

**HARTLAND CONSOLIDATED SCHOOLS
SPECIAL MEETING – BOARD OF EDUCATION
November 26, 2012**

AGENDA

- I. Call to order, 6:30 p.m., Board Room, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Approval of agenda/items for discussion
 - C. Approval of minutes – November 12, 2012 regular meeting
 - D. Call to the public
 - E. Superintendent’s Report
 - Happenings at Round Elementary
 - F. Board reports & requests

- II. Action Items
 - A. Policy Updates & Revisions
 - B. Resolution – Summer Tax Collection
 - C. 2010 Bond – Lawn Equipment Purchase

- III. Discussion Items
 - A. Best Practices Incentive Resolution
 - B. 2013/14 Bus Purchase

- IV. Information Items
 - A. Future meetings: December 17, 2012, regular, 6:30 p.m. Board Room, Educational Support Center; January 14, 2013, regular, 6:30 p.m. Board Room, 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 November 26, 2012 special meeting be approved and that public participation be allowed on all items. Motion by _____, supported by _____. _____
- I.C. APPROVAL OF MINUTES – NOVEMBER 12, 2012 REGULAR MEETING (SEE ATTACHED)
(Recommended action): That the minutes of the November 12, 2012 regular meeting be approved. Motion by _____, supported by _____. _____
- I.D. CALL TO THE PUBLIC
- I.E. SUPERINTENDENT'S REPORT
- Happenings at Round Elementary
- I.F. BOARD REPORTS & REQUESTS
- II.A. POLICY MANUAL UPDATES & REVISIONS
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the updates and revisions to the Policy Manual as presented. Motion by _____, supported by _____. _____
- II.B. RESOLUTION – SUMMER TAX COLLECTION – SEE ATTACHED
(Recommended action): That the Board of Education, pursuant to the Revised School Code, hereby imposes a summer tax levy for July 1, 2013, as presented. Motion by _____, supported by _____. _____
- II.C. 2010 BOND – LAWN EQUIPMENT PURCHASE – SEE ATTACHED
(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, approves the purchase of lawn equipment through the MI-Deal Purchasing Program in the amount of \$152,268.51 as presented. (This is being purchased from the 2010 Bond.) Motion by _____, supported by _____. _____
- III.A. BEST PRACTICES INCENTIVE RESOLUTION – SEE ATTACHED
For discussion.
- III.B. 2013/14 BUS PURCHASE – SEE ATTACHED
For discussion
- IV. A. FUTURE MEETINGS
December 17, 2012, regular, 6:30 p.m. Board Room, Educational Support Center; January 14, 2013, regular, 6:30 p.m. Board Room, Educational Support Center
- IV.B. INFORMATION ITEMS
- V. ADJOURNMENT

Hartland Consolidated Schools
Regular meeting - Board of Education
November 12, 2012

Members present: K. Kaszyca, C. Aberasturi, T. Dumond, C. Kenrick, M. Hutchinson, C. Sinelli B. Gatewood
Members absent: None
Admin. Present: J. Sifferman, L. Mayes, S. VanEpps, S. Bacon, C. Hughes, S. Pearson, M. Otis, L. Smither, D. Minsker, L. Pumford, M. Cheney, B. Cain, K. Evenson, B. Mainka, G. Waldrup
Guests: N. Spranger, M. Parker, D. Golla, K. Erickson, J. Brennan, J. Gaines, M. Brish, A. Daavetila, B. Pietila, M. Shepard, M. Miller, L. Laier, E. Bell, M. Schmidt, T. Cole, J. Mantyla, C. Costa, E. O'Hara, T. Oger, S. Ganzak, C. Ely, T. Devine, B. Pellatt, R. Zoia, B. Czubko, P. Gavitt, A. Evenson, J. Orrico, J. Hartnik, B. Eggers, K. Geer, M. Legato

President Kaszyca called the meeting to order at 6:30 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 November 12, 2012 regular meeting be approved, and that public participation be allowed on all items except Item IV – Closed Session. Motion carried 7-0. 11/12 AGENDA APPROVED

Motion by Aberasturi, supported by Dumond that the minutes of the October 8, 2012 regular meeting be approved. Motion carried 7-0. 10/8 MINUTES APPROVED

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

Superintendent Sifferman introduced Jeff Dolowy and Andrea Link from Plante & Moran, who presented the district's final audit for 2011/2012. Mr. Dolowy noted that again this year the district received an "unqualified opinion", which is the highest level of assurance. He also noted that the district was actually able to build its fund balance despite the failing economy and various hits to public education. He attributed this to the district making the necessary difficult decisions including privatizing, as well as the salary formula the district has employed for several years tying compensation to the foundation allowance received from the state. Ms. Sifferman thanked Mr. Dolowy and Ms. Link as well as Scott Bacon, Linda Mitchell and the district's business office for all of their hard work toward this successful audit report. SUPT. REPORT
2011/12 AUDIT REPORT

Mrs. Sifferman reviewed the November "Did You Know" article, which highlights programs and events occurring in the various district buildings and departments. Kirk Evenson noted that the annual Legacy Thanksgiving Dinner is Monday, November 19, at 11:30 and he hoped Board members would be able to attend.

Mr. Kaszyca congratulated Mr. Gatewood on his victory in the recent Board election. Ms. Hutchinson gave an LRN report, noting the governor had recently signed bills concerning the recitation of the Pledge of Allegiance, the display of American flags in public school classrooms, and a bill regarding concussion awareness and increased vigilance with student athletes. Mr. Gatewood noted that HP4K would be conducting a training at Farms Intermediate on Thursday to help teachers and administrators identify and foster the education of exceptional/gifted students. BOARD REPORTS

Motion by Kenrick, supported by Gatewood That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves PAYMENT OF INVOICES

the financial report as of October 31, 2012, and the payment of invoices totaling \$4,175,142.98 and payroll obligations totaling \$2,470,368.58. Motion carried 7-0.

Motion by Hutchinson, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent and the Building & Site Committee, authorizes the solar power easement agreement with the Detroit Edison Company as presented. Ray Zoia, DTE, and Brian Czubko, Nova Consultants, explained the planned project, noting that it involved the installation of a 500 kw array, which would provide power to approximately 100 homes. Hartland is the third school district to participate and the first to install the array on the ground (as opposed to on the roof) , which allows for an educational component. A small area of the array has been designated "educational" and students can actually go in this area. An educational kiosk will also be installed at Hartland High School. The site will use approximately three acres (500' x 250'). Mr. Zoia noted that DTE would be responsible for the upkeep and landscaping and they would install some screening to make the site more visually appealing. Mr. Dumond was concerned about the appearance and what it would look like from the highway. He noted it was important that Hartland remains "Hartland". Mr. Zoia noted that the township has similar concerns. Mr. Aberasturi proposed having Board representation at the township meeting so they could work together. The Board concurred and the district will contact Larry Fox to arrange this as the project moves to the township for approval. Motion carried 7-0.

DTE SOLAR
PROJECT
APPROVED

The Board discussed the most recent set of updates and revisions to the district's Policy Manual. The administration addressed questions concerning changes to the student cell phone/electronic device policy, background check criteria, and non-discrimination policy. These revisions will come before the Board for action at the November 26 meeting.

DISCUSSION:
POLICIES

Motion by Sinelli, supported by Dumond that the Board of Education enters into closed session to discuss attorney documents concerning current litigation. Roll call vote: Hutchinson-yea, Gatewood-yea, Aberasturi-yea, Kaszyca-yea, Dumond-yea, Sinelli-yea, Kenrick-yea. Motion carried 7-0.

CLOSED SESSION

The Board entered into closed session at 7:30 p.m.

The Board returned to open session and the meeting was adjourned at 8:45 p.m.

ADJOURNMENT

Respectfully submitted,


Cynthia Sinelli
Secretary


Paula Waters
Recording Secretary

II.B. Summer Tax Collection
(Non-homestead only)
Prepared by: Scott Bacon
November 26, 2012

In December 2005, the district made a decision to collect the “non-homestead” property tax in July of 2006 versus December. Doing so was a key element in our ability to reduce our August 2006 “cash flow” borrowing, which reduced our interest expense for the year. Essentially, by moving the non-homestead collection forward from the December levy to the July levy, we have \$4,000,000 or more available to us by the end of October, rather than by the end of March. Primarily because of our summer non-homestead collection, we borrowed \$4,995,000 in August 2006 (@ 3.92%) compared to the \$8,265,000 (@ 3.18%) we borrowed in August of 2005. In August 2007, we borrowed \$3,965,000 (@ 4.25%), in August 2008 we borrowed \$4,000,000 (@ 2.75%), in August 2009 we borrowed \$4,000,000 (@ 2.5%), in August 2010 we borrowed \$4,500,000 (@ 1.7%), in August 2011 we borrowed \$4,000,000 (@ 1.29%), and in August 2012 we borrowed \$3,500,000 (@ 1.298%).

We must now pass the “annual resolution” on or before December 31, 2012 to continue with the 100% summer tax collection for non-homestead. We will continue to collect the debt retirement levy in December. The Administration strongly recommends that the Board pass this resolution.

Hartland Consolidated Schools, Livingston County, Michigan (the "District")

A special meeting of the board of education (the "Board") of the District was held in the Boardroom, Educational Support Service Center, in the District, on the 26th day of November, 2012, at 6:30 o'clock in the evening.

The meeting was called to order by Kevin Kaszyca, President.

Present: Members

Absent: Members

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

WHEREAS, this Board previously adopted a resolution to impose a summer tax levy to collect all of annual school property taxes, including debt service, upon property located within the school district and continuing from year to year until specifically revoked by the Board.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board, pursuant to 1976 PA 451, as amended (the "Revised School Code"), hereby invokes for 2013 its previously adopted ongoing resolution imposing a summer tax levy of all of annual school property taxes, including debt service, upon property located within the District and continuing from year to year until specifically revoked by this Board and requests each city and/or township in which this District is located to collect those summer taxes.

2. The Superintendent or designee is authorized and directed to forward to the governing body of each city and/or township in which this District is located a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2013 in the amount as specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be performed so that they are received by the appropriate governing bodies before January 1, 2013.

3. Pursuant to and in accordance with Section 1613(1) of the Revised School Code, the Superintendent or designee is authorized and directed to negotiate on behalf of this District with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCLA 380.1611 or MCLA 380.1612. Any such proposed agreement shall be brought before the Board for its approval or disapproval.

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

Ayes: Members

Nays: Members

Motion declared adopted.

Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a special meeting held on November 26, 2012, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).

Secretary, Board of Education

PJB/kmh

November 16, 2012

Scott Bacon
Assistant Superintendent,

Lawn Equipment Purchases, 2010 Bond

Scott,

I am recommending the approval of the following purchases as planned for in the 2010 bond. This equipment will replace mowers that were purchased 2003 with the opening of the High School. The wide area mower will supplement the wide area mower that was purchased under the 2006 bond that has proven to very effective. The compact tractor will allow us to take care of more of the athletic field maintenance in-house that is now contracted. If approved the equipment will be purchased through the MI-Deal purchasing program run by the State of Michigan, which meets the state competitive bid requirements.

1	Toro Groundsmaster 4000-D (#30448) Wide area mower Spartan Distributors in Auburn Hills, MI	\$54,470.99
4	Exmark X Series Mowers (LZX980KC726)	\$43,156.00
1	Three bag collection system for Exmark mower	\$2,308.00
1	Athletic Lawn Stripper Kit	\$249.00
1	Trac Vac collection system	\$3,449.00
1	John Deere 3720 tractor with cab and attachments Includes front loader, 6' blade, post hole digger, Snow thrower and backhoe Purchased through D&G Equipment of Howell	\$48,635.52
	D&G Subtotal	\$97,797.52
	Grand Total	\$152,268.51

Thank you for your consideration of this request,

George Waldrup
Director of Operations

ATTACHMENT A
Best Practices Incentive
School Board Resolution

WHEREAS, Section 22f of the State School Aid Act provides \$52 per pupil one-time grants to districts that satisfy at least 7 of 8 best practices criteria not later than June 1, 2013 [MCL 388.1622f].

WHEREAS, the board of education of Hartland Consolidated Schools desires to receive the \$52 per pupil incentive payment.

WHEREAS, the Hartland Consolidated Schools has satisfied at least 7 of 8 best practices criteria.

WHEREAS, eligibility for the incentive payment is contingent upon adopting a resolution that states the district has complied with the following 7 of 8 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 only the Best Practice requirements the district has met to make it eligible to receive the Section 22f funds]
 - The district is the designated policy holder for medical benefit plan(s) pursuant to Section 22f(1)(a).
 - The district has obtained a competitive bid on non-instructional services pursuant to Section 22f(1)(b).
 - Identify which non-instructional services were competitively bid for 2012-13.
 - The district accepts applications for enrollment by non-resident applicants under Section 105 or 105c (MCL 388.1705) pursuant to Section 22f(1)(c). A Public School Academy is considered to have met this requirement.
 - The district identifies which of the following it provides pursuant to Section 22f(1)(d):
 - The district monitors individual pupil academic growth in each subject area at least twice during the school year using competency based online assessments pursuant to Section 22f(1)(d) and reports the results to the pupil and his or her parent or guardian.
 - Submits to the Michigan Department of Education a plan that shows progress toward developing the technology infrastructure necessary for the implementation of pupil academic growth assessments by 2014-2015.
 - The district supports opportunities for pupils to receive postsecondary credit while attending secondary school pursuant to Section 22f(1)(e).
 - The district offers online instructional programs or blended learning opportunities to all eligible pupils pursuant to Section 22f(1)(f).
 - The district provides a link on the district's home page to the url for the MiSchoolData Portal which will contain the required dashboard indicators pursuant to Section 22f(1)(g). 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.

➤ The district identifies which of the following it provides pursuant to Section 22f(1)(h):

- Physical education consistent with the 2003 State Board's Policy on Quality Physical Education.
- Health education consistent with the 2004 State Board's Policy on Comprehensive Health Education.

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 _____ day of _____, 20__.

Roll Call Vote: Passed: _____ Failed: _____

Board Representative Name

Board Representative Signature

Please send resolution to John Hayner at haynerj1@michigan.gov or it may be mailed to: John A. Hayner, Michigan Department of Education, Office of State Aid and School Finance, P.O. Box 30008, Lansing, Michigan 48909.

III.B. Bus Replacement 2013/14
Prepared by: Scott Bacon
November 26, 2012

Attached is the current bus replacement schedule as prepared by George Waldrup. From the schedule please note the following:

- We have bought 28 buses through the “2010 Bond” (10, 10 & 8) during the past three years – 2010/11, 2011/12 and 2012/13.
- We bought 29 buses, all in the same year, in 2007 using funds from the “2006 Bond”.
- For 2013/14, George is proposing we purchase six additional buses.

The schedule was developed with particular attention to a systematic retirement plan for the 29 buses purchased in 2007.

As we have done now for many years, our plan would be to purchase the buses through the Michigan School Business Officials statewide bid program.

At this point, we plan to take out a loan to be repaid through the General Fund. I have included new bus loan payments in our long-term projection document and show these payments to begin during the 2013/14 school year. It does appear we may have some “2010 Bond” funds that can be used to buy a few of the buses. That will be determined over the next few months as we spend down our remaining bond funds.

Hartland Bus Replacement Schedule

School Year	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20
Buses	#	Yr	#	Yr	#	Yr	#	Yr	#	Yr
	9	03								
	7	04								
	9	05	3	05						
	29	07	29	07	26	07	19	07	10	07
	10	10	10	10	10	10	10	10	10	10
Funding	Bond	10	10	10	10	10	10	10	10	10
Source	Bond	10	10	10	10	10	10	10	10	10
			Bond	8	12	8	12	8	12	8
				6	13	6	13	6	13	6
				General Fund	7	14	7	14	7	14
				General Fund	9	15	9	15	9	15
				General Fund	10	16	10	16	10	16
				General Fund	0	17	0	17	0	17
				General Fund	2	18	2	18	2	18
				General Fund	9	19	9	19	9	19
Student Count	5599	5595	5507							
Total Fleet	64	62	60	60	60	60	60	60	60	61
Daily Routes	46	43	41	42	42	43	43	44	44	45
Athletics & Trips	7	7	7	7	7	7	7	7	7	7
Service Spares	11	12	12	11	11	10	10	9	9	9

Bold Number is New Bus Purchases