

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING - BOARD OF EDUCATION
December 15, 2008**

AGENDA

- I. Call to order, 7 p.m., Board Room, Hartland Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Approval of agenda/items for discussion
 - C. Approval of minutes - November 24, 2008 special meeting
 - D. Call to the public
 - E. Superintendent's Report
 - Bond Update - Doug Madden, Barton Malow
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. Policy Updates
 - C. Senior Center Advisory Council
 - D. Natural Gas Contract - 2010

- III. Information Items
 - A. Future meetings: January 12, 2009, regular, 7 p.m. Board Room, Hartland Educational Support Service Center; January 26, 2009, special, 7 p.m. Board Room, Hartland Educational Support Service Center
 - B. Information Items

- 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 December 15, 2008 regular meeting be approved, that policy be set aside allowing Item II.C. to be treated as an action item, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – NOVEMBER 24, 2008 MEETING (SEE ATTACHED)

(Recommended action): That the minutes of the November 24, 2008 special meeting be approved. Motion by _____, supported by _____. _____

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT'S REPORT

- Bond Update – Doug Madden, Barton Malow

I.F. BOARD REPORTS & REQUESTS

II.A. PAYMENT OF INVOICES (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of November 30, 2008, and the payment of invoices totaling \$2,219,773.02 and payroll obligations totaling \$2,119,155.79. Motion by _____, supported by _____. _____

II.B. POLICY MANUAL REVISIONS

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, adopts the revisions to the policy manual as presented and discussed. Motion by _____, supported by _____. _____

II.C. HARTLAND SENIOR CENTER ADVISORY COUNCIL (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the proposed list of nominees to serve on the Hartland Senior Center Advisory Council from January 2009 through December 2011. Motion by _____, supported by _____. _____

II.D. GAS TRANSPORTATION CONTRACT

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, authorizes the administration to enter into a contract with Lakeshore Energy Services, LLC for the purchase and transportation of natural gas for the year 2010. . The "trigger" price shall not exceed \$ _____ MMBtu with an approximate total purchase of 56,828 MMBtu. (Specific pricing will be presented at meeting) Motion by _____, supported by _____. _____

III.A. FUTURE MEETINGS

January 12, 2009, regular, 7 p.m. Board Room, Hartland Educational Support Service Center;
January 26, 2009, special, 7 p.m. Board Room, Hartland Educational Support Service Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools
Special meeting - Board of Education
November 24, 2008

Members present: K. Kaszyca, C. Aberasturi, T. Dumond, C. Sinelli, N. Kessel,
Members absent: E. Jankowski, E. McPherson-Brown
Admin. Present: J. Sifferman, S. Bacon, S. VanEpps, L. Mayes, C. Hughes, M. Otis, D.
Petish, L. Pumford, D. Minsker

Guests: J. Denzer, B. Santo, J. Wozniak, S Perkins, S. Devitt, V. Buelow, L. Stark, K.
Learmont, B. Learmont, J. Spark, J. Paulsen, L. Hearn, L. Perkins, B. Perkins, M.
Byron, J. Johnson, L. Aebersold, E. Suhre, K. Suhre, L. Rossetto, N. Monitz, T.
Sinelli, G. Sinelli, D. Gugin, N. Gugin, D. Diamond, J. Diamond, P. O'Connell, N.
Grodzichi, S. Laski, N. Cloutier, R. Hamilton, H. Keeling, B. Sturtevent, D. Baier,
S. Hellner, R. Tyson, S. Fliearman, K. Fliearman, J. Lashbrook, N. Weil, N.
McNulty, S. Newcomer, H. Trott, B. Bedell, K. Kaufman, J. Bennett, C. Gilhooly,
K. Zadorozny, C. Zadorozny, A. Macfarlan, S. Stubbs, L. Martin, E. Elphinstone,
J. Bern, J. Groehn, S. Welti, S. Brown

President Kaszyca called the meeting to order at 7:00 p.m. in the Board Room of the Hartland Educational Support Service Center. The Pledge of Allegiance was recited.

Motion by Sinelli, supported by Kessel that the agenda for the November 24, 2008 special meeting be approved, that policy be set aside allowing Item II.A. to be treated as an action item, and that public participation be allowed on all items. Motion carried 5-0. 11/24 AGENDA APPROVED

Motion by Kessel, supported by Dumond that the minutes of the November 10 regular meeting be approved. Motion carried 5-0. 11/10 MINUTES APPROVED

Mr. Harley Keeling spoke during Call to the Public. CALL TO PUBLIC

Superintendent Sifferman introduced Principal Chuck Hughes who talked about the various activities and projects going on at Hartland High School. He introduced Nathan Oake, teacher and sponsor of the DECA club, and three DECA members - Tony Sinelli, Joseph Attard and Haleigh Holderness - who discussed what DECA is and some highlights. This included a membership of 392 students, largest in Michigan and one of the top five in the country. They also highlighted the thousands of dollars raised each year through various fundraising events for Muscular Dystrophy. Mr. Hughes then introduced Debbie Baier, teacher and sponsor of FCCLA, and three FCCLA members - Victoria Beulow, Sarah Devitt, and Lindsay Stark. Ms. Baier noted that her fellow consumer sciences teacher, Dawn Farrell was named Consumer Sciences Teacher of the Year for 2008. The club members discussed the different activities they have participated in, including several "green" initiatives for the Green Schools program and various fundraising activities for local animal shelters and a canned food drive. Mr. Hughes then introduced Lynn Rossetto, coach of the Hartland Equestrian Team, and three senior captains - Paige Bolen, Kate Fliearman, and Stefanie Perkins. The team is two-time back-to-back state champions and the captains discussed what being a part of the team has meant to them and the opportunities it has provided. SUPT. REPORT
HHS HAPPENINGS

Ms. Sifferman then introduced Nora Kessel, organizer of the Hartland Relay for Life event. Ms. Kessel passed out literature on healthy living and cancer prevention and RELAY FOR LIFE

detection. She presented a video outlining the purpose and importance of the Relay for Life event and thanked everyone involved in this year's successful campaign, including Hartland administration, teachers, staff and students, as well as many community clubs and organizations. She also thanked her team at ACS.

SUPT. REPORT
(CON'T)

Superintendent Sifferman introduced Nadine Cloutier, editor of *Community Life*, who informed the Board regarding an initiative in coordination with Cromaine District Library to digitize and make available on the Cromaine web site all issues of *Community Life* since it began in 1933. Cromaine would be acquiring the funding for this project, however the district is the current "owner" of *Community Life*, and consequently once the project gets underway and copyrights are applied for, the Board will have to grant its approval of the project. Mr. Kaszyca noted that this was an important process to ensure that this historical record of the community is not lost.

DIGITIZING
COMM. LIFE

Ms. Sifferman updated the Board and public on the progress to date on the Board goals developed last spring.

GOAL UPDATE

Ms. Sinelli noted that tonight's presentations exemplified why she was so proud to be part of the Hartland and Hartland Schools communities. Mr. Kaszyca echoed her sentiments and stated it was a privilege to work with everyone here.

BOARD REPORTS

Motion by Kessel, supported by Sinelli that the Board of Education, pursuant to the Revised School Code, hereby imposes a summer tax levy for July 1, 2009, as presented. Motion carried 5-0.

SUMMER TAX
LEVY APPROVED

Motion by Dumond, supported by Kessel that the Board of Education, upon the recommendation of the Assistant Superintendent of Curriculum and Instruction and the Curriculum Committee, approves the revisions to the 4th and 7th grade social studies curriculums and allocates \$14,000 for the purchase of texts and materials. Motion carried 5-0.

CURR. CHANGES
APPROVED

Motion by Sinelli, supported by Kessel that the Board of Education, upon the recommendation of the Personnel Committee, approves the adjustment to the Superintendent's contract as presented. Motion carried 5-0. Ms. Sifferman thanked the Board for their support and noted that it was truly a privilege to work in Hartland.

ADJUSTMENT:
SUPT.
CONTRACT

The Board discussed the new and updated policies provided by NEOLA. These will come before the Board for action at the December 15 regular meeting.

POLICY
UPDATES

The meeting adjourned at 8:30 p.m.

ADJOURNMENT

Respectfully submitted,



Elsie McPherson-Brown
Secretary



Paula Waters
Recording Secretary

Board Summary Report

by Building

051082 - Hartland Schools 2006 Bond Program

Barton Malow Company
 9525 Highland Road
 Howell, MI 48843
 Telephone: 810-626-2198
 Fax: 810-626-2197

Tel: 810-626-2198 Fax: 810-626-2197

	A	B	C	D	E	F	G	H	I
Original Budget	Transfer In/(Out)	Current Budget	Contract Awards	Executed Change Orders	Pending Change Orders	Work to be Bid	Project'd Cost	Contingency Over/(Under)	
		A + B	D	E	F	G	(Sum D thru G)	(C - H)	
009 51 Building	\$ 622,448	\$ 330,826	\$ 963,274	\$ 825,434	\$ 138,871	\$ 0	\$ 2,692	\$ 967,722	\$ 14,448
010 Village Elementary	\$ 3,916,390	\$ 12,426	\$ 3,928,816	\$ 3,022,639	\$ 456,898	\$ 0	\$ 438,208	\$ 3,919,872	\$ 8,944
011 Round Elementary	\$ 3,429,109	\$ 324,945	\$ 3,104,164	\$ 2,393,902	\$ 326,296	\$ 0	\$ 338,103	\$ 3,085,298	\$ 18,866
012 Lakes Elementary	\$ 2,098,277	\$ 556,405	\$ 2,654,682	\$ 2,129,530	\$ 40,824	\$ 4,407	\$ 425,569	\$ 2,601,056	\$ 53,626
013 Creekside Elementary	\$ 392,258	\$ 3,055	\$ 389,203	\$ 220,064	\$ 1,072	\$ 0	\$ 146,362	\$ 379,729	\$ 9,474
021 Farms Intermediate	\$ 3,969,490	\$ 122,216	\$ 3,837,274	\$ 2,768,756	\$ 258,233	\$ 12,587	\$ 631,628	\$ 3,742,667	\$ 94,607
022 Ore Creek MS	\$ 1,454,641	\$ 10,033	\$ 1,444,608	\$ 1,200,527	\$ 54,633	\$ 7,004	\$ 170,495	\$ 1,418,651	\$ 25,957
030 Hartland HS	\$ 1,587,717	\$ 273,488	\$ 1,861,205	\$ 622,447	\$ 5,306	\$ 0	\$ 1,254,882	\$ 1,872,023	\$ 10,818
050 Support Services/Central Office	\$ 3,054,117	\$ 0	\$ 3,054,117	\$ 461,703	\$ 47,323	\$ 0	\$ 2,384,267	\$ 2,893,293	\$ 160,824
060 Transportation	\$ 17,700	\$ 0	\$ 17,700	\$ 0	\$ 0	\$ 0	\$ 16,100	\$ 16,100	\$ 1,600
070 Warehouse	\$ 17,700	\$ 0	\$ 17,700	\$ 0	\$ 0	\$ 0	\$ 16,100	\$ 16,100	\$ 1,600
100 District Wide	\$ 7,252,350	\$ 712,896	\$ 6,539,454	\$ 5,441,055	\$ 325,329	\$ 0	\$ 1,401,699	\$ 6,540,689	\$ 1,235
Bond Costs	\$ 452,197	\$ 102,203	\$ 349,994	\$ 349,994	\$ 0	\$ 0	\$ 0	\$ 349,994	\$ 0
Buses	\$ 2,300,000	\$ 0	\$ 2,300,000	\$ 2,324,058	\$ 0	\$ 0	\$ 0	\$ 2,324,058	\$ 24,058
Mechanical Commissioning	\$ 100,000	\$ 35,142	\$ 64,858	\$ 14,870	\$ 0	\$ 0	\$ 49,988	\$ 64,858	\$ 0
Bond Consultant	\$ 50,000	\$ 0	\$ 50,000	\$ 22,110	\$ 0	\$ 0	\$ 27,890	\$ 50,000	\$ 0
A/E Reimbursable Expense	\$ 24,253	\$ 0	\$ 24,253	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 24,253
District Wide Tech.	\$ 1,331,800	\$ 1,275,608	\$ 56,192	\$ 0	\$ 0	\$ 0	\$ 56,192	\$ 56,192	\$ 0
General Conditions	\$ 541,000	\$ 74,125	\$ 466,875	\$ 282,828	\$ 0	\$ 0	\$ 184,047	\$ 466,875	\$ 0
Owner General Conditions	\$ 40,000	\$ 70,000	\$ 110,000	\$ 72,569	\$ 0	\$ 0	\$ 37,431	\$ 110,000	\$ 0
Owner Moving Expenses	\$ 57,000	\$ 122,611	\$ 179,611	\$ 175,532	\$ 0	\$ 0	\$ 4,079	\$ 179,611	\$ 0

**Board Summary Report
by Building**

	A	B	C	D	E	F	G	H	I
Original Budget	Transfer In/(Out)	Current Budget	Contract Awards	Executed Change Orders	Pending Change Orders	Work to be Bid	Project'd Cost	Contingency Over/(Under)	(C - H)
A	B	A + B	D	E	F	G	(Sum D thru G)	I	(C - H)
CM Fee	\$ 1,356,100	\$ 0	\$ 1,356,100	\$ 997,971	\$ 0	\$ 0	\$ 358,129	\$ 1,356,100	\$ 0
CM Fee - 3rd Year	\$ 0	\$ 220,000	\$ 220,000	\$ 0	\$ 0	\$ 0	\$ 220,000	\$ 220,000	\$ 0
Site Acquisition	\$ 1,000,000	\$ 0	\$ 1,000,000	\$ 851,792	\$ 0	\$ 0	\$ 148,208	\$ 1,000,000	\$ 0
District Wide Contingency	\$ 0	\$ 315,734	\$ 315,734	\$ 0	\$ 0	\$ 0	\$ 315,735	\$ 315,735	\$ 0
Anticomm-Voided Contract-10001	\$ 0	\$ 0	\$ 0	\$ 83,200	\$ 83,200	\$ 0	\$ 0	\$ 0	\$ 0
Arbitrage 2006	\$ 0	\$ 0	\$ 0	\$ 1,430	\$ 0	\$ 0	\$ 0	\$ 1,430	\$ 1,430
Owner Direct-InaComp Inv. 742A	\$ 0	\$ 20,520	\$ 20,520	\$ 0	\$ 0	\$ 0	\$ 0	\$ 20,520	\$ 0
Owner Direct-Strategic Products-1247930	\$ 0	\$ 1,192	\$ 1,192	\$ 1,192	\$ 0	\$ 0	\$ 0	\$ 1,192	\$ 0
Owner Direct Paid Clean-Up Cost - Funded by BMC GC on 11/07	\$ 0	\$ 24,125	\$ 24,125	\$ 21,380	\$ 0	\$ 0	\$ 0	\$ 24,125	\$ 0
Strategic Products-Voided Contract-10003	\$ 0	\$ 0	\$ 0	\$ 242,129	\$ 242,129	\$ 0	\$ 0	\$ 0	\$ 0
Grand Totals	\$ 27,802,197	\$ 0	\$ 27,802,197	\$ 19,086,056	\$ 993,516	\$ 9,991	\$ 7,226,104	\$ 27,453,201	\$ 348,997

HARTLAND CONSOLIDATED SCHOOLS
Hartland, Michigan

Date of Board Meeting: December 15, 2008

Financial Reports as of: November 30, 2008

Check registers to be approved:

Date	Description	General Fund	Athletic	Cafeteria	Capital Proj	Debt	TOTAL
11/07/08	A/P Check Run	1,494.97	185.00	17,415.39	0.00	0.00	19,095.36
11/13/08	A/P Check Run	1,305,173.52	17,649.80	27,699.47	363,939.33	0.00	1,714,462.12
11/18/08	A/P Check Run	3,145.16	356.20	8,669.47	3,688.09	0.00	15,858.92
11/25/08	A/P Check Run	418,770.78	10,515.45	31,647.83	6,500.30	0.00	467,434.36
11/30/2008	Prepays/Voids	491.93	2,821.00	-390.67	0.00	0.00	2,922.26
TOTAL		1,729,076.36	31,527.45	85,041.49	374,127.72	0.00	2,219,773.02

Payrolls to be approved:

Date	W/T-Dues	FlexCare Transfer	Net Paycks & Direct Deposit	Taxes St Of Mich	Taxes Federal		TOTAL
11/14/2008	15,319.67	5,159.71	730,947.47	40,947.47	293,065.98		1,085,440.30
11/28/2008	15,319.67	5,159.71	700,673.00	38,792.66	273,770.45		1,033,715.49
TOTAL	30,639.34	10,319.42	1,431,620.47	79,740.13	566,836.43		2,119,155.79

HARTLAND CONSOLIDATED SCHOOLS
DISPOSITION OF NEW/REVISED/REPLACEMENT
POLICIES FOR BOARD ADOPTION

<u>Policy Number</u>	<u>Adopted</u>	<u>Tabled</u>	<u>Rejected</u>
2260.01	_____	_____	_____
2461 DELETE	_____	_____	_____
3121	_____	_____	_____
3130	_____	_____	_____
3430.01	_____	_____	_____
3437.01	_____	_____	_____
4121	_____	_____	_____
4430.01	_____	_____	_____
4437.01	_____	_____	_____
5114	_____	_____	_____
5320	_____	_____	_____
5460	_____	_____	_____
5605	_____	_____	_____
5610	_____	_____	_____
8210	_____	_____	_____
8351	_____	_____	_____



Hartland Senior Center

9525 Highland Rd.
Howell, Michigan 48843
(810) 626-2135 Fax (810) 626-2136
aliceandrews@hartlandschools.us
Alice Andrews, Director

November 20, 2008

Hartland Board of Education Members,

The Hartland Senior Center is submitting for your approval the following list of nominees to serve on the Hartland Senior Center Advisory Council from January 1, 2009 through December 31, 2011.

Eunice Epley
Hartland, MI

Margitta Schiltz
Hartland, MI

Janice Wright
National City Bank

Judy Ryan
Brighton Township

Barbara Kilbourn
Brighton

If you have any questions or concerns please contact me. As always, we appreciate your strong support for the Hartland Senior Center.

Sincerely,

Alice Andrews