

**HARTLAND CONSOLIDATED SCHOOLS  
SPECIAL MEETING – BOARD OF EDUCATION  
November 25, 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 – November 11, 2013 regular meeting
  - D. Call to the public
  - E. Superintendent’s Report
    - 2012/2013 Auditors’ Report – Plante Moran
  - F. Board reports & requests
  
- II. Action Items
  - A. Policy Updates & Revisions
  - B. Contract Award – Wetland Mitigation-Hartland High School
  
- III. Information Items
  - A. Future meetings: December 16, 2013, regular, 6:30 p.m. Board Room, Educational Support Center; January 13, 2014, regular, 6:30 p.m. Board Room, Educational Support 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 November 25, 2013 special meeting be approved and that public participation be allowed on all items. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.C. APPROVAL OF MINUTES – NOVEMBER 11, 2013 REGULAR MEETING (SEE ATTACHED)

(Recommended action): That the minutes of the November 11, 2013 regular meeting be approved. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT'S REPORT

- 2012/2013 Auditors' Report – Plante Moran

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 and discussed. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.B. CONTRACT AWARD – WETLAND MITIGATION-HARTLAND HIGH SCHOOL

***(Information regarding the results of the bid opening will be provided at the meeting.)***

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to \_\_\_\_\_ in the amount of \$\_\_\_\_\_ for the mitigation of the wetlands at Hartland High School as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

III.A. FUTURE MEETINGS

December 16, 2013, regular, 6:30 p.m. Board Room, Educational Support Center; January 13, 2014, regular, 6:30 p.m. Board Room, Educational Support Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools  
Regular meeting - Board of Education  
November 11, 2013

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, B. Mainka, G. Waldrup  
Guests: K. Nelson, S. Hard, S. Skinner, A. Storm, J. Pietila, J. Smith, J. Springhetti, E. Kidd, V. Bundhaug, S. Kujawa, C. Phillips, T. Bosley, C. Costa, M. Murphy, E. Coghlan, L. Coghlan, A. Anderson, M. Carlsen, C. Harper, C. Donnelly, A. Orlando, R. Bernard, T. Fischer, D. Madden

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 Kaszyca that the agenda for the November 11, 2013 regular meeting be approved, and that public participation be allowed on all items. Motion carried 7-0. 11/11/13 AGENDA APPROVED

Motion by Aberasturi, supported by Gatewood that the minutes of the October 14, 2013 regular meeting be approved. Motion carried 7-0. 10/14 MINUTES APPROVED

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

Motion by Kaszyca, supported by Aberasturi that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, sets aside policy and authorizes the Superintendent or Assistant Superintendent for Business & Operations to enter into a contract through Executive Energy Services for the purchase of electricity for Hartland Consolidated Schools for up to 36 months (starting December 2014) at a price not to exceed 5.4 cents/KWH. Scott Bacon gave a brief explanation of the district's recent history purchasing both electricity and natural gas in order to stabilize numbers for the budget and avoid the large spikes common with utilities. Motion carried 7-0. PURCHASE ELECTRICITY

Superintendent Sifferman congratulated the Legacy Alternative High School program, whose flag football team recently won the state title for Michigan alternative schools. She then introduced Principal David Minsker from Round Elementary. Mr. Minsker indicated that his specials teachers – Jess Waske, art; Mark Hrit, PE; Mary Jo Baynes, music; and Barbara Benford, media – would discuss how they are using GRASP goals to form their curriculum and help align it with the Common Core standards. They also talked about how they are involved in Round's "Literacy Blocks"; how incorporating art, music, PE and media into the small group break-out sessions helps students to realize that reading and writing are vital and necessary in everything they do, not just the core subjects. SUPT. REPORT

Mr. Gatewood encouraged those in the audience to take a moment to recognize and thank the many veterans in our community who have served our country. Ms. Hutchinson noted that she has raffle tickets for the Stafford Lions' jersey for the ECBE program at the middle school. BOARD REPORTS

Motion by Aberasturi, supported by Gatewood That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of October 31, 2013, and the payment of invoices totaling \$1,504,391.56 and payroll obligations totaling \$2,447,416.80. Motion carried 7-0.

PAYMENT OF  
INVOICES

Motion by Sinelli, supported by Hutchinson that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, adopts the revised Teacher Handbook as presented and discussed. Motion carried 7-0.

TEACHER  
HANDBOOK

Motion by Hutchinson, supported by Sinelli that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, adopts the revised Non-Certified Employee Handbook as presented and discussed. Motion carried 7-0.

NON-CERTIFIED  
HANDBOOK

Motion by Sinelli, supported by Kenrick that the Board of Education, pursuant to the Revised School Code, hereby imposes a summer tax levy for July 1, 2014, as presented. Motion carried 7-0.

SUMMER TAX  
LEVY

Motion by Hutchinson, supported by Kaszyca that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Project Director, awards a contract to E&L Construction Group, Inc. in the amount of \$124,900.00 for division 06-general trades as presented. Motion carried 7-0.

CONTRACT  
AWARDS – FIS  
ENTRANCE

Motion by Kaszyca, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Project Director, awards a contract to Contrast Mechanical in the amount of \$51,000.00 for division 23-mechanical as presented. Motion carried 7-0.

Motion by Hutchinson, supported by Sinelli that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Project Director, awards a contract to Lineside, LLC in the amount of \$58,850.00 for division 26-electrical as presented. Motion carried 7-0.

Motion by Kaszyca, supported by Kenrick that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, sets aside policy and authorizes the Superintendent or Assistant Superintendent for Business & Operations to enter into a contract through Lakeshore Energy for the purchase of natural gas for Hartland Consolidated Schools through December 2016, at a price not to exceed \$4.65/MMBtu. Motion carried 7-0.

NATURAL GAS  
PURCHASE

Beginning the discussion on the new and updated Board policies, Ms. Sifferman noted that additional language has been added to Policies 1662, 3362 and 4362 – Anti-Harassment, in response to actions taken by the OCR (Office of Civil Rights) including substantial fines for districts that had not adopted the previously optional language. This language is now considered mandatory. Ms. Hutchinson asked whether the district was considering including a second administrator to adhere to the male/female suggestion from the revised policy. Ms. Sifferman noted that she and Scott VanEpps had discussed this and were adding Michelle Otis as the second contact person (Director of Community Education). This will come back before the Board for action at the November 25 meeting.

DISCUSSION:  
POLICY UPDATES

President Dumond noted that the next meeting is November 25 at 6:30 p.m. and the ribbon-cutting ceremony for the DTE Solar Array project is scheduled for November 22<sup>nd</sup> at 9:00 a.m. in the high school commons. Principal Mainka noted that the interactive kiosk is scheduled for installation on the 15<sup>th</sup>.


UPCOMING  
MEETINGS

The meeting adjourned at 7:15 p.m.

ADJOURNMENT

Respectfully submitted,

  
Michelle Hutchinson  
Secretary

  
Paula Waters  
Recording Secretary

II.B. Contract – Wetland Mitigation,  
Hartland High School  
Prepared by: Scott Bacon  
November 25, 2013

On the agenda is a contract award for work on the wetlands at the Hartland High School site. This work is related to the construction of the new baseball field at the Creekside Elementary site. The construction work is north of the high school, north of the actual Ore Creek and on our eastern boundary. In fact, it is in the same location as a wetland that was created when we built the high school.

Basically, when the high school was built, we received permission to encroach upon some existing designated wetlands and were required to create new wetlands elsewhere on the site. We built an approximate three-acre wetland that was approximately .5 acre more than was required. When we built the baseball field at Creekside, we again needed to encroach minimally on some existing wetlands. As expected, DEQ required us to create some replacement wetlands. For compliance, our plan that was approved by DEQ was to make use of the “extra” wetlands created when the high school was built and “enhance/improve” the existing wetlands at the same time.

The contract presented for your approval this evening is to prepare the site. The appropriate, approved “wetland vegetation” will be obtained and installed next spring and is not part of this contract. This work was planned and is covered by bond dollars for site improvement.