MINUTES
BOARD OF EDUCATION
Livonia Public Schools
Regular Meeting
May 19, 2025

President Bradford convened the meeting at 6:33 p.m.

Members Present: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland

Members Absent: Frank

Recognition of National Merit Scholar Finalists	Mrs. Jenkins led the presentation honoring three Churchill High School students for their success in the National Merit Scholarship Program.
Points of Pride Presentation – The Power of Unified	Mrs. Sprow led the presentation highlighting LPS' Unified Athletics and Peer Connections partnerships across the district. Both programs promote equity and inclusion of special education students in athletic and social opportunities across the district. These programs have been a catalyst for fostering healthy relationships among students of all ability levels district-wide while promoting compassion, understanding and acceptance.
District Update from the Superintendent	Superintendent Oquist shared highlights of activities and events happening around the District as well as many District points of pride.
Audience Communications	None
Consent Agenda	It was moved by Mrs. Burton and supported by Mrs. Acosta that the Board of Education of the Livonia Public Schools School District approve the following consent Agenda items: V.A. *Minutes of the Regular Meeting of 4/21/25 VI.C. *Approval of 2025-2026 Leases VI.D. *Approval of Appointment of Auditor VI.E. *Approval of Wayne RESA Budget Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland

	Nays: None
Approval of Sale of Property	It was moved by Mrs. Acosta and supported by Mr. Johnson that the Board of Education of the Livonia Public Schools School District approve the sale of property (Sidwell number 56-012-99-0017-001 for a total of $235,000) on Ann Arbor Trail in Westland to Infinity Homes & CO, LLC for a total of $235,000. Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland Nays: None
Approval of Sale of Bonds	It was moved by Mr. MacFarland and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the resolution to ratify the sale of the third series of 2021 voter approved bonds. Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland Nays: None
Approval of Purchase of Everyday Math Journals	It was moved by Mr. Johnson and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District approve the recommendation to purchase Everyday Mathematics Student Essential Sets for K-4 classrooms from McGraw Hill for $129,245.16 which includes print and digital sets. Teacher licenses provided for free. Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland Nays: None
Teacher for Tenure	It was moved by Mrs. Burton and supported by Mrs. Acosta that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Superintendent and acknowledge that tenure status has been granted to the following teacher, effective of the respective date: Hatsumi Thorson, August 21, 2024 Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland Nays: None

Leave of Absence

It was moved by Mrs. Acosta and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Superintendent and approve the request for a leave of absence as listed below:

Stephanie Scroggins, 2025-2026 school year

Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland
Nays: None

Resignations

The Board was informed of the following resignations, effective on the respective date.

Nichole Holliday, June 6, 2025
Christine Martinez, June 6, 2025

Retirements

It was moved by Mrs. Acosta and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District adopt the attached resolution of appreciation for services rendered by:

Rebecca Barnes

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Rebecca Barnes will retire from the district on June 6, 2025; and,
WHEREAS, Rebecca Barnes has devoted 29 years of dedicated, loyal, and outstanding service to the students Churchill High School as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Rebecca Barnes on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Matthew Bentley

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Matthew Bentley will retire from the district on June 16, 2025; and,
WHEREAS, Matthew Bentley has devoted 26 years of dedicated, loyal, and outstanding service to the students of Garfield Elementary, Nankin Mills Elementary, Roosevelt Elementary and Riley Upper Elementary as a teacher; and,
WHEREAS, He has made many contributions to the educational profession and has touched the lives of countless students during his tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Matthew Bentley on his years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for his retirement.

Peggy Brissette

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Peggy Brissette will retire from the district on June 30, 2025; and,
WHEREAS, Peggy Brissette has devoted 25 years of dedicated, loyal, and outstanding service to the students of Cleveland Elementary, Garfield Elementary, Riley Elementary, Riley Upper Elementary and Coolidge Elementary as a teacher, elementary learning specialist and elementary literacy coach; and,

WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Peggy Brissette on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Melinda Bush

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Melinda Bush will retire from the district on June 15, 2025; and,
WHEREAS, Melinda Bush has devoted 35 years of dedicated, loyal, and outstanding service to the students of Livonia Career Technical Center as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Melinda Bush on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Erin Casucci

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Erin Casucci has retired from the district on April 28,2025; and,
WHEREAS, Erin Casucci has devoted 22.5 years of dedicated, loyal, and outstanding service to the students of Johnson Upper Elementary and Rosedale Elementary as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Erin Casucci on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Deborah Elliston

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Deborah Elliston will retire from the district on June 6, 2025; and,
WHEREAS, Deborah Elliston has devoted 30 years of dedicated, loyal, and outstanding service to the students of Coolidge Elementary, Riley Upper Elementary as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Deborah Elliston on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Rebecca Hurula

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Rebecca Hurula will retire from the district on June 12, 2025; and,
WHEREAS, Rebecca Hurula has devoted 29 years of dedicated, loyal, and outstanding service to the students of Roosevelt Elementary and Buchanan Elementary as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Rebecca Hurula on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Angela Jackson-Irvine

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Angela Jackson-Irvine will retire from the district on June 6, 2025; and,

WHEREAS, Angela Jackson-Irvine has devoted 25 years of dedicated, loyal, and outstanding service to the students of Emerson Middle School, Franklin High School as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Angela Jackson-Irvine on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Judy Long

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Judy Long will retire from the district on June 5, 2025; and,
WHEREAS, Judy Long has devoted 19.8 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a paraprofessional at Transportation Department; and,
WHEREAS, She has given conscientious, careful, and loyal service to the students, staff, and community during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby express its deep appreciation to Judy Long for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

David Mitchell

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that David Mitchell will retire from the district on June 30, 2025; and,
WHEREAS, David Mitchell has devoted 25 years of dedicated, loyal, and outstanding service to the students of Holmes Middle School as a teacher; and, WHEREAS, He has made many contributions to the educational profession and has touched the lives of countless students during his tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate David Mitchell on his years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for his retirement.

Kimberly Mitchell

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Kimberly Mitchell will retire from the district on June 30, 2025; and,
WHEREAS, Kimberly Mitchell has devoted 25 years of dedicated, loyal, and outstanding service to the students of Garfield Elementary and Randolph Elementary as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Kimberly Mitchell on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Dianna Petersen

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Dianna Petersen will retire from the district on June 12,2025; and,
WHEREAS, Dianna Petersen has devoted 25 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a driver at Transportation Department; and,
WHEREAS, She has given conscientious, careful, and loyal service to the students, staff, and community during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby express its deep appreciation to Dianna Petersen for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

Barbara Postel
WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Barbara Postel will retire from the district on June 6, 2025; and,
WHEREAS, Barbara Postel has devoted 15 years of dedicated, loyal, and outstanding service to the students of Frost Middle School as a teacher ;and,

WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Barbara Postel on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Jacqueline Price

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Jacqueline Price will retire from the district on June 6, 2025; and,
WHEREAS, Jacqueline Price has devoted 27 years of dedicated, loyal, and outstanding service to the students of Franklin High School as a teacher; and,
WHEREAS, He has made many contributions to the educational profession and has touched the lives of countless students during his tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Jacqueline Price on his years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for his retirement.

Donna Ringler

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Donna Ringler will retire from the district on June 30, 2025; and,
WHEREAS, Donna Ringler has devoted 29 years of dedicated, loyal, and outstanding service to the students of Cleveland Elementary, Tyler Elementary, Garfield Elementary, Cass Elementary and Buchanan Elementary as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Donna Ringler on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Michele Ryan

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Michele Ryan will retire from the district on June 13, 2025; and,
WHEREAS, Michele Ryan has devoted 35 years of dedicated, loyal, and outstanding service to the students of Adams Elementary, Hayes Elementary, Hoover Elementary and Cleveland Elementary as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Michele Ryan on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Pamela Serylo

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Pamela Serylo will retire from the district on June 5, 2025; and,
WHEREAS, Pamela Serylo has devoted 13 years of dedicated, loyal, and outstanding service to the Livonia Public Schools as a driver at Transportation Department; and,
WHEREAS, She has given conscientious, careful, and loyal service to the students, staff, and community during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby express its deep appreciation to Pamela Serylo for her countless contributions to our school system and extends best wishes for an enjoyable and rewarding retirement.

Jeffrey Shoemaker

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Jeffrey Shoemaker will retire from the district on June 9, 2025; and,
WHEREAS, Jeffrey Shoemaker has devoted 29 years of dedicated, loyal, and outstanding service to the students of Stevenson High School as a teacher; and,
WHEREAS, He has made many contributions to the educational profession and has touched the lives of countless students during his tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Jeffrey Shoemaker on his years of service to the educational profession

and expresses publicly its sincere appreciation and offers its best wishes for his retirement.

Kevin Stafford

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Kevin Stafford will retire from the district on June 30, 2025; and,
WHEREAS, Kevin Stafford has devoted 27 years of dedicated, loyal, and outstanding service to the students of Rosedale Elementary as a elementary teacher and elementary support teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Kevin Stafford on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Deborah Trombly

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Deborah Trombly will retire from the district on June 6,2025; and,
WHEREAS, Deborah Trombly has devoted 29 years of dedicated, loyal, and outstanding service to the students of Churchill High School as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Deborah Trombly on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Heather Wickman

WHEREAS, It has been brought to the attention of the Board of Education of the Livonia Public Schools School District that Heather Wickman will retire from the district on June 30, 2025; and,
WHEREAS, Heather Wickman has devoted 30 years of dedicated, loyal, and outstanding service to the students of Frost Middle School, Churchill High School, Stevenson High School and Holmes Middle School as a teacher; and,
WHEREAS, She has made many contributions to the educational profession and has touched the lives of countless students during her tenure with the Livonia Public Schools;
NOW, THEREFORE, BE IT RESOLVED That the Board of Education does hereby congratulate Heather Wickman on her years of service to the educational profession and expresses publicly its sincere appreciation and offers its best wishes for her retirement.

Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland
Nays: None

Approval of Resolution for Wayne RESA Board Election

It was moved by Mrs. Burton and supported by Mr. Johnson that the School Board of the Livonia Public Schools School District adopt a resolution to designate Board of Education Executive Assistant, Teresa Giunta as the local district's Wayne RESA election representative, and Board member Mark Johnson as the alternate. Also move those votes be cast for Wayne RESA Board Candidates, James Beri and Lynda Jackson.

Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland
Nays: None

Second Reading Board Policy GAC – Staff Job-Related Accident/Injury/Assault

It was moved by Mrs. Acosta and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and adopt Board Policy Language for Board Policy GAC – Staff Job-Related Accident/Injury/Assault.

BOARD POLICY GAC
PERSONNEL MAY 19, 2025
STAFF JOB-RELATED ACCIDENT/INJURY/ASSAULT

For the safety and well-being of our staff, the District shall follow established administrative procedures regarding the medical treatment and reporting of job-related injury, illness, or accident, including assault on employees.
The District directs its employees to promptly report to their supervisor all school-related incidents involving injury, illness, accident, damage to property, or threatening behavior against an employee. The administration or staff is directed to immediately investigate the incident. All such incidents and the findings of related investigations shall be promptly reported to the
Human Resources Department.

Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland
Nays: None

Removal of Board Policy GAEB – Assaults on Employees

It was moved by Mr. MacFarland and Mrs. Acosta that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and remove Board Policy GAEB – Assaults on Employees, and its language has been incorporated into Board Policy GAC – Staff Job-Related Accident/Injury/Assault.



RECOMMEND TO REMOVE

BOARD POLICY GAEB

PERSONNEL
ASSAULTS ON EMPLOYEES

JUNE 20, 1988
Reviewed 2/2014

~~The Board of Education directs its employees to promptly report to their supervisor all school-related incidents involving injury, damage to property, or threatening behavior against an employee. The administration or staff is directed to immediately investigate the incident.~~

MOVE TO GAC

Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland
Nays: None

Second Reading Board Policy GAF – Workplace Violence

It was moved by Mrs. Jarvis and supported by Mrs. Burton that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and adopt Board Policy language for Board Policy GAF – Workplace Violence.

BOARD POLICY **GAF**
PERSONNEL **MAY 19, 2025**
WORKPLACE VIOLENCE

Livonia Public Schools is committed to providing students, employees, volunteers, and visitors a safe environment. Accordingly, the school district prohibits acts of violence or threats of violence on school property, at school-sponsored events, or involving school vehicles.

Workplace violence is defined as an act or threat of violence against persons or property that is sufficiently severe, offensive, or intimidating to alter the employment conditions or to create a hostile, abusive, or intimidating work environment for employees. Workplace violence includes, but is not limited to, threats, physical attack, or property damage.

Specific examples of conduct prohibited under this policy include, but are not limited to, the following:

- Physical attack such as hitting, fighting, pushing or shoving another, or throwing objects at an individual.
- Threatening to harm an individual or their family, friends, associates, or their property.
- The intentional destruction or threat of destruction of property owned, operated, or controlled by the district.
- Threatening statements by any means including, but not limited to, phone calls, letters, or other forms of written or electronic communications, including social media.
- Intimidating or attempting to coerce an employee to do wrongful acts.
- Possession or use of firearms, weapons, or other dangerous devices on school property including, but not limited to, parking lots.

Any employee, applicant for employment, student, or board member who has observed or believes that they been the victim of such action(s), must promptly report the incident(s) to the applicable School Administrator or the Administrator of Public Safety. If, for any reason, the individual does not feel that they can report to the applicable School Administrator or the Administrator of Public Safety, they shall promptly report to the Director(s) of Human Resources or Superintendent. The School District has the responsibility for investigating and addressing such complaints.

All employees are prohibited from possessing on district property or vehicles any item to be deemed a dangerous weapon. For the purposes of this policy, dangerous weapons include, but are not limited to, firearms, explosives, knives (with a blade over 3 inches in length), clubs, sticks, martial arts implements or other items which are intended to be used to cause death or inflict bodily harm. All district property, including buildings, grounds, office areas, classrooms, desks, file cabinets, or storage containers are for official district use and employees can have no expectation of privacy in these areas. All district property is at all times subject to examination and inspection by district officials in the discharge of their duty and enforcement of the district's policies.

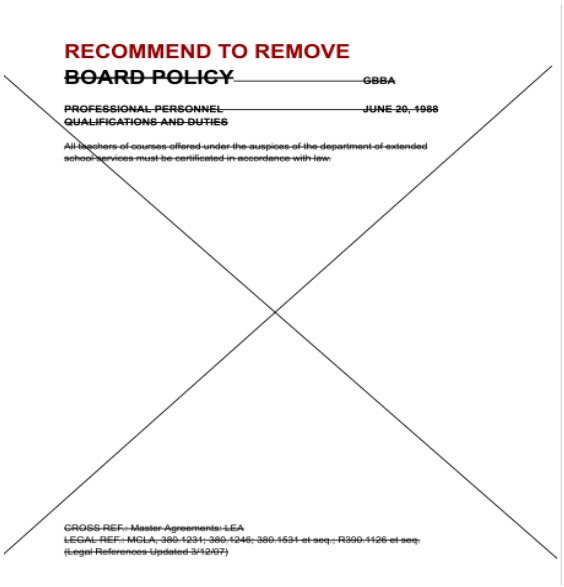
Violations of this policy will result in disciplinary action up to and including discharge.

LEGAL REF.: *Collins v. Blue Cross Blue Shield of Michigan,* 228 Mich App 560, 579 NW2d 435 (1998)

Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland
Nays: None

Removal of Board Policy GBBA – Qualifications and Duties

It was moved by Mr. Johnson and supported by Mrs. Jarvis that the Board of Education of the Livonia Public Schools School District accept the recommendation of the Policy Committee and remove Board Policy GBBA – Qualifications and Duties as its language is redundant with that of Board Policy GBC – Selection & Recruitment of Professional Personnel.



Ayes: Acosta, Bradford, Burton, Jarvis, Johnson, MacFarland
Nays: None

First Reading Board Policy DFF – Post-Issuance Tax Compliance

The Policy Committee has reviewed changes for Board Policy DFF – Post-Issuance Tax Compliance:

BOARD POLICY

DFF

FISCAL MANAGEMENT **SEPTEMBER 17, 2012**
POST-ISSUANCE TAX COMPLIANCE

Debt Compliance Officer
The Director of Business Services shall serve as the Debt Compliance Officer for the District.

The Debt Compliance Officer shall implement procedures for the purpose of monitoring compliance with regard to all tax-exempt or tax-advantaged obligations. The procedures established and implemented by the Debt Compliance Officer shall encourage the timely identification of noncompliance. The Debt Compliance Officer shall ensure that the District maintains a record of such compliance. Further, the Debt Compliance Officer will ensure that this Post-Issuance Debt Compliance Policy and procedures, if any, are updated on a regular and as needed basis, as well as establish procedures designed to detect non-compliance and to address the necessary remedial steps in the event non-compliant actions or inactions are detected.

This Post-Issuance Tax Compliance Policy shall apply to all debt obligations designated as having tax-exempt or tax-credit status issued on behalf of the District. The duties of the Debt Compliance Officer shall include, but not be limited to, the following:

1) oversee and manage compliance with the Code and Regulations, as defined above, as well as other general requirements;

2) monitor the use of proceeds from debt obligations, and ensure that such use is proper and timely, all in compliance with the Code and Regulations;

3) supervise timely filings of reports or forms required by state and federal agencies as applicable;

4) monitor arbitrage, yield restriction and rebate requirements under the Code;

5) develop training programs, as necessary, for the purpose of training individuals responsible for the proceeds of the tax-exempt or tax-advantaged debt;

6) monitor compliance with six-month, 18-month or 2-year spending exceptions, if applicable; and

7) establish procedures to address and remediate non-compliance with state or federal law immediately upon the discovery of such non-compliance.

External Advisors/Documentation
The District shall consult with bond counsel and other legal counsel, ~~and~~ advisors, and other professionals, as needed, ~~throughout the issuance of~~ while an Obligation is outstanding to identify requirements and to establish procedures necessary or appropriate so that the

Obligation and the District will continue to qualify for tax-exempt status or tax credit status, as applicable, including any remedial actions. -

The District also shall consult with advisors, bond counsel or other legal counsel, and other professionals as needed, following issuance of an Obligation to ensure that all applicable post-issuance requirements in fact are met. This shall include, without limitation, consultation in connection with any potential changes in use of assets financed (or refinanced) with the Obligations issued. This requirement shall be documented in the tax certificate and/or other documents finalized at or before issuance of the Obligations. The District will provide such advisors with any reasonably requested and available documentation and disclosures for such purpose.

The District shall be responsible to determine (or obtain expert advice to determine) whether arbitrage rebate calculations have to be made for the Obligations. If it is determined that such calculations are or are likely to be required, the District shall engage an advisor (hereinafter "Rebate Service Provider") to assist in the calculation of arbitrage rebate payable in respect of the investment of proceeds from the issuance, or shall otherwise ensure that it has adequate financial, accounting and legal resources of its own to make such calculations.

In lieu of engaging an outside Rebate Service Provider, the District may make a determination that it has sufficient capabilities using its own personnel, supported by its regular accounting and legal advisers, to be able to make the required rebate calculations. Such determination shall be evidenced in writing with specific reference to the personnel and advisers to carry out the calculations, and such written determination shall be maintained in the records of the bond transaction.

The District shall file or cause to be filed all required IRS forms and make any rebate payments required on a timely basis. Unless otherwise provided by the indenture relating to an Obligation, unexpended proceeds shall be held by a trustee or other financial institution, and the investment of bond proceeds shall be managed by the District. The District shall prepare (or cause the trustee or other financial institution to prepare) regular, periodic statements regarding the investments and transactions involving proceeds of the Obligations.

Arbitrage Rebate and Yield

The following requirements shall apply to any Obligation issued by the District for which compliance with arbitrage rebate requirements under the Code and Regulations is required. The Debt Compliance Officer or his/her designee shall be responsible for overseeing compliance with arbitrage rebate requirements under federal tax regulations:

1) If at the time of issuance of any Obligation, based on reasonable expectations set forth in the Tax Certificate or other applicable document(s), it appears likely that the Obligation will qualify for an exemption from the rebate requirement, the District may defer taking any of the actions set forth in the subsection (2). As applicable, nNot later than the time of completion of construction or acquisition of the project paid for with proceeds on an Obligation, and depletion of all funds from the project fund holding the proceeds, the District in consultation with the appropriate professionals shall make a determination if expenditure of the bond proceeds qualified for exemption from the rebate requirements ~~based on spending within 6 month or 18 month period after issuance~~. If a rebate exemption is determined to be applicable, the District shall prepare

Obligation and the District will continue to qualify for tax-exempt status or tax credit status, as applicable, including any remedial actions. -

The District also shall consult with advisors, bond counsel or other legal counsel, and other professionals as needed, following issuance of an Obligation to ensure that all applicable post-issuance requirements in fact are met. This shall include, without limitation, consultation in connection with any potential changes in use of assets financed (or refinanced) with the Obligations issued. This requirement shall be documented in the tax certificate and/or other documents finalized at or before issuance of the Obligations. The District will provide such advisors with any reasonably requested and available documentation and disclosures for such purpose.

The District shall be responsible to determine (or obtain expert advice to determine) whether arbitrage rebate calculations have to be made for the Obligations. If it is determined that such calculations are or are likely to be required, the District shall engage an advisor (hereinafter "Rebate Service Provider") to assist in the calculation of arbitrage rebate payable in respect of the investment of proceeds from the issuance, or shall otherwise ensure that it has adequate financial, accounting and legal resources of its own to make such calculations.

In lieu of engaging an outside Rebate Service Provider, the District may make a determination that it has sufficient capabilities using its own personnel, supported by its regular accounting and legal advisers, to be able to make the required rebate calculations. Such determination shall be evidenced in writing with specific reference to the personnel and advisers to carry out the calculations, and such written determination shall be maintained in the records of the bond transaction.

The District shall file or cause to be filed all required IRS forms and make any rebate payments required on a timely basis. Unless otherwise provided by the indenture relating to an Obligation, unexpended proceeds shall be held by a trustee or other financial institution, and the investment of bond proceeds shall be managed by the District. The District shall prepare (or cause the trustee or other financial institution to prepare) regular, periodic statements regarding the investments and transactions involving proceeds of the Obligations.

Arbitrage Rebate and Yield

The following requirements shall apply to any Obligation issued by the District for which compliance with arbitrage rebate requirements under the Code and Regulations is required. The Debt Compliance Officer or his/her designee shall be responsible for overseeing compliance with arbitrage rebate requirements under federal tax regulations:

1) If at the time of issuance of any Obligation, based on reasonable expectations set forth in the Tax Certificate or other applicable document(s), it appears likely that the Obligation will qualify for an exemption from the rebate requirement, the District may defer taking any of the actions set forth in the subsection (2). As applicable, nNot later than the time of completion of construction or acquisition of the project paid for with proceeds on an Obligation, and depletion of all funds from the project fund holding the proceeds, the District in consultation with the appropriate professionals shall make a determination if expenditure of the bond proceeds qualified for exemption from the rebate requirements ~~based on spending within 6 month or 18 month period after issuance~~. If a rebate exemption is determined to be applicable, the District shall prepare

and maintain a record to support such conclusion. If the transaction does not qualify for rebate exemption, the District shall initiate the steps set forth in (2) below.

2) If at the time of issuance of any Obligations it appears likely that arbitrage rebate calculations will be required, or upon determination that calculations are required pursuant to (1) above, the District shall:
   a) engage the services of a Rebate Service Provider or assign District personnel capable of preparing a rebate analysis for the Obligation and, prior to each rebate calculation date, cause the trustee or other financial institution investing bond proceeds to deliver periodic statements concerning the investment of proceeds to the Rebate Service Provider or relevant District personnel handling the rebate calculation;
   b) provide to the Rebate Service Provider, or relevant District personnel conducting any rebate calculation, additional documents and information reasonably requested by the Rebate Service Provider or District personnel;
   c) monitor efforts of the Rebate Service Provider or District personnel;
   d) ~~in the case of obligations issued by the District,~~ assure payment of required rebate amounts, if any, no later than the applicable rebate payment due date for such Obligation for which rebate is due;
   e) during the construction period of each capital project financed in whole or in part by an Obligation, monitor the investment and expenditure of bond proceeds and consult with the Rebate Service Provider or relevant District personnel handling rebate calculation to determine compliance with any applicable exceptions from the arbitrage rebate requirements ~~during each 6-month spending period up to 6 months or 18 months, as applicable, following the issue date of the Obligations~~; and
   f) retain copies of all arbitrage reports and trustee statements as described below under "Record Keeping Requirements."

Use of Bond Proceeds and Bond-Financed or Refinanced Assets

The Debt Compliance Officer, or his/her designee, shall be responsible for:

1) monitoring the use of Bond proceeds (including investment earnings and including reimbursement of expenditures made before bond issuance) and the use of the debt obligation financed or refinanced assets (*e.g.*, facilities, furnishings or equipment) throughout the term of the Obligations to ensure compliance with covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;

2) monitoring the use of Bond proceeds (including investment earnings and including reimbursement of expenditures made before bond issuance) and the use of Bond-financed or refinanced assets (*e.g.*, facilities, furnishings or equipment) throughout the term of the Obligations to ensure compliance with covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;

3) maintaining records identifying the assets or portion of assets that are financed or refinanced with proceeds of each issue of Obligations (including investment earnings and including reimbursement of expenditures made before bond issuance), including a final allocation of Bond proceeds as described below under "Record Keeping Requirements";

4) consulting with bond counsel or other professional advisers in the review of any change in use of Bond-financed or refinanced assets to ensure compliance with all covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;
5) conferring at least annually with personnel responsible for Bond-financed or refinanced assets to identify and discussing any existing or planned use of debt obligations financed or refinanced assets, to ensure that those uses are consistent with all covenants and restrictions set forth in the Tax Certificate or other applicable agreements relating to the Obligations;

6) to the extent that the District discovers that any applicable tax restrictions regarding use of proceeds will or may be violated, consulting promptly with bond counsel or other professional advisers to determine a course of action to remediate all nonqualified bonds, if such counsel advises that a remedial action is necessary;

7) to the extent that tax-exempt proceeds from the debt obligation were used to acquire an existing building, confirming that qualified rehabilitation expenditures in an amount equal to at least 15% of the amount of such proceeds were made no later than 24 months after the later of (1) the date of issuance of the Obligations, or (2) the date of acquisition of the building;

8) the District shall review the debt obligations at least annually in order to determine if this Policy and state and federal law are being adhered to; and

9) undertaking the following:

a) retain copies of all arbitrage reports and trustee statements as described below under "Record Keeping Requirements" and, upon request, providing such copies to the bond issuer;
b) with respect to Qualified Zone Academy Bonds (QZABs) and any other tax credit bonds, confirming that 100% of available project proceeds are spent within three years of issue date of bonds;
c) with respect to facilities financed by QZABs or other tax credit bonds, confirming that such facilities continue to be used for a qualified purpose for the life of the Obligations; and
d) with respect to other types of exempt facilities, adopting any such procedures that bond counsel or other professional advisors deem appropriate to periodically assess whether such facility continues to qualify as an exempt facility.

All relevant records and contracts shall be maintained as described below.

Record Keeping Requirement
The Debt Compliance Officer, or his/her designee, shall be responsible for maintaining the following documents for the term of each Obligation (including refunding bonds, if any) plus at least three years:

1) a copy of the closing transcript(s) and other relevant documentation delivered to the District at or in connection with closing of the issue of Obligation;

2) a copy of all material documents relating to capital expenditures financed or refinanced by Bond proceeds, including (without limitation) construction contracts, purchase orders, invoices, trustee requisitions and payment records, as well as documents relating to costs reimbursed with Bond proceeds and records identifying the assets or portion of assets that are financed or refinanced with Bond proceeds, including a final allocation of Bond; and

3) a copy of all records of investments, investment agreements, arbitrage reports and underlying documents, including trustee statements, in connection with any investment agreements as well as copies of all bidding documents, if any.

Adopted on **September 17, 2012** to be effective on **September 17, 2012**.

Note: It is the intent of the District to ensure that all tax-exempt obligations issued by the District satisfy and will continue to satisfy all requirements of the Internal Revenue Code of 1986, as amended and regulations thereunder.

First Reading Board Policy DID – Audit/Published Statement

The Policy Committee has reviewed changes for Board Policy DID – Audit/~~Published~~ Financial Statements:

BOARD POLICY DID

FISCAL MANAGEMENT MAY 19, 2014
AUDIT/PUBLISHED FINANCIAL STATEMENTS

The Board of Education shall appoint an independent auditing firm ~~who shall present an annual report of its findings as well as periodic reports upon request.~~ to conduct an

annual audit of the district's financial records. The auditing firm shall present a comprehensive report of its findings to the Board and provide additional reports as requested.

The audited financial statements shall be made available to the public on the district website and at district offices ~~as soon as practicable after it has been presented to the Board.~~ following the acceptance of the financial statements by the Board of Education.

LEGAL REF.: MCL 380.1281(2); 14.141 *et seq.*; 388.1618(2)

First Reading Board Policy – DJD – Expense Reimbursement

The Policy Committee has reviewed changes for Board Policy DJD – Expense Reimbursement:

BOARD POLICY DJD

FISCAL MANAGEMENT DECEMBER 18, 2017
EXPENSE REIMBURSEMENT

The Board of Education authorizes reimbursement of approved, reasonable and necessary expenses incurred by employees while performing official duties on behalf of the School District.

~~School e~~Employees who are required by the School District to use their personal vehicles ~~in the course of their employment~~ for approved, work-related travel shall be reimbursed by the district for mileage, in accordance with IRS guidelines.

CROSS REF.: Board Policy GBRF - Expenses

Hearing from Board Members

Mrs. Acosta congratulated graduates of the Senior class of 2025 and wished them well on their future endeavors. Mrs. Burton shared sentiments of sympathy and care with Mrs. Jarvis on the recent passing of her mother.

Supt.' AO/tg for MA
C: Board