

**HARTLAND CONSOLIDATED SCHOOLS
SPECIAL MEETING – BOARD OF EDUCATION
January 23, 2012**

AGENDA

- I. Call to order, 6:30 p.m., Boardroom, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Approval of agenda/items for discussion
 - C. Approval of minutes – January 9, 2012 regular meeting
 - D. Superintendent’s Report
 - Board of Education Appreciation Month
 - E. Board reports & requests

- II. Action Items
 - A. 2012/13 Hartland High School Curriculum Guide
 - B. Best Practices Resolution
 - C. Contract Awards

- III. Discussion Items
 - A. Non-homestead Millage Election

- IV. Closed Session

- V. Information Items
 - A. Future meetings: February 13, 2012, regular, 6:30 p.m., Board Room, Hartland Educational Support Service Center; March 12, 2012, regular, 6:30 p.m., Board Room, Hartland Educational Support Service Center
 - B. Information Items: February 27, 2012 special meeting has been canceled

- VI. 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 January 23, 2012 special meeting be approved, and that public participation be allowed on all items except Item IV – Closed Session. Motion by _____, supported by _____.

I.C. APPROVAL OF MINUTES – JANUARY 9, 2012 MEETING- SEE ATTACHED

(Recommended action): That the minutes of the January 9, 2012 regular meeting be approved. Motion by _____, supported by _____.

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT’S REPORT

- Board of Education Appreciation Month

I.F. BOARD REPORTS & REQUESTS

II.A. 2012/2013 HARTLAND HIGH SCHOOL CURRICULUM GUIDE

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the 2012/2013 Curriculum Guide for Hartland High School as presented. Motion by _____, supported by _____.

II.B. BEST PRACTICES INCENTIVE RESOLUTION – SEE ATTACHED

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, adopts the Best Practices Incentive resolution specifying that Hartland Consolidated Schools has met four of the five criteria as required to receive the incentive. Motion by _____, supported by _____.

II.C. CONTRACT AWARDS – DISTRICT-WIDE BUILDING, MECHANICAL & ELECTRICAL UPGRADES – SEE ATTACHED

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to B.R.D. Inc. in the amount of \$106,430.00 for division 06, General Trades as presented. Motion by _____, supported by _____.

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Calvin & Company Inc. in the amount of \$68,888.00 for division 08, Aluminum Entry as presented. Motion by _____, supported by _____.

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to B.R.D. Inc. in the amount of \$105,272.00 for division 05, Acoustical Ceilings, as presented. Motion by _____, supported by _____.

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Seven Brothers Painting in the amount of \$6,867.00 for division 09, Painting, as presented. Motion by _____, supported by _____.

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Foster Specialty Floors in the amount of \$103,890.00 for division 09, Wood Floor, as presented. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Foster Specialty Floors in the amount of \$35,755.00 for division 09, Synthetic Athletic Surfacing, as presented. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Interkal, LLC in the amount of \$89,287.00 for division 10, Bleachers, as presented. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Steel Equipment Company in the amount of \$32,800.00 for division 10, Lockers as presented. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Great Lakes Hotel Supply Company in the amount of \$54,674.00 for division 11, Food Service as presented. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Contrast Mechanical in the amount of \$977,000.00 for division 20, Mechanical as presented. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, awards a contract to Great Lakes Power & Lighting Inc. in the amount of \$185,000.00 for division 26, Electrical, as presented. Motion by _____, supported by _____. _____

III.A. NON-HOMESTEAD MILLAGE BALLOT PROPOSAL – SEE ATTACHED

For discussion

IV. CLOSED SESSION

(Recommended action): That the Board of Education enters into a closed session to discuss attorney/client correspondence. Motion by _____, supported by _____. (Roll call vote)

V.A. FUTURE MEETINGS

February 13, 2012, regular, 6:30 p.m., Board Room, Hartland Educational Support Service Center; March 12, 2012, regular, 6:30 p.m., Board Room, Hartland Educational Support Service Center

V.B. INFORMATION ITEMS

February 27, 2012 special meeting has been canceled

VI. ADJOURNMENT

Hartland Consolidated Schools
Regular meeting - Board of Education
January 9, 2012

Members present: K. Kaszyca, M. Hutchinson, T. Dumond, C. Kenrick, C. Sinelli, B. Gatewood
Members absent: C. Aberasturi
Admin. Present: J. Sifferman, S. Bacon, L. Mayes, M. Otis, C. Hughes, M. Cheney, L. Pumford, D. Minsker, B. Cain, L. Smither, S. Livingway, G. Waldrup
Guests: M. Day, M. Bandkau, J. Hill, T. Boldt, D. Campbell, J. Villerot, M. Hendricks, D. Gusfa, R. Breckenridge, A. Kolar, A. Ballor, T. Ferguson, T. Ryan, C. Griffin, G. Wilson, S. Hinds, R. Potolder, H. Carrasco, D. Selix, N. Spranger, B. Gazda, A. Krolczyk, M. Krolczyk, M. Cesarz, C. Cesarz, C. Cesarz, A. Whitbeck, E. McKimmy, S. Angelopoulos, A. Withers, B. Haight, K. Elder, C. Harris, N. Elliott, C. McAllister, S. Macfarlane, J. Moskaitis, A. Lichtenberg, J. Ganzak, J. Henri, G. Hill, C. Drafta

President Kaszyca called the meeting to order at 6:35 p.m. in the Board Room of the Hartland Educational Support Service Center. The Pledge of Allegiance was recited.

Motion by Kenrick, supported by Hutchinson that the agenda for the January 9, 2012 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 carried 6-0. 1/9/12 AGENDA APPROVED

Motion by Hutchinson, supported by Dumond that the minutes of the December 12, 2011 regular meeting be approved. Motion carried 6-0. 12/12 MINUTES APPROVED

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

Superintendent Sifferman introduced Dave Campbell, Superintendent of the Livingston Educational Service Agency (LESA). Superintendent Campbell noted that we would be facing many challenges with the new common core standards and the continuing financial issues facing Michigan. He noted he believes one of the primary goals of Michigan educators should be to keep our young people in Michigan by preparing them for employment opportunities here rather than taking them out of state. SUPT. REPORT

Ms. Sifferman then introduced Mikki Cheney, Principal of Farms Intermediate School. Ms. Cheney thanked her staff for their hard work this year and introduced Mary Day and Dotty Selix, two new additions to the Farms staff. Ms. Cheney and Ms. Selix then informed the Board and public on Farms' new writing program. The Lucy Calkins Writers Workshop, currently in place at the elementary buildings, was implemented in a few classrooms at Farms last year and building-wide this year. Using the workshop format, students are given the opportunity to work independently and in small groups with their teacher, practicing the processes learned from the program to develop writing skills. Ms. Selix noted that teachers at the middle and high schools are also taking Writers Workshop training and it is being used across curriculums, in math, science, etc. Laurie Mayes, Assistant Superintendent of Curriculum, noted that this workshop format would be important in order to implement the new common core standards, as there is so much material to cover. Ms. Selix noted that they are seeing more sophistication in the writings of current fifth and sixth grade students compared to previous years and she believes this is because these are the students who have been working in the Writer's Workshop program since kindergarten. Ms. Cheney introduced Scott Kukan, teacher at Farms, who worked with this program prior to coming to Hartland in New York and New Jersey. He noted this program is regularly implemented through 8th grade and, in some districts, is expanding through 12th grade.

Mr. Gatewood thanked the administration and staff for their help in getting him “up to speed”. Mr. Kaszyca introduced Tatum Ryan, who will be the district’s new Hartland Patch reporter, taking over for Chris Machniak, who is moving on to MLive. Ms. Hutchinson noted that the legislature will be back in session next week but did pass before break 691, which will adjust the foundation allowance for alternative schools who often receive students after student count day.

BOARD REPORTS

Motion by Kenrick, supported by Sinelli that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of December 31, 2011 and the payment of invoices totaling \$1,414,837.09 and payroll obligations totaling \$2,298,289.40. Motion carried 6-0.

PAYMENT OF INVOICES

Motion by Hutchinson, supported by Dumond that the Board of Education, upon the recommendation of the Superintendent, recognizes Krista Walker’s successful completion of the probationary teaching requirements and achievement of tenure as of January 30, 2012. Motion carried 6-0.

TENURE – WALKER

Motion by Sinelli, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, adopts the participating resolution for the 2011/12 MSBO/MAPT Bus Purchasing Program and authorizes the purchase of eight buses through said program for a total of \$695,299.52 as presented. Mr. Kaszyca asked Mr. Waldrup if this was the last bus purchase using 2010 Bond monies. Mr. Waldrup noted that it was. Mr. Bacon noted that the surplus would be held and district needs would be assessed to determine how best to utilize these funds. He specified that these funds do not have to be used for buses but for any of the items addressed in the bond issue. Motion carried 6-0.

BUS PURCHASE RESOLUTION

Principal Hughes, Hartland High School, entertained questions pertaining to the 2012/2013 Curriculum Guide. Ms. Hutchinson asked how many seat-time waivers we currently have. Mr. Hughes noted we have five but unfortunately students utilizing full-time waivers have not been successful in completing the necessary work. He noted the waivers are for students who would benefit from an alternative educational environment, whether due to illness, athletic training, etc. Mr. Kaszyca asked about the new foreign language requirement and how that would affect honors language courses and elective scheduling. Mr. Hughes indicated that students interested in pursuing more than two years of a foreign language and who are achieving high grades in their current language class are eligible for honors language. Mr. Hughes noted that it will be a scheduling challenge, depending on the number of students interested and the teachers available. Mr. Hughes went on to say that the district as a whole would need to get more creative regarding scheduling for grades K – 12 in order to accommodate students who may not be college bound and would benefit from CTE courses such as auto mechanics, drafting, etc. but still are required to take foreign language and fulfill the core curriculum requirements for rigorous curriculum. Students can earn rigorous curriculum credits for math and science in 8th grade, but are still obligated to take four years of math in high school. The foreign language requirement, however, can be met anytime during a student’s 12-year school cycle and can also include sign language, which could be an alternative for students who are not college-bound and not interested in a foreign language. Mr. Hughes also noted that the high school would be offering an EMT program this year, which would give students currently enrolled in Health Occupations another option as there are a very limited number of openings for Health Occupations 2. This is being offered through LESA with costs similar to other CTE programs.

2012/13 HS CURR. GUIDE – DISCUSSION

Superintendent Sifferman began discussion on the Best Practices resolution. She reminded the Board that the state offered districts \$100/per student if they met four of five "best practices incentives". These included:

BEST PRACTICES
RESOLUTION –
DISCUSSION

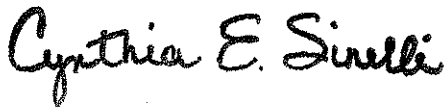
- 1) Employees contributing at least 10% toward health care costs.
- 2) Designating the district as "policy holder" for medical benefit plans.
- 3) Develop and/or continue a Service Consolidation Plan.
- 4) Obtain competitive bid on non-instructional services.
- 5) Provide link on district homepage to the MI School Data Portal (transparency).

Ms. Sifferman noted that the district has committed to practices 2 – 5 with an agreement with the teachers' union that if there is an issue regarding Item #2, they will pick up the \$100/per pupil funding loss. This will come before the Board for action at the January 23rd meeting.

The meeting adjourned at 8:05 p.m.

ADJOURNMENT

Respectfully submitted,



Cynthia Sinelli
Secretary



Paula Waters
Recording Secretary

January 18, 2012

To: Hartland Consolidated Schools
Board of Education
9525 Highland Road
Howell, MI 48843

From: Douglas Madden
Sr. Project Manager
Barton Malow Company

Re: **Recommendation for Hartland Consolidated Schools, 2010 Bond Issue, Bid Package
#6 District-Wide Building, Mechanical & Electrical Upgrades**

Dear Board Members:

On November 29, 2011 Barton Malow Company and TMP Associates went out for bids on Bid Package #6 District-Wide Building, Mechanical & Electrical Upgrades.

The bids were publicly opened and read aloud on December 14, 2011 at 2:00 p.m. We reviewed the bids for the above-mentioned project and are now able to make the following recommendations.

We would like to recommend a contract in the amount of **\$106,430.00** for division 06, General Trades:

B.R.D. Inc.
8000 Park Place
Brighton, MI 48116
(248) 486-4132

Base Bid:	\$ 97,672.00
Alternate #2	\$8,758.00
Total Award:	\$ 106,430.00

We would like to recommend a contract in the amount of **\$68,888.00** for division 08, Aluminum Entry:

Calvin & Company Inc.
5076 Pilgrim Road
Flint, MI 48507
(810) 239-3524

Base Bid:	\$68,888.00
Total Award:	\$68,888.00

We would like to recommend a contract in the amount of **\$105,272.00** for division 09, Acoustical Ceilings:

B.R.D. Inc.
8000 Park Place
Brighton, MI 48116
(248) 486-4132

Base Bid:	\$68,980.00
Alternate #14	\$36,292.00
Total Award:	\$105,272.00

We would like to recommend a contract in the amount of **\$6,867.00** for division 09, Painting:

Seven Brothers Painting
50805 Rizzo Drive
Shelby Twp., MI 48315
(586) 323-7054

Base Bid:	\$6,867.00
Total Award:	\$6,867.00

We would like to recommend a contract in the amount of **\$103,890.00** for division 09, Wood Floor:

Foster Specialty Floors
30681 Wixom Road
Wixom, MI 48393
(248) 669-5311

Base Bid:	\$84,260.00
Alternate # 13	\$19,630.00
Total Award:	\$103,890.00

We would like to recommend a contract in the amount of **\$35,755.00** for division 09, Synthetic Athletic Surfacing:

**Foster Specialty Floors
30681 Wixom Road
Wixom, MI 48393
(248) 669-5311**

Base Bid:	\$35,755.00
Total Award:	\$35,755.00

We would like to recommend a contract in the amount of **\$89,287.00** for division 10, Bleachers:

**Interkal LLC
5981 E. Cork Street
Kalamazoo, MI 49048
(989) 486-1788**

Base Bid:	\$ 0.00
Alternate #4	\$ 89,287.00
Total Award:	\$ 89,287.00

We would like to recommend a contract in the amount of **\$32,800.00** for division 10, Lockers:

**Steel Equipment Company
585 Cesar E. Chavez Ave.
Pontiac, MI 48342
(248) 334-1900**

Base Bid:	\$32,800.00
Total Award:	\$32,800.00

We would like to recommend a contract in the amount of **\$54,674.00** for division 11, Food Service:

**Great Lakes Hotel Supply Company
1961 Grand River
Detroit, MI 48226
(313) 962-9176**

Base Bid:	\$54,674.00
Total Award:	\$54,674.00

We would like to recommend a contract in the amount of **\$977,000.00** for division 20, Mechanical:

**Contrast Mechanical
15825 Leone Drive
Macomb Twp. MI 48042
(586) 786-1200**

Base Bid:	\$977,000.00
Total Award:	\$977,000.00

We would like to recommend a contract in the amount of **\$185,000.00** for division 26, Electrical:

**Great Lakes Power & Lighting Inc.
9646 Marine City Hwy.
Casco, MI 48064
(586) 716-4000**

Base Bid:	\$ 185,000.00
Total Award:	\$ 185,000.00

NOTE:

GLP&L was the lowest bid contractor and a post bid interview was done to determine the completeness of their bid. During the interview GLP&L provided BMCo with a file that the International Brotherhood of Electrical Workers (IBEW) Local 58 has created to identify issues that the IBEW has with GLP&L. GLP&L was awarded a contract on the 2006 bond project and performed work at Village Elementary, Round Elementary & Farm Intermediate Schools. While on the project in 2006 GLP&L was subject to a Prevailing Wage audit by Michigan Fair Contracting and as a result of that audit GLP&L was found in violation of the Prevailing Wage Act. When GLP&L was notified of the issue they immediately made restitution to their employees. GLP&L indicated that the error was in their accounting department and how Livingston County is subdivided in the Prevailing Wage rates.

This project is subject to the requirements of the Federal Prevailing Wage Act (Davis-Bacon) due to the Qualified School Construction Bond funding source. A requirement of that act is that all contractors must submit certified payroll with each monthly payment application if GLP&L is awarded a contract they will agree to a Prevailing Wage Audit of their site personnel during this project. The audit will be performed by Michigan Fair Contracting and the cost of that audit will be paid for by GLP&L. Our main focus is that GLP&L are compliant to all contractual requirements on this project, including code, state requirements as well as the Federal Requirements.

BMCo has reviewed all of the issues and are recommending a contract award to GLP&L.

We have enclosed a copy of the bid tab forms for your review.

Sincerely

A handwritten signature in black ink, appearing to read "Douglas Madden". The signature is written in a cursive style with a large initial "D" and a prominent flourish at the end.

Douglas Madden
Sr. Project Manager
Barton Malow Company

**Best Practices Incentive
School Board Resolution**

WHEREAS, Section 22f of the State School Aid Act provides \$100 per pupil one-time grants to districts that satisfy at least 4 of 5 best practices criteria not later than June 1, 2012 [MCL 388.1622f].

WHEREAS, the board of education of Hartland Consolidated Schools desires to receive the \$100 per pupil incentive payment.

WHEREAS, the Hartland Consolidated Schools has satisfied at least 4 of 5 best practices criteria.

WHEREAS, eligibility for the incentive payment is contingent upon adopting a resolution that states the district has complied with at least 4 of 5 of the best practice criteria.

Now, therefore, be it resolved as follows:

1. The board of education of Hartland Consolidated Schools certifies that the district has complied with the following requirements: [LIST AT LEAST 4 OF 5 OF THE FOLLOWING BEST PRACTICE CRITERIA]
 - The district employees contribute at least 10% of health care costs pursuant to Section 22f(1)(a) and 22f(3).
 - The district is the designated policy holder for medical benefit plan(s) pursuant to Section 22f(1)(b).
 - The district will develop and/or continue to implement a Service Consolidation Plan pursuant to Section 22f(1)(c). A copy of the school board signed resolution agreeing to develop a service consolidation plan was sent to MDE on _____ . We agree to send MDE a status report on the development/implementation of the plan by February 1st each year.
 - The district has obtained a competitive bid on non-instructional services pursuant to Section 22f(1)(d).
 - The district will provide a link on the district's home page to the url for the MI School Data Portal which will contain the required dashboard indicators pursuant to Section 22f(1)(e). If certain data elements for our district are unavailable from State data collections, we agree to provide those data in the form and manner determined by MDE.
2. The board of education of Hartland Consolidated Schools authorizes and directs its secretary to file this resolution with the State Aid and School Finance Office of the Michigan Department of Education.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Resolved this 23rd day of January 2012.

Roll Call Vote: Passed: _____ Failed: _____

John Kevin Kaszyca
Name

Thom Dumond
Name

Charlie Aberasturi
Name

Cynthia Sinelli
Name

Michelle Hutchinson
Name

Cyndi Kenrick
Name

Bill Gatewood
Name

Please send resolution to Glenda Rader at raderg@michigan.gov or it may be mailed to:
Glenda Rader, Michigan Department of Education, Office of State Aid and School Finance,
PO Box 30008, Lansing, Michigan 48833.

III.A. Non-Homestead Millage
Prepared by: Scott Bacon
January 23, 2012

It was determined by the Board of Education in 2007 that going forward, the district would have a ballot proposal for the non-homestead millage on the ballot each year to ensure the district would continue to collect the full 18 mills and avoid potential rollbacks that would cost the district revenue. The non-homestead ballot for this May is worth an estimated \$_____*, so it continues to be very important.

At this time, unless the Board determines otherwise, we are planning to adopt a resolution on February 13, 2012 to place the non-homestead proposal on the ballot for the May 8, 2012 election. Please call me at (810) 626-2120 if you have any questions.

Note – Recent voting tallies for the previous Non-Homestead Proposals since the change to an annual proposal:

	<u>May 2011</u>		<u>May 2010</u>		<u>May 2009</u>	
YES	1962	75.4%	1094	74.27%	1,597	76.2%
NO	641	24.6%	379	25.73%	499	23.8%

* Actual figure will be provided at the meeting.