

**HARTLAND CONSOLIDATED SCHOOLS
SPECIAL MEETING - BOARD OF EDUCATION
July 29, 2008**

AGENDA

- I. Call to order, 7:30 a.m., Boardroom, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Approval of agenda/items for discussion
 - C. Approval of minutes - July 16, 2008 organizational meeting
 - D. Call to the public
 - E. Superintendent's Report
 - F. Board reports & requests

- II. Action Items
 - A. Tentative Agreement - Hartland Education Association
 - B. Updates - Policy Manual
 - C. State Aid Loan

- III. Information Items
 - A. Future meetings: August 11, 2008, regular meeting, 7:30 a.m., Hartland Educational Support Service Center; August 25, 2008, special meeting, 7:00 p.m., Hartland Educational Support Service Center
 - B. Information Items: Finance Committee Meeting, July 29, 2008, 8:00 a.m. (immediately following special meeting)

- IV. Adjournment

DETAILED AGENDA

I. **CALL TO ORDER**

I.A. **PLEDGE OF ALLEGIANCE**

I.B. **APPROVAL OF AGENDA/ITEMS FOR DISCUSSION**

(Recommended action): That the agenda for the July 29, 2008 special meeting be approved and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. **APPROVAL OF MINUTES - JULY 16, 2008 MEETING- SEE ATTACHED**

(Recommended action): That the minutes of the July 16, 2008 organizational meeting be approved. Motion by _____, supported by _____. _____

I.D. **CALL TO THE PUBLIC**

I.E. **SUPERINTENDENT'S REPORT**

I.F. **BOARD REPORTS & REQUESTS**

II.A. **TENTATIVE AGREEMENT - HARTLAND EDUCATION ASSOCIATION**

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, ratifies the tentative agreement with the Hartland Education Association as presented. Motion by _____, supported by _____. _____

II.B. **UPDATES - POLICY MANUAL**

(Recommended action): That the Board of Education approves the updates and additions to the district's Policy Manual as presented. Motion by _____, supported by _____. _____

II.C. **STATE AID LOAN (SEE ATTACHED)**

Consistent with past years, the district has had to borrow for cash flow purposes. Four years ago we borrowed \$7,430,000, three years ago \$8,295,000, two years ago, \$4,995,000, last year we borrowed \$3,965,000 and this year we will need to borrow \$4,000,000. The primary reason is the State has moved the last two state aid payments to July and August following the fiscal year.

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the State Aid Operating Loan Resolution as presented. Motion by _____, supported by _____. _____

(continued)

III.A. FUTURE MEETINGS

August 11, 2008, regular meeting, 7:30 a.m., Hartland Educational Support Service Center;
August 25, 2008, special meeting, 7:00 p.m., Hartland Educational Support Service Center

III.B. INFORMATION ITEMS

Finance Committee Meeting - July 29, 2008, 8:00 a.m. (immediately following the special meeting)

IV. ADJOURNMENT

Hartland Consolidated Schools
Organizational meeting - Board of Education
July 17, 2007

Members present: T. Dumond, E. McPherson-Brown, K. Kaszyca, N. Kessel, C. Sinelli, C. Aberasturi, E. Jankowski
Members absent: None
Admin. Present: J. Sifferman, S. Bacon, S. VanEpps, L. Mayes, C. Hughes, M. Otis, G. Waldrup
Guests: J. Denzer, H. Borst, E. McWatt, C. Sauer

Superintendent Sifferman called the meeting to order at 7:35 a.m. in the Boardroom of the Educational Support Center. The Pledge of Allegiance was recited.

Superintendent Sifferman administered the Oath of Office to Thomas Dumond, Eileen Jankowski and Kevin Kaszyca.

Superintendent Sifferman called for nominations for the office of President. Nora Kessel nominated Kevin Kaszyca, seconded by Jankowski. No other nominations were presented. Mr. Kaszyca was elected President, 7-0. PRESIDENT - KASZYCA

President Kaszyca entertained nominations for the office of Vice-President. Elsie McPherson-Brown nominated Nora Kessel, seconded by Kaszyca. No other nominations were presented. Ms. Kessel was elected Vice-President, 7-0. VP - KESSEL

President Kaszyca nominated Cynthia Sinelli for the office of Treasurer. The nomination was seconded by Kessel. No other nominations were presented. Ms. Sinelli was elected Treasurer, 7-0. TREASURER - SINELLI

President Kaszyca entertained nominations for the office of Secretary. Eileen Jankowski nominated Elsie McPherson-Brown, seconded by Kessel. No other nominations were presented. Ms. McPherson-Brown was elected Secretary, 7-0. SECRETARY - MCPHERSON-BROWN

Motion by Jankowski, supported by Dumond that the agenda for the July 16, 2008 organizational meeting be approved, and that public participation be allowed on all items. Ms. Sinelli asked about the proposed lunch price increase. Mr. Bacon noted that the Food Service department finished the year in a better financial position than anticipated, so the increase will be addressed at a later time. Motion carried 7-0. 7/16/08 AGENDA APPROVED

Motion by Aberasturi, supported by Jankowski that the minutes of the June 30, 2008 special meeting and closed session be approved. Motion carried 7-0. 6/30 MINUTES APPROVED

There was no response to Call to the Public. CALL TO PUBLIC

Superintendent Sifferman noted that the district had reached a tentative agreement with the teachers' union and thanked Mr. Denzer and the entire negotiating team for their willingness to work with the administration and problem solve. She also noted that the district has set a tentative date of August 4 for closing on the property purchase. Sifferman indicated that once a Finance Committee was established, it would be necessary to set up a meeting prior to August 7 with the auditors as part of SUPT. REPORT

the new accounting regulations. She suggested possibly after the special meeting on July 29 if all the committee members were available.

SUPT. REPORT
(CON'T)

Ms. Sinelli congratulated Cromaïne Library on their hiring and reception for new library director, Ceci Marlow. Ms. Jankowski thanked everyone involved for their work on the tentative agreement. Mr. Kaszyca asked for the Board members' preferences for committee placements and also thanked everyone involved for the TA. Mr. Dumond thanked Community Education for their summer "String Fling" program. Mr. Aberasturi noted that he had visited several township and school board meetings throughout the county and found the differences interesting. Ms. McPherson-Brown thanked everyone involved for reaching a tentative agreement.

BOARD REPORTS

Motion by Kessel, supported by McPherson-Brown that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of June 30, 2008 and the payment of invoices totaling \$2,631,788.24 and payroll obligations totaling \$2,444,459.23. Motion carried 7-0.

PAYMENT OF
INVOICES

Motion by Jankowski, supported by Dumond that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Erin McWatt for the 2008/2009 school year, at the Step 3, MA salary tract (\$45,917, adjustment to be made following student count day), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Ms. Sinelli inquired why we were hiring if enrollment was down. Ms. Sifferman indicated that these three positions were replacing staff members who had retired or moved to other positions. These were not new positions. Motion carried 7-0. Ms. McWatt was introduced by Principal Chuck Hughes.

NEW HIRES:
MCWATT - HHS

Motion by Jankowski, supported by Kessel that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Heather Borst for the 2008/09 school year, at the Step 7, MA salary tract (\$55,812, adjustment to be made following student count day), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Ms. Borst was introduced by Principal Hughes.

BORST - HHS

Motion by Jankowski, supported by Sinelli that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Christopher Sauer for the 2008/09 school year, at the Step 5, BA+20 salary tract (\$48,990, adjustment to be made following student count day), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Mr. Sauer was introduced by Principal Hughes.

SAUER - HHS

Motion by Sinelli, supported by Dumond that the Board of Education, upon the recommendation of the Assistant Superintendent of Personnel and Student Services, approves the Secondary, Intermediate and Elementary Parent/Student Handbooks for 2008/09 as presented. Motion carried 7-0.

PARENT/
STUDENT HBS
APPROVED

Motion by Aberasturi, supported by McPherson-Brown that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the School Loan Revolving Fund Annual Loan Application as presented. Motion carried 7-0.

LOAN FUND APP
APPROVED

Motion by Jankowski, supported by Dumond that the Board of Education, upon the recommendation of the Superintendent, approves the district's membership in the Michigan High School Athletic Association for the 2008/09 school year. Motion carried 7-0.

MHSAA MEM.
APPROVED

Motion by Dumond, supported by Aberasturi that the Board of Education, upon the recommendation of the Superintendent, approves revised Policy #9002, Meeting Dates - Board of Education 2008/09. Motion carried 7-0.

#9002 APPROVED

Motion by Sinelli, supported by Jankowski that any two officers of the Board of Education may sign notes or loans approved by the Board of Education at an official meeting. Motion carried 7-0.

NOTES & LOANS

Motion by Sinelli, supported by Kessel that the Board of Education appoints the Superintendent of Schools as Compliance Officer for Section 504 of the Rehabilitation Act of 1973 for Title IX of the Educational Amendments of 1972, for Title VI of the Civil Rights Act of 1964, and for the Age Discrimination Act of 1975. Persons having questions or concerns regarding these statutory areas are to contact Janet Sifferman, Superintendent, Hartland Consolidated Schools, 9525 Highland Road, Howell, MI 48843, (810) 626-2100. Motion carried 7-0.

COMPLIANCE
OFFICER

Motion by McPherson-Brown, supported by Kessel that the Superintendent, or her designee, will designate an appropriate available person in each location to post notices of public meetings. Motion carried 7-0.

POSTING
NOTICES

Ms. Sifferman briefly reviewed the proposed updates and additions to the Policy manual, asking the Board contact her if they had any questions. She noted these would come back before the Board at the next meeting for another reading and action.

UPDATES -
POLICY
MANUAL

Ms. Sifferman indicated that the Building & Site Committee had met to discuss purchasing REU's at a reduced rate from the township for the new property. She stated that the funds left over from the purchase of the property could be used for this purpose or for additional items not currently included in the 2006 Bond. The committee recommended purchasing REU's for one building, which would leave approximately \$145,000 for other issues. Mr. Bacon noted that the township was extending the reduced rate through August, as the district will not close on the new property until August 4.

REU PURCHASE

President Kaszyca noted that the next meeting would be held at 7:30 a.m. on July 29. He also indicated that the organizers of the annual Hartland Heritage Day were looking for judges. He will forward the e-mail he received on to the rest of the Board.

NEXT MEETING
7/29/08

Meeting adjourned at 8:15 a.m.

ADJOURNMENT

Respectfully submitted,



Elsie McPherson-Brown
Secretary



Paula Waters
Recording Secretary

6. The process of soliciting bids by publishing a notice of sale in a publication as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, is prohibitively more expensive than obtaining bids through the distribution of a solicitation for bids.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Based upon expense considerations associated with publishing a notice of sale, as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, the Board authorizes the distribution of a solicitation for bids, without publication, to obtain bids under the terms of Paragraph 6 of this resolution.

2. This Issuer shall borrow the sum of not to exceed Four Million Dollars (\$4,000,000) or such lesser amount as the Department of Treasury may approve or as reduced by a member of either the administrative staff or the Board of the Issuer, and shall issue its note or notes (the "Notes") therefor. The Issuer hereby appropriates a sufficient amount of state aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the Issuer is hereby irrevocably pledged for payment of the principal and interest on the Notes, and in case of insufficiency of state aid, the Issuer shall pay the Notes from any funds legally available therefor, and, if necessary, levy taxes on all taxable property in the Issuer for the payment thereof, subject to applicable constitutional and statutory tax rate limitations, all pursuant to Act 451. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

It is hereby declared that said borrowing is necessary for the purpose of securing funds for school operations and it is agreed with the purchaser of said Notes that the proceeds thereof will be used exclusively for that purpose.

3. Book Entry. The ownership of one fully registered note for each maturity in the aggregate principal amount of such maturity, shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC"). So long as the Notes are in the book entry form only, the Paying Agent shall comply with the terms of the Blanket Issuer Letter of Representations to be entered into between the Issuer and DTC, which provisions shall govern registration, notices and payment, among other things, and which provisions are incorporated herein with the same effect as if fully set forth herein. The Superintendent is hereby authorized and directed to enter into the Blanket Issuer Letter of Representations with DTC in such form as determined by the Superintendent, in consultation with note counsel, to be necessary and appropriate. In the event the Issuer determines that the continuation of the system of book entry only transfer through DTC (or a successor securities depository) is not in the best interest of the DTC participants, beneficial owners of the Notes, or the Issuer, the Issuer will notify the Paying Agent, whereupon the Paying Agent will notify DTC of the availability through DTC of the note certificates. In such event, the Issuer shall issue and the Paying Agent shall transfer and exchange Notes as requested by DTC of like principal amount, series and maturity, in authorized

denominations to be identifiable beneficial owners in replacement of the beneficial interest of such beneficial owners in the Notes, as provided herein.

4. Said Notes shall be dated as of August 22, 2008, or date of delivery, shall bear interest from the date thereof until paid at a rate not exceeding six percent (6%) per annum on the balance from time to time remaining unpaid, shall be in minimum denominations of \$100,000, shall be payable to the Registered Owner, in lawful money of the United States of America, at such bank or trust company in the State of Michigan as shall be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the State of Michigan or of the Federal Government, and shall be due and payable on August 21, 2009. If more than one note is issued, the Notes shall be numbered serially from 1 upwards. Such Notes may be designated, at the option of the purchaser thereof, as a "State Aid Note" or "State Aid Notes".

5. The form of the Notes shall be in substantially the form set forth and attached hereto as Exhibit A.

6. Once the Issuer has either achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, or received prior approval for the issuance of the Notes from the authorized representative of the Department of Treasury, and based upon the determination of Paragraph 1 of this resolution, a member of either the administrative staff or the Board of the Issuer is authorized to arrange for the sale of such Notes without the taking of competitive bids thereon, provided that when competitive bids are solicited and more than one bid received, such Notes shall be awarded to the lowest responsible bidder. The Notes shall be executed by the President and Secretary of the Board. In the absence of the President, the Superintendent may sign in the place of the President, and in the absence of the Secretary, the Treasurer of the Board may sign in place of the Secretary.

7. The form of solicitation for bids shall be in substantially the form set forth and attached hereto as Exhibit B.

8. If the Issuer has not achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, a member of either the administrative staff or the Board of the Issuer is hereby authorized and directed to file a certified copy of this resolution with the authorized representative of the Department of Treasury for and on behalf of the Issuer and an application for an order approving such borrowing and issuance of said Notes, if applicable, and to pay any applicable fee therefor.

9. The Board hereby designates the Notes of this issue as "Qualified Tax-Exempt Obligations" for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended. The Board covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exemption of interest on the Notes from federal income taxation.

10. A member of either the administrative staff or the Board of the Issuer is further authorized to approve the specific interest rate to be borne by the Notes, not exceeding the maximum rate permitted by law, the purchase price of the Notes, and other terms and conditions relating to the Notes and the sale thereof. A member of either the administrative staff or the Board of the Issuer is directed to execute a certificate accepting the interest rate and purchase price of the Notes on behalf of the Issuer.

11. Within fifteen (15) business days after issuance of the Notes, the Board hereby authorizes and directs the Superintendent to cause to be filed with the Department of Treasury any and all documentation required subsequent to the issuance of the Notes, along with any statutorily required fee.

12. The President, Vice President, Secretary, Treasurer, Superintendent and the school employee acting in the capacity of the school business official are each further authorized to execute any documents or certificates necessary to complete the transaction. Any of those officers may designate, in writing, an individual to act in their place with respect to the powers conveyed in this paragraph.

13. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

I, the undersigned, the duly qualified and acting Secretary of the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board at a special meeting held on the 29 day of July, 2008, the original of which is a part of the Board's minutes. The undersigned also certifies that notice of the meeting was given to the public pursuant to the "Open Meetings Act" (Act 267 Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

JJS:jmw