

Summary: JC/LISD Academy student Elise Kruse received the Jackson College Dr. Martin Luther King Jr. Award at the community dinner and program held at Adrian College Tobias Center on January 15, 2024.

JC/LISD Academy student Elise Kruse received the Jackson College Dr. Martin Luther King Jr. Award at the community dinner and program held at Adrian College Tobias Center on January 15, 2024. As an Academy student, Elise is on track to graduate with an Associate Degree in Science (AS) and a Pre-Professional Science Certificate along with her high school diploma by May 2024 - all while maintaining a 4.0 GPA in both her high school and college courses.

Elise has served as a JC/LISD Academy student ambassador, student mentor, and student tutor. She is also employed as a student intern by Jackson College. Furthermore, Elise has performed over 100 hours of community service with the following organizations:

- Habitat for Humanity Pasty Project
- HOPE Center
- Trash pickup at a local park
- Chalk the Walk at Gas Light Village Assisting Living
- Outdoor beautification project at JC @ LISD TECH
- Letters to veterans
- Summer youth hospital volunteer at Rainbow Babies and Children's Hospital
- Little Mews Rescue

- Croswell Opera House

Additionally, Elise is active in the following clubs and organizations:

- Yearbook Club - member & current president
- Student Ambassadors
- Peer Mentors
- Phi Theta Kappa Honor Society
- National Technical Honor Society
- Health Occupation Students of America (HOSA)

Finally, Elise has received numerous awards and honors including:

- Jackson College Dean's List
- College Board National Recognition Program Awardee (Rural/Small-Town Schools)
- Women in Engineering award from Michigan Technological University
- JC/LISD Academy Principal's Award
- LISD TECH Center TRADES Award recipient

4. LISD College Now Initiative

(Sue Ritchey)

During the Fall 2023 semester, LISD TECH Center students were dual enrolled in 307 courses at Adrian College, Jackson College, Siena Heights University, and Michigan Technological University. This includes concurrent college courses integrated into Accounting, Exercise Science and Sports Medicine, Graphic Design, Nursing Preparation, and Welding Technology programs. These students earned 954 college credits collectively.

5. LISD Civil Rights Compliance and Review (CRCR) Audit

(Jenny Heath)

Summary: The Michigan Department of Education Office of Career and Technical Preparation conducted a Civil Rights Compliance and Review (CRCR) Audit of the LISD TECH Center on October 16, 2023.

The Michigan Department of Education Office of Career and Technical Preparation conducted a Civil Rights Compliance and Review (CRCR) audit of the LISD TECH Center on October 16, 2023. Team members for the audit included Jenny Heath, Tom Kasefang, Kyle Hoffman, Dan Garno, Heather Reau, Ben Murray, and Sheila Brugger.

On October 16, staff from the Office of Career and Technical Preparation visited the Lenawee Intermediate School District beginning at the LISD TECH Center. The staff visited all programs at the LISD TECH Center and the LISD Center for a Sustainable Future (CSF). Being a civil rights audit, staff also needed to visit the office of Superintendent Mark Haag as well as compliance officers Dan Garno and Heather Reau.

The audit was successful with the final report indicating a few findings to be addressed. Examples include:

- Sinks – There were several programs at the LISD TECH Center with sinks at the proper height, but there was not sufficient room under the sinks for handicap accessibility.
- Parking – There is not sufficient handicap parking at the CSF. The current handicap parking requires the person with disabilities to cross and/or navigate through traffic to get to the building. A new space(s) is needed near the building entrance.
- Signage – Braille signage is needed at the CSF.
- Other – There were several other minor findings; many of which are already being taken care of by staff.

The LISD TECH Center was required to complete and submit a compliance plan. The compliance plan has been submitted; approval of the plan has not been received.

6. CTE Programs Complete CLNA (Comprehensive Learning Needs Assessment)

(Jenny Heath)

In an effort to assure career and technical education (CTE) needs of all learners are met, the federal government requires the gathering of certain information. The Comprehensive Learning Needs Assessment (CLNA) gathers this information starting at individual district levels working upwards through the state level for submission to the federal agency. The CLNA process involves gathering data, examining recurring needs, creating focused discussions, gathering stakeholder feedback, and making steps to move forward.

The CLNA is divided into six areas including:

- Section 1: Student Performance
- Section 2: Labor Market Alignment
- Section 3: Program Implementation
- Section 4: Progress Towards Implementing Programs of Study
- Section 5: Recruitment, Retention, Training of CTE Teachers
- Section 6: Progress Towards Improving Equity and Access for Special Populations

There are currently six state-approved CTE programs at local districts:

- Addison – Firefighter
- Blissfield – Agriscience
- Hudson – Mechatronics
- Madison – Biomedical Science
- Sand Creek – Agriscience
- Tecumseh – Computer Programming

All six local districts, as well as the LISD TECH Center, have completed the CLNA process. The information has been collected to form the Career Education Planning District (CEPD) 45 CLNA. Each CEPD in Region 22 (Hillsdale, Jackson, and Lenawee) completes the CLNA based on their individual CEPD.

Once the regional data is completed, it will be submitted to the Office of Career and Technical Education (OCTE). The state will then complete a state level CLNA.

OFFICE OF THE SUPERINTENDENT

M E M O R A N D U M

DATE: February 5, 2024

TO: LISD Board of Education

FROM: Mark Haag, Superintendent

SUBJECT: **OFFICE OF THE SUPERINTENDENT REPORTS**

Finance & Administrative Services

1. 2024-2025 Projected Budget Development

(Judy Pfund)

The Lenawee County Equalization office has not shared what the expected change in overall taxable value properties is expected to be for next year. Michigan's constitution requires an inflation rate calculation be used for property tax purposes; it uses the Federal Consumer Price Index to set the rate. For property tax assessments that will be approved in late spring, the official inflation factor will be 5.0% (1.05). This will impact any property that is increasing in value or where there is a difference between taxable value and state equalized value (SEV). The 2024 Capped Value Formula is as follows:

2024 CAPPED VALUE = (2023 Taxable Value-LOSSES) X 1.05 + ADDITIONS

Example: 2023 taxable value of \$100,000 x 1.05= \$105,000 = Tentative 2023 taxable value.

The inflation rate multiplier of 1.05 is also used in the calculation of the 2024 "Headlee" Millage Reduction Fraction required by Michigan Compiled Law (MCL) 211.34d. The formula for calculating the 2024 "Headlee" Millage Reduction Fraction (MRF) is as follows:

$$2024 \text{ MRF} = \frac{(2023 \text{ Taxable Value} - \text{LOSSES}) \times 1.05}{2024 \text{ Taxable Value} - \text{ADDITIONS}}$$

The inflation rate multiplier of 1.05 is also used in the calculation of the 2024 "Headlee" Millage Reduction Fraction required by Michigan Compiled Law (MCL) 211.34d. The formula for calculating the 2024 "Headlee" Millage Reduction Fraction (MRF) is as follows:

Inflation rate multipliers used in the Capped Value and "Headlee" calculations since 2002 are:

2002	1.032
2003	1.015
2004	1.023
2005	1.023
2006	1.033
2007	1.037
2008	1.023
2009	1.044
2010	0.997
2011	1.017
2012	1.027
2013	1.024
2014	1.016
2015	1.016
2016	1.003
2017	1.009
2018	1.021
2019	1.024
2020	1.019
2021	1.014
2022	1.033
2023	1.05
2024	1.05

Lenawee Intermediate School District's boundaries vary slightly from Lenawee County's boundary lines but for planning purposes, LISD's FY2024-2025 budget will be based on the recommendation from the county, as this should be released prior to finalizing the budget.

The January Consensus Revenue Estimating Conference (CREC) was held on January 14, 2024, in Lansing. Updates on revenue estimates were the focus of the meeting providing a glimpse of Michigan's economic outlook based on where state revenues are today. Generally, this is the first piece of the puzzle in beginning projections for next year's budget cycle. The full implications will not be known for some time, but as of today, the School Aid Fund (SAF) is projecting a positive forecast and, with fiscal year 2023 revenues finishing higher than projected in May, beginning balances for both the General Fund (GF/GP) and SAF were higher than originally budgeted.

The January CREC is the first step in the budget process. The Governor's proposed budget plans, scheduled to be released in February, will give a better indication of how she and her team are planning to deal with these issues and how this might affect the SAF. Increased revenue projections do not necessarily translate to enhanced revenues at the LEA or ISD levels.

Pupil Estimates

Overall pupil estimates continue to decline annually.

FY2023-2024

- Local district pupils were adjusted to 1,240,000, which is a 3,100-student decrease from May 2023 estimates
- PSA pupils were adjusted to 151,700, which is a 1,200-student increase from the May 2023 estimates
- Compared to FY2022-2023, local districts are down 8,755 students, and PSA students are up 1,226
- Grand total for all pupils is expected to be 1,391,700

FY2024-2025

- Local district pupils were adjusted to 1,233,500, which is a 4,000-student decrease from May 2023 estimates
- PSA pupils were adjusted to 152,400, which is a 1,400-student increase from the May 2023 estimates
- Compared to FY2023-2024, local districts are down 6,500 students, and PSA students are up 700
- Grand total for all pupils is expected to be 1,385,900

FY2025-2026

- Local district pupils are estimated to total 1,226,500
- PSA pupils are estimated to total 153,100
- Compared to FY2024-2025, local districts are down 7,000 students, and PSA students are up 700
- Grand total for all pupils is 1,379,600

These lower numbers mean there will be slightly more dollars available for distribution as calculated on a per pupil basis.

Bottom Line and Other Considerations

The House and Senate both have chances to propose changes to the budget during the normal legislative process. The second Consensus Revenue Estimating Conference is scheduled for May. That estimate should bring all the variables together to truly see the revenues available to the GF/GP and to the SAF.

In the meantime, districts will be challenged with establishing budget assumptions when preparing FY2024-2025 budgets, and districts will need to be conservative while the process unfolds. Better information will be available as the Governor's and Legislature's self-imposed deadline to finalize the budget gets closer. Additional information on revenue and expense budget assumptions for the upcoming year will be shared during the preliminary budget meeting with local district superintendents and board representatives on April 18, 2024.

2. Special Education Reimbursement

(Judy Pfund)

The first special education reimbursement payment of \$1,190,000 for FY2023-2024 made in December 2023 represents 17% (20% of the 85%) of the budgeted local district reimbursement total. The remaining \$1,050,000 balance from FY2022-2023 and Medicaid Outreach funds in the amount of \$67,884 were also included with the December 2023 disbursements to local districts to settle the prior year total.

LISD's second FY2023-2024 payment in the amount of \$4,165,000 was disbursed in late January. This payout represents 59.5% (70% of the 85%) of total budgeted funds available for FY2023-2024. The third installment (10% of the 85%) is scheduled for distribution following LISD's final budget revision approval by the Board of Education in late June. As previously reported, the 2023-2024 First Budget Revision Act 18 total payout amount is projected to be \$7,000,000, plus \$20,000 for federal Medicaid Outreach and \$303,696 for local Medicaid School Based Health Service payments. The total projected special education payments to local districts in FY2023-2024 is \$7,323,696.

Calculations for individual districts are based on a weighted average, where 90% of the disbursement is based on the percentage of the total special education head count reported by local districts. The remaining 10% is based on head count numbers in individual districts for the high-cost special education categories of visually impaired, physically impaired, and ASD. Lenawee County Superintendents approved this formula in May 2012. Under the previous formula, reimbursement calculations were based on total special education costs incurred by local districts.

Cooperative Services

1. Universal Service Fund - Lenawee/Monroe Technology Consortium – Internet Communications Equipment for FY2024-2025

(Judy Pfund)

Summary: The LISD, acting in its capacity as fiscal and administrative agent for the Lenawee Monroe Technology Consortium, seeks approval to accept the bid for consortium-wide infrastructure upgrades.

As was authorized by the LISD Board of Education at their December 4, 2023, meeting, the LISD, acting in its capacity as fiscal and administrative agent for the Lenawee Monroe Technology Consortium, issued a request for proposal for internet-related services for the member school districts of the Consortium. The LISD received proposals from three vendors. Because some of these services qualify for educational discounts through the Universal Service Fund's E-rate program, the LISD also needs to apply for those discounts during the contract year.

Bid responses are summarized as follows, with the referenced amounts reflecting the total cost of service to the Consortium without the anticipated E-rate discount:

Internet Communications Equipment	Bid
Cytranet	Other Services Bid
InaCOMP TSG	\$2,128,441.12
Sehi	\$656,667.11

Internet Communications Equipment

The LISD received three proposals, one from Cytranet, one from IncaCOMP TSG, and one from Sehi for the internet communications equipment upgrade project. Cytranet did not bid on the requested licenses and provided alternate internet services bids. Sehi was the low bidder with an alternate Hewlett Packard/Aruba solution. This bid met and exceeded requirements for our replacement products. Sehi is a very reputable company in the educational space in Michigan, and, therefore, it is recommended that the LISD Board of Education accept the bid from Sehi at a cost of \$656,667.11 for implementation during the summer of the 2024-2025 fiscal year. A summary of the bid is included under separate enclosures.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education, acting as the fiscal and administrative agent for the Lenawee Monroe Technology Consortium, authorize accepting the bid of \$656,667.11 from Sehi for consortium-wide infrastructure upgrades and authorize the Superintendent and/or his designee to sign all corresponding documents related to the bid, contract, and/or project and submit all required documents necessary to obtain any USF E-rate discounts.

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"/>		

Facilities Updates

1. 2024-2025 Capital Improvement Projects

(Tom Kasefang)

As outlined in Board Policy 7410, each of the LISD buildings and associated grounds are inspected annually to evaluate current conditions and identify any need for updates. Information gathered during these inspections and findings from the 2017 Facilities Assessment is compiled in the LISD's twelve-year capital improvement plan, which allows staff to plan for various projects effectively.

For the 2024-2025 school year, LISD staff are considering the following capital improvement projects:

General Services

William J. Ross Education Service Center (ESC)

- **Stand-by generator** -The existing stand-by generator provides emergency backup power for the entire ESC building and is reaching the end of its useful life. The generator is approximately 25 years old and is vital in supplying emergency power to the Lenawee/Monroe Technology Consortium server room during power outages. Maintaining electrical power in the server room is critical in providing internet service to all Lenawee and Monroe County schools.

Special Education

Milton C. Porter Education Center

- **Flooring improvements** – The red quarry tile in the Milton C. Porter Education Center's south wing has reached the end of useful life. The tile is original to the building and has multiple areas of cracking and wear.
- **Storage cabinetry** - Much of the storage cabinetry throughout the building is old and beginning to fail. The cabinetry is constructed of particle board and wood frames that are in poor condition.
- **Playground improvements** - LISD staff are considering updating the Milton C. Porter Education Center playground. Much of the original equipment has reached the end of its useful life. While the existing playground equipment is inspected monthly for deficiencies, the equipment lacks the ability to engage the students fully.

Laura Haviland Building

- **Window replacement** – Seals on the original aluminum framed windows are failing, causing moisture to collect within the windows.
- **Heating, Ventilation and Air Conditioning system (HVAC)** – The existing HVAC system was installed in 2004 and is reaching the end of its

useful life. The current system comprises two (2) separate high-efficiency furnaces and associated air conditioning components.

Trenton Hills Learning Center (THLC)

- **Window replacement** - existing wood windows are deteriorating, and staff have ongoing issues with the opening mechanisms. The THLC and Laura Haviland window projects were included in the 2023-2024 capital improvement projects but were postponed due to student programming conflicts.
- **Flooring improvements** – existing vinyl composition tile (VCT) is nearing the end of its useful life. The tile in portions of the building has become brittle and is cracking. These flooring improvements were included in the 2023-2024 capital improvement projects but were postponed due to student programming.

Career Technical Education

LISD TECH Center

- **Collision Repair prep deck** - Improvements to the LISD TECH Center Collision Repair lab are being considered. The prep deck, a self-contained unit within the Collision lab, serves as an area for students to prepare vehicles before entering the paint booth. The existing prep deck was installed in 1991 and is in poor condition. Components that control airflow within the prep deck have deteriorated and rusted beyond repair. The new prep deck currently being considered will be equipped with a self-contained heating unit, allowing the prep deck to serve as an additional painting area, reducing wait time for student projects.
- **Asphalt parking lots and drives** – Multiple areas of asphalt at the LISD TECH Center are being considered for replacement. Significant cracking and spalling are present in the large staff parking area, student parking lots, bus parking areas, and the main drive. Improvements will include additional drainage to prolong the life of the new asphalt. In addition, a new parking area will be installed at the LISD TECH Center adjacent to the public safety building.

This new parking area will include an ADA-accessible parking spot and a designated parking area for the LISD TECH Center school bus.

LISD Center for a Sustainable Future (CSF)

- **Parking lot** – A new parking area is being considered at the LISD Center for a Sustainable Future (CSF) campus. During the Civil Rights Compliance Review (CRCR), the coordinator recommended an additional parking area adjacent to the photovoltaic field, eliminating the need to cross the stream of traffic.

The parking area at CSF is inadequate for the staff currently assigned to the CSF campus. The additional parking would help alleviate this problem and satisfy the CRCR findings.

Civil Rights Compliance Review (CRCR)

Multiple deficiencies were identified during the CRCR site visit conducted on October 16, 2023. Items ranging from simple room re-labeling to installing additional parking areas were included in the list of recommendations. While many of these deficiencies will be addressed by the LISD Facilities staff at minimal cost, several items, such as cabinet/countertop modifications, concrete repair, and asphalt work, will require outside contractors.

LISD staff are requesting Board approval to develop bid specifications and seek bids for the 2024-2025 Capital Improvement Projects.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education authorize district staff to develop specifications and seek bids for the 2024-2025 Capital Improvement Projects.

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"/>		

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
Jamar Bonney	Special Education Teacher Assistant	Beginning base pay \$23,400/salary. Other compensation per LIEA Collective Bargaining Agreement.	Full Time, 188 Work Days
Carter Grof	Grad Co-op	\$10.33/hourly. Other compensation per the Personnel Positions Book.	Part-time, As needed
Angela Kuiper	Special Education Teacher Assistant	Beginning base pay \$29,775/salary. Other compensation per LIEA Collective Bargaining Agreement	Full Time, 188 Work Days
Larry Lisenbee	Bus Assistant	\$16.08/hourly. Other compensation per the Personnel Positions Book.	Full Time, 180-230 Work Days
Jolene Nofzinger	Secretary – Staff Resources, Facilities/Maintenance, School Safety, School Support Services	\$16.08/hourly. Other compensation per the Personnel Positions Book.	Full Time, 250 Work Days
Ronald Perkins	Bus Assistant	\$16.08/hourly. Other compensation per the Personnel Positions Book.	Full Time, 180-230 Work Days
Renee Retan	Bus Driver	\$19.00/hourly. Other compensation per the Personnel Positions Book.	Full Time, 180-230 Work Days

Elizabeth Duckett	CTE Instructor	N/A	LOA eff: 5/20/24-6/6/24
Sarah Newell	Speech Language Pathologist	N/A	LOA eff: 1/25/24-2/7/24
Rebecca Schmidt	School Social Worker	N/A	LOA eff: 3/22/24-6/5/24

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"/>		

b. Separation of Employment

Name	Position	Reason	Separation Date
Barbara Eash	Occupational Therapist	Retirement	06/30/2024
Cheyenne Ely	Grad Co-op	Resigned	01/09/2024
Jody Howard	Assistant Superintendent - Special Education & Strategic Initiatives	Retiring	06/30/2024
Emily Kuenzer	Grad Co-op	Resigned	01/09/2024
JoAnn Leupp	PREP Childcare & GED Coordinator	Retiring	01/25/2024
Emily Peterson	Grad Co-op	Resigned	01/09/2024

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 Custodian II. 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 Special Populations Consultant. This permanent, full-time position is available due to additional student need. 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 positions are available due to retirement and resignation. The positions have 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.

Transportation

1. LISD Staff Request Approval to Develop Specifications and Seek Bids for Possible New Bus and Van Purchases

(Carolee Hartman)

In preparation for the budget planning process for the next school year, the LISD Transportation Department evaluates the current LISD buses and other transportation vehicles to determine if any of our current vehicles are due for replacement. Referring to the LISD Vehicle Replacement chart below, by the 2024-2025 school year, the LISD has identified the need to replace one or more school buses. There may be a need to replace at least one or more of our other LISD vehicles as well, such as vans used for programs and operational purposes. Generally, the typical useful life span of a school bus is defined as the time when the bus is at or near 300,000 miles and/or is 10 years old.

There are typically several dealers and/or manufacturers of school buses and vans that reply to our annual request for bids. LISD staff intend to request enough detail with the bid specifications to allow adequate evaluation of the different types of school buses and assess cost differences between various bus types. At times, we also may receive price breaks for purchasing multiple buses at one time, which will be one of the questions asked in the bid request. Finally, Board authorization is requested to develop specifications and seek bids for different power types: Diesel, diesel-electric hybrid, compressed natural gas (CNG), gasoline, and propane. By requesting proposals for all power types and requesting quantity discounts, LISD staff will be better able to assess the cost-benefit of each bus type and make a purchase recommendation to the Board. At this time, LISD staff are also planning to request separate pricing for one and more than one van purchase, to determine if price breaks are available for purchasing more than one van at a time.

LISD staff are now requesting the Board authorize the development of specifications and approval to seek bids from qualified vendors for the possible purchase of new school buses and vans for the upcoming school year.

Lenawee Intermediate School District Bus Replacement Schedule								
Bus #	Year	Mileage	Date Acquired	Current Condition	Current use	Comments and Concerns	Route #	
10-3	2009	236,164	7/2/2007			Disposed 2021-2022		
10-1	2009	272,326	6/19/2009			Disposed 2023/2024		
10-2	2009	350,020	6/19/2009			Disposed 2023/2024		
13-1	2013	240,548	8/6/2012			Disposed 2023/2024		
14-1	2014	246,379	9/3/2013			Disposed 2023/2024		
11-1	2012	183,153	5/27/2011			Disposed 2023/2024		
11-2	2012	199,050	5/27/2011			Disposed 2023/2024		
13-2	2012	246,539	8/6/2012			Disposed 2023/2024		
15-1	2015	104,995	1/9/2014	Fair	Regular Route	No current concerns for regular route		Tech
17-1	2015	148,691	2/2/2016	Fair	Spare	No current concerns for regular route		
17-2	2017	182,568	7/26/2016	Fair	Spare	No current concerns for regular route		
17-3	2017	172,856	7/26/2016	Fair	Regular Route	No current concerns for regular route		AM
18-1	2018	125,411	9/18/2017	Good	Regular Route	No current concerns for regular route		1
18-2	2018	117,090	9/18/2017	Good	Regular Route	No current concerns for regular route		2
19-1	2019	110,436	9/10/2018	Good	Regular Route	No current concerns for regular route		3
19-2	2019	104,681	9/10/2018	Good	Regular Route	No current concerns for regular route		4
20-1	2019	97,452	9/23/2019	Excellent	Regular Route	No current concerns for regular route		5
20-2	2019	32,219	9/23/2019			Auto accident		X
21-1	2020	91,767	10/27/2020	Excellent	Regular Route	No current concerns for regular route		6

21-2	2020	97,505	10/27/2020	Excellent	Regular Route	No current concerns for regular route	7
21-3	2020	48,555	10/27/2020	Excellent	Regular Route	No current concerns for regular route	8
22-1	2022	33,067	3/17/2022	Excellent	Regular Route	No current concerns for regular route	9
22-2	2022	38,868	3/17/2022	Excellent	Regular Route	No current concerns for regular route	10
23-1	2023	16,978	6/5/2023	Excellent	Regular Route	No current concerns for regular route	11
23-2	2023	14,533	6/5/2023	Excellent	Regular Route	No current concerns for regular route	12
23-3	2023	11,468	9/11/2023	Excellent	Regular Route	No current concerns for regular route	13
24-1	2024	4,256	9/27/2023	Excellent	Regular Route	No current concerns for regular route	14
24-2	2024	9,574	9/28/2023	Excellent	Regular Route	No current concerns for regular route	15
Recommend Disposal for 2023-2024 Fiscal Year							
NOTE: General rule is to move buses to <u>spare use only</u> at either 10 years or 300,000 miles, whichever comes first.							

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education grant permission for staff to develop specifications and seek bids for the possible purchase of new school buses and vans for the upcoming 2024-2025 school year.

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"/>		

Policies Updates

1. Recommended Board Policy Amendments

(Mark Haag)

At the January 8, 2024, meeting of the LISD Board of Education, draft changes to multiple Board policies were introduced for the Board's consideration.

As was noted in the original report provided to the Board, the Thrun Law firm 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 effective date for each policy is reflected in the action item included at the end of this report.

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 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 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 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 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 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 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.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education adopt the following recommended new Board policies and amendments to current Board policies:

- Board Policy 4108 – Union Activity and Representation with an effective date of February 5, 2024
- Board Policy 4503-R-School Administrator Evaluation with an effective date of July 1, 2024
- Board Policy 4402-R-Placement with an effective date of July 1, 2024
- Board Policy 4409-R-Non-Renewal of Probationary Teachers with an effective date of July 1, 2024
- Board Policy 4403-R-Performance Evaluation (Professional Staff) with an effective date of July 1, 2024
- Board Policy 4405-R-Reduction in Force and Recall with an effective date of July 1, 2024
- Board Policy 3139 – Professional Staff Discipline with an effective date of February 5, 2024
- Board Policy 3140 – Professional Staff Termination with an effective date of February 5, 2024

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"/>		

Office of the Superintendent Reports

1. Information Technology Network Managed Detection and Response Services

(Mats Holm)

Technology continues to be a critical component of the LISD's operations. From communication to student instruction, technology plays an important role in the work of the majority of the LISD's staff and students. As our dependence on technology has grown, so too has the threat of cyberattacks. These attacks have the potential to expose the LISD to operational disruption, substantial financial loss, and legal liability, and have become an area of concern and emphasis with the LISD's insurance provider, SET SEG.

Additionally, in November of 2022, the Jackson County Intermediate School District experienced a ransomware attack that resulted in the closure of school in Jackson and Hillsdale Counties for multiple days and paralyzed school district operations. In August of last year, a cyberattack shut down the University of Michigan's internet service and other IT systems, significantly disrupting the campus just prior to the start of the 2023-2024 academic year.

The LISD's Information Technology team and the Lenawee/Monroe Technology Consortium have taken steps to reduce the District's exposure to cyberattacks. This includes the following:

1. Implementation of multi-factor authentication;
2. Controlled use of information technology network administrative privileges;
3. Implementation of email phishing training and a phish alert button for use with suspicious emails;
4. Implementation of daily server/data backups;
5. Implementation of regular program and application updates to the latest version to promote functionality and security;
6. Implementation and use of web filtering services through the Lenawee/Monroe Technology Consortium;
7. Implementation and use of anti-malware software on all LISD devices;
8. Implementation of enhanced Microsoft licensing on critical accounts to intensify security management and provide analytics tools;
9. Use of non-disclosure agreements with all contractors requiring access to the LISD's IT network for service performance;
10. Review of all program/apps terms and conditions and privacy policies prior to being whitelisted for use by LISD educational programs/services.

As part of the LISD's cybersecurity mitigation efforts, the LISD's Information Technology team would like to purchase 24/7 information technology network managed detection and response services. Managed detection and response services combine advanced analytics, threat intelligence, and human expertise in incident investigation and response deployed at the host and network levels.

A managed detection and response service would monitor for, detect, and help prevent LISD information technology network breaches and intrusions, 24 hours a day, seven days a week, 365 days a year. Services that the LISD’s information technology team does not have the capacity to perform. LISD IT staff do not have the capacity to support and respond to cybersecurity threats and activities on top of all of the other work being performed by the team. Moreover, none of the LISD’s current IT staff are experts in cybersecurity.

In addition to preventing and mitigating information technology network downtime as a result of cyberattacks, the LISD will also seek a solution that provides warranty coverage for any breach. Most systems provide limited coverage for breach-related response expenses if there is a security incident within the environment protected by the managed detection and response service.

According to the latest data breach report by IBM, the average cost of a data breach in 2023 across all industry sectors was \$4.45 million per breach, which represented a 15% increase from the average costs just three years earlier (2020).

It is estimated that managed detection and response services would cost the LISD \$55,000 annually. If approved, these costs would be spread across the LISD’s three major funds (CTE, Special Education, and General Services).

The LISD Information Technology team is requesting authorization from the Board of Education to develop specifications and seek proposals for managed detection and response services.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education authorize District staff to develop specifications and seek proposals for 24/7, 365-day, information technology network/systems cyberattack detection and response services.

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. Audio/Visual System Procurement and Installation

(Mats Holm)

LISD Information Technology (“IT”) staff regularly assess audio/video (“A/V”) equipment placed throughout the LISD’s facilities, while also considering A/V system upgrade and replacement requests from educational program administrators. Through this process, the LISD IT and other staff identify classrooms and meeting rooms in need of A/V system replacement and/or upgrades. The process of identifying rooms in need of system replacement and/or upgrade is currently underway but has not concluded.

The LISD’s standard A/V system generally consists of an interactive, programmable projection system and whiteboard or television monitor(s), and controls for A/V source inputs (i.e., device connectivity) and system controls (i.e., audio volume). System costs vary by the size and use of the room but typically range from \$10,000 to \$15,000 per system installed. However, a more advanced, costly system may be proposed for certain spaces to accommodate the intended use and desired functionality of the room (for example, the Community Room at the LISD Education Service Center features television monitors with wireless connection capabilities and wireless microphones). The cost variance is dependent on the system's features and capabilities.

In an effort to begin the process of replacing and/or improving A/V systems within the LISD, Board of Education authorization is requested to develop A/V system specifications and to seek bids from qualified vendors. Bids will be presented to the Board at a future meeting for consideration prior to moving forward with any product acquisition or installation. Proposed A/V system acquisition and installation costs will be included in the FY2024-2025 budget.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the LISD Board of Education authorize LISD staff to develop specifications and seek bids from qualified vendors for the acquisition and installation of classroom and meeting room audio/visual systems.

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"/>		

3. Michigan Association of School Boards (MASB) Board of Directors Election

(Mark Haag)

The Michigan Association of School Boards (MASB) is accepting votes from member school districts for seats on the MASB Board of Directors. The LISD is part of Region 7, which includes the following ISDs and their constituent districts: Eaton, Hillsdale, Ingham, Jackson, Lenawee, Livingston, Monroe, and Washtenaw. The selected candidate will represent Region 7 on the Board for a three-year term.

The candidates are Sharon Lee representing Ypsilanti Community Schools, Michael McVey representing Saline Area Schools, Jack Temsey representing Eaton RESA, Mary Vincent representing Monroe Public Schools, and Dale Wingerd representing Clinton Community Schools and Lenawee ISD. Candidate profiles are included under separate enclosure.

RECOMMENDED ACTION BY THE SUPERINTENDENT:

It is recommended that the Board of Education select candidate <Candidate Name> for the MASB Board of Directors Region 7 and authorize the Superintendent to cast the District's vote for that candidate.

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"/>		

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 January Board Meeting

January 8, 2024, 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, Dale Wingerd, and Paula Holtz

MEMBERS ABSENT: Richard Germond

LISD STAFF PRESENT: Mark Haag, Jody Howard, Judy Pfund, Dan Garno, Jenny Heath, Brian Jones, Janine Decker, Mats Holm, Kyle Hoffman, Kim Dusseau (virtual), Alison Thompson, Doug McMullen, Ben Murray, Alena York, Eloise Hosken, Andrew Munson, Elaine Stoerger (virtual)

OTHERS PRESENT: Dan Hosken

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

Alison Thompson, Special Education Regional Supervisor, presented the January Staff of the Month award to Eloise Hosken, Job Coach.

Comments from the Public

January is School Board Appreciation Month, and Superintendent Haag expressed his appreciation to the LISD Board of Education for all they do for the LISD.

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

Yes: 4, No: 0; motion carried.

Financial Reports

Financial Data Reports for the Month Ending November 30, 2023

	Gen. Svcs.	Sp. Ed.	CTE
Revenues to Date	\$ 7,440,755	\$ 6,366,457	\$ 3,759,816
Expenditures to Date	\$ 4,042,949	\$ 5,895,686	\$ 4,260,345
Fund Balance	\$ 6,656,141	\$ 947,866	\$ 7,294,398

Projected January 2024 Cash Flow

General Svcs.	Tech Fund	Co-op Fund	Sp. Ed.	CTE
\$ 6,150,705	\$ 40,135	\$ 272,466	\$ 7,572,852	\$ 3,097,773

Capital Projects Cash Balances

General Services	Special Education	CTE
\$ 1,738,293.80	\$ 1,108,682.51	\$ 4,810,100.93

Investments Total: \$34,023,271.81

Oral Report

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

Acknowledging Student Success

LISD TECH Center Students Compete in Student Organization Regional Competition

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.

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.

Special Education

Lenawee ISD District Implementation Team Update

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%. 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.

LISD Young Children Services Begin Fall 2024 Student Transition Process to 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. This year, 41 students are scheduled to transition from LISD preschool classrooms to kindergarten in Fall 2024.

CTE, Instruction and General Services

General Services Mid-Year Update

Fall 2023 LISD General Services Team activities were highlighted for the following activities: Student Engagement professional learning series; Cognitive Coaching seminars; Crucial Conversations®; Multi-Tiered System of Supports; and the 2023-2024 LISD Focus Fund grant to increase curriculum, instruction, and assessment capacity within every Lenawee County school district.

CTE Program Development Plans Request Funding Approval

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 (**funding includes contingencies for some programs):

- Addison Community Schools – Firefighter Program, \$45,000**
 - Blissfield Community Schools – Agriscience Program, \$110,000**
 - Hudson Area Schools – Southern MI Center for Science & Industry Program, \$110,000
 - Sand Creek Community Schools – Agriscience Program, \$55,000
 - Tecumseh Public Schools – Computer Programming, \$110,000**
 - ✓ **Moved by Pray, supported by Holtz, that the LISD Board of Education approve CTE funding to local districts as outlined for a total of \$430,000.00 for renewals. The total recommended amount for approval not to exceed \$430,000.00.**
- Yes: 4, No: 0; motion carried.**

CTE Program Development Plans Request Equipment Funding Approval

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 (**funding includes contingencies for some programs):

- Blissfield Community Schools Agriscience Program – Ag Barn, recommended amount not to exceed \$50,000**
 - Hudson Area Schools Southern MI Center for Science & Industry Program – Collaborative Robot, recommended amount not to exceed \$37,007
 - Tecumseh Public Schools Computer Programming – Monitors/Stands, recommended amount not to exceed \$14,875**
 - ✓ **Moved by Wingerd, supported by Pray, 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.**
- Yes: 4, No: 0; motion carried.**

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

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. A three-year summary of results from the LISD TECH Center follow-up reports was presented to the LISD Board of Education.

Office of the Superintendent Finance & Administrative Services

Budget Development for the Upcoming Fiscal Year

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 the revenue estimates for the current year and start forecasting for 2024-2025. The Governor's budget proposal for the State of Michigan and the determination of state budget priorities is 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.

2023-2024 Fall Membership Count

Local public school districts' fall 2023-2024 K-12 unaudited enrollment counts by FTE as of October 4, 2023, show that public school enrollment decreased by 255.70 FTE (full-time equivalency) from last fall's audited count for a grand total of 14,157.30.

2023-2024 Schools of Choice

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.

Staff Resources

Personnel Update and Employment Recommendations

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

- ✓ **Moved by Wingerd, supported by Pray, that the LISD Board of Education approve the employment recommendations of the Superintendent as presented above.**

Yes: 4, No: 0; motion carried.

Update on Position Vacancies

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.

Minimum Wage Law Change

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.

Policies Updates

Recommended Board Policy Amendments

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 listed below. 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.

- **Proposed New Policy 4108 – Union Activity and Representation - Effective Upon Adoption**
- **Proposed Policy Amendment 4503-R-School Administrator Evaluation - Effective July 1, 2024**
- **Proposed Policy Amendment 4402-R-Placement - Effective July 1, 2024**
- **Proposed Policy Amendment 4409-R-Non-Renewal of Probationary Teachers - Effective July 1, 2024**
- **Proposed Policy Amendment 4403-R-Performance Evaluation (Professional Staff) Effective July 1, 2024**
- **Proposed Policy Amendment 4405-R-Reduction in Force and Recall - Effective July 1, 2024**
- **Proposed Policy Amendment 3139 – Professional Staff Discipline - Effective Upon Adoption**

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

Adjournment

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

The meeting adjourned at 4:50 p.m.

James Hartley, Secretary, LISD Board of Education

**Lenawee Intermediate School District
General Fund Financial Data Report
For Period Ended December 31, 2023**

.-	2023-2024 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 1,648,840	\$ 469,426	28.47%
300 State Sources	8,153,599	6,262,509	76.81%
400 Federal Sources	914,866	207,281	22.66%
Total Revenues	10,717,305	6,939,216	64.75%
500 Incoming Transfers & Other Transactions	460,648	375	0.08%
600 Fund Modifications	3,423,579	1,364,896	39.87%
Total Revenues, Incoming Transfers & Other	14,601,532	8,304,487	56.87%
Expenditures:			
Instruction Expense			
110 Basic Program	961,549	391,113	40.68%
120 Added Needs	90,279	36,935	40.91%
Support Services			
210 Pupil	2,162,581	722,527	33.41%
220 Instructional Staff	3,247,133	1,274,393	39.25%
230 General Administration	928,442	444,210	47.84%
240 School Administration	147,348	62,727	42.57%
250 Business	796,396	375,883	47.20%
260 Operations/Maintenance	304,335	134,821	44.30%
270 Transportation	16,600	1,425	8.58%
280 Central	2,339,264	1,013,400	43.32%
290 Other	-	-	0.00%
300 Community Service	874,549	356,537	40.77%
Total Expenditures	11,868,476	4,813,971	40.56%
400-600 Outgoing Transfers & Other Transactions	2,903,665	1,224,911	42.19%
Total Appropriated	14,772,141	6,038,882	40.88%
Excess Revenue (Appropriated)	(170,609)	2,265,604	
Beginning Fund Balance	4,928,523	4,928,523	
Less: Committed Fund Balance	-	-	
Non-Spendable & Unrestricted Fund Balance	\$ 4,757,914	\$ 7,194,127	

**Lenawee Intermediate School District
Special Education Financial Data Report
For Period Ended December 31, 2023**

	2023-2024 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 18,991,702	\$ 4,095,335	21.56%
200 Other Sources	500	-	0.00%
300 State Sources	11,243,869	3,307,738	29.42%
400 Federal Sources	4,920,771	83,969	1.71%
Total Revenues	35,156,842	7,487,042	21.30%
500 Incoming Transfers & Other Transactions	625,000	-	0.00%
600 Fund Modifications	13,829	-	0.00%
Total Revenues, Incoming Transfers & Other	35,795,671	7,487,042	20.92%
Expenditures:			
Instruction Expense			
120 Added Needs	14,705,577	3,666,437	24.93%
Support Services			
210 Pupil	10,641,328	3,626,923	34.08%
220 Instructional Staff	2,614,277	1,144,144	43.77%
230 General Administration	25,000	7,367	29.47%
240 School Administration	106,202	46,681	43.96%
250 Business	156,500	57,497	36.74%
260 Operations/Maintenance	922,256	367,220	39.82%
270 Transportation	1,908,191	898,256	47.07%
280 Central	471,159	247,194	52.47%
300 Community Service	11,455	4,720	41.20%
Total Expenditures	31,561,945	10,066,438	31.89%
400-600 Outgoing Transfers & Other Transactions	3,677,996	809,030	22.00%
Total Appropriated	35,239,941	10,875,468	30.86%
Excess Revenue (Appropriated)	555,730	(3,388,426)	
Beginning Fund Balance	9,991,870	9,991,870	
Less: Future Local District Reimbursement	8,790,244	8,790,244	
Non-Spendable & Restricted Fund Balance	\$ 1,757,356	\$ (2,186,800)	

**Lenawee Intermediate School District
Career Technical Education Financial Data Report
For Period Ended December 31, 2023**

	2023-2024 First Revision Budget	Year-To-Date Actuals Cash Basis	Percent of Budget
Revenues:			
100 Local Sources	\$ 13,360,960	\$ 2,815,714	21.07%
300 State Sources	2,437,184	1,215,325	49.87%
400 Federal Sources	216,499	61,635	28.47%
Total Revenues	16,014,643	4,092,674	25.56%
500 Incoming Transfers & Other Transactions	25,000	7,800	31.20%
Total Revenues, Incoming Transfers & Other	16,039,643	4,100,474	25.56%
Expenditures:			
Instruction Expense			
110 Basic Program	167,479	92,951	55.50%
120 Added Needs	7,866,302	2,565,242	32.61%
Support Services			
210 Pupil	933,227	381,612	40.89%
220 Instructional Staff	801,513	319,740	39.89%
230 General Administration	265,269	120,844	45.56%
240 School Administration	832,767	371,838	44.65%
250 Business	152,002	94,660	62.28%
260 Operations/Maintenance	1,531,291	638,020	41.67%
270 Transportation	419,138	42,432	10.12%
280 Central	593,173	286,113	48.23%
290 Other	5,200	-	0.00%
300 Community Service	385,658	162,168	42.05%
Total Expenditures	13,953,019	5,075,620	36.38%
400-600 Outgoing Transfers & Other Transactions	1,922,472	555,866	28.91%
Total Appropriated	15,875,491	5,631,486	35.47%
Excess Revenue (Appropriated)	164,152	(1,531,012)	
Beginning Fund Balance	9,707,453	9,707,453	
Less: Committed Fund Balance	-	-	
Non-Spendable & Restricted Fund Balance	\$ 9,871,605	\$ 8,176,441	

**LENAWEE INTERMEDIATE SCHOOL DISTRICT
PROJECTED CASH FLOW**

February-24

	GENERAL FUND	TECHNOLOGY CONSORTIUM FUND	COOP FUND	SPECIAL EDUCATION	CAREER TECHNICAL EDUCATION	TOTAL
BEGINNING BALANCE	\$5,564,008	\$38,086	\$263,884	\$2,993,878	\$2,993,878	\$11,853,735
PLUS REVENUES*	823,911	0	12,897	3,902,134	2,256,143	6,995,085
WORKING CAPITAL	6,387,918	38,086	276,782	6,896,012	5,250,021	18,848,819
LESS: EXPENDITURES	701,630	30,983	17,419	1,599,810	892,663	3,242,505
BEFORE TRANSFERS	5,686,288	7,103	259,363	5,296,202	4,357,359	15,606,315
TRANSFERS	209,407	0	0	(126,706)	(82,701)	0
ENDING BALANCE	<u>\$5,895,695</u>	<u>\$7,103</u>	<u>\$259,363</u>	<u>\$5,169,497</u>	<u>\$4,274,657</u>	<u>\$15,606,315</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: January 24, 2024 / February 5, 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%	4,146,298.49	N/A
OLD NATIONAL CHECKING ACCOUNT	1.50%	1,400,396.51	
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	743,874.03	N/A
MILAF	4.94%	33,231.35	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	1,070,782.90	N/A
		<u>\$7,394,583.28</u>	
2. GENERAL SERVICES CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	146,161.10	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	1,369,848.94	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	355,861.15	N/A
		<u>\$1,871,871.19</u>	
3. LENAWEЕ/MONROE CONSORTIUM TECHNOLOGY FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	37,515.51	N/A
MICMS	4.94%	12,356.60	N/A
		<u>\$49,872.11</u>	
4. HEALTH PLAN PURCHASING CONSORTIUM			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	148,637.83	N/A
4. COOPERATIVE FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	261,000.39	N/A
AESOP CASH MGMT ACCT.	1.50%	5,718.60	N/A
		<u>\$266,718.99</u>	
5. SPECIAL EDUCATION FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	1,251,246.59	N/A
MiClass	5.00%	3,059,078.23	N/A
5/3 BUSINESS MGMT. ACCT.	2.05%	414,303.02	N/A
		<u>\$4,724,627.84</u>	
6. SPECIAL EDUCATION CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	432,418.76	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	535,567.95	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	126,657.29	N/A
		<u>\$1,094,644.00</u>	
7. CAREER TECHNICAL EDUCATION FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	2,670,690.36	N/A
MiClass	5.00%	6,387,849.19	N/A
PREMIER BANK BUSINESS VALUE		50,000.00	N/A
MILAF +	1.54%	6,499.32	N/A
PREMIER BANK-INSURED CASH SWEEP	4.00%	1,622,386.59	N/A
		<u>\$10,737,425.46</u>	
8. CAREER TECHNICAL EDUCATION CAPITAL PROJECTS FUND			
OLD NATIONAL CASH MGMT. ACCOUNT	1.50%	3,124,808.07	N/A
HILLSDALE CO NATIONAL BANK-MMA	1.87%	277,713.96	N/A
OLD NATIONAL INVESTMENT MGMT ACCT.	3.00%	1,404,192.21	N/A
		<u>\$4,806,714.24</u>	
TOTAL CASH & INVESTMENTS		<u>\$31,095,094.94</u>	