

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
August 15, 2013**

AGENDA

- I. Call to order, 7:30 a.m., Boardroom, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Approval of agenda/items for discussion
 - C. Approval of minutes – July 18, 2013 organizational meeting
 - D. Call to the public
 - E. Superintendent’s Report
 - Opening Day Breakfast – August 28, 2013
 - Curriculum Revisions/Common Assessments
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. New Hires
 - C. Senior Center/Department of Transportation Resolution
 - D. New Curriculum – 5th/6th Grade Language Arts

- III. Information Items
 - A. Future meetings: September 9, 2013, regular meeting, 6:30 p.m. Hartland Educational Support Service Center; September 23, 2013, special meeting, 6:30 p.m., 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 August 15, 2013 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 by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – JULY 18, 2013 ORGANIZATIONAL MEETING- SEE ATTACHED

(Recommended action): That the minutes of the July 18, 2013 organizational meeting be approved. Motion by _____, supported by _____. _____

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT'S REPORT

- Opening Day Breakfast – August 28, 2013
- Curriculum Revisions/Common Assessments
-

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 July 31, 2013, and the payment of invoices totaling \$1,689,266.59 and payroll obligations totaling \$1,933,273.61. Motion by _____, supported by _____. _____

II.B. NEW HIRES – SEE ATTACHED

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Edie Tobe for the 2013/2014 school year, at the Step 1, BA+20 salary tract (\$40,915), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

II.C. SENIOR CENTER/DEPT. OF TRANSPORTATION RESOLUTIONS – SEE ATTACHED

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, adopts the Master Agreement, Project Authorization, Blanket Signature and Certified Signature resolutions with the Michigan Department of Transportation for the Hartland Senior Center as presented. Motion by _____, supported by _____. _____

II.D. NEW CURRICULUM – 5th/6th GRADE LANGUAGE ARTS

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Curriculum and Instruction, approves the 5th/6th Grade Language Arts curriculum as presented. Motion by _____, supported by _____.

III.A. FUTURE MEETINGS

September 9, 2013, regular meeting, 6:30 p.m. Hartland Educational Support Service Center;
September 23, 2013, special meeting, 6:30 p.m., Hartland Educational Support Service Center

IV.B. INFORMATION ITEMS

V. ADJOURNMENT

Hartland Consolidated Schools
Organizational meeting - Board of Education
July 18, 2013

Members present: T. Dumond, C. Kenrick, B. Gatewood, C. Sinelli, M. Hutchinson, K. Kaszyca, C. Aberasturi
Members absent: None
Admin. Present: S. Bacon, S. VanEpps, J. Sifferman, C. Hughes, L. Mayes, S. Livingway, A. Howerton, B. Mainka, M. Otis, G. Waldrup
Guests: C.Pronishen, H. Johnston, M. Baldwin, A. Hasseld, M. Jahnke, C. Costello

President Dumond called the meeting to order at 7:30 a.m. in the Boardroom of the Educational Support Center. The Pledge of Allegiance was recited.

Motion by Kenrick, supported by Hutchinson that the agenda for the July 18, 2013 organizational/goals workshop meeting be approved, and that public participation be allowed on all items. Motion carried 7-0. 7-18-13 AGENDA APPROVED

Motion by Kaszyca, supported by Kenrick that the minutes of the June 26, 2013 special meeting be approved. Motion carried 7-0. 6-26-13 MINUTES APPROVED

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

Superintendent Sifferman noted that the facilities report had been completed. She asked to set up a meeting of the Building & Site Committee, along with representatives from Barton Malow and TMP, to review. A tentative meeting date of August 13 at 7:30 a.m. was set. SUPT. REPORT

Ms. Sifferman asked Chuck Hughes to assist with the presentation of the Board goals update. Following the presentation Ms. Sifferman indicated she and President Dumond would discuss when to schedule this year's goals workshop – likely either in August or September.

Motion by Kaszyca, supported by Aberasturi that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of June 30, 2013, and the payment of invoices totaling \$1,629,144.03 and payroll obligations totaling \$2,952,274.70. Motion carried 7-0. PAYMENT OF INVOICES

Motion by Hutchinson, supported by Sinelli that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Cortney Pronishen for the 2013/14 school year, at the Step 1, BA salary tract, pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Ms. Pronishen was introduced by Principal Livingway & Asst. Principal Howerton. NEW HIRES: PRONISHEN-HMS

Motion by Kaszyca, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Haley Johnston for the 2013/14 school year, at the Step 1, BA salary tract, pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Ms. Johnston was introduced by Principal Livingway & Asst. Principal Howerton. JOHNSTON-HMS

Motion by Sinelli, supported by Kenrick that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Melanie Baldwin for the 2013/14 school year, at the Step 1, BA salary tract, pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Ms. Baldwin was introduced by Principal Livingway & Asst. Principal Howerton.

NEW HIRES:
BALDWIN – HMS

Motion by Sinelli, supported by Aberasturi that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Anne Hasseld for the 2013/14 school year, at the Step 2, MA salary tract, pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Ms. Hasseld was introduced by Principal Mainka.

HASSELD – HHS

Motion by Hutchinson, supported by Kaszyca that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Michael Jahnke for the 2013/14 school year, at the Step 1, MA salary tract, pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Mr. Jahnke was introduced by Principal Mainka.

JAHNKE – HHS

Motion by Kenrick, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Colin Costello for the 2013/14 school year, at the Step 1, BA+20 salary tract, pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 7-0. Mr. Costello was introduced by Principal Mainka.

COSTELLO – HHS

Motion by Kaszyca, supported by Aberasturi that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Project Manager, awards a contract to Birkenstock Construction, LLC. in the amount of \$212,000.00 for construction of a ball field at Creekside Elementary School, contingent upon the school district receiving and signing a permit from the DEQ to allow the work to commence. Doug Madden, Barton Malow, fielded questions from Mr. Gatewood and Ms. Kenrick regarding the company awarded the bid and when the field would be completed. Motion carried 7-0.

CONTRACT AWARD
CSE BALL FIELD

Motion by Hutchinson, supported by Kaszyca that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the State Aid Operating Loan Resolution as presented. Motion carried 7-0.

STATE AID LOAN

Motion by Sinelli, supported by Kenrick that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the School Loan Revolving Fund Annual Loan Application as presented. Motion carried 7-0.

SCHOOL REV. LOAN
FUND

Motion Kaszyca, supported by Sinelli that the Board of Education, upon the recommendation of the Assistant Superintendent of Personnel and Student Services, approves the Secondary, Intermediate and Elementary Parent/Student Handbooks for 2013/2014 as presented. Motion carried 7-0.

13/14 HANDBOOKS

Motion by Kaszyca, supported by Kenrick that the Board of Education, upon the recommendation of the Superintendent, approves the district's membership in the Michigan High School Athletic Association for the 2013/2014 school year. Motion carried 7-0.

MHSAA – 2013/14

Motion by Sinelli, supported by Aberasturi that the Board of Education, in accordance with Board Policy 0150 – Organization, approves the proposed meeting dates for 2013/14 as presented. Motion carried 7-0.

13/14 MEETING
DATES

Motion by Aberasturi, supported by Gatewood that any two officers of the Board of Education may sign notes or loans approved by the Board of Education at an official meeting. Motion carried 7-0.

NOTES OR LOANS

Motion by Kaszyca, supported by Kenrick that the Board of Education appoints the Superintendent of Schools as Compliance Officer for Section 504 of the Rehabilitation Act of 1973 for Title IX of the Educational Amendments of 1972, for Title VI of the Civil Rights Act of 1964, and for the Age Discrimination Act of 1975. Persons having questions or concerns regarding these statutory areas are to contact Janet Sifferman, Superintendent, Hartland Consolidated Schools, 9525 Highland Road, Howell, MI 48843, (810) 626-2100. Motion carried 7-0.

COMPLIANCE
OFFICER

Motion by Hutchinson, supported by Sinelli that the Superintendent, or her designee, will designate an appropriate, available person in each location to post notices of public meetings. Motion carried 7-0.

POST NOTICES

Ms. Sifferman inquired of the Board if, after discussion, they would be willing to take action on increasing the district's lunch pricing. The Board agreed.

DISCUSSION:
LUNCH PRICING

Motion by Kaszyca, supported by Aberasturi that the Board of Education sets aside policy and, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Food Services, authorizes the increase in the district's school lunch pricing for the 2013/14 school year as presented. Motion carried 7-0.

LUNCH PRICE INC.
APPROVED

President Dumond noted the next meeting would be held on August 15 at 7:30 a.m. and that the Opening Day Breakfast will be on August 28 at 8:00 a.m. in the Hartland High School Commons.

FUTURE MEETINGS

Meeting adjourned at 8:35 a.m.

ADJOURNMENT

Respectfully submitted,



Michelle Hutchinson
Secretary



Paula Waters
Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING AUGUST 15, 2013
EXPENDITURES JULY 2013**

Check registers and ACH payments:

Date	Description	General Fund	Athletic	Cafeteria	Capital Proj	Debt	TOTAL
07/02/2013	A/P Check Run	\$ 30,394.28					\$ 30,394.28
07/03/2013	A/P Check Run	\$ 436,807.55					\$ 436,807.55
07/10/2013	A/P Check Run				\$ 2,034.00		\$ 2,034.00
07/11/2013	A/P Check Run	\$ 409,568.15	\$ 300.00	\$ 270.50			\$ 410,138.65
07/18/2013	A/P Check Run	\$ 404,667.00	\$ 65.26	\$ 229.62	\$ 60,743.64		\$ 465,705.52
07/22/2013	A/P Check Run	\$ 233,044.85	\$ 6,049.90				\$ 239,094.75
07/31/2013	A/P Check Run	\$ 76,657.83	\$ 8,542.65	\$ 2,435.00			\$ 87,635.48
07/18/2013	Prepaid Checks	\$ 7,917.85					\$ 7,917.85
	Void Checks						\$ -
07/02/2013	PESG - ACH	\$ 9,357.23					\$ 9,357.23
07/16/2013	PESG - ACH	\$ 181.28					\$ 181.28
TOTAL		\$ 1,608,596.02	\$ 14,957.81	\$ 2,935.12	\$ 62,777.64	\$ -	\$ 1,689,266.59

Payroll and Benefit expenses:

Date	Net Pay	Federal Taxes	State Taxes	Retirement	Dues	FlexCare	TOTAL
7/2/2013	\$ 524,668.72	\$ 202,605.78	\$ 28,148.40	\$ 254,395.94			\$ 1,009,818.84
7/19/2013	\$ 465,705.52	\$ 190,190.85	\$ 26,468.35	\$ 241,090.05			\$ 923,454.77
TOTAL	990,374.24	392,796.63	54,616.75	495,485.99	0.00	0.00	1,933,273.61

New Hire
August 15, 2013

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Edie Tobe

ADDRESS: 31270 Portside Dr., Apt. 1301
Novi, MI 48377

EDUCATION: B.A. – Elementary Ed and Special Ed, Michigan State University – 2012

MAJOR: Special Education – Learning Disabilities

MINOR: Language Arts

CERTIFICATION: Elementary Provisional Certificate with endorsements in Learning Disabilities and Language Arts.

EXPERIENCE: Edie did her student teaching in the Walled Lake School District during the 2012-13 school year. She was substitute for that district following her student teaching.

SALARY STEP: BA+20, Step 1

ASSIGNMENT: Special Education – Farms/Lakes

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Edie Tobe for the 2013/14 school year, at the Step 1, BA+20 salary tract, (\$40,915), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

MASTER AGREEMENT RESOLUTION

Whereas, the Hartland Consolidated Schools has the authority to contract with the Michigan Department of Transportation for State and/or Federal funds for passenger transportation related services; and,

Whereas, the Hartland Consolidated Schools does hereby approve Master Agreement No. 2012 – 0095.

Now, Therefore, be it resolved that the Director of the Senior Center, Alice Andrews or Superintendent of Schools, Janet Sifferman of the Hartland Consolidated Schools be authorized and directed to execute said agreement on behalf of Hartland Consolidated Schools.

PROJECT AUTHROIZATION RESOLUTION

Whereas, this resolution shall also approve execution of Project Authorizations for any programs designated by the Hartland Consolidated Schools and/or Project Authorizations for any amount determined by the Hartland Consolidated Schools with the Michigan Department of Transportation which are issued under Master Agreement Number 2012-0095.

Now, Therefore, be it resolved that the Director of the Senior Center, Alice Andrews or Superintendent of Schools, Janet Sifferman, of the Hartland Consolidated Schools are authorized to enter into and execute on behalf of the Hartland Consolidated Schools all such project Authorizations with the Michigan Department of Transportation for passenger transportation related services for the Agreement period.

CERTIFICATE

The undersigned duly qualified Board Secretary of the Hartland Consolidated Schools certifies the forgoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Hartland Consolidated Schools held on August 15, 2013.

Signature

Printed Name

Title

Date

Blanket Signature Resolution

Whereas, the Hartland Consolidated Schools has the authority to contract with the Michigan Department of Transportation for state and/or federal funds for passenger transportation related services; and,

Now Therefore, be it resolved that Director of Senior Center, Alice Andrews or Superintendent of Schools, Janet Sifferman, be authorized and directed to execute said agreement for and on behalf of the Hartland Consolidated Schools;

CERTIFICATE

The undersigned duly qualified Board Secretary of the Hartland Consolidated Schools certifies the forgoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Hartland Consolidated Schools held on August 15, 2013.

Signature

Printed Name

Title

Date

**CERTIFIED SIGNATURE RESOLUTION FOR
MDOT MASTER AGREEMENT**

Whereas, the *Hartland Consolidated Schools* has the authority to contract with the Michigan Department of Transportation for state and/or federal funds for passenger transportation related services; and,

Whereas, the *Hartland Consolidated Schools* does hereby approve Master Agreement No. 2012-0095,

Now, Therefore, be it resolved that the *Director of the Senior Center, Alice Andrews or Superintendent of Schools, Janet Sifferman* of the *Hartland Consolidated Schools* be authorized and directed to execute said agreement for and on behalf of the *Hartland Consolidated Schools*.

CERTIFICATE

The undersigned duly qualified Board Secretary of the *Hartland Consolidated Schools* certifies the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the *Hartland Consolidated Schools* held on *August 15, 2013*.

Signature

Printed Name

Title

Date