

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
December 17, 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 26, 2012 special meeting
 - D. Call to the public
 - E. Superintendent’s Report
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. Bus Purchase Resolution
 - C. Contract Awards – 2010 Bond

- III. Information Items
 - A. Future meetings: January 14, 2013, regular, 6:30 p.m. Board Room, Hartland Educational Support Service Center; January 28, 2013, special, 6:30 p.m. Board Room, Hartland Educational Support Service Center
 - B. Information Items:

- IV. 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 December 17, 2012 regular meeting be approved, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – NOVEMBER 26, 2012 SPECIAL MEETING (SEE ATTACHED)

(Recommended action): That the minutes of the November 26, 2012 special meeting be approved. Motion by _____, supported by _____. _____

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT’S REPORT

I.F. BOARD REPORTS & REQUESTS

II.A. PAYMENT OF INVOICES (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of November 30, 2012, and the payment of invoices totaling \$2,288,102.52 and payroll obligations totaling \$2,517,237.45. Motion by _____, supported by _____. _____

II.B. MSBO/MAPT BUS PURCHASING RESOLUTION – SEE ATTACHED

(Recommended action): 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 2012/2013 MSBO/MAPT Bus Purchasing Program and authorizes the purchase of six buses through said program for a total of \$536,923.56 as presented. (These buses will be purchased using 2010 bond monies and/or through a loan to be repaid by the general fund. Payment sources will be determined prior to the delivery of the buses.) Motion by _____, supported by _____. _____

II.C. CONTRACT AWARDS – 2010 BOND (SEE ATTACHED)

(Recommended Action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Heritage Contracting, LLC. in the amount of \$125,000.00 for Division 04, Masonry. Motion by _____, supported by _____. _____

(Recommended Action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Precision Contracting Group in the amount of \$237,590.00 for Division 06, General Trades. Motion by _____, supported by _____. _____

(Recommended Action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Cohn’s Commercial Floor Covering, Inc. in the amount of \$66,700.00 for Division 09, Flooring/Tiling. Motion by _____, supported by _____. _____

II.C. CONTRACT AWARDS – 2010 BOND (SEE ATTACHED) - CONTINUED

(Recommended Action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Contrast Mechanical in the amount of \$243,700.00 for Division 23, Mechanical. Motion by _____, supported by _____. _____

(Recommended Action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Munro Electric Co., Inc. in the amount of \$185,984.00 for Division 26, Electrical. Motion by _____, supported by _____. _____

(Recommended Action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Asphalt Specialists, Inc. in the amount of \$744,695.00 for Division 31, Site Work. Motion by _____, supported by _____. _____

(Recommended Action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Security Designs in the amount of \$119,600.07 for Division 28, Card Access. Motion by _____, supported by _____. _____

III.A. FUTURE MEETINGS

January 14, 2013, regular, 6:30 p.m. Board Room, Hartland Educational Support Service Center; January 28, 2012, special, 6:30 p.m. Board Room, Hartland Educational Support Service Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools
Special Meeting - Board of Education
November 26, 2012

Members present: C. Kenrick, K. Kaszyca, M. Hutchinson, T. Dumond, B. Gatewood, C. Aberasturi (arrived 6:35 p.m.)
Members absent: C. Sinelli
Admin. Present: J. Sifferman, S. Bacon, S. VanEpps, S. Livingway, B. Mainka, D. Minsker, L. Smither, L. Pumford, M. Cheney, M. Otis, S. Pearson, G. Waldrup
Guests: D. Campbell, B. Wolf, M. Thomas, K. Raap, L. Hatfield, S. Quinn, S. Way, S. Torrence, L. Pasini, H. Hartman, A. Shah, J. Green, T. Sweeten, R. Skomial, C. Nylander, M. Fenzel, M. Fenzel, R. Appold, K. Hertlein, E. Bee, K. Parks, M. Castillo, A. Loshinskie, C. Hermann, K. Hermann, J. Gibson, T. Ferguson, B. Benford, K. Christenson, M. Tressler, T. Bosley, S. Wissner, J. Spangler, F. Stinson

President Kaszyca called the meeting to order at 6:30 p.m. in the Boardroom of the Educational Support Service Center. The Pledge of Allegiance was recited.

Motion by Kenrick, supported by Gatewood that the agenda for the November 26, 2012 special meeting be approved, and that public participation be allowed on all items. Motion carried 5-0. 11/26/12 AGENDA APPROVED

Motion by Dumond, supported by Hutchinson that the minutes of the November 12, 2012 regular meeting be approved. Motion carried 5-0. 11/12 MINUTES APPROVED

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

Ms. Sifferman then introduced David Minsker, Principal of Round Elementary, to discuss the various happenings at his building. Mr. Minsker prefaced his presentation by explaining the vision that instigated the Peer-to-Peer Program – the desire to provide enrichment opportunities for all students at Round Elementary. He then introduced Donna Ingamells, Mary Thomas, Sheri Quinn and Kristin Raap, who each explained different components of the program and how it benefits both the special needs student and his/her general education “peer”. Ms. Sifferman thanked Mr. Minsker and his staff for the phenomenal work they do for all of their students. (Mr. Aberasturi arrived here – 6:35. p.m.) SUPT. REPORT HAPPENINGS AT ROUND

Superintendent Sifferman noted three pieces of legislation currently being discussed in the “lame duck” session in Lansing. All three could have a substantial negative impact on public education. Dave Campbell, Superintendent of LESA, noted that the most urgent concern are the bills concerning the Education Achievement Authority, and then HB5923, which expands the ability to establish charter and for-profit schools run by businesses, universities, community organizations, etc., without the guidelines and expectations for quality education outcomes. Mr. Campbell noted that, when contacting legislators, citizens should stress the importance of measurable quality, and that there have already been several pieces of legislation passed instituting reforms in education in the past few months and these reforms have not been given time to work. CURRENT LEGISLATION

Mr. Dumond thanked the Legacy staff and students for another wonderful Thanksgiving feast. He also thanked Scott Usher and the district for providing the Board with Ipads and training. Mr. Kaszyca thanked Round Elementary for their excellent presentation. BOARD REPORTS

Motion by Hutchinson, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent, approves the updates and revisions to the Policy Manual as presented. Motion carried 6-0.

POLICY UPDATES
APPROVED

Motion by Kenrick, supported by Dumond that the Board of Education, pursuant to the Revised School Code, hereby imposes a summer tax levy for July 1, 2013, as presented. Motion carried 6-0.

SUMMER TAX
LEVY

Motion by Hutchinson, supported by Kenrick 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. Mr. Kaszyca asked what would happen with the old equipment. Mr. Waldrup noted that the district would sell it and the money would go into the General Fund. Motion carried 6-0.

PURCHASE –
LAWN EQUIP.

Ms. Sifferman began the discussion concerning the Best Practices Resolution. She noted that the new resolution requires the district to comply with 7 out of 8 “best practices”. The district is already in compliance with seven and our technology department is in contact with the state regarding the specific requirements for eight. Ms. Sifferman noted that the plan was for this to come before the Board for action in January, however it does not have to be submitted to the Department of Education until June 2013.

DISCUSSION:
BEST PRACTICES
RESOLUTION

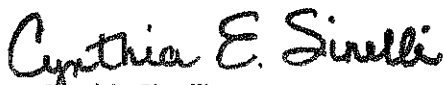
Mr. Waldrup began the discussion concerning the purchasing of six new buses for 2013/14. This would be in line with the district’s current bus replacement schedule, wherein buses are replaced every eight to nine years. The current plan is to finance the purchase with a loan paid through the General Fund, but there is the possibility some of the buses could be purchased with 2010 Bond monies. Mr. Aberasturi asked the cost of a bus – approximately \$89,000. He also was pleased that the district has been reducing the size of the fleet commensurate with enrollment. Mr. Waldrup noted that the old buses would be sold and the funds would be returned to the General Fund. This will come before the Board for action at the December 17 meeting.

BUS PURCHASE

The meeting adjourned at 7:20 p.m.

ADJOURNMENT

Respectfully submitted,


Cynthia Sinelli
Secretary


Paula Waters
Recording Secretary

HARTLAND CONSOLIDATED SCHOOLS
Hartland, Michigan

Date of Board Meeting: December 17, 2012
Financial Reports as of: November 30, 2012

Check registers to be approved:

Date	Description	General Fund	Athletic	Cafeteria	Capital Proj	Debt	TOTAL
11/07/2012	A/P Check Run	852,682.94	11,740.93	17,746.10	30,830.39	3,166.24	916,166.60
11/16/2012	A/P Check Run	1,311.08	0.00	18,744.37	0.00	0.00	20,055.45
11/21/2012	A/P Check Run	256,787.45	24,473.63	9,273.98	1,003,040.61	0.00	1,293,575.67
11/27/2012	A/P Check Run	5,709.40	2,351.00	1,665.16	0.00	0.00	9,725.56
11/30/2012	A/P Check Run	45,624.84	0.00	0.00	0.00	0.00	45,624.84
	A/P Check Run						0.00
	A/P Check Run						0.00
	A/P Check Run						0.00
11/30/2012	Prepays, Voids	2,071.40	(167.00)	50.00	1,000.00	0.00	2,954.40
TOTAL		1,164,187.11	38,398.56	47,479.61	1,034,871.00	3,166.24	2,288,102.52

Payrolls to be approved:

Date	W/T-Dues	FlexCare Transfer	Net Paycks & Direct Deposit	Taxes St Of Mich	Taxes Federal	Retirement	TOTAL
11/09/2012	16,179.81	7,366.84	684,250.60	36,640.19	248,599.67	317,716.53	1,310,753.64
11/23/2012	16,872.59	7,366.84	623,186.74	32,735.39	220,193.99	306,128.26	1,206,483.81
TOTAL	33,052.40	14,733.68	1,307,437.34	69,375.58	468,793.66	623,844.79	2,517,237.45

BOARD OF EDUCATION RESOLUTION

2012-13 MSBO/MAPT Bus Purchasing Program

Hartland Consolidated Schools

Hartland, Michigan

At a regular meeting of the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan, held at the Board of Education Offices at 9525 E. Highland Road, Howell, Michigan 48843, on the 17th day of December, 2012, at 6:30 p.m., Local Time.

PRESENT: MEMBERS: _____

ABSENT: MEMBERS: _____

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

WHEREAS, the School District desires to participate in the 2012-2013 Michigan School Business Officials ("MSBO") and the Michigan Association for Pupil Transportation ("MAPT") Bus Purchasing Program ("Bus Purchasing Program"); and

WHEREAS, the Board of Education has reviewed the Bus Purchasing Program Vendor Invitation To Bid, the Vendors' Responses to the Invitation To Bid, the Base Bus Specifications, the Bus Specification Options, the School District's Purchase Order and the School District's Bid Comparison Spreadsheet (collectively "Bid Documents"); and

WHEREAS, the School District understands that it is subject to all of the terms and conditions contained in the Bid Documents and any Bus Purchasing Program procedures currently in place, or as may be implemented in the future by the MSBO/MAPT; and

WHEREAS, the Board of Education understands that the sole responsibility of MSBO/MAPT in the Bus Purchasing Program is to solicit bids from Vendors, inform the Districts of the bid results and coordinate the aggregate purchase of buses; and

WHEREAS, the Board of Education understands that the School District must have at least one (1) fully paid membership in either the MSBO and/or MAPT in order to participate in the Bus Purchasing Program; and

WHEREAS, the Board of Education understands that any contracts for the purchase of school buses under the Bus Purchasing Program will be between the School District and the Bus Vendor directly; and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to participate in the Bus Purchasing Program.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The School District is hereby authorized to participate in the 2012-2013 MSBO/MAPT School Bus Purchasing Program and agrees to be bound by all of the terms and conditions contained in the Bid Documents, which Bid Documents are incorporated herein by reference.
2. The President and Secretary of the Board are hereby authorized and directed to execute any and all documents which are necessary for the School District to participate in the Bus Purchasing Program upon the terms and conditions contained in the Bid Documents and any of the Bus Purchasing Program procedures.

YEAS: MEMBERS: _____

NAYS: MEMBERS: _____

ABSTAIN: MEMBERS: _____

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Board of Education of Hartland Consolidated Schools, County of Livingston, Michigan, at a Regular meeting held on the 17th day of December, 2012, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

President, Board of Education

Secretary, Board of Education

December 7, 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
#12 District-Wide Site & Building Upgrades**

Dear Board Members:

On November 8, 2012 Barton Malow Company and TMP Associates went out for bids on Bid Package #12 District-Wide Site & Building Upgrades.

The bids were publicly opened and read aloud on November 28, 2012 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 **\$125,000.00** for division 04, Masonry:

Heritage Contracting, LLC.
3821 Camden Place
Clarkston, MI 48348
(248) 391-8230

Base Bid:	\$ 125,000.00
Total Award:	\$ 125,000.00

We would like to recommend a contract in the amount of **\$237,590.00** for division 06, General Trades:

Precision Contracting Group
28 West Adams, Suite 330
Detroit, MI 48226
(313) 965-2780

Base Bid:	\$161,400.00
Alt. #1	\$72,000.00
Alt. #1A	\$1,510.00
Alt. #1B	\$2,680.00
Total Award:	\$237,590.00

We would like to recommend a contract in the amount of **\$66,700.00** for division 09, Flooring/Tiling:

Cohn's Commercial Floor Covering, Inc.
47641 Avante Drive
Wixom, MI 48393
(248) 374-9702

Base Bid:	\$66,700.00
Total Award:	\$66,700.00

We would like to recommend a contract in the amount of **\$243,700.00** for division 23, Mechanical:

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

Base Bid:	\$123,000.00
Alt. #1	\$104,000.00
Alt. #5	\$16,700.00
Total Award:	\$243,700.00

We would like to recommend a contract in the amount of **\$185,984.00** for division 26, Electrical:

Munro Electric Co., Inc.
48590 Dawning Street
Wixom, MI 48393
(248) 344-9990

Base Bid:	\$122,299.00
Alt. #1	\$59,285.00
Alt. #4	\$4,400.00
Total Award:	\$185,984.00

We would like to recommend a contract in the amount of **\$744,695.00** for division 31, Site Work:

Asphalt Specialists, Inc.
1780 E. Highwood
Pontiac, MI 48340
(248) 334-4570

Base Bid:	\$361,995.00
Alt. #2	\$143,685.00
Alt. #3	\$88,535.00
Alt. #6	\$90,910.00
Alt. #6A	\$35,470.00
Alt. #6B	\$24,100.00
Total Award:	\$744,695.00

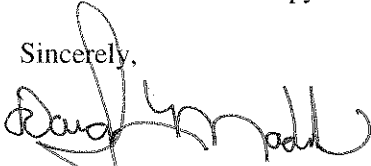
We would like to recommend a contract in the amount of **\$119,600.07** for division 28, Card Access:

Security Designs
14700 Farmington Road Suite 110
Livonia, MI 48154
(734) 421-0077

Base Bid:	\$100,895.24
Alt. #1 Tech.	\$4,840.72
Alt. #2 Tech.	<u>\$13,864.11</u>
Total Award:	\$119,600.07

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

Sincerely,



Douglas Madden
Sr. Project Manager
Barton Malow Company

