

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
May 13, 2013**

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 – April 22, 2013 regular meeting
 - D. Call to the public
 - E. Superintendent’s Report
 - ✓ Happenings at Community Education
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. New and Updated Policies
 - C. New Hire
 - D. LESA Election Resolution
 - E. 2010 Bond Project – Barton Malow Contract Extension

- III. Discussion Items
 - A. District Operations Review – George Waldrup

- IV. Information Items
 - A. Future meetings: May 28, 2013, special, 6:30 p.m., Boardroom, Educational Support Service Center (Tuesday due to Memorial Day); June 10, 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.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 May 13, 2013 regular meeting be approved, that policy be set aside allowing Item II.D. to be treated as an action item, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – APRIL 22, 2013 MEETING- SEE ATTACHED

(Recommended action): That the minutes of the April 22, 2013 regular meeting and closed session be approved. Motion by _____, supported by _____. _____

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT’S REPORT

✓ Happenings at Community Education

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 April 30, 2013, and the payment of invoices totaling \$2,966,620.38 and payroll obligations totaling \$2,449,004.68. Motion by _____, supported by _____. _____

II.B. NEW AND UPDATED POLICIES

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, adopts the new and revised policies to the district policy manual as presented and discussed. Motion by _____, supported by _____. _____

II.C. NEW HIRE –STACY WETZEL – SEE ATTACHED

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Stacy Wetzel for the 2013/14 school year, at the Step 3, BA+20 salary tract (\$45,109), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

II.D. LESA ELECTION RESOLUTION – SEE ATTACHED

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, authorizes Cynthia Sinelli to represent Hartland Consolidated Schools and Charlie Aberasturi to serve as an alternate in the upcoming LESA Biennial Election. Further the Board directs them to cast votes for Gary Kaiser and Harold Fryer. Motion by _____, supported by _____. _____

- II.E. 2010 BOND PROJECT – BARTON MALOW CONTRACT EXTENSION – SEE ATTACHED
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and Assistant Superintendent for Business & Operations, approves the extension of the contract for Barton Malow through October 31, 2013 to continue work on the 2010 Bond Issue Program as presented. Motion by _____, supported by _____. _____

- III.A. DISTRICT OPERATIONS REVIEW
Presentation & Discussion – George Waldrup

- IV.A. FUTURE MEETINGS
May 28, 2013, special, 6:30 p.m., Boardroom, Educational Support Service Center (Tuesday due to Memorial Day); June 10, 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
April 22, 2013

Members present: T. Dumond, C. Sinelli, B. Gatewood, M. Hutchinson, C. Aberasturi, C. Kenrick
Members absent: K. Kaszyca
Admin. Present: J. Sifferman, L. Mayes, S. Bacon, S. VanEpps, M. Otis, B. Mainka, M. Cheney, D. Minsker, K. Evenson, L. Smither, L. Pumford, S. Pearson, J. Reck, C. Hughes, G. Waldrup, A. Howerton
Guests: N. Spranger, S. Russano, K. Veenstra, K. Langdon, H. Devitt, A. Means, A. Dennis, J. Bowman, M. Bykowski, E. Mannor, M. Miller, K. Lawrence, M. Simancek, J. Rembisz, N. White, J. Simmons, C. Shelby, N. Eichhoff, J. Sheriden, K. Schiller, S. Hard, R. Tracht, M. Slavin, L. Pajot, C. Lamb, B. Dingler, A. Pajtas, A. Traub, S. Watts, N. Wincka, C. Suiter, J. Wright, R. Perkins, D. Schultz, T. Starr, J. McBride, L. Dennis, B. Maurin, N. Mitchell, M. Young, T. Peters, S. Mioderzewski, K. Nichols, E. Lundin, M. Goroon, L. Chanady, O. Huebel, B. Tomes, A. Lord, R. Hess, B. Watt

President Dumond called the meeting to order at 6:33 p.m. in the Board Room of the Hartland Educational Support Service Center. The Pledge of Allegiance was recited.

Motion by Kenrick, supported by Aberasturi that the agenda for the April 22, 2013 regular meeting be approved and that public participation be allowed on all items except Item IV – Closed Session. Motion carried 6-0. 4/22/13 AGENDA APPROVED

Motion by Hutchinson, supported by Gatewood that the minutes of the March 25, 2013 special meeting be approved. Motion carried 6-0. 5/25 MINUTES APPROVED

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

Superintendent Sifferman introduced Nancy Spranger, HEA President, who along with a group of teacher representatives, presented the Board with this year's award-winning books for the buildings' libraries. The high school will receive In Darkness, a Prince Award winner; the middle school and Farms will receive The One And Only Ivan, a Newberry Award winner; and the elementary buildings will receive This Is Not My Hat, a Caldecott Award winner. Ms. Spranger thanked the Board for their continued support and hard work on behalf of the district. SUPT. REPORT

Ms. Sifferman congratulated Board member Cynthia Sinelli, who will receive her Bachelor's Degree in Nursing later this week. Ms. Sinelli thanked the Board and administration for their support and patience over the past few years as she juggled work, school, family and Board responsibilities. Ms. Sifferman also congratulated Kirk Evenson and his staff on the naming of LEGACY High School as the Michigan Alternative High School of the Year.

Ms. Sifferman then introduced Lindsay Smither, Principal of Lakes Elementary, who then introduced kindergarten teacher Karen Langdon. Ms. Langdon made a presentation on the "Education Through Music" (ETM) program currently being used in all of Lakes' kindergarten classrooms as well as in individual classrooms at different grade levels throughout the building. Through a PowerPoint presentation, as well as several video clips and exercises with the Board, Ms. Langdon demonstrated how music and movement helped students acquire skills to enhance learning and cognition.

Ms. Sifferman wanted to make the Board and public aware of an article that ran in the April 20 edition of the "Detroit News", which outlined an apparent "secret project" undertaken by several members of the Governor's staff, software developers, and charter school proponents. The apparent purpose of this "committee" is to create a type of voucher system for online K-12 education that would bring down the per-pupil cost of education by approximately \$2,000. As was noted by officials at MASA and the MEA, no educators were tapped for this project and all communication was done through private e-mail accounts. Ms. Sifferman noted that this is not a good thing for public education and everyone should be aware of what is happening in Lansing, as it could affect every child's educational opportunities.

SUPT. REPORT
(CONTINUED)

Ms. Sinelli thanked Shari Russano and all of the district's art teachers for their contributions to the recent "Got Art" exhibit at the Howell Opera House. She also noted that she and Laurie Mayes, through a grant, were able to pass out Kindles to Denise Terry's Title I class at Hartland Middle School. Mr. Gatewood thanked Ms. Smither and her staff for a wonderful presentation. Mr. Dumond concurred and also wanted to thank the Hartland Optimist Club for another terrific Youth Appreciation Night. He then asked Mr. Mainka to update the Board on upcoming programs the high school is doing to educate students on the consequences of making bad choices, i.e. drinking and driving & driving. Mr. Mainka noted that the high school is partnering with the fire department, police and EMS on May 7 to create an accident reconstruction so students can see from beginning to end, the possible result of making a bad decision. Mr. Dumond also wanted to recognize the district's administrative professionals, as this is Administrative Professionals Week, and thank them for their hard work. Ms. Hutchinson wanted to also thank the teachers and community members who took the time to write out nominations for the Optimist Youth Appreciation event. Ms. Kenrick noted that the high school drama club would be performing "Tarzan" beginning this weekend.

BOARD REPORTS

Motion by Kenrick, supported by Hutchinson that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of March 31, 2013, and the payment of invoices totaling \$1,359,144.13 and payroll obligations totaling \$3,618,108.57. Motion carried 6-0.

PAYMENT OF
INVOICES

Motion by Hutchinson, supported by Gatewood that the Board of Education appoints Cynthia Sinelli as the delegate and Charlie Aberasturi as the alternate to represent Hartland Schools for the 2013 LESA Board of Education election. Motion carried 6-0.

LESA ELECTION
REPRESENTATIVES

Motion by Sinelli, supported by Aberasturi that the Board of Education, upon the recommendation of the Superintendent and the Curriculum Committee, approves the new curriculum course offerings for Hartland High School as presented. Motion carried 6-0.

NEW
CURRICULUM

The Board discussed the new and revised policies provided by NEOLA in the most recent update cycle. Ms. Sifferman noted that two of the policies required quick action as they were included in the Best Practices Incentive for this school year. These will come before the Board for action at the May 13, 2013 meeting.

DISCUSSION:
POLICY UPDATES

Motion by Hutchinson, supported by Gatewood that the Board enters into closed session under Section 8(e) of the Michigan Open Meetings Act, so that the Board may discuss the pending case of Sahouri vs. Hartland Consolidated Schools with its attorney. A closed session is necessary, because discussing litigation strategy in open session is not in the School District's best interest. Roll Call Vote: Sinelli-yea, Gatewood-yea, Aberasturi-yea, Dumond-yea, Hutchinson-yea, Kenrick-yea. Motion carried 6-0.

MOTION FOR
CLOSED SESSION

The Board entered into closed session at 7:35 p.m.

CLOSED SESSION

The Board returned to open session at 8:28 p.m. and the meeting was adjourned.

ADJOURNMENT

Respectfully submitted,



Michelle Hutchinson
Secretary



Paula Waters
Recording Secretary

HARTLAND CONSOLIDATED SCHOOLS
Hartland, Michigan

Date of Board Meeting: May 13, 2013

Financial Reports as of: April 30, 2013

Check registers to be approved:

Date	Description	General Fund	Athletic	Cafeteria	Capital Proj	Debt	TOTAL
04/05/2013	A/P Check Run	1,418.34	620.00	10,247.26	1,580.93	0.00	13,866.53
04/12/2013	A/P Check Run	735,268.83	66,482.32	6,474.34	20,833.54	0.00	829,059.03
04/16/2013	A/P Check Run	13,708.63	65.73	17,326.51	0.00	0.00	31,100.87
04/17/2013	A/P Check Run	0.00	0.00	0.00	65,948.91	0.00	65,948.91
04/19/2013	A/P Check Run	4,797.68	355.00	9,872.79	0.00	0.00	15,025.47
04/25/2013	A/P Check Run	520,224.70	11,984.73	8,915.38	1,372,229.50	0.00	1,913,354.31
04/26/2013	A/P Check Run	38,009.30	4,236.64	8,118.11	9,707.57	0.00	60,071.62
04/30/2013	A/P Check Run	5,222.66	1,825.00	1,520.82	0.00	1,400.00	9,968.48
04/30/2013	Prepays, Voids	652.78	495.00	-	27,077.38	0.00	28,225.16
TOTAL		1,319,302.92	86,064.42	62,475.21	1,497,377.83	1,400.00	2,966,620.38

Payrolls to be approved:

Date	Dues	FlexCare Transfer	Net Paycks & Direct Deposit	Taxes St Of Mich	Taxes Federal	Retirement	TOTAL
							0.00
04/12/2013	16,137.03	7,266.84	639,097.15	34,833.72	252,769.91	306,500.83	1,256,605.48
04/26/2013	16,906.06	7,266.84	593,470.74	32,443.17	237,588.58	304,723.81	1,192,399.20
TOTAL	33,043.09	14,533.68	1,232,567.89	67,276.89	490,358.49	611,224.64	2,449,004.68

New Hire
May 13, 2013

HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN

RESUME'

NAME: Stacy Wetzel

ADDRESS: 1348 Maxfield Road
Hartland, MI 48353

EDUCATION: B.A. - Education, Michigan State University – 1988

MAJOR: Special Education – Cognitive Impairment

CERTIFICATION: Elementary Professional Certificate with endorsements in Cognitive Impairment (K-12).

EXPERIENCE: Stacy is an experienced teacher. She has taught special education in several Michigan school districts over the past several years. Most recently she has been a long-term sub in a special education assignment at Farms Intermediate School during the 2012-13 school year.

SALARY STEP: BA+20, Step 3

ASSIGNMENT: Special Education – Building to be assigned

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Stacy Wetzel for the 2013/14 school year, at the Step 3, BA+20 salary tract, (\$45,109), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

RESOLUTION DESIGNATING DISTRICT'S LESA ELECTION REPRESENTATIVE

Hartland Consolidated Schools, Michigan (the "District")

A regular meeting of the board of education of Hartland Consolidated Schools, Michigan (the "Board"), was held in the Boardroom of the Educational Support Service Center, in the District, on the 13th day of May, 2013, at 6:30 in the evening.

The meeting was called to order by Thom Dumond, President.

Present: Members

Absent: Members

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

WHEREAS:

1. The biennial election of the Board of Livingston Educational Service Agency (LESA) will be held on Monday, June 3, 2013; and
2. The members of the LESA Board will be elected by an electoral body composed of one (1) person designated by the Board of each of the constituent school districts; and
3. In accordance with Section 614(2) of the Revised School Code [MCL 380.614(2)], this Board must now adopt a resolution which designates its representative to the electoral body and direct said representative to vote on behalf of this Board for the specific candidates this Board supports for each position to be filled on the LESA Board, at least on the first ballot taken by the electoral body.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board does hereby approve the designation of Cynthia Sinelli as the representative of this Board for the electoral body, which body will elect two (2) candidates to the vacancies on the LESA Board on Monday, June 3, 2013 and Charlie Aberasturi as an alternate representative in the event the designated representative is unable to attend.

2. The designated representative, or the alternate in the event of the absence of the designated representative, is further directed to cast a vote on the first ballot on behalf of this Board for Gary Kaiser and Harold Fryer.

3. The Secretary of this Board is hereby further directed to cause a certified copy of this resolution to be filed with the Secretary of the LESA Board at or prior to the election of the LESA Board on Monday, June 3, 2013.

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, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board at a regular meeting held on May 13, 2013, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

April 30, 2013

Mr. Scott Bacon
Assistant Superintendent for Business and Operations
Hartland Consolidated Schools
9525 Highland Road
Howell, Michigan 48843

Subject: 2010 Bond Issue Program
Staffing Proposal for 2013

Dear Mr. Bacon,

The Barton Malow Company is pleased to submit the following proposal for the required project staffing to appropriately manage the 2013 construction schedule from March 1, 2013 through October 31, 2013. The current contract end date is February 28, 2013 with the exception of the Technology RFP support for the computer replacement schedule funded by the Taxable Bonds that are estimated to extend over the next five years or so.

Similar to our 2006 contract arrangement, Article 16.1 states that Barton Malow is to furnish the Owner with a labor forecast for basic services that will be performed in 2013, which includes funds to be spent from the Build America Bonds and remaining funds from the 2006 Bond Program, based on the current scope and schedule. Currently, construction activities are on-going and are scheduled to be complete at the end of August with all contracts closed out by October 31, 2013.

When the original budget was created for the 2010 Bond Program, a set aside budget was created to account for the 2013 staffing costs. After reviewing the current schedule for the construction work in 2013, Barton Malow respectfully submits the following staffing cost. This is staff cost only with no additional fee and all work is currently scheduled to be completed prior to 10/31/13.

- BMC Contract Extension from 3/1/13-10/31/13 to support remaining bond projects:

○ Doug Madden, Senior Project Manager	\$ 89,234.00
○ Jamie Gould, Project Coordination	\$ 47,007.00
○ Lisa Freeland, Project Accountant	<u>\$ 13,473.00</u>
Total:	\$ 149,714.00

Over the next few months, a determination will be made on future construction projects that would be funded from the any remaining Build American Bonds in which construction activities would extend past 10/31/13. At that time, Barton Malow would present a proposal to Hartland Consolidated Schools for the project staff to remain engaged with the School District to an appropriate level to manage the additional construction.



Building Innovative Solutions

Thank you again for the opportunity to continue to serve Hartland Consolidated Schools. If you should have any questions or comments regarding this proposal or would like any additional information, please feel free to contact me at 248/436-5484.

Sincerely,
BARTON MALOW COMPANY

A handwritten signature in black ink, appearing to read "Steven E. Lorenzo".

Steven E. Lorenzo
Project Director

C: Doug Madden, BMC