

**HARTLAND CONSOLIDATED SCHOOLS
ORGANIZATIONAL MEETING
BOARD OF EDUCATION
January 14, 2013**

AGENDA

- I. Call to Order, 6:30 p.m., Boardroom, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Oaths of Office – Kaszyca, Dumond, Gatewood
 - C. Election of officers
 - D. Approval of agenda/items for discussion
 - E. Approval of minutes – December 17, 2012 regular meeting
 - F. Call to the public
 - G. Superintendent’s Report
 - Happenings at Farms Intermediate School
 - H. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. New Hire – Long-term Substitute Teacher

- III. Discussion Items
 - A. 2013/2014 High School Curriculum Guide

- IV. Information
 - A. Future meetings: January 28, 2013, special, 6:30 p.m., Boardroom, Educational Support Service Center; February 11, 2013, regular, 6:30 p.m., Boardroom, Educational Support Service 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.F.

DETAILED AGENDA

At the first meeting of the new year after the biennial election of the Board of Education members, the Board must organize by electing its officers. The Superintendent will act as Chair of the meeting until the Board has elected a President. The President will then conduct the remainder of the meeting.

I. CALL TO ORDER

Superintendent Sifferman will call the meeting to order at 6:30 p.m. in the Boardroom of the Educational Support Service Center.

I.A. PLEDGE OF ALLEGIANCE

I.B. OATH OF OFFICE

Superintendent Sifferman will administer the Oath of Office to Kevin Kaszyca, Thom Dumond and Bill Gatewood.

I.C. ELECTION OF OFFICERS

Superintendent Sifferman will call for nominations for the office of President

(Recommended action): I nominate _____ for the office of President.
Requires a support.

Sifferman will ask if there are any other nominations for the office of President, following the same protocol. Once all nominations are tendered (with support), Superintendent Sifferman will call for a vote for the office of President. Once a candidate has been elected (receives four or more votes), the President-elect will assume the chair and commence the election of a Vice-President, Secretary, and Treasurer, following the same procedure.

I.D. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the January 14, 2013 organizational meeting be approved, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.E. APPROVAL OF MINUTES – DECEMBER 17, 2012 MEETING- SEE ATTACHED

(Recommended action): That the minutes of the December 17, 2012 regular meeting be approved. Motion by _____, supported by _____. _____

I.F. CALL TO THE PUBLIC

I.G. SUPERINTENDENT'S REPORT

- Happenings at Farms Intermediate School

I.H. 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 December 31, 2012, and the payment of invoices totaling \$1,644,440.97 and payroll obligations totaling \$2,475,195.96. Motion by _____, supported by _____. _____

- II.B. NEW HIRE – LONG-TERM SUBSTITUTE TEACHER
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent approves the placement of said candidate in a long-term substitute teaching position at Hartland High School through PESG. Motion by _____, supported by _____. _____

- III.A. 2013/2014 HIGH SCHOOL CURRICULUM GUIDE – SEE ATTACHED
For discussion

- IV.A. FUTURE MEETINGS
January 28, 2013, special, 6:30 p.m., Boardroom, Educational Support Service Center; February 11, 2013, regular, 6:30 p.m., Boardroom, Educational Support Service Center

- IV.B. INFORMATION ITEMS

- V. ADJOURNMENT

Hartland Consolidated Schools
Regular meeting - Board of Education
December 17, 2012

Members present: C. Kenrick, T. Dumond, C. Sinelli, B. Gatewood, M. Hutchinson
Members absent: C. Aberasturi, K. Kaszyca
Admin. Present: J. Sifferman, S. Bacon, L. Mayes, S. VanEpps, C. Hughes, K. Evenson, L. Smither, D. Minsker, L. Pumford, M. Cheney, S. Livingway, S. Pearson, B. Cain, G. Waldrup, M. Day
Guests: L. Moore, D. Suiter, G. Ratcliffe, A. Herr, K. Spiker, L. Millsap, C. Carland, M. Graham, B. Yaroch, P. Temper, J. Wencel, E. Pasciolla, V. Behnke, A. Rivet, M. Zapilski, L. Benner, A. Willey, J. Lawrence, J. Pransch, C. Beller, H. Burdick, T. Devine, N. Rukstelo, G. Rukstelo, A. Kinzel, N. Morley, S. Pasciolla, K. Erickson, R. Gordon, D. Grezeszcek, A. Meo, C. Dumond, C. Holda, A. Raymund, E. Bell, J. Lafollette, H. Nguyen, E. Paulson, D. Madden, C. Drafta, K. Jones, T. Lovelace, K. Loveday, J. Curtis, A. Orlando, C. Schulte, K. Reid, J. Gomes, S. Gordinear, T. Ryan, G. Acir, T. Ayers, M. Paulson, E. Kenrick, E. McLennan, B. Gazda, S. Knudson, E. Feldman, I. Foti, C. Dansereau, A. Barnes, S. Micler, J. Hamby, Q. Fletcher, N. Schenck, L. Smith

Vice President Dumond 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 Sinelli that the agenda for the December 17, 2012 regular meeting be approved, and that public participation be allowed on all items. Motion carried 5-0. 12/17/12 AGENDA APPROVED

Motion by Hutchinson, supported by Gatewood that the minutes of the November 26, 2012 special meeting be approved. Motion carried 5-0. 11/26 MINUTES APPROVED

Hartland High School teacher Laura Moore, on behalf of the student council, thanked the Board for their participation in the high school talent show. CALL TO PUBLIC

Superintendent Sifferman noted that the district's thoughts and prayers are with the residents of Newtown, CT. She indicated that our students' safety is always our highest priority and the district has plans in place, including a Critical Incident Management Plan, a comprehensive countywide security effort and that updates have been made to our buildings using 2010 bond monies to increase their safety; noting that a contract award for a card-access system district-wide is on tonight's agenda. SUPT. REPORT

Ms. Sifferman indicated that the solar array project, discussed at a previous meeting, did not receive approval from Hartland Township at the proposed location. A new site behind Hartland High School is currently under review.

Ms. Kenrick thanked Ms. Moore and Ms. Gazda for the awesome talent show. She also noted that there will be a candlelight vigil for Newtown, CT at Cromaine Library on Wednesday night. Ms. Sinelli thanked Mr. Livingway and his staff for another powerful Challenge Day event. She also noted that the Livingston County Association of School Boards will be hosting a legislative breakfast on January 28, combined with a budget presentation. Mr. Dumond congratulated the middle school robotics club on their terrific showing at their recent event at Hartland Middle School. He is also appreciative of the Holiday Schedule and plans to attend more events this week. Mr. Dumond also wanted to thank those who manage and work in the concession stand for Hartland Athletics. Mr. Gatewood noted he enjoyed participating in the Talent Show and he also wanted to BOARD REPORTS

congratulate the robotics team, who all represented themselves well and qualified for the state meet. Ms. Hutchinson seconded previous comments regarding Challenge Day, the talent show and the robotics team. Ms. Sifferman added a thank you to Matt Bednarski, who is the volunteer coach and spearheads the whole robotics project.

BOARD REPORTS
(CONTINUED)

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 November 30, 2012, and the payment of invoices totaling \$2,288,102.52 and payroll obligations totaling \$2,517,237.45. Motion carried 5-0.

PAYMENT OF
INVOICES

Motion by Hutchinson, 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 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. Motion carried 5-0.

MAPT/BUS
PURCHASE

Motion by Hutchinson, supported by Kenrick 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 carried 5-0.

CONTRACT
AWARDS

Motion by Kenrick, supported by Gatewood 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 carried 5-0.

Motion by Sinelli, supported by Kenrick 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 carried 5-0.

Motion by Gatewood, supported by Hutchinson 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 carried 5-0.

Motion by Kenrick, supported by Sinelli 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 carried 5-0.

Motion by Sinelli, supported by Hutchinson 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 carried 5-0.

Motion by Hutchinson, supported by Gatewood 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 carried 5-0.

Ms. Sifferman asked Doug Madden, Barton Malow, to talk about the work these contract awards will cover. He noted that work will be done at the HESSC, aquatic center and

UPDATE-2010 BOND

equipment room, Lakes & Farms and Hartland High School, and that a card access security system will be installed district-wide.

Mr. Dumond noted the next meeting will be January 14, 2013 and in keeping with the new election schedule, officers will be elected at this meeting.

UPCOMING
MEETINGS

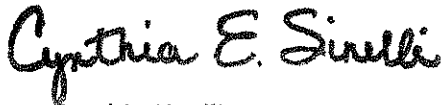
Ms. Hutchinson reminded everyone that the EBCE Fundraiser at Buffalo Wild Wings is Wednesday.

INFORMATION
ITEMS

The meeting was adjourned at 7:05 p.m.

ADJOURNMENT

Respectfully submitted,



Cynthia Sinelli
Secretary



Paula Waters
Recording Secretary

HARTLAND CONSOLIDATED SCHOOLS
Hartland, Michigan

Date of Board Meeting:

January 14, 2013

Financial Reports as of:

December 31, 2012

Check registers to be approved:

Date	Description	General Fund	Athletic	Cafeteria	Capital Proj	Debt	TOTAL
12/07/2012	A/P Check Run	505,506.32	787.86	15,310.49	5,844.89	0.00	527,449.56
12/10/2012	A/P Check Run	5,008.01	1,603.53	20,043.08	1,000.00	0.00	27,654.62
12/13/2012	A/P Check Run	195,685.14	9,870.80	4,297.77	151,595.03	9,682.37	371,131.11
12/18/2012	A/P Check Run	371.51	0.00	10,167.52	59,655.99	0.00	70,195.02
12/20/2012	A/P Check Run	410,203.63	69,555.64	1,019.44	0.00	0.00	480,778.71
12/20/2012	A/P Check Run	36,021.58	0.00	9,306.85			45,328.43
12/21/2012	A/P Check Run	57,862.73	14,588.32	1,959.89	44,203.03		118,613.77
	A/P Check Run						0.00
12/31/2012	Prepays, Voids	(15.00)	(191.00)	(4.25)	3,500.00	0.00	3,289.75
TOTAL		1,210,643.92	96,215.15	62,100.59	265,798.94	9,682.37	1,644,440.97

Payrolls to be approved:

Date	W/T-Dues	FlexCare Transfer	Net Paycks & Direct Deposit	Taxes St Of Mich	Taxes Federal	Retirement	TOTAL
12/07/2012	16,186.86	7,366.84	644,914.37	34,214.41	233,864.94	301,905.04	1,238,452.46
12/21/2012	16,131.99	7,266.84	643,963.49	33,956.29	229,518.81	305,906.08	1,236,743.50
TOTAL	32,318.85	14,633.68	1,288,877.86	68,170.70	463,383.75	607,811.12	2,475,195.96

Hartland High School



Changes for the
Hartland High School Curriculum Guide
2013-14

(Table of Contents)

Recommended Changes

1. Course Adjustments:

- A. Change the Humanities course name to Honors American Block
- B. Change the Applied Communications and Creative Writing course names to Senior English and change the senior-level course requirements to include a full year course of Senior English, British Literature and Composition, or World Literature.
- C. Change the Physical Conditioning course name to Personal Fitness
- D. Change the Racquet Sports, Weight Training, and Advanced Conditioning course names to Leisure Sports and Activities, Sport and Fitness, and Recreational Sports

2. Course Offerings:

- A. Create American Sign Language I and II Course
- B. Create the course Liberal Arts and Sciences Seminar
- C. Create the course Freshman Enrichment
- D. Create the course Algebra 1 Accelerator

Course Adjustments

Change the Humanities course name to Honors American Block:

Rationale: With the State of Michigan certification laws for teachers as well as the Highly Qualified standing necessary for teachers teaching Humanities, it is very difficult to staff the course Humanities with the current title. In addition, a better representation of what the course content actually covers would be the title, Honors American Block. This course is a two hour course which teaches American History and American Literature at a very aggressive pace and depth.

Add the following to the Curriculum Guide:

HONORS AMERICAN BLOCK

This is a two-hour block class that follows an Honors U.S. History curriculum synchronized with American Literature and Composition. This is an accelerated course and is considered an AP U.S. History Prep Course. Accepted students receive both a Social Studies and an English credit. Students completing this course are prepared and encouraged to take the AP U.S. History Exam in May.

Change the Applied Communications and Creative Writing course names to Senior English and change the senior-level course requirements to include a full year course of Senior English, British Literature and Composition, or World Literature.

Rationale: Based on the requirement for schools to implement the Common Core State Standards (CCSS), our 12th grade course offerings will no longer comply with the requirements. Our current offering of semester credits in Applied Communications, Creative Writing, British Literature, or World Literature does not comply with the CCSS due to an inability to ensure that the standards will be taught to each student. The variability of course offerings do not provide a consistent sequence where we can guarantee the full teaching of the CCSS. By changing the name of Applied Communications and Creative Writing to Senior English, and offering British Literature and Composition or World Literature will ensure a yearlong course progression and the fulfillment of the CCSS coverage.

Change the Physical Conditioning course name to Personal Fitness:

Rationale: The name change would coincide with the course curriculum and classroom textbook. It would also allow the department some additional flexibility in what is taught and introduced to the students. In the team taught class, the students would be required to complete a project based on the information provided throughout the semester. The project would incorporate core curriculum standards and current state standards for Physical Education. This change in title better reflects the course curriculum.

Change the Racquet Sports, Weight Training, and Advanced Conditioning course names to Leisure Sports and Activities, Sport and Fitness, and Recreational Sports

Rationale: The department would like to replace the current classes with the following: Leisure Sports and Activities, Recreational Sports, Sport and Fitness. Changing the classes offered would allow greater flexibility and tender a different combination of sports. Weight training and advanced conditioning would be integrated into two of the sections. (The department believes with the introduction of the athletic department's after school training program, the need and demand for weight training and advanced conditioning classes have diminished.) Changing the classes' format would alleviate the amount of times students would be able to take the same physical education class. The goal would be to offer two of the classes in the first semester and two in the second semester. All four electives would be team-taught allowing for two teachers to manage one class. The classes would rotate through the different sports in a four to five week period. During each period the instructors would be able to provide rules and assessments for each activity.

Recreational Sports: In this course, students will learn the basic rules, strategies and skills for a variety of sports. This course may include but is not limited to introducing the following recreational activities: Pickle ball, Table Tennis, Softball and Yard Games (which may include; Bean Bag-Toss, Ladder golf, Bocce ball, Speedmiton). The class will be offered only one semester.

Leisure Sports and Activities: In this course, students will be introduced to a variety of different lifelong leisure activities and sports. The course may include but is not limited to introducing the following leisure activities: Fitness activities (weight lifting and cardiovascular activities), Badminton, Pickle ball, and several yard games. The class will only be offered one semester.

Sports and Fitness: In this course, student will learn the basic rules, strategies and skills for different sport and fitness activities. The course will include but is not limited to the following activities: Basketball, Table Tennis, Volleyball, Badminton and Fitness activities. The class will be offered one semester.

Course Offerings

Create American Sign Language I and American Sign Language II

Rationale: Beginning in 2012-13, Hartland Middle School at Ore Creek began to offer American Sign Language (ASL) I to 8th grade students for high school world language credit. As a commitment to the students who began this course sequence in 8th grade, Hartland High School will need to offer the second year of the sequence in American Sign Language to satisfy the Michigan Merit Curriculum's requirement of two years of world language. By offering ASL I and ASL II, students at Hartland High School would have another option for fulfilling their world language credit for graduation.

Course Description – American Sign Language I: This course will introduce students to American Sign Language (ASL) through exploring vocabulary related to introductions, telling time, ordering at a restaurant, likes and dislikes, sports, clothing, numbers, holidays, and much more. Students will also deal with forming sign words in the present tense and simple future tense in addition to using common phrases.

Course Description – American Sign Language II: This course is designed to develop more fully the vocabulary and conversational structures introduced in ASL I. In addition, students will develop speaking (through sign language) and visual listening (interpretation) skills through daily communication in sign language.

Create the Course Liberal Arts and Sciences Seminar

Rationale: Many of our students engaged in academic competition or clubs do not have an elective opportunity during the school day to practice their craft. Students involved in drama, theater, music, and athletic clubs have these opportunities currently built into the master schedule. This course would offer students in clubs or teams such as Quiz Bowl, Forensics, DECA, or Debate to have an opportunity to hone their skills through an elective course.

Course Description: This class is designed to allow students to develop a deep understanding of topics in the liberal arts and sciences. Using an inquiry and research based approach; students will investigate and specialize in topics chosen at the beginning of the course. Students will learn how to utilize research journals, magazine articles, internet searches, works of literature and scientific inquiry methods to draw and support conclusions relating to their chosen topics of study. Students will be required to use a variety of methods to publish and share their findings with their classmates. This course provides an opportunity for students involved in academic competition to hone their skills during the school day.

Create the course Freshman Focus

Rationale: Students in the 8th grade at Hartland Middle School at Ore Creek who are considered at-risk by several measures have the opportunity to participate in a special program that is inclusive and provides a sense of belonging and identity through involvement and connection to the school. Hartland High School has seen many of these students leave the district once that support is removed. This course would be a semester elective course, which would be used to aid the transition for these students involved in this Ore Creek program as freshman.

Course Description: This semester course is designed to aid in the transition to high school from the middle school and is continuation of the EEBC program in place at Ore Creek Middle School. Students are selected and invited to participate in Freshman Focus by their 8th grade teachers. This class helps to provide a smooth entrance into a different environment and gives students a way to begin exploring other options available to them as they embark on their high school career.

Create the course Algebra I Accelerator

Rationale: Hartland High School has a larger than acceptable number of first time failures in Algebra I. As a result, the high school ends up needing to schedule multiple sections of Algebra I solely for the purpose of allowing students another opportunity to repeat the course they failed. There is a large and growing body of research, which supports the use of pre teaching strategies instead of the more common remediation strategies. The Algebra I Accelerator course would make use of pre teaching strategies by aiding students who are at-risk to struggle or fail Algebra I. Students in Algebra I Accelerator will take the course concurrently with their regular Algebra I course. As the students are present in the Algebra I Accelerator class, they will be introduced to content 3-5 days ahead of the regular course. The hope is that this course will help struggling students remain successful in their Algebra I course, and reduce the need to schedule as many repeater courses.

Course Description: This course will provide students with a “head start” in their Algebra I course by exposing them to algebraic concepts 3-5 days ahead of the regular class. This will enhance a student’s ability to process and grasp the concepts in their regular Algebra I course. Students will be invited and hand selected to participate in the accelerator course.