

A. General Information

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

	FY 2019-2020
Total Budget (Final Expenditures for the Fiscal Year - All Governmental Funds)	\$ 65,262,428
Pupils (Combined LEA and ISD Membership as of August, 2020)	27,826.50
ISD Employees (Paid Employees as of June, 2020 REP Submission as reported at MI School Data)	614
Constituent Districts (5), PSAs (4) , Nonpublic Schools (10)	19

B. Travel Information - Fiscal Year Ending 2020

As ISDs seek to provide leadership, programs and services to their constituents, staff seek out best practices, gain state and national educational perspectives, gather knowledge and skill levels that reflect the latest trends, innovations and challenges. This requires more travel to conferences and trainings than you would typically experience in a K-12 school district. Individual board member's and/ or administrator's travel expenses that exceed \$3,000.00, in a combination of the designated areas, are shown below.

Livingston Educational School District (47000)		
R. Michael Hubert, Ed.D., Superintendent		
FY 2020 total cost of air fare		\$1,301.41
FY 2020 total cost of overnight lodging		\$3,403.03
FY 2020 total cost of car rental		\$451.35
FY 2020 total cost of meals		\$190.44
Dates	Purposes	Locations
9/17/2019-9/20/2019	MASA Fall Conference	Traverse City, MI
11/7/2019-11/8/2019	MAISA General Membership Mtg	Lansing, MI
12/3/2019-12/7/2019	AESA Conference	Phoenix, AZ
1/22/2020-1/24/2020	MASA Midwinter Conference	Detroit, MI
2/13/2020-2/16/2020	AASA Supes Conference	San Diego, CA

C. Contract Information

The Livingston ESA entered into a variety of contracts during the 2019-2020 fiscal year. Some of the contracts were entered into on behalf of county-wide services, while others were entered into as part of our annual processes to achieve cost containment efficiencies. The following represent those contracts in excess of \$100,000 and contracts in excess of \$25,000 that were not competitively bid.

Purpose and Subject Matter	Cost	Bid?	Signed by	Position	
Brighton Area Fire Authority	CTE Program	\$50,000.00	No	M. Radcliffe	Executive Director for Career Development
Brighton Institute of Cosmetology	CTE Program	\$69,412.00	No	M. Radcliffe	Executive Director for Career Development
Corrigan Oil Co	Fuel	\$643,967.00	Yes	T.Zigman	Executive Director of Administrative Services
Cross Winds Aviation (Midwest Air)	CTE Program	\$46,312.45	No	M. Radcliffe	Executive Director for Career Development
EduStaff	Educational Staffing & Substitutes	\$156,589.00	No	M. Hubert	Superintendent
Hanover Research	Research Services	\$41,336.00	No	T.Zigman	Executive Director of Administrative Services
Howell Public Schools	GSRP/Head Start- CACFP meals	\$32,110.50	No	C. Davies	Director Early Childhood Programs
Jessica Dale	Professional Services- WRAP	\$36,838.00	No	D Haseley	Assistant Superintendent for Special Education
LACASA	Home Visiting Program- Oversight & Administration of Services	\$128,797.45	No	R. Schutz	Great Start Livingston- Coordinator
Lansing Community College	CTE Program	\$86,867.00	No	M. Hubert	Superintendent
Livingston County Sheriff Office	Truancy & Literacy Services	\$50,004.00	No	M. Hubert	Superintendent
Michelle Sanborn	Professional Services- WRAP	\$26,742.00	No	D Haseley	Assistant Superintendent for Special Education
Michigan Interpreting	Professional Services	\$50,255.00	No	D Haseley	Assistant Superintendent for Special Education

Michigan Rehabilitation Services	ICTA- Vocational Rehabilitation services	\$171,685.00	No	D Haseley	Assistant Superintendent for Special Education
Nancy Rennie	Early Childhood programs- Training and Technical assistance	\$33,434.00	No	C. Davies	Director Early Childhood Programs
O'Neal Construction	Project Manager/ Construction	\$739,796.04	Yes	M. Hubert	Superintendent
Sherry Bartholomew	Professional Services- WRAP	\$31,400.00	No	D Haseley	Assistant Superintendent for Special Education
Soliant Health	Professional Services	\$76,245.00	No	D Haseley	Assistant Superintendent for Special Education
Tyler Technologies Inc	Bus Routing Software & Support	\$41,695.00	No	M. Hubert	Superintendent
Washtenaw Community College	CTE Program	\$67,166.00	No	M. Radcliffe	Executive Director for Career Development
WAY Program	Online curriculum	\$91,175.00	No	M. Hubert	Superintendent
WorkSkills	Custodial Services	\$111,762.00	No	M. Hubert	Superintendent
Wayne RESA	Computer service fees- County Consortium	\$487,003.16	No	M. Hubert	Superintendent

D. Contract Modification Information

-There were no contract modifications in excess of \$25,000 for the 2019-2020 school year. Additionally, there were no contracts that after modification resulted in the contract exceeding \$100,000 if competitively bid or \$25,000 if not competitively bid.

Modification Description	Additional Amount	Revised Total
N/A		

E. Salary, Expense Account, & Supplemental Compensation Information

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

Employee	Contract Amount	Exp. Acct.	Reimb. Exp.	Suppl. Comp.
SUPERINTENDENT	\$172,550.00			\$30,766.00
ASSISTANT SUPERINTENDENT FOR SPECIAL EDUCATION	\$130,509.00			\$13,449.00
ASSISTANT SUPERINTENDENT FOR ADMINISTRATIVE SERVICES	\$130,509.00			\$13,449.00
ASSISTANT SUPERINTENDENT FOR SECONDARY LEARNING	\$121,831.00			\$12,110.00
ASSISTANT SUPERINTENDENT FOR EARLY LEARNING	\$121,831.00			\$12,306.00
DIRECTOR OF SPECIAL EDUCATION	\$116,100.00			\$5,053.00
EXECUTIVE DIRECTOR FOR CAREER DEVELOPMENT	\$114,632.00			\$11,424.00
DIRECTOR OF SPECIAL EDUCATION	\$111,634.00			\$4,878.00
PROGRAM IMPROVEMENT AND ACCOUNTABILITY	\$111,634.00			\$500.00
DIRECTOR OF SPECIAL EDUCATION	\$111,634.00			\$4,878.00
DIRECTOR OF SPECIAL EDUCATION	\$111,634.00			\$4,878.00
DIRECTOR OF SPECIAL EDUCATION	\$111,634.00			\$3,127.00
EXECUTIVE DIRECTOR OF TRANSPORTATION	\$105,080.00			\$15,926.00
DIRECTOR OF SPECIAL EDUCATION	\$104,211.00			\$4,586.00
DIRECTOR OF EARLY CHILDHOOD SPECIAL EDUCATION	\$97,303.00			\$2,408.00
SCHOOL SOCIAL WORKER	\$91,130.00			\$5,048.00
PROGRAM CONSULTANT ASD	\$86,676.00			\$5,528.00
PROGRAM CONSULTANT ASD	\$86,676.00			\$4,475.00
SCHOOL PSYCHOLOGIST	\$86,676.00			\$4,475.00
SCHOOL SOCIAL WORKER	\$86,676.00			\$6,475.00

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

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

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

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

Vendor	Services	Amount
Thrun Law Firm	Legal	\$ 7,978
Dean & Fulkerson P.C.	Legal	\$ 6,560
Lusk Albertson PLC	Legal	\$ 7,746
Clark Hill PLC	Legal	\$ 617
Karoub Associates	Lobbyist	\$ 11,500

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

The Livingston ESA issues the federal income tax form 1099 on an annual basis. Those 1099's issued for calendar year 2019 in excess of \$25,000 are disclosed below.

Name	Amount	Project's)	Services
DELTA NETWORK SERVICES, LLC	\$218,628.00	Firewall Upgrade	Technology services
DOWN ON THE FARM	\$92,221.82	Great Start Readiness Program	Early Childhood Education
SOLIANT HEALTH	\$90,884.25	Professional Services	Professional Services
HANOVER RESEARCH COUNCIL LLC	\$82,286.40	Research & Analytics	Subscription access
ABOVO VISUAL COMMUNICATIONS, LLC	\$64,550.50	Agency branding	Marketing & Communication
MANER COSTERISAN PC	\$33,950.00	Audit	Audit
JESSICA DALE	\$33,877.50	Professional Services	Professional Services
NANCY RENNIE	\$31,623.88	Professional Services	Professional Services
MICHELLE SANBORN	\$29,655.00	Professional Services	Professional Services
EIDEX LLC	\$28,581.50	Data Analytics	Database access
GUARDIAN SEALCOAT AND PAVING	\$27,041.50	Parking Lot Upgrade	Site improvements
LINDHOUT ASSOCIATES	\$26,527.00	Professional Services	Architect Services
JASON EPLER	\$25,680.00	Professional Services	Professional Services
SEVERIN INTERMEDIATE HOLDINGS, POWERSCHOOL GROUP LLC	\$25,190.80	School Information System	Database access
SHERRY BARTHOLOMEW	\$25,185.00	Professional Services	Professional Services

I. Certain ISD Expenditures

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

	\$ Amount	% of Budget
Administrative costs	\$ 1,461,117	2.24%
Public Relations, surveys, polling, lobbying legal fees	\$ 34,401	0.05%

J. Motor Vehicle Expenses

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

	Motor Vehicles		Purpose
2014	FORD	Econoline Van	Homeless Student Transportation
2015	FORD	PICKUP	Transportation
2016	FORD	Pickup	Maintenance/Operations
2016	GMC	SAVANA 3500	Maintenance/Operations
1997	GMC	SIERRA - 2500 Green	Maintenance/Operations
2010	FORD	F250 PICKUP	Transportation
2010	FORD	F250 PICKUP	Maintenance/Operations
2019	FORD	Transit Van	Homeless Student Transportation