

**HARTLAND CONSOLIDATED SCHOOLS  
SPECIAL MEETING - BOARD OF EDUCATION  
June 22, 2009**

**AGENDA**

- I. Call to order, 7 p.m., Boardroom, Educational Support Center
  - A. Pledge of Allegiance
  - B. Approval of agenda/items for discussion
  - C. Approval of minutes - June 8, 2009 regular meeting
  - D. Call to the public
  - E. Superintendent's Report
    - Budget Hearing - 2009/2010 Budget
  - F. Board reports & requests
  
- II. Action Items
  - A. District Copier Contract (2 possible scenarios)
  - B. Budget Amendments
  - C. General Appropriations Act Resolution - 2009/2010 Budget
  
- III. Discussion Items
  - A. Parent/Student Handbooks
  
- IV. Information Items
  - A. July 7, 2009, organizational meeting, 7:30 a.m., Boardroom, Educational Support Center
  - B. Information Items
  
- V. Adjournment

***This meeting is a meeting of the Board of Education in public for the purpose of conducting the business of Hartland Consolidated Schools and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in Agenda Item I.D.***

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 June 22, 009 special meeting be approved and that public participation be allowed on all items. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.C. APPROVAL OF MINUTES - JUNE 8, 2009 REGULAR MEETING (SEE ATTACHED)

(Recommended action): That the minutes of the June 8, 2009 regular meeting be approved. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT'S REPORT

- Budget Hearing - 2009/2010 Budget

I.F. BOARD REPORTS & REQUESTS

II.A. DISTRICT COPIER CONTRACT - 2 POSSIBLE SCENARIOS

*At the March 23, 2009 special meeting, the Board of Education authorized the district to enter into a consortium agreement with the other Livingston County school districts for the purchase of copier equipment. LESA sent out a Request For Bids and through a process of meetings and site visits, has awarded the consortium contract to Konica/Minolta. Though the Board authorized the district's participation, the district is not obligated to participate in the consortium if the contract awarded is not financially advantageous. The district is currently still working with LESA and its current copier vendor to determine the most prudent course of action. Following are two motions covering both possible scenarios. Additional information will be provided at the Board table or before as a final proposal is determined.*

(1)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the extension of the current maintenance-only contract with Toshiba Business Solutions for a period of up to five years to include replacement of older equipment with newer refurbished equipment as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

(2)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, authorizes the district to negotiate and accept a contract for copier equipment as awarded by the LESA Consortium to Konica/Minolta for a period of five years as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.B. 2008/2009 BUDGET AMENDMENTS (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves budget amendments for the General Fund, Capital Projects Fund, Debt Retirement Fund, Athletic Fund and Food Service Fund as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.C. GENERAL APPROPRIATIONS ACT RESOLUTION - 2009/2010 (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the General Appropriations Act Resolution (2009/2010) as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

III.A. PARENT/STUDENT HANDBOOKS (SEE ATTACHED)

For discussion

IV.A. FUTURE MEETINGS

July 7, 2009, organizational meeting, 7:30 a.m., Boardroom, Educational Support Center

IV.B. INFORMATION ITEMS

V. ADJOURNMENT

Hartland Consolidated Schools  
Regular Meeting - Board of Education  
June 8, 2009

Members present: C. Aberasturi, K. Kaszyca, C. Sinelli, N. Kessel, T. Dumond, E. Jankowski;  
E. McPherson-Brown  
Members absent: None  
Admin. Present: J. Sifferman, S. VanEpps, S. Bacon, L. Mayes, T. Sahouri, M. Otis, S.  
Livingway, C. Hughes, G. Waldrup,  
Guests: J. Lindahl, T. Velliky, J. Delo, N. Spranger, K. Markby, A. Kosla, M. Zarosley, M Kellett,  
M. Craske, L. Reck, M. Bouck, C. Glover, I. Petersen, S. Russano, H. McCarthy, D.  
Schiaivone, S. Pearsall, B. Woodbury, M. Komaromi, R. Komaromi, J. Denzer

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 Kessel supported by McPherson-Brown that the agenda for the June 8, 2009 regular meeting be approved, and that public participation be allowed on all items except Item II.B. - Student Expulsion. Motion carried 7-0. 6/8/09 AGENDA APPROVED

Motion by Aberasturi, supported by Dumond that the minutes of the May 18, 2009 regular meeting be approved. Motion carried 7-0. 5/18 MINUTES APPROVED

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

Superintendent Sifferman congratulated Sue Aberasturi, who organized this year's Baccalaureate ceremony, on a wonderful event. She noted that the ceremony included representatives from several area churches and the students who spoke and/or performed were all poised and articulate. SUPT. REPORT

Ms. Sifferman then introduced Tracey Sahouri, Principal of Creekside Elementary. Ms. Sahouri introduced Ty Rockafellow, music teacher, who directed Creekside students in two songs. She then introduced teacher representatives from each grade who described how the Professional Learning Community concept, in conjunction with Data Director, is working at Creekside. She then introduced a video highlighting the various student events and happenings this year in her building. CREEKSIDE ELEMENTARY

Ms. Sifferman introduced Andrea Kosla and Kim Markby who explained the Reading Apprenticeship program to the Board and public and demonstrated some of the techniques used to help students read and understand educational texts. They noted that this program works in conjunction with both Data Director and PLC's to determine problem areas as well as areas of success, which helps them to determine how successful various techniques are. READING APPRENTICESHIP

Mr. Dumond thanked both presenting teams for two powerful presentations. Mr. Aberasturi thanked Mr. Bacon and his staff for their help with Sunday's Baccalaureate. Ms. McPherson-Brown commented on the wonderful Legacy graduation ceremony and noted that she had participated in the recent LESA Board election and was proud to announce that Julie Hill has been re-elected to serve on the LESA Board. Ms. Kessel thanked the maintenance department for their continued diligent work throughout the district and reminded everyone of the upcoming Relay for Life event June 20 & 21. Mr. Kaszyca congratulated Holly BOARD REPORTS

<p>McCarthy on her selection as Support Person of the Year. Ms. Sinelli congratulated the Golf team on placing 7<sup>th</sup> of 15 teams at the recent state championship. Ms. Jankowski also praised the staff for their excellent PLC and Reading Apprenticeship presentations.</p>	<p>BOARD REPORTS (CON'T)</p>
<p>Motion by Kessel, supported by Jankowski that the Board of Education, upon the recommendation of the Assistant Superintendent for Business &amp; Operations, approves the financial report as of May 31, 2009, and the payment of invoices totaling \$822,855.75 and payroll obligations totaling \$3,162,536.07. Motion carried 7-0.</p>	<p>PAYMENT OF INVOICES</p>
<p>Motion by Sinelli, supported by Kessel that the Board of Education, upon the recommendation of the Superintendent, after hearing the charges and evidence presented at the hearing, the statements of Mr. Livingway, the student's mother, and the student, expels said student from Hartland Consolidated Schools through the first semester of the 2009/10 school year. Placement will then be determined pending the outcome of another hearing in January 2010. Motion carried 7-0.</p>	<p>STUDENT EXPULSION</p>
<p>Motion by Jankowski, supported by McPherson-Brown that the Board of Education, upon the recommendation of the Assistant Superintendent for Business &amp; Operations and the Director of Operations, awards a contract to Aquatic Source in the amount of \$66,631.00 for the chlorine generation system for the aquatic center pool as presented. This contract will be paid with 2006 Renovation Bond funds. Mr. Waldrup noted that this replacement system would use less costly and caustic chemicals, which was currently an issue with several employees having been burned. He also noted that as this was essentially a recycling system, it was a "greener" option. This system was not available when the pool was originally built. Motion carried 7-0.</p>	<p>CONTRACT AWARD: CHLORINE SYSTEM</p>
<p>Motion by McPherson-Brown, supported by Sinelli that the Board of Education, upon the recommendation of the Assistant Superintendent for Business &amp; Operations and the Director of Operations, awards a contract to Foster Specialty Floors in the amount of \$28,500.00 for the high school gym floor as presented. This contract will be paid with 2006 Renovation Bond funds. Mr. Aberasturi noted that it seems we close the gym every year for floor work. Mr. Waldrup noted that this was true, as the floor had to be refinished each year; but this year they would also be correcting a warping issue that should keep the floor in better condition and help alleviate future problems. Motion carried 7-0.</p>	<p>CONTRACT AWARD: HHS GYM FLOOR</p>
<p>Motion by Jankowski, supported by Sinelli that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Curriculum and Instruction approves the curriculum change orders and curriculum revisions as presented and discussed. Motion carried 7-0.</p>	<p>CURR. CHANGE ORDERS APPROVED</p>
<p>After discussing the Board's availability for the annual organizational meeting, the following motion was made:</p>	
<p>Motion by McPherson-Brown, supported by Aberasturi that the Board holds its annual organizational meeting, pursuant to Board policy, on July 7, 2009 at 7:30 a.m. Motion carried 7-0.</p>	<p>ORG. MTG. 7/7/09 - 7:30 A.M.</p>

Motion by McPherson-Brown, supported by Dumond that the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Pontiac Ceiling & Partition Co., LLC. in the amount of \$33,703.00 for division 07, Thermal and Moisture Protection - Village Courtyard EIFS Replacement as presented. Motion carried 7-0.

CONTRACT  
AWARD:  
VES EIFS

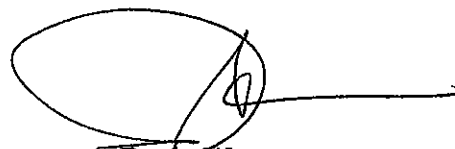
The meeting adjourned at 8:55 p.m.

ADJOURNMENT

Respectfully submitted,



Elsie McPherson-Brown  
Secretary



Paula Waters  
Recording Secretary

**2009/2010 Budget Amendments  
and General Appropriations  
Act Resolution Documents  
Prepared by: Scott Bacon  
June 22, 2009**

**Please note that in each of the following three documents - Budget Amendments, General Appropriations Act Resolution, and budget documents - the information on the Capital Project Fund will be provided via e-mail Monday morning, June 22, 2009, and will be available at the Board table Monday evening.**

**If you have any questions regarding any of these documents, please feel free to contact Scott Bacon this weekend.**

2008/09 Budget Amendments  
Prepared by: Scott Bacon  
June 22, 2009

We are presenting budget amendments for the following school district funds:

General Fund	Debt Fund
Athletic Fund	Capital Projects Fund
Cafeteria Fund	

These are the first amendments to the budgets that were approved June 30, 2008. Although it is now the end of the 2008/09 school year, the Board may recall that the administration discussed in March the "bottom line" effect of the General Fund amendments. The attached document attempts to provide a narrative of the changes by budget category. The district's financial position for 2008/09 has improved slightly since the March presentation.

Adjustments have been made at this point based on every account being reviewed (general fund has approximately 110 revenue accounts and 1,645 expenditure accounts). Every employee's salary was calculated along with the associated fringe benefits. Adjustments have been included for administration's expectations for volatile areas such as fuel and utility costs. I also want to remind everyone that this year we are amending (i.e. stating "where we are now") essentially the 2007/08 final budget because that is what we adopted as the beginning budget for 2008/09. We did this differently than in previous years for a number of reasons that were explained in prior communications. Thus rather than amending from a "projection", we are amending from a prior year budget, which is a bit more of a disconnect than usual.

Please remember that the amendments (by law) are to change what we adopted to where we believe we are now. This paperwork process must be done that way.

I am confident this amended budget has been reviewed appropriately and accurately represents how the 2008/09 fiscal year should play out.

HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN

AMENDMENT TO APPROPRIATIONS ACT  
Resolution for Budget Amendment by the Board of  
Education of Hartland Consolidated Schools

Resolved, that the appropriation for Hartland Consolidated Schools for the fiscal year 2008-09 General Fund is amended as follows:

<u>REVENUES</u>	<u>LAST APPROVED 6/30/2008</u>	<u>AS AMENDED 6/22/2009</u>	<u>RECOMMENDED AMENDMENTS</u>
Local	8,269,719	7,581,439	(688,280)
State	37,306,339	36,284,791	(1,021,548)
Federal	423,936	2,684,688	2,260,752
Transfers and Other	<u>1,215,380</u>	<u>1,183,779</u>	<u>(31,601)</u>
 REVENUE AVAILABLE TO APPROPRIATE	 47,215,374	 47,734,697	 519,323
 Est. Fund balance 7/1/08	 2,343,670	 2,602,689	 259,019
Less appropriated balance	<u>0</u>	<u>0</u>	<u>0</u>
 Fund balance available to appropriate	 <u>2,343,670</u>	 <u>2,602,689</u>	 <u>259,019</u>
 TOTAL AVAILABLE TO APPROPRIATE	 <u><u>49,559,044</u></u>	 <u><u>50,337,386</u></u>	 <u><u>778,342</u></u>

Revenue:

- 1) Decrease "Local Revenue" by \$688,280; primarily because non-homestead tax collections are down approximately \$270,000 because of lower property tax values, interest rates are down approximately \$95,000 because of lower interest rates, bus sales budget of \$325,000 had been "carried forward" but in reality in 2008/09 we only had \$52,000 (net decline of \$273,000) and Community Education revenues are down approximately \$60,000 offset in part by lower expenses (ex. drug grant - \$46,000).
  
- 2) Decrease "State Revenue" by \$1,021,548; primarily because an increase of \$109 per pupil plus an increase in Special Education funding of \$294,000, another \$70,000 in prior years adjustments and an increased portion of the per pupil allocation being funded by the state because of the lower non-homestead tax collections. These increases were offset by the loss of 41 pupils and the corresponding per pupil foundation allowance and a change in budget category from "State of Federal" because of Federal stimulus dollars of \$2,079,000.
  
- 3) Increase "Federal Revenue" by \$2,260,752; primarily because of Federal stimulus dollars of \$2,079,000 (offset in State revenues) along with \$127,000 of prior year federal revenues and a new grant of \$50,000 for Special Education.

4) Decrease "Transfers and Other" by \$31,601; primarily a drop in funding from LESA for ICT training of \$60,000 and no "State Aid not premium" (- \$17,000) offset in part by an increase in vocational funding, an increase in the expected transfer from the Senior Center, and an increase in funds from the Hartland Foundation.

EXPENDITURES	LAST APPROVED 6/30/2008	AS AMENDED 6/22/2009	RECOMMENDED AMENDMENTS
Basic Programs	23,147,994	23,067,336	(80,658)
Added Needs	4,925,942	5,107,611	181,669
Pupil Services	876,669	888,295	11,626
Inst. Services	1,750,089	1,825,709	75,620
General Admin.	1,106,705	1,099,440	(7,265)
School Admin.	2,720,329	2,724,970	4,641
Business Services	1,365,721	1,233,350	(132,371)
Operations & Maint.	4,821,788	4,920,195	98,407
Pupil Transportation	2,531,409	2,477,417	(53,992)
Central Services	156,060	168,000	11,940
Other	108,421	108,421	0
Community Services	2,442,968	2,603,231	160,263
Capital Outlay	242,861	202,700	(40,161)
Transfers & Other Expenses	815,315	794,459	(20,856)
<b>TOTAL APPROPRIATED</b>	<b>47,012,271</b>	<b>47,221,134</b>	<b>208,863</b>
Fund balance 6/30/09	2,546,773	3,116,252	569,479

Expenditures:

1) Decrease "Basic Programs" by \$80,658 to reflect expected expenses for basic classroom instruction, including elementary, middle school, high school, alternative education and summer school. This is by far the largest expenditure category totaling now \$23,067,366. The budget amendment represents a change of only 0.3%. There are numerous adjustments in all account areas (salary, fringes, purchased services, supplies and other). Because this budget area includes the large majority of the district-wide teacher salaries (approximately 81%) and salary driven fringe benefits, this budget area was increased by the majority of the 2008/09 district-wide step increases (approximately \$478,000), education schedule changes (approximately \$120,000), the base raise (0.8%) and the corresponding salary driven benefit costs. We also resumed our curriculum purchases at a cost of approximately \$187,000. At the same time however, this area was reduced in the area of benefits because \$600,000 per year no longer is being paid for the teachers' buyout program and the retirement rate percentage of salary actually decreased by 0.18%.

2) Increase "Added Needs" by \$181,669 to reflect expenses for Special Education, Title I and Vocational Education programs. As with the "Basic Programs" area, there are numerous adjustments made to reflect "steps", "degrees", "leaves", "retirements", and, potentially, new staff. Special Education is up \$78,510 or only 1.95%. The primary reason for the adjustment in Special Education is because of a \$50,000 grant and the addition of an aide offset by lower retirement rate costs. The vocational program had an increase of \$74,337. A large portion of the increase is because of additional teacher F.T.E. (0.9 of a teacher) now in vocational programs which accounts for the primary reason the salary portion is up. Fringes are up accordingly but lower tuition fees than budgeted for shared time programs helped reduce the overall increase somewhat. Title I expenses are up \$28,822 because of an expanded program offset by revenues.

3) Increase "Pupil Services" by \$11,626 to reflect current expenses for counseling and health services. This is primarily the net difference in cost between the addition of one district-wide counselor and the elimination of the Alternative Education counselor.

4) Increase "Instructional Services" by \$75,620 to reflect current expected budget for media services, curriculum development and curriculum related grants. It also includes accounting for the "teacher consultant" time spent by Special Education teachers. A number of changes took place in this area. This is a 4% increase within this budget category. Media expenses are up \$16,000; primarily in salaries which is a 3% increase and includes base salary adjustments, any steps and any degree upgrades. The curriculum/technology expenses and Special Education teacher consultant expenses were up approximately \$60,000. Half of this was from the mid-year addition of a data processing position. The other half was from additional Title II expenditures (approximately + \$12,000) covered by grants and additional Special Education teacher consultant time (approximately + \$18,000).

5) Decrease "General Administration" by \$7,265 to reflect expected costs; primarily to account for the raise for the Superintendent approved last fall and the increase in supply costs offset by the savings generated because the Superintendent's secretary became a contracted employee and because we expect the "contracted services" account to be lower by \$15,000.

6) Increase "School Administration" by \$4,461 to reflect current expenses of building administration (principals, secretarial and prepare staff). This is the fourth largest budget area, now totaling \$2,724,970. The next increase includes raises for all employees in the group and the appropriate salary driven fringe benefit adjustments offset in large part by now having no unemployment costs that were paid from this budget area last year.

7) Decrease "Business Services" by \$132,371 to reflect a combination of items; a reduction of \$39,000 in property tax chargebacks, the elimination of \$30,900 of prior year adjustments that had been budgeted originally in 2007/08 and a reduction in bus loan principle payments of \$79,000 offset slightly by the actual increased costs of salary and benefits charged to this account area.

8) Increase "Operation & Maintenance" by \$98,407. This is the second largest budget area and now totals \$4,920,195. While there are numerous accounts, the primary change is from expected increased utility costs of \$90,000 (very cold winter) and because of an increase in maintenance supply costs of \$20,000 that we had contemplated (ex. salt expenses) at the time of budget adoption last June but had not recorded because of the "continuing budget" scenario. These increases were offset in part by expected decreased benefit charges to this department.

9) Decrease "Pupil Transportation" by \$53,992. Salaries are actually down some (- \$10,000) but benefits are up (+ \$28,000) as more employees took health insurance rather than "cash-in-lieu". The real change was in the cost fuel, which is down from budget by \$80,000. All other budget accounts in this area had a next increase of another \$8,000.

10) Increase "Central Services" by \$11,940 to reflect expected costs for expenditures for contracted data processing and central data processing supplies.

11) "Other" - no change: Expected costs for "Schedule B" expenses. (Stipends for plays, concerts, camp, etc.

12) Increase "Community Services" by \$160,263 which is a net change from numerous adjustments from the many community education programs including the pool operations, the senior citizens program and the accounts for the Hartland Foundation that are run through the school district accounts. The senior center program expenses are up approximately \$23,000 and the expenditures related to the Hartland Foundation accounts are up approximately \$27,000. As noted in the revenue amendment section, revenues were up from these two budget areas and offset the increases in expenditures. The "Community Education" budgets are up compared to the original budget by 5.1% or approximately \$111,000. Within the salary area the budget is up approximately \$48,000 but it is up only \$11,000 or 0.9% when compared to last year's actual salaries. Benefits are up \$17,000 and reflect expected costs; much of which is salary driven. The remaining accounts within "Community Education" are up a net of \$46,000. Almost half of this increase is within the very large soccer program (750 participants) and is related to obligations to make significant field upgrades.

13) Decrease "Capital Outlay" by \$40,161; primarily because we reduced technology equipment purchased from general fund (- \$60,000), the Senior Center did not purchase a replacement vehicle this year (- \$14,000) and we reduced the budget for the account to spend on portable classroom capital expenditures (- \$18,000).

14) Decrease "Transfers and Other Expenses" by \$20,856 to reflect a number of items; reduced interest for our cash flow borrowing (- \$70,000), lower energy note interest (- \$2,000), lower bus loan interest because we purchased buses with 2006 Bond dollars (- \$17,000) offset in part by "Durant" payments (+ \$22,000) and increase athletic transfer (+ \$38,000). The athletic transfer was made up of two parts' an approximate \$14,000 annual 3% increase and approximately \$24,000 to cover the increased costs of adding new programs as "varsity sports" - swimming and lacrosse. The additional expense was offset by revenues and some reduced expenses related to contracting many of the coaches and the event staff.

This resolution shall take immediate effect.

HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN

AMENDMENT TO APPROPRIATIONS ACT  
Resolution for Budget Amendment by the Board of  
Education of Hartland Consolidated Schools

Resolved, that the appropriation for Hartland Consolidated Schools for the fiscal year 2008-09 Athletic Fund amended as follows:

<u>REVENUES</u>	<u>LAST APPROVED 6/30/2008</u>	<u>AS AMENDED 6/22/2009</u>	<u>RECOMMENDED AMENDMENTS</u>
Local Sources (gate)	143,200	142,900	(300)
Other Local	<u>132,600</u>	<u>146,600</u>	<u>14,000</u>
Total Revenues	275,800	289,500	13,700
Incoming Transfers	<u>487,763</u>	<u>526,396</u>	<u>38,633</u>
<b>TOTAL REVENUES &amp; INCOMING TRANSFERS</b>	<b>763,563</b>	<b>815,896</b>	<b>52,333</b>
Est. Fund balance 7/1/08	26,998	51,927	24,929
Less appropriated balance	<u>0</u>	<u>0</u>	<u>0</u>
Fund balance available to appropriate	<u>26,998</u>	<u>51,927</u>	<u>24,929</u>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b><u>790,561</u></b>	<b><u>867,823</u></b>	<b><u>77,262</u></b>

Revenue:

- 1) Decrease "Local Sources (gate)" by \$300 to reflect expected revenue from all sports that collect at the gate.
- 2) Increase "Other Local" by \$14,000; primarily because of tournament revenues.
- 3) Increase "Incoming Transfers" by \$38,633 to reflect the 3% increase (+ \$14,633) over the 2007/08 general fund contribution, plus an increase (+ \$24,000) to account for additional pay-to-participate fees that came in because "club" sports changed to "varsity" sports. The increased pay-to-participate dollars were used to cover the costs of adding the sports to the athletic budget.

EXPENDITURES	LAST APPROVED 6/30/2008	AS AMENDED 6/22/2009	RECOMMENDED AMENDMENTS
Other support services:			
Salaries	424,318	251,476	(172,842)
Employee benefits	93,425	49,375	(44,050)
Contracted Services/Supplies	171,600	429,307	257,707
Equipment	35,153	29,880	(5,273)
Officials Fees	31,601	36,715	5,114
Transportation	25,626	22,500	(3,126)
Total expenditures	781,723	819,253	37,530
Outgoing transfers	0	0	0
TOTAL APPROPRIATED	781,723	819,253	37,530
Projected 6/30/09 fund balance	8,838	48,570	39,732

Expenditures:

- 1) Decrease "Salaries" by \$172,842; primarily to reflect all concession staff and all non-teaching coaches becoming contracted employees through an outside firm.
- 2) Decrease "Employee Benefits" by \$44,050; primarily to adjust for the reduction in salary driven benefits (FICA and retirement).
- 3) Increase "Contracted Services/Supplies" by \$257,707; primarily because of the cost of the contracted employees (+ \$249,781).
- 4) Decrease "Equipment" by \$5,273 to reflect expected expenditures from this source.
- 5) Increase "Officials Fees" by \$5,114 to reflect expected expenditures from this source.
- 6) Decrease "Transportation" by \$3,126 to reflect expected expenditures from this source.

HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN

AMENDMENT TO APPROPRIATIONS ACT  
Resolution for Budget Amendment by the Board of  
Education of Hartland Consolidated Schools

Resolved, that the appropriation for Hartland Consolidated Schools for the fiscal year 2008-09 Cafeteria Fund amended as follows:

<u>REVENUES</u>	<u>LAST APPROVED 6/30/2008</u>	<u>AS AMENDED 6/22/2009</u>	<u>RECOMMENDED AMENDMENTS</u>
Local Sources	1,066,802	1,006,778	(60,024)
State Sources	50,718	50,718	0
Federal Sources	244,358	336,762	92,404
Total Revenues	1,361,878	1,394,258	32,380
Transfers & Other	0	0	0
<b>TOTAL REVENUES</b>	<b>1,361,878</b>	<b>1,394,258</b>	<b>32,380</b>
Est. Fund balance 7/1/08	191,101	263,853	72,752
Less appropriated balance	0	0	0
Fund balance available to appropriate	191,101	263,853	72,752
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>1,552,979</b>	<b>1,658,111</b>	<b>105,132</b>

Revenue:

- 1) Decrease "Local Sources" by \$60,024. The budget "moved forward" from 2007/08 was too high. The actual in 2007/08 was \$1,027,207. In 2008/09 we also have more students on "free and reduced" which reduces "local sources".
- 2) "State Sources" - no change.
- 3) Increase "Federal Sources" by \$92,404. The budget "moved forward" from 2007/08 was too low. The actual in 2007/08 was \$306,941. In 2008/09 we have more students on "free and reduced" which increases this category.

EXPENDITURES	LAST APPROVED 6/30/2008	AS AMENDED 6/22/2009	RECOMMENDED AMENDMENTS
Other support services:			
Salaries	455,137	463,513	8,376
Food	669,594	676,775	7,181
Supplies & Other	128,808	96,365	(32,443)
Employee Benefits	143,048	141,142	(1,906)
Total expenditures	1,396,587	1,377,795	(18,792)
Outgoing transfers	66,400	66,400	0
<b>TOTAL APPROPRIATED</b>	<b>1,462,987</b>	<b>1,444,195</b>	<b>(18,792)</b>
Projected 6/30/09 fund balance	89,992	213,916	123,924

Expenditures:

- 1) Increase "Salaries" by \$8,376 to reflect expected costs in this area.
- 2) Increase "Food" by \$7,181 to reflect increased costs associated with food.
- 3) Decrease "Supplies & Other" by \$32,443 primarily because of reduced rental costs (- \$2,500), a reduced equipment replacement budget (- \$21,000) because we used 2006 Bond money, reduced costs in supplies (- \$6,000 - primarily paper) and reduced costs of physicals (- \$2,000).
- 4) Decrease "Employee Benefits" by \$1,906. The budget moved forward from 2007/08 was too high. The actual in 2007/08 was \$137,343. The increase in 2008/09 over the actual in 2007/08 was primarily to reflect benefits associated with increased salary costs.

HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN

AMENDMENT TO APPROPRIATIONS ACT  
Resolution for Budget Amendment by the Board of  
Education of Hartland Consolidated Schools

Resolved, that the appropriation for Hartland Consolidated Schools for the fiscal year 2008-09 Debt Fund amended as follows:

<u>REVENUES</u>	<u>LAST APPROVED 6/30/2008</u>	<u>AS AMENDED 6/22/2009</u>	<u>RECOMMENDED AMENDMENTS</u>
Property Tax Levy	9,336,167	9,334,887	(1,280)
Other Rev. from Local Sources	67,005	18,063	(48,942)
Proceeds of Bonds Refunded	0	0	0
<b>TOTAL REVENUE FROM LOCAL</b>	<b>9,403,172</b>	<b>9,352,950</b>	<b>(50,222)</b>
TOTAL REVENUE FROM INTERMED.	0	0	0
TOTAL REVENUE FROM STATE	0	0	0
TOTAL REVENUE FROM FEDERAL	0	0	0
<b>TOTAL REVENUE</b>	<b>9,403,172</b>	<b>9,352,950</b>	<b>(50,222)</b>
<b>INCOMING TRANSFERS &amp; OTHER</b>	<b>3,765,030</b>	<b>3,695,411</b>	<b>(69,619)</b>
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER</b>	<b>13,168,202</b>	<b>13,048,361</b>	<b>(119,841)</b>
Est. Fund balance 7/1/08	711,442	742,114	30,672
Less appropriated balance	0	0	0
<b>Fund balance available to appropriate</b>	<b>711,442</b>	<b>742,114</b>	<b>30,672</b>
<b>TOTAL AVAILABLE TO APPROPRIATE</b>	<b>13,879,644</b>	<b>13,790,475</b>	<b>(89,169)</b>

Revenue:

- 1) Decrease "Property Tax Levy" by \$1,280 to reflect expected revenue from this source.
- 2) Decrease "Other Revenue" by \$48,942 to reflect expected reduced interest earnings from investing property tax collections.
- 3) Decrease "Incoming Transfers & Others" by \$69,619 to reflect the expected revenue from this source. This section is primarily loan proceeds from the School Bond Loan program. The original budget was only a preliminary projection.

<u>EXPENDITURES</u>	<u>LAST APPROVED 6/30/2008</u>	<u>AS AMENDED 6/22/2009</u>	<u>RECOMMENDED AMENDMENTS</u>
Redemption of Principal	7,016,720	6,924,000	(92,720)
Redemption of Energy Note	60,000	60,000	0
Interest on Debt	6,013,093	6,003,093	(10,000)
Interest on Energy Note	11,360	11,160	(200)
Escrow for Refunded Bonds	0	0	0
Miscellaneous	19,225	11,875	(7,350)
<b>TOTAL EXPENDITURES</b>	<b>13,120,398</b>	<b>13,010,128</b>	<b>(110,270)</b>
<b>OUTGOING TRANSFERS &amp; OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL APPROPRIATED</b>	<b>13,120,398</b>	<b>13,010,128</b>	<b>(110,270)</b>
Projected 6/30/09 fund balance	759,246	780,347	21,101

Expenditures:

- 1) Decrease "Redemption of Principal" by \$92,720 to reflect actual payments.
- 2) "Redemption of Energy Note" - no change
- 3) Decrease "Interest on Debt" by \$10,000 to reflect actual interest payments.
- 4) Decrease "Interest on Energy Note" by \$200 to reflect actual expense.
- 5) "Escrow on Refunded Bonds" - no change
- 6) Decrease "Miscellaneous" by \$7,350 to reflect actual expenses for paying agent fees and tax chargebacks.
- 7) "Outgoing Transfers & Other" - no change

6/18/2009

## HARTLAND CONSOLIDATED SCHOOLS

CAPITAL PROJECTS FUND  
AMENDMENT TO APPROPRIATIONS  
FOR FISCAL YEAR ENDING JUNE 30,2009

	LAST APPROVED 06-30-08	AS AMENDED 06-22-09	RECOMMENDED AMENDMENTS
=====			
REVENUES			
Sale of Bonds	0	0	0
Misc receipts	0	0	0
Interest on Investments	150,000	0	-150,000
	-----	-----	-----
Total Revenues	150,000	0	-150,000
Incoming transfers	0	0	0
	-----	-----	-----
TOTAL REVENUES	150,000	0	-150,000
Est. Fund bal. 7-1-08	14,351,073	0	-14,351,073
Less appropriated bal.	0	0	0
	-----	-----	-----
Fund balance available to appropriate	14,351,073	0	-14,351,073
	-----	-----	-----
TOTAL AVAILABLE TO APPROPRIATE	14,501,073	0	-14,501,073
EXPENDITURES			
Remodeling & Renovation	7,588,754	0	-7,588,754
Equipment	500,000	0	-500,000
Site Development	1,000,000	0	-1,000,000
Miscellaneous	500,000	0	-500,000
Arbitrage	209,000	0	-209,000
	-----	-----	-----
Total Expenditures	9,797,754	0	-9,797,754
Outgoing transfers	591,000	0	-591,000
	-----	-----	-----
TOTAL EXPENDITURES	10,388,754	0	-10,388,754
Projected 6-30-09 Fund Bal	4,112,319	0	-4,112,319

AMENDCP

2009/10 General Appropriations  
Act Resolution and Budget  
Documents  
Prepared by: Scott Bacon  
June 22, 2009

The General Appropriations Resolution is the formal document to authorize expenditures for each of our "funds":

- General Fund
- Athletic Fund
- Cafeteria Fund
- Debt Fund (This fund pays all our open, previously approved bond issue obligations.)
- Capital Projects Fund (The proceeds from our 2006 renovation bond and the remaining dollars from the 2000 bond are spent from this fund.)

This year, after discussion with each of the Finance Committee members, the Superintendent and I chose to again adopt the general fund budget in a different manner than in the past; although we did use this format/process for the 2007/08 and 2008/09 budget adoption. We are proposing a "continuing budget" for the initial adoption of the 2009/10 budget year. The thought behind this format is explained in the first three pages of the budget document.

# GENERAL APPROPRIATIONS ACT RESOLUTION

## Hartland Consolidated Schools Livingston County, Michigan

A special meeting of the Board of Education of the Hartland Consolidated Schools was held in the board room of the Hartland Educational Support Service Center on the 22nd day of June 2009 at 7 o'clock p.m.

The meeting was called to order at 7 o'clock, p.m., by President Kaszyca.

Present:

Absent:

The following preamble and resolution were offered by Member  
and supported by Member

### **WHEREAS,**

1. This Board previously resolved to conduct a hearing regarding the proposed budget for the fiscal year 2009-2010 on June 22, 2009; and
2. This Board caused notice of such hearing to be published, which notice included the statement that the "property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing;" and
3. Such a hearing was conducted on June 22, 2009 at which time this Board heard public comment and considered the proposed 2009-2010 budget and proposed property tax millage rate to be levied to support the proposed budget.

### **NOW, THEREFORE, BE IT RESOLVED THAT:**

1. This Board hereby adopts as its 2009-2010 budget the proposed budget document, incorporated by reference, which includes the property tax millage rate to be levied to support the 2009-2010 budget.
2. This Board certifies that, for 2009, 18 mills shall be levied for operating purposes upon non-homestead and non-qualified agricultural property, and 0 mills for operating purposes shall be levied upon homestead and qualified agricultural property. Further, this Board certifies that, for 2009, 7.6 mills shall be levied upon all property for debt retirement purposes.

continued

BE IT FURTHER RESOLVED, that this resolution shall be the general appropriations act of the Hartland Consolidated School District for the fiscal year ending June 30, 2010; A RESOLUTION to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of all income received by the Hartland Consolidated School District.

BE IT FURTHER RESOLVED that the total revenues and unappropriated fund balance estimated to be available for appropriations in the general fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2010, is as follows:

REVENUE

Local	\$ 7,581,439
County	-0-
State	36,284,791
Federal	2,684,688
Incoming Transfers & Other Transactions	<u>1,183,779</u>

TOTAL REVENUE	\$ 47,734,697
---------------	---------------

Est. Fund Balance, July 1, 2009	\$3,116,252
Less Appropriated Fund Balance	<u>-0-</u>

Fund Balance Available to Appropriate	<u>\$3,116,252</u>
---------------------------------------	--------------------

AVAILABLE TO APPROPRIATE TO GENERAL FUND	\$50,850,949
--	--------------

BE IT FURTHER RESOLVED, that \$47,221,134 of the total available to appropriate in the general fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction:	
Basic Programs	\$23,067,336
Added Needs	5,107,611

Support Services:	
Pupil	\$ 888,295
Instructional Staff	1,825,709
General Administration	1,099,440
School Administration	2,724,970
Business	1,233,350
Maintenance/Operations	4,920,195
Transportation	2,477,417
Central	168,000
Other	108,421

continued

Community Services	2,603,231
Capital Outlay	202,700
Outgoing Transfers & Other Transactions	<u>794,459</u>
<b>TOTAL APPROPRIATED GENERAL FUND</b>	<b>\$ 47,221,134</b>

BE IT FURTHER RESOLVED that the total revenues and unappropriated fund balance estimated to be available for appropriations in the athletic fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2010, is as follows:

REVENUE

Local (gate)	\$	142,900
Other		146,600
Federal		-0-
Incoming Transfers & Other Transactions		<u>526,396</u>
<b>TOTAL REVENUE</b>	<b>\$</b>	<b>815,896</b>
Est. Fund Balance, July 1, 2009	\$	48,570
Less Appropriated Fund Balance		<u>-0-</u>
Fund Balance Available to Appropriate		<u>48,570</u>
<b>TOTAL AVAILABLE TO APPROPRIATE ATHLETIC FUND</b>	<b>\$</b>	<b>864,466</b>

BE IT FURTHER RESOLVED, that \$836,482 of the total available to appropriate in the athletic fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Other Support Services:		
Salaries	\$	261,535
Employee Benefits		51,844
Contracted Services		433,600
Equipment		29,880
Officials' Fees		36,898
Transportation		<u>22,725</u>
<b>TOTAL APPROPRIATED ATHLETIC FUND</b>	<b>\$</b>	<b>836,482</b>

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the cafeteria fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2010, is as follows:

continued

REVENUE

Local		\$ 1,006,778
State		50,718
Federal		336,762
Incoming Transfers & Other Transactions		<u>-0-</u>
TOTAL REVENUE		\$ 1,394,258
Est. Fund Balance, July 1, 2009	\$ 213,916	
Less Appropriated Fund Balance	<u>-0-</u>	
Fund Balance Available to appropriate		\$ <u>213,916</u>
TOTAL AVAILABLE TO APPROPRIATE CAFETERIA FUND		\$ 1,608,174

BE IT FURTHER RESOLVED, that \$1,470,581 of the total available to appropriate to the cafeteria fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Other Support Services:		
Salaries		\$ 463,513
Food		693,694
Supplies & Other		98,775
Employee Benefits		148,199
Outgoing Transfers		<u>66,400</u>
TOTAL APPROPRIATED TO CAFETERIA FUND		\$ 1,470,581

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the debt retirement fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2010, is as follows:

REVENUE

Local Source:		
Property Tax		\$ 9,100,416
Other Local Source		18,063
State Sources		-0-
Incoming Transfers & Other		<u>3,871,365</u>
TOTAL REVENUE		\$12,989,844

continued

Est. Fund Balance, July 1, 2009	\$ 780,347
Less Appropriated Fund Balance	<u>-0-</u>
Fund Balance Available to Appropriate	\$ <u>780,347</u>
TOTAL AVAILABLE TO APPROP. DEBT RETIREMENT FUND \$ 13,770,191	

BE IT FURTHER RESOLVED, that \$13,020,559 of the total available to appropriate in the debt retirement fund is hereby appropriated in the amounts and for the purposes set forth below:

### EXPENDITURES

Redemption of Principal	\$ 7,212,000
Redemption of Energy Note	65,000
Interest on Debt	5,723,184
Interest on Energy Note	8,500
Miscellaneous	<u>11,875</u>
TOTAL APPROPRIATED DEBT RETIREMENT FUND	\$13,020,559

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the capital projects fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2010, is as follows:

### **TO BE COMPLETED BY 6-22-2009**

### REVENUE

Sale of Bonds	\$ -0-
Misc. Receipts	-0-
Interest on Investments	-----
Incoming Transfers & Other Transactions	<u>-0-</u>
TOTAL REVENUE	\$ -0-
Est. Fund Balance, July 1, 2009	\$ -----
Less Appropriated Fund Balance	<u>-0-</u>
Fund Balance Available to Appropriate	\$ -----
TOTAL AVAILABLE TO APPROPRIATE CAPITAL PROJECTS FUND	\$ -----

continued

BE IT FURTHER RESOLVED, that \$ \_\_\_\_\_ of the total available to appropriate to the capital projects fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Remodeling/Renovation/Construction	\$	-----
Equipment		-----
Site Development		-----
Miscellaneous		-----
Arbitrage		-----
Outgoing Transfers		-----
		-----
TOTAL APPROPRIATED TO CAPITAL PROJECTS	\$	-----

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect July 1, 2009.

**HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN**

**2009-10 OPERATING, ATHLETIC,  
CAFETERIA,  
DEBT RETIREMENT, AND  
CAPITAL PROJECT BUDGETS**

Public Hearing: June 22, 2009

Budget Adoption: June 22, 2009

HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN

**2009-10 GENERAL APPROPRIATIONS ACT**

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Hartland Consolidated Schools  
June 22, 2009

**2009-10 GENERAL FUND BUDGET MESSAGE**

For the statutory budget adoption required by June 30, 2009, Hartland Consolidated Schools is going to initially adopt a "continuing budget". In other words, we are adopting a budget for 2009/10 that is equal to the final amended budget for the 2008/09 school year. It is anticipated we will have at least two formal budget amendment processes prior to the end of the 2009/10 school year. We did adopt our 2007/08 and 2008/09 budgets using this same approach and believe it makes sense to do this again.

In making the decision to use this "continuing budget" format, we considered the following:

- The 2009/10 per pupil foundation allowance, even with the inclusion of federal stimulus dollars, is being debated in the legislature now and may not be known until September 2009 or later. Even with stimulus dollars, our best case appears to be no increase in the foundation allowance. There are also discussions that may result in fewer total dollars per pupil. The revenue from the foundation allowance represents a significant portion of our overall revenue budget.
- Key September enrollment numbers are not known in June, although we are assuming a net decrease of fifty (50) students. We do anticipate our largest new "schools of choice" enrollment for 2009/10 although we may still have a net loss in students. We are paid based on our enrollment.
- Hartland Schools' annual salary schedule increases are based on a formula that takes into account both the increase in enrollment and the increase (or decrease) in the per pupil foundation allowance. Salary-driven benefit costs of retirement rate and FICA are then based upon the salary increases. Salary, retirement costs and FICA represent 69% of the budget, thus with these being unstable, it certainly would devalue a budget adoption prepared in the typical format.

Four other factors were critical when the decision was made to use a "continuing budget" concept:

- 1) We are comfortable that we will, in fact, finish the 2008/09 budget year by increasing fund balance and are just as comfortable we will conclude the 2009/10 school year with a Fund Balance near 5% of expenditures.

- 2) We have already been informed on two significant expense items. The retirement rate we pay as a percentage of all salaries is, in fact, going to have a smaller increase than originally anticipated. Secondly, our expected increase in health care costs is approximately 3% versus the 5% we had projected previously.
- 3) The district has not planned any program changes for 2009/10 that would negatively affect our budget.

To conclude, after considering all factors noted above, we are presenting a "continuing budget" for 2009/10.

Because of funding problems at the state level over the past number of years, our school district, like most, has found itself in a position of either making significant expenditure reductions and/or finding revenue enhancements. As a district we have reduced specific program expenditures and increased fees in five of the past nine years:

2001/02	\$ 968,000	2004/05	\$ 729,300	2007/08	\$ -0-
2002/03	\$ -0-	2005/06	\$1,765,500	2008/09	\$ -0-
2003/04	\$ 475,000	2006/07	\$1,295,409	<b>2009/10</b>	<b>\$ -0-</b>

**As noted, we did not recommend formal budget reductions for 2009/10.** This was done primarily because we wanted to avoid additional program reductions if we could – and we felt we could. That does not mean we have not made adjustments in our expenditure planning. We have "frozen" all supply and purchased services accounts (utilities, fuel, etc. are examples where we could not do this). We are making every reasonable effort to not fill teaching positions vacant because of retirements or leaves of absence. At all times the efforts have been towards maintaining quality educational programs and opportunities, while at the same time being willing to make the tough budget decisions necessary to make that possible.

As we look to the future, school funding remains very unstable. Federal stimulus dollars that came to the State of Michigan for schools were originally thought to be sufficient to maintain our current "per pupil foundation allowance" through the 2010/11 school year. At the time of this budget message there seems to be no question there will be no stimulus money support for 2010/11 and 2009/10 may be in some jeopardy. The five year projections in this document suggests the district will, in fact, need to make additional (perhaps significant) expenditure reductions in the future years. Even though we have adopted a continuation budget, the five-year projection (see pages 13 and 14) does reflect what we believe is the most likely budget scenario for 2009/10.

On page 13 we have a projection that would be considered somewhat optimistic for the years 2010/11 – 2012/13. This assumes we maintain our current "per pupil foundation allowance" in 2010/11 and still must reduce expenditures by \$1,060,000 per year in order to have a fund balance of 2.05% of expenditures on June 30, 2013. The 2% target for Fund Balance was picked arbitrarily. The Board of Education does not currently have a "formal minimum" Fund Balance target.

On page 14 we have a projection that would be considered more conservative for the years 2010/11 – 2012/13. This assumes we have a reduction of \$300 in our “per pupil foundation allowance” in 2010/11, presumed necessary because federal stimulus dollars would no longer be available, and we must reduce expenditures by \$1,880,000 per year in order to have a fund balance of 2.06% of expenditures on June 30, 2013.

While the budget adoption at this point in time is for 2009/10, our focus this summer and beyond will be on finding solutions for the budget years to follow.

GENERAL FUND  
 DETAIL BUDGET PROJECTION  
 FOR FISCAL YEAR ENDING JUNE 30

	ACTUAL 2007-08	BUDGETED 2008-09	ESTIMATED 2009-10
=====			
REVENUES:			
Local Sources	8,118,034	7,581,439	7,581,439
County & LISD	0	0	0
State Sources	37,389,165	36,284,791	36,284,791
Federal Sources	270,361	2,684,688	2,684,688
	-----	-----	-----
TOTAL REVENUES	45,777,560	46,550,918	46,550,918
Incoming Transfer & other Transactions	1,188,952	1,183,779	1,183,779
	-----	-----	-----
TOTAL REVENUES, INCOMING TRANSFERS & OTHER TRANSACTIONS	46,966,512	47,734,697	47,734,697
EXPENDITURES:			
INSTRUCTION EXPENSE			
Basic Program	23,112,208	23,067,336	23,067,336
Added Needs	4,929,583	5,107,611	5,107,611
Adult and Continuing	0	0	0
SUPPORT SERVICES			
Pupil	867,586	888,295	888,295
Instructional Staff	1,707,917	1,825,709	1,825,709
General Administration	1,067,725	1,099,440	1,099,440
School Administration	2,714,322	2,724,970	2,724,970
Business	1,341,818	1,233,350	1,233,350
Maintenance/Operations	4,650,167	4,920,195	4,920,195
Transportation	2,407,518	2,477,417	2,477,417
Central	163,688	168,000	168,000
Other	106,618	108,421	108,421
COMMUNITY SERVICES	2,463,015	2,603,231	2,603,231
CAPITAL OUTLAY	157,468	202,700	202,700
	-----	-----	-----
TOTAL EXPENDITURES	45,689,633	46,426,675	46,426,675
Outgoing transfers and Other Transactions	814,757	794,459	794,459
	-----	-----	-----
TOTAL APPROPRIATED	46,504,390	47,221,134	47,221,134
EXCESS REV(APPROPRIATION)	462,122	513,563	513,563
FUND BALANCE, JULY 1	2,140,567	2,602,689	<b>3,116,252</b>
FUND BALANCE, JUNE 30	2,602,689	3,116,252	3,629,815

GENERAL FUND  
 DETAIL BUDGET PROJECTION  
 FOR FISCAL YEAR ENDING JUNE 30

	ACTUAL 2007-08	BUDGETED 2008-09	ESTIMATED 2009-10	NET CHANGE Percent	NET CHANGE Dollars
<b>REVENUES:</b>					
Local Sources	8,118,034	7,581,439	7,581,439	0.00%	0
County & LISD	0	0	0		0
State Sources	37,389,165	36,284,791	36,284,791	0.00%	0
Federal Sources	270,361	2,684,688	2,684,688	0.00%	0
<b>TOTAL REVENUES</b>	<b>45,777,560</b>	<b>46,550,918</b>	<b>46,550,918</b>	<b>0.00%</b>	<b>0</b>
Incoming Transfer & other Transactions	1,188,952	1,183,779	1,183,779	0.00%	0
<b>TOTAL REVENUES, INCOMING TRANSFERS &amp; OTHER TRANSACTIONS</b>	<b>46,966,512</b>	<b>47,734,697</b>	<b>47,734,697</b>	<b>0.00%</b>	<b>0</b>
<b>EXPENDITURES:</b>					
<b>INSTRUCTION EXPENSE</b>					
Basic Program	23,112,208	23,067,336	23,067,336	0.00%	0
Added Needs	4,929,583	5,107,611	5,107,611	0.00%	0
Adult and Continuing	0	0	0	0.00%	0
<b>SUPPORT SERVICES</b>					
Pupil	867,586	888,295	888,295	0.00%	0
Instructional Staff	1,707,917	1,825,709	1,825,709	0.00%	0
General Administration	1,067,725	1,099,440	1,099,440	0.00%	0
School Administration	2,714,322	2,724,970	2,724,970	0.00%	0
Business	1,341,818	1,233,350	1,233,350	0.00%	0
Maintenance/Operations	4,650,167	4,920,195	4,920,195	0.00%	0
Transportation	2,407,518	2,477,417	2,477,417	0.00%	0
Central	163,688	168,000	168,000	0.00%	0
Other	106,618	108,421	108,421	0.00%	0
COMMUNITY SERVICES	2,463,015	2,603,231	2,603,231	0.00%	0
CAPITAL OUTLAY	157,468	202,700	202,700	0.00%	0
<b>TOTAL EXPENDITURES</b>	<b>45,689,633</b>	<b>46,426,675</b>	<b>46,426,675</b>	<b>0.00%</b>	<b>0</b>
Outgoing transfers and Other Transactions	814,757	794,459	794,459	0.00%	0
<b>TOTAL APPROPRIATED</b>	<b>46,504,390</b>	<b>47,221,134</b>	<b>47,221,134</b>	<b>0.00%</b>	<b>0</b>
<b>EXCESS REV(APPROPRIATION)</b>	<b>462,122</b>	<b>513,563</b>	<b>513,563</b>	<b>0%</b>	<b>0</b>
<b>FUND BALANCE, JULY 1</b>	<b>2,140,567</b>	<b>2,602,689</b>	<b>3,116,252</b>		
<b>FUND BALANCE, JUNE 30</b>	<b>2,602,689</b>	<b>3,116,252</b>	<b>3,629,815</b>	<b>16.48%</b>	<b>513,563</b>

HARTLAND SCHOOLS BUDGET SUMMARY  
GENERAL FUND

	Actual 2007/08 -----	Budget 2008/09 -----	Projection 2009/10 -----	Change From 08/09 -----
<b>BASIC PROGRAMS</b>				
salaries	15,166,838	15,656,860	15,656,860	0
fringes	7,249,070	6,610,707	6,610,707	0
purch.serv.	396,873	325,870	325,870	0
supplies	280,118	282,444	282,444	0
curriculum change	17,420	186,697	186,697	0
other	1,889	4,758	4,758	0
<b>ADDED NEEDS</b>				
salaries	3,032,705	3,127,043	3,127,043	0
fringes	1,508,968	1,529,545	1,529,545	0
purch.serv.	254,916	306,258	306,258	0
supplies	132,994	144,765	144,765	0
other	0	0	0	0
<b>ADULT EDUCATION</b>				
salaries	0	0	0	0
fringes	0	0	0	0
purch.serv.	0	0	0	0
supplies	0	0	0	0
other	0	0	0	0
<b>INSTRUCTION</b>				
	28,041,791	28,174,947	28,174,947	0
<b>GUIDANCE</b>				
salaries	586,259	600,336	600,336	0
fringes	227,886	235,576	235,576	0
purch.serv.	49,386	47,560	47,560	0
supplies	4,055	4,823	4,823	0
other	0	0	0	0
<b>INST. SERVICES</b>				
salaries	968,779	968,490	968,490	0
fringes	416,601	412,269	412,269	0
purch.serv.	157,482	274,765	274,765	0
supplies	164,516	169,685	169,685	0
curriculum change	539	500	500	0
other	0	0	0	0
<b>GENERAL ADMIN.</b>				
salaries	550,985	537,176	537,176	0
fringes	259,836	248,871	248,871	0
purch.serv.	232,085	286,893	286,893	0
supplies	14,875	15,000	15,000	0
other	9,944	11,500	11,500	0
<b>SCHOOL ADMIN.</b>				
salaries	1,682,180	1,703,135	1,703,135	0
fringes	790,737	765,550	765,550	0
purch.serv.	227,783	238,815	238,815	0
supplies	13,622	17,470	17,470	0
other	0	0	0	0
<b>BUSINESS SERVICES</b>				
salaries	347,752	350,655	350,655	0
fringes	156,684	156,107	156,107	0
purch.serv.	210,262	221,147	221,147	0
supplies	0	0	0	0
other	627,120	505,441	505,441	0

	Actual 2007/08	Budget 2008/09	Projection 2009/10	Change From 08/09
OPERATION AND MAINT.				
salaries	763,677	832,515	832,515	0
fringes	480,410	493,124	493,124	0
purch.serv.	3,166,907	3,348,056	3,348,056	0
supplies	239,173	246,500	246,500	0
other	0	0	0	0
TRANSPORTATION				
salaries	1,346,728	1,397,316	1,397,316	0
fringes	556,927	603,563	603,563	0
purch.serv.	86,661	94,538	94,538	0
supplies	417,202	382,000	382,000	0
other	0	0	0	0
CENTRAL SERVICES				
salaries	0	0	0	0
fringes	0	0	0	0
purch.serv.	155,978	159,000	159,000	0
supplies	7,710	9,000	9,000	0
other	0	0	0	0
OTHER				
salaries	84,896	85,286	85,286	0
fringes	21,722	23,135	23,135	0
purch.serv.	0	0	0	0
supplies	0	0	0	0
other	0	0	0	0
SUPP. SERV.	15,027,359	15,445,797	15,445,797	0
COMMUNITY SERVICES				
salaries	1,429,778	1,443,391	1,443,391	0
fringes	429,576	450,645	450,645	0
purch.serv.	347,081	463,700	463,700	0
supplies	256,580	244,370	244,370	0
other	0	1,125	1,125	0
CAPITAL OUTLAY				
technology	0	0	0	0
facilities	60,234	80,000	80,000	0
capital outlay	97,234	122,700	122,700	0
TRANSFER & OTHER				
athletic trans.	487,763	526,396	526,396	0
other	326,994	268,063	268,063	0
DISTRICT TOTAL				
	46,504,390	47,221,134	47,221,134	0
salaries	25,960,577	26,702,203	26,702,203	0
fringes	12,098,417	11,529,092	11,529,092	0
purch.serv.	5,285,414	5,766,602	5,766,602	0
supplies	1,548,804	1,703,254	1,703,254	0
other	638,953	522,824	522,824	0
capital outlay	157,468	202,700	202,700	0
trans. & other	814,757	794,459	794,459	0
	46,504,390	47,221,134	47,221,134	0
salaries	55.824%	56.547%	56.547%	
fringes	26.016%	24.415%	24.415%	
purch.serv.	11.365%	12.212%	12.212%	
supplies	3.330%	3.607%	3.607%	
other	1.374%	1.107%	1.107%	
capital outlay	0.339%	0.429%	0.429%	
trans. & other	1.752%	1.682%	1.682%	

CAFETERIA FUND DETAIL BUDGET PROJECTION  
FOR FISCAL YEAR ENDING JUNE 30

	Actual 2007-08	Budgeted 2008-09	Estimated 2009-10
<b>REVENUES</b>			
Local sources	1,027,207	1,006,778	1,006,778
State sources	55,749	50,718	50,718
Federal sources	306,941	336,762	336,762
<b>Total revenues</b>	<b>1,389,897</b>	<b>1,394,258</b>	<b>1,394,258</b>
Transfers & other	0	0	0
<b>TOTAL REVENUES</b>	<b>1,389,897</b>	<b>1,394,258</b>	<b>1,394,258</b>
<b>EXPENDITURES</b>			
Other support services:			
Salaries	465,334	463,513	463,513
Food	613,259	676,775	693,694
Supplies & other	109,718	96,365	98,775
Employee benefits	137,343	141,142	148,199
<b>Total expenditures</b>	<b>1,325,654</b>	<b>1,377,795</b>	<b>1,404,181</b>
Outgoing transfers	66,400	66,400	66,400
<b>TOTAL APPROPRIATED</b>	<b>1,392,054</b>	<b>1,444,195</b>	<b>1,470,581</b>
Excess revenue (appropri.)	(2,157)	(49,937)	(76,323)
Fund balance July 1	266,010	263,853	213,916
Fund balance June 30	263,853	213,916	137,593

ATHLETIC FUND DETAIL BUDGET PROJECTION  
FOR FISCAL YEAR ENDING JUNE 30

	Actual 2007-08	Budgeted 2008-09	Estimated 2009-10
=====			
REVENUES			
Local Sources (gate)	140,881	142,900	142,900
Other local	135,769	146,600	146,600
	-----		
Total Revenues	276,650	289,500	289,500
Incoming transfers	487,763	526,396	526,396
	-----		
TOTAL REVENUES & INCOMING TRANSFERS	764,413	815,896	815,896
EXPENDITURES			
Other support services			
Salaries	420,383	251,476	261,535
Employee Benefits	94,605	49,375	51,844
Contracted services	154,329	429,307	433,600
Equipment	29,975	29,880	29,880
Officials fees	32,976	36,715	36,898
Transportation	21,512	22,500	22,725
	-----		
Total expenditures	753,780	819,253	836,482
Outgoing transfers	0	0	0
	-----		
TOTAL APPROPRIATED	753,780	819,253	836,482
Excess revenue (appropriation)	10,633	(3,357)	(20,586)
Fund balance July 1	41,294	51,927	<b>48,570</b>
Fund balance June 30	51,927	48,570	27,984

DEBT FUND DETAIL BUDGET PROJECTION  
FOR FISCAL YEAR ENDING JUNE 30

	Actual 2007-08	Budgeted 2008-09	Estimated 2009-10
<b>REVENUES:</b>			
Property Tax Levy	9,332,525	9,334,887	9,100,416
Other Rev. from Local Sources	73,368	18,063	18,063
TOTAL REV FROM LOCAL	9,405,893	9,352,950	9,118,479
TOTAL REV FROM INTERMED.	0	0	0
TOTAL REVENUE FROM STATE	0	0	0
TOTAL REV FROM FEDERAL	0	0	0
TOTAL REVENUE	9,405,893	9,352,950	9,118,479
INCOMING TRANSFERS AND OTHER	3,887,137	3,695,411	3,871,365
TOTAL REVENUES, INCOMING TRANSFERS AND OTHER	13,293,030	13,048,361	12,989,844
<b>EXPENDITURES:</b>			
Redemption of Principal	6,621,000	6,924,000	7,212,000
Redemption of Energy Note	60,000	60,000	65,000
Interest on Debt	6,587,769	6,003,093	5,723,184
Interest on Energy Note	13,560	11,160	8,500
Interest on Bond Loan	0	0	0
Miscellaneous	19,048	11,875	11,875
TOTAL EXPENDITURES	13,301,377	13,010,128	13,020,559
OUTGOING TRANSFERS AND OTHER	0	0	0
TOTAL APPROPRIATED	13,301,377	13,010,128	13,020,559
EXCESS REVENUE (APPROPRIATION)	(8,347)	38,233	(30,715)
FUND BALANCE, JULY 1	750,461	742,114	<b>780,347</b>
FUND BALANCE, JUNE 30	742,114	780,347	749,632

HARTLAND CONSOLIDATED SCHOOLS  
CAPITAL PROJECTS DETAIL BUDGET PROJECTION  
FOR FISCAL YEAR ENDING JUNE 30

To be completed by June 22, 2009

**SUMMARY OF CAPITAL CONSTRUCTION PROJECT IN PROGRESS**

**To be completed by June 22, 2009**

Use some Fund Balance in 09/10  
 No reduction in foundation allowance in 09/10 or 10/11  
 Reduce expenses by \$1,060,000 each year for three years

HARTLAND CONSOLIDATED SCHOOLS

Optimistic - Revenue and Expenditure Projection

	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	
Revenue	46,966,512	47,734,697	47,092,372	46,947,000	47,613,000	48,383,000	
Expenditures	46,504,390	47,221,134	47,885,205	47,701,580	48,076,950	48,496,063	
Excess Rev./(Expend)	462,122	513,563	(792,833)	(754,580)	(463,950)	(113,063)	
Fund Balance July 1	2,140,567	2,602,689	3,116,252	2,323,419	1,568,838	1,104,889	
Fund Balance June 30	2,602,689	3,116,252	2,323,419	1,568,838	1,104,889	991,826	
Fund Balance Percent	5.60%	6.60%	4.85%	3.29%	2.30%	2.05%	
Revenue increase	0.97%	1.64%	-1.35%	-0.31%	1.42%	1.62%	
Expenditure increase	2.06%	1.54%	1.41%	-0.38%	0.79%	0.87%	
Key percentage factors	Foundation inc. Tch salary % of foundation Health ins Inc. Retirement rate	1.3014% 0.8147% 62.60% 5.00% 16.72%	1.4897% 0.8938% 60.00% 3.10% 16.54%	0.0000% 0.0000% #DIV/0! 3.00% 16.94%	0.0000% 0.0000% #DIV/0! 6.50% 17.74%	2.0000% 1.2000% 60.00% 8.00% 18.64%	2.0000% 1.2000% 60.00% 8.00% 19.54%
Key numerical factors	Foundation inc. Blended count @25/75 Student inc. ("low" 01/09/09 ) Curr. Change dollars Technology dollars Capital proj. dollars(maint./repair)	94.00 5,646.68 13.01 23,198 6,040 80,765	109.00 5,620.89 (41,67) 187,197 0 80,000	- 5,574.01 (50,00) 191,197 0 82,000	- 5,542.76 (25,00) 195,197 0 84,000	148.52 5,510.26 (35,00) 199,197 0 86,000	151.49 5,486.51 (20,00) 203,197 0 88,000
Other significant items:	Open new school-fixed Open new school-one time Restore curriculum change dollars Program reduction to keep minimal fund bal. Add/Restore educational programs	- - - 150,000 -	- - - -	- -	(1,060,000) -	(1,060,000) -	(1,060,000) -

Use some Fund Balance in 09/10  
 Reduce foundation allowance by \$300 per pupil in 10/11  
 Reduce expenses by \$1,880,000 each year for three years

HARTLAND CONSOLIDATED SCHOOLS

Conservative - Revenue and Expenditure Projection

	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13
Revenue	46,966,512	47,734,697	47,092,372	45,284,000	45,926,000	46,670,000
Expenditures	46,504,390	47,221,134	47,885,205	46,881,580	46,411,950	45,961,063
Excess Rev./(Expend)	462,122	513,563	(792,833)	(1,597,580)	(485,950)	708,937
Fund Balance July 1	2,140,567	2,602,689	3,116,252	2,323,419	2,323,419	725,838
Fund Balance June 30	2,602,689	3,116,252	2,323,419	725,838	239,889	948,826
Fund Balance Percent	5.60%	6.60%	4.85%	1.55%	0.52%	2.06%
Revenue increase	0.97%	1.64%	-1.35%	-3.84%	1.42%	1.62%
Expenditure increase	2.06%	1.54%	1.41%	-2.10%	-1.00%	-0.97%
Key percentage factors						
Foundation inc.	1.3014%	1.4897%	0.0000%	-4.0399%	2.0000%	2.0000%
Tch salary inc.	0.8147%	0.8938%	0.0000%	0.0000%	1.2000%	1.2000%
Tch salary % of foundation	62.60%	60.00%	#DIV/0!	0.00%	60.00%	60.00%
Health Ins Inc.	5.00%	3.10%	3.00%	6.50%	8.00%	8.00%
Retirement rate	16.72%	16.54%	16.94%	17.74%	18.64%	19.54%
Key numerical factors						
Foundation inc.	94,00	109,00	-	(300,00)	142,52	145,37
Blended count @25/75	5,646,68	5,620,89	5,574,01	5,542,76	5,510,26	5,486,51
Student inc. ("low" 01/09/09 )	13,01	(41,67)	(50,00)	(25,00)	(35,00)	(20,00)
Curr. Change dollars	23,198	187,197	191,197	195,197	199,197	203,197
Technology dollars	6,040	0	0	0	0	0
Capital proj. dollars.(maint./repair)	80,765	80,000	82,000	84,000	86,000	88,000
Other significant items:						
Open new school-fixed	-	-	-	-	-	-
Open new school-one time	-	-	-	-	-	-
Restore curriculum change dollars	-	-	-	-	-	-
Program reduction to keep minimal fund bal.	-	150,000	-	(1,880,000)	(1,880,000)	(1,880,000)
Add/Restore educational programs	-	-	-	-	-	-

Included in your Board packet for the June 22, 2009 special meeting are the drafts of the Secondary, Intermediate and Elementary Parent/Student Handbooks. Following is a listing of the significant changes from 2008/09.

**Changes in all three handbooks:**

- Transportation – More comprehensive wording regarding specific bus ridership, safety at bus stops, and stronger language concerning the “no cell phone” policy
- Lunch Program – clarification concerning “low balance calls” and where menu information is posted

**Secondary Handbook Changes:**

- Inclusion of new cell phone policy for grades 9 – 12 only (grades 7-8 will continue with previous policy) – Page 4, Item 33 now split with Item 34 only applying to middle school students (high school covered under new Cell Phone policy)
- Clarifications and language changes in the following sections:
  - Student Appearance – Delete “less than finger tip ....standing or...”
  - Dangerous Items – Add “knives” to “...pencils, laser pointers, scissors, jewelry, *knives...*”
  - Attendance Appeals – replace “assistant principal” with “administrator responsible for attendance”
  - Driving Automobiles – Add after “Driving is limited to upper...” – “*and some sophomores with special circumstances*”
  - Traffic & Parking Regulations – change all references to “stickers” to “tags”; replace “seniors and juniors” in #12 to “registered drivers”
  - Tobacco Products, Alcohol & Drugs – add after “...remain in good standing with their coach/sponsor...” – “*unless dismissed by coach/sponsor and athletic director*”
  - Equipment Policy – include “uniform” along with “equipment”; add “*Any athletic uniform/equipment that is not appropriate for the school setting shall not be permitted.*”

**Intermediate Handbook Changes**

- Page 4 after “Student Appearance” – add “Cellular Telephones” policy
- Page 4 – Student Appearance – add “...cut-off shorts or *pants with holes or heavily frayed seams*”

**Electronic Device/Cell Phone  
PILOT POLICY  
2<sup>nd</sup> Semester  
2008-2009**

Cell phones, pagers, or other related electronic devices may only be used before school, after school, during passing time, and during a student's lunch period. These items may not be used at any point during instructional/class time. Electronic devices must be turned off **before** entering a classroom, and cannot be used until a student enters the hallway for passing time.

Any cell phone causing a disruption during instructional/class time will be confiscated and sent to the main office. Disruption can include phone ringing, beeping, vibrating, texting, etc.

Cameras, including cell phone cameras, shall not be used without specific prior consent from a building administrator. At no time may cameras be used in locker rooms and bathrooms. Laser pens and pointers are absolutely forbidden at all times.

CD/MP3 players may be used before and after school, during passing time, and during a student's lunch period. CD/MP3 players may be used, during instructional/class time, at the discretion of the classroom teacher.

Students violating this policy will have the items confiscated and may face progressive discipline. Discipline will be as follows:

- 1<sup>st</sup> offense -- Pick up at the end of the next school day or parent pick up, and a one hour after-school detention
- 2<sup>nd</sup> offense – Pick up at the end of the next school day or parent pick up, and a two hour after-school detention
- 3<sup>rd</sup> offense – 1 day ISS and parent pick-up

Confiscated items shall be claimed only by parents from the school office during regular office hours (7 AM through 4 PM).