

**HARTLAND CONSOLIDATED SCHOOLS
ORGANIZATIONAL MEETING
BOARD OF EDUCATION
July 18, 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 – June 26, 2013 special meeting
 - D. Call to the public
 - E. Superintendent's Report
 - o Board Goals - Update
 - F. Board reports & requests
- II. Action Items
 - A. Payment of Invoices
 - B. New Hires
 - C. Contract Award
 - D. 2013 State Aid Note
 - E. School Loan Fund
 - F. 2013/2014 Parent/Student Handbooks
 - G. Membership in Michigan High School Athletic Association
 - H. Internal Board Policies #0150 – Meeting dates 2013/2014
 - I. Notes and loans
 - J. Appointment of Superintendent as Compliance Officer
 - K. Authorization for posting notices
- III. Discussion Items
 - A. Lunch Price Increase
- IV. Information Items
 - A. Future meetings: TBD
 - 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.

HARTLAND CONSOLIDATED SCHOOLS
ORGANIZATIONAL MEETING
BOARD OF EDUCATION
July 18, 2013

DETAILED AGENDA

I. CALL TO ORDER

President Dumond will call the meeting to order at 7:30 a.m. in the Boardroom of the Educational Support Service Center.

I.A. PLEDGE OF ALLEGIANCE

I.B. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the July 18, 2013 organizational meeting be approved, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – JUNE 26, 2013 MEETING- SEE ATTACHED

(Recommended action): That the minutes of the June 26, 2013 special meeting be approved. Motion by _____, supported by _____. _____

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT'S REPORT

- Board Goals - Update

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 June 30, 2013, and the payment of invoices totaling \$1,629,144.03 and payroll obligations totaling \$2,952,274.70. 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 Cortney Pronishen for the 2013/2014 school year, at the Step 1, BA salary tract (\$38,318), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

(Recommended action): 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 (\$38,318), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

(Recommended action): 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 (\$38,318), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

(Recommended action): 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 (\$44,393), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

(Recommended action): 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 (\$42,279), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

(Recommended action): 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 (\$40,915), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

II.C. CONTRACT AWARD – BASEBALL FIELD, CREEKSIDE ELEMENTARY

(Bid opening 7/15/13, award information will be provided prior to the meeting.)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Project Manager, awards a contract to _____ in the amount of \$_____ 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. Motion by _____, supported by _____. _____

II.D. STATE AID LOAN (SEE ATTACHED)

Consistent with past years, the district has had to borrow for cash flow purposes. Four years ago we borrowed \$4,000,000, three years ago - \$4,500,000, two years ago - \$4,000,000, last year we borrowed \$3,500,000 and this year we will need to borrow an amount not to exceed \$5,000,000. The primary reason for needing to borrow annually is that several years ago the State moved the last two state aid payments to July and August following the fiscal year.

(Recommended action): 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 by _____, supported by _____. _____

II.E. SCHOOL LOAN FUND (SEE ATTACHED)

(Recommended action): 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 by _____, supported by _____. _____

II.F. 2013/2014 PARENT/STUDENT HANDBOOKS

(Recommended action): 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 by _____, supported by _____. _____

II.G. MEMBERSHIP IN MHSAA – SEE ATTACHED

(Recommended action): 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 2013/14 school year. Motion by _____, supported by _____. _____

II.H. INTERNAL BOARD POLICY FOR APPROVAL (#0150, MEETING DATES) – SEE ATTACHED

(Recommended action): That the Board of Education, in accordance with Board Policy 0150 – Organization, approves the proposed meeting dates for 2013/14 as presented. Motion by _____, supported by _____. _____

II.I. NOTES & LOANS

(Recommended action): 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 by _____, supported by _____. _____

II.J. APPOINTMENT OF SUPERINTENDENT AS COMPLIANCE OFFICER

(Recommended action): 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 by _____, supported by _____. _____

II.K. AUTHORIZATION FOR POSTING NOTICES

(Recommended action): That the Superintendent, or her designee, will designate an appropriate, available person in each location to post notices of public meetings. Motion by _____, supported by _____. _____

III. LUNCH PRICE INCREASE – SEE ATTACHED

For discussion and possible action.

IV.A. FUTURE MEETINGS

TBD

IV.B. INFORMATION ITEMS

V. ADJOURNMENT

Hartland Consolidated Schools
Special meeting - Board of Education
June 26, 2013

Members present: M. Hutchinson, B. Gatewood, T. Dumond, C. Aberasturi, K. Kaszyca
Members absent: C. Kenrick, C. Sinelli
Admin. Present: J. Sifferman, S. Bacon, S. VanEpps, C. Hughes, B. Cain, D. Minsker, L. Pumford,
J. Reck, S. Livingway, M. Day, B. Mainka
Guests: D. Katnik

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

Ms. Sifferman asked Mr. Dumond if the agenda could be amended so discussion of the Parent/Student Handbooks could occur prior to the Budget Hearing. AMEND AGENDA

Motion by Aberasturi, supported by Gatewood that the agenda for the June 26, 2013 special meeting be approved as amended and that public participation be allowed on all items. Motion carried 5-0. 6/26/13 AGENDA APPROVED

Motion by Kaszyca, supported by Hutchinson that the minutes of the June 10, 2013 regular meeting be approved. Motion carried 5-0. 6/10 MINUTES APPROVED

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

Mr. VanEpps asked Principal Mainka to talk about the various changes the high school has proposed for the Parent/Student Handbook. Mr. Mainka noted that there were three major changes/additions to the handbook – changes to the attendance policy, changes to the parking procedures, and the addition of a disciplinary rubric. Mr. Mainka stated that the goal with the attendance policy was to separate academics from discipline. Currently, when students had accumulated a specified number of tardies or absences, they received a “0” for that period. They also had the opportunity to “make up” time at the end of the semester, which involved essentially paying a teacher to babysit/monitor these students for several hours. The high school would like to institute a “Work Keys” program – an online program that provides career skills and expectations – for students to complete if they accumulate tardies or have unexcused absences. This would provide a positive educational experience instead of tying grades to discipline and occurs at the time of the absence/tardy rather than at the end of the semester. Regarding changes to the parking policies, over the summer the high school parking lots are being revamped and part of this renovation will include numbering all of the student spaces. When students purchase a parking pass, it will be for a specific spot. Students parking illegally will receive a citation for \$25.00. Due to the difficulty of identifying those students who park without a pass, the high school has made arrangements with a towing company. Signs will be posted in all lots and after every effort to identify the student/vehicle has been exhausted, the vehicle will be towed at the owner’s expense. Mr. Mainka also noted that there will be four “reward” spots reserved for those students who are “doing the right things” as an incentive. Mr. Gatewood asked if it wouldn’t be easier to just raise the fee for a parking pass to \$125-150. Mr. Dumond noted that there are so many extra-curricular and athletic activities after school that it would be a hardship for many students and parents if they had to ride the bus because of the price of the pass; especially as we encourage our students to get involved in these activities. Ms. Sifferman asked Mr. Mainka to speak to the Board about the new Breathalyzer policy. Mr. Mainka noted that the district does have the ability to administer a Breathalyzer test to students

DISCUSSION:
PARENT/STUDENT
HANDBOOK

whom they suspect have used alcohol or drugs. While a student can refuse, the district will continue with the corrective course of action outlined in the Code of Conduct. Essentially agreeing to the test would be a way for students to prove they had NOT been using drugs or alcohol. This will come before the Board on July 18.

DISCUSSION
(CONTINUED)

Ms. Sifferman introduced Scott Bacon, Assistant Superintendent for Business & Operations, who initiated the 2013/2014 Budget Hearing. Mr. Bacon noted several key issues from 2012/13:

2013/14 BUDGET
HEARING

- Ended 2011/12 in much better position than expected. Thus began 2012/13 with higher Fund Balance including built in expenditure "savings" carried forward into 2012/13 expenditure budget which helped the 2012/13 final budget picture
- Lost 112 students (appealing 20 memberships)
- Decision made not to take 2.68% salary reduction based upon June 30, 2012 Fund Balance level
- Retirement rate changed three times but ultimately did come in at a lower rate
- A change in the contract ending date of the teachers' new contract from August 31 to June 30 resulted in a one-time accounting change reducing expenditures by approximately \$680,000. This improved the Fund Balance picture at June 30, 2013. The 2013/14 budget assumes a one-time payment to employees equal to this same amount
- Fund Balance projected to end at 9.74% of expenditures at \$4,675,527

He indicated that for 2013/14 he projects that the district will need to dip into its fund balance but will be able to sustain the 5% threshold as agreed upon in all employee contracts without needing concessions. For 2014/15 however, the unions and administration have already begun work on bridging the possible \$2.7 million deficit. Mr. Bacon noted that the administration did not believe it was in the district's best interest to start formulating "cut lists" prior to adopting the 2013/14 budget as there was/is a great deal of work currently involved in implementing the recently adopted 5-year contracts; including administration of the 7-period day, insurance and retirement changes, etc., that required the attention of key staff before initiating the intensive process of potentially extensive budget changes for 2014/15. Additionally, Mr. Bacon noted the administration believed it had addressed budget concerns by the settlement of the employee contracts that included the guaranteed 5% fund balance without a district obligation to reduce staff, programs or services, and by aggressive management of bond dollars to offset general fund expenditures, i.e. recent bus purchase. Ms. Sifferman noted that the Board's Finance Committee would also be meeting regularly to discuss possible actions going forward. Mr. Bacon indicated that, beginning in July, each department and building budget would be reviewed with a fine-tooth comb to determine any savings opportunities. Also in July a possible increase in school lunch prices will be brought before the Board for consideration. Prices have not increased since 2005/6.

Motion by Kaszyca, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves budget amendments for the General Fund, Capital Projects Fund, Debt Retirement Fund, Athletic Fund and Food Service Fund as presented. Motion carried 5-0.

2012/13 AMEND.
APPROVED

Motion by Kaszyca, supported by Aberasturi that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the General Appropriations Act Resolution (2013/2014) as presented. Motion carried 5-0.

GEN. APP. ACT
APPROVED

President Dumond noted that the next meeting would be the annual organizational meeting July 18 at 7:30 a.m. with a Finance Committee meeting to follow. FUTURE MEETINGS

The meeting adjourned at 8:10 p.m.

ADJOURNMENT

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Michelle Hutchinson".

Michelle Hutchinson
Secretary

A handwritten signature in cursive script, appearing to read "Paula Waters".

Paula Waters
Recording Secretary

HARTLAND CONSOLIDATED SCHOOLS
Hartland, Michigan

Date of Board Meeting: July 18, 2013

Financial Reports as of: June 30, 2013

Check registers to be approved:

Date	Description	General Fund	Athletic	Cafeteria	Capital Proj	Debt	TOTAL
06/06/2013	A/P Check Run	\$ 657,521.40	\$ 23,885.88	\$ 3,692.10		\$ 450.00	\$ 685,549.38
06/12/2013	A/P Check Run	\$ 417,781.39	\$ 10,326.08	\$ 8,982.96	\$ 20,939.58		\$ 458,030.01
06/18/2013	A/P Check Run	\$ 90,285.16					\$ 90,285.16
06/21/2013	A/P Check Run	\$ 316,097.07	\$ 46,524.41	\$ 1,717.57	\$ 9,999.01		\$ 374,338.06
06/27/2013	A/P Check Run	\$ 30,102.35	\$ 7,253.49	\$ 2,732.05	\$ 22,206.00		\$ 62,293.89
	A/P Check Run						
	A/P Check Run						
June	Prepaid Checks	\$ 14,403.14	\$ 997.85	\$ 428.58			\$ 15,829.57
June	Void Checks **	\$ (56,907.04)	\$ (275.00)				\$ (57,182.04)
TOTAL		\$ 1,469,283.47	\$ 88,712.71	\$ 17,553.26	\$ 53,144.59	\$ 450.00	\$ 1,629,144.03

** Void check amount higher than normal due to a sequential pre-printed check numbering problem

Payrolls to be approved:

Date	Dues	FlexCare Transfer	Net Paycks & Direct Deposit	Taxes St Of Mich	Taxes Federal	Retirement	TOTAL
6/7/2013		\$ 14,533.68	\$ 671,647.23	\$ 36,911.04	\$ 270,077.96	\$ 324,915.59	\$ 1,318,085.50
6/21/2013	\$ 792.92		\$ 840,446.21	\$ 45,729.37	\$ 334,033.73	\$ 413,186.97	\$ 1,634,189.20
TOTAL	792.92	14,533.68	1,512,093.44	82,640.41	604,111.69	738,102.56	2,952,274.70

New Hire
July 18, 2013

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Cortney Pronishen

ADDRESS: 1531 Clark Lake Road
Brighton, MI 48114

EDUCATION: B.S. - Education, Eastern Michigan University –2012

MAJORS: Special Education – Emotional Impairment

CERTIFICATION: Elementary Provisional Certificate with an endorsement Special Education – Emotional Impairment.

EXPERIENCE: Cortney did a long-term substitute assignment at Ore Creek Middle School during the 2012-13 school year. She also did her student teaching at Ore Creek.

SALARY STEP: BA, Step 1

ASSIGNMENT: Extended Resource Room @ Ore Creek Middle School

Recommended Action:

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, (\$38,318), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
July 18, 2013

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Haley Johnston

ADDRESS: 7263 Lobdell Rd.
Linden, MI 48451

EDUCATION: B.A. - Education, University of Michigan - Flint-2008
B.A. – Political Science/Pre-Law, Michigan State University-2004

MAJORS: English, Social Studies

CERTIFICATION: Secondary Provisional Certificate with endorsements in English and Social Studies.

EXPERIENCE: Haley has taught U.S. History and English at Coloma Junior High School in Coloma, Michigan for the past three years. Prior to that she did two long-term assignments in Hartland. She also did her student teaching at Ore Creek Middle School.

SALARY STEP: BA, Step 1

ASSIGNMENT: English @ Ore Creek Middle School

Recommended Action:

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, (\$38,318), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
July 18, 2013

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Melanie Baldwin

ADDRESS: 2125 Ganton Dr.
Jackson, MI 49203

EDUCATION: B.A. - Education, Spring Arbor University – 2008

MAJOR: Art

CERTIFICATION: Secondary Provisional Certificate with an endorsement in Art (K-12).

EXPERIENCE: Melanie taught art at Ore Creek Middle School for the 2012-13 school year as a year-long substitute.

SALARY STEP: BA, Step 1

ASSIGNMENT: Art @ Ore Creek Middle School/Hartland High School

Recommended Action:

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, (\$38,318), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
July 18, 2013

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Anne Hasseld

ADDRESS: 10931 Monticello
Pinckney, MI 48169

EDUCATION: B.S. – Environmental Studies, Northland College –1984
M.B.A. – Mgmt. Infor. Sys., Indiana University - 1991
Teaching Certificate – Business: Mgmt., Mktg., & Tech. - 2009

MAJORS: Environmental Studies, Management Information Systems,
Business & Marketing

CERTIFICATION: Secondary Provisional Certificate with an endorsement in Business and
Vocational endorsements in Business and Management

EXPERIENCE: Anne taught at Fowlerville High School during the 2012-13 school year.
Prior to that she taught two years at Ypsilanti High School.

SALARY STEP: MA, Step 2

ASSIGNMENT: Business/Computer Science @ Hartland High School

Recommended Action:

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, (\$44,393), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
July 18, 2013

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Michael Jahnke

ADDRESS: 1328 E. Lake Dr.
Novi, MI 48377

EDUCATION: B.A. - Science, Michigan State University –2003
M.A. – Education, University of Michigan – Dearborn-2012

MAJOR: Chemistry

MINOR: Physics

CERTIFICATION: Secondary Provisional Certificate with endorsements in Physics and Chemistry

EXPERIENCE: Mike did his student teaching at Canton High School. He also held a long-term chemistry teaching assignment at Troy High School during the second semester of the 2012-13 school year.

SALARY STEP: MA, Step 1

ASSIGNMENT: Chemistry @ Hartland High School

Recommended Action:

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, (\$42,279), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
July 18, 2013

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Colin Costello

ADDRESS: 27267 Cambridge Lane
Farmington Hills, MI 48331

EDUCATION: B.S. - Education, Michigan State University –2012

MAJOR: Biological Science

MINOR: Chemistry

CERTIFICATION: Secondary Provisional Certificate with endorsements in Biology and Chemistry

EXPERIENCE: Colin did his student teaching at Novi High School. He also was a long-term substitute at Hartland High School this past Spring.

SALARY STEP: BA+20, Step 1

ASSIGNMENT: Biology/Chemistry @ Hartland High School

Recommended Action:

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, (\$40,915), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

STATE AID OPERATING LOAN RESOLUTION

Hartland Consolidated Schools, Livingston County, Michigan (the "Issuer").

A special meeting of the Board of Education (the "Board") of the Issuer, was held on July 18, 2013, in the Boardroom, Educational Support Service Center, Howell, Michigan, within the boundaries of the Issuer.

The meeting was called to order at 7:30 a.m., by President Dumond.

Present: Members

Absent: Members

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

WHEREAS:

1. Under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended ("Act 451"), a school district is authorized, either by achieving qualified status as described in Section 303(2) of Act 34, Public Acts of Michigan, 2001, as amended, or upon receiving prior approval of the authorized representative of the Department of Treasury, to borrow money for school operations and issue its notes therefor, pledging for the payment thereof monies to be received by it from the state school aid fund, which notes shall be the full faith and credit obligation of the Issuer; and

2. The estimated amount of such state aid appropriations allocated, or to be allocated, to this Issuer is \$36,889,535 for the fiscal year ending June 30, 2014, of which amount the sum of \$-0- has been heretofore distributed and received, leaving a balance of \$36,889,535 as the estimated amount remaining to be distributed to the Issuer pursuant to Act 451; and

3. This Issuer has immediate need to borrow the sum of not to exceed Five Million Dollars (\$5,000,000) to pay current operating expenses for fiscal year 2013-2014; and

4. The principal amount of the notes payable from the undistributed balance of the appropriations allocated to this Issuer for said fiscal year which have heretofore been issued and are now outstanding is \$-0-; and

5. Five percent (5%) of estimated fiscal year 2012/2013 operating expense is \$2,400,726; and

6. The process of soliciting bids by publishing a notice of sale in a publication as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, is prohibitively more expensive than obtaining bids through the distribution of a solicitation for bids.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Based upon expense considerations associated with publishing a notice of sale, as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, the Board authorizes the distribution of a solicitation for bids, without publication, to obtain bids under the terms of Paragraph 6 of this resolution.

2. This Issuer shall borrow the sum of not to exceed Five Million Dollars (\$5,000,000) or such lesser amount as the Department of Treasury may approve or as reduced by a member of either the administrative staff or the Board of the Issuer, and shall issue its note or notes (the "Notes") therefor. The Issuer hereby appropriates a sufficient amount of state aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the Issuer is hereby irrevocably pledged for payment of the principal and interest on the Notes, and in case of insufficiency of state aid, the Issuer shall pay the Notes from any funds legally available therefor, and, if necessary, levy taxes on all taxable property in the Issuer for the payment thereof, subject to applicable constitutional and statutory tax rate limitations, all pursuant to Act 451. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

It is hereby declared that said borrowing is necessary for the purpose of securing funds for school operations and it is agreed with the purchaser of said Notes that the proceeds thereof will be used exclusively for that purpose.

3. Book Entry. The ownership of one fully registered note for each maturity in the aggregate principal amount of such maturity, shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC"). So long as the Notes are in the book entry form only, the Paying Agent shall comply with the terms of the Blanket Issuer Letter of Representations to be entered into between the Issuer and DTC, which provisions shall govern registration, notices and payment, among other things, and which provisions are incorporated herein with the same effect as if fully set forth herein. The Superintendent is hereby authorized and directed to enter into the Blanket Issuer Letter of Representations with DTC in such form as determined by the Superintendent, in consultation with note counsel, to be necessary and appropriate. In the event the Issuer determines that the continuation of the system of book entry only transfer through DTC (or a successor securities depository) is not in the best interest of the DTC participants, beneficial owners of the Notes, or the Issuer, the Issuer will notify the Paying Agent, whereupon the Paying Agent will notify DTC of the availability through DTC of the note certificates. In such event, the Issuer shall issue and the Paying Agent shall transfer and exchange Notes as requested by DTC of like principal amount, series and maturity, in authorized denominations to be identifiable beneficial

owners in replacement of the beneficial interest of such beneficial owners in the Notes, as provided herein.

4. Said Notes shall be dated as of August 20, 2013, or date of delivery, shall bear interest from the date thereof until paid at a rate not exceeding four percent (4%) per annum on the balance from time to time remaining unpaid, shall be in minimum denominations of \$100,000, shall be payable to the Registered Owner, in lawful money of the United States of America, at such bank or trust company in the State of Michigan as shall be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the State of Michigan or of the Federal Government, and shall be due and payable on August 20, 2014. If more than one note is issued, the Notes shall be numbered serially from 1 upwards. Such Notes may be designated, at the option of the purchaser thereof, as a "State Aid Note" or "State Aid Notes".

5. The form of the Notes shall be in substantially the form set forth and attached hereto as Exhibit A.

6. Once the Issuer has either achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, or received prior approval for the issuance of the Notes from the authorized representative of the Department of Treasury, and based upon the determination of Paragraph 1 of this resolution, a member of either the administrative staff or the Board of the Issuer is authorized to arrange for the sale of such Notes without the taking of competitive bids thereon, provided that when competitive bids are solicited and more than one bid received, such Notes shall be awarded to the lowest responsible bidder. The Notes shall be executed by the President and Secretary of the Board. In the absence of the President, the Superintendent may sign in the place of the President, and in the absence of the Secretary, the Treasurer of the Board may sign in place of the Secretary.

7. The form of solicitation for bids shall be in substantially the form set forth and attached hereto as Exhibit B.

8. If the Issuer has not achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, a member of either the administrative staff or the Board of the Issuer is hereby authorized and directed to file a certified copy of this resolution with the authorized representative of the Department of Treasury for and on behalf of the Issuer and an application for an order approving such borrowing and issuance of said Notes, if applicable, and to pay any applicable fee therefor.

9. The Board hereby designates the Notes of this issue as "Qualified Tax-Exempt Obligations" for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended. The Board covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exemption of interest on the Notes from federal income taxation.

10. A member of either the administrative staff or the Board of the Issuer is further authorized to approve the specific interest rate to be borne by the Notes, not exceeding the maximum rate permitted by law, the purchase price of the Notes, and other terms and conditions relating to the Notes and the sale thereof. A member of either the administrative staff or the Board of the Issuer is directed to execute a certificate accepting the interest rate and purchase price of the Notes on behalf of the Issuer.

11. Within fifteen (15) business days after issuance of the Notes, the Board hereby authorizes and directs the Superintendent to cause to be filed with the Department of Treasury any and all documentation required subsequent to the issuance of the Notes, along with any statutorily required fee.

12. The President, Vice President, Secretary, Treasurer, Superintendent and the school employee acting in the capacity of the school business official are each further authorized to execute any documents or certificates necessary to complete the transaction. Any of those officers may designate, in writing, an individual to act in their place with respect to the powers conveyed in this paragraph.

13. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

I, the undersigned, the duly qualified and acting Secretary of the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the Board at a special meeting held on the 18th day of July, 2013, the original of which is a part of the Board's minutes. The undersigned also certifies that notice of the meeting was given to the public pursuant to the "Open Meetings Act" (Act 267 Public Acts of Michigan, 1976, as amended).

Secretary, Board of Education

JJS/bk

EXHIBIT A

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF LIVINGSTON
HARTLAND CONSOLIDATED SCHOOLS
STATE AID NOTE**

<u>Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP No.</u>
		August 20, 2013	

**REGISTERED OWNER:
PRINCIPAL AMOUNT:**

Hartland Consolidated Schools, County of Livingston, State of Michigan (the "Issuer"), for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above on the Maturity Date specified above, with interest thereon from the date hereof until paid at the Rate specified above based on a 360-day year, 30-day month, on presentation and surrender of this note (the "Note") at _____ (the "Paying Agent"). This Note is issued in minimum denominations of \$100,000.

This Note is not subject to redemption prior to maturity.

This Note is issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing money for school operations for the fiscal year ending June 30, 2014. The Issuer has pledged for the payment of this Note monies to be received by it from state school aid. As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, this Note is payable from tax levies within the Issuer's constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of the full faith, credit and resources is subordinate to any encumbrances of tax levies pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

The Issuer has designated this Note as a "Qualified Tax-Exempt Obligation" for the purpose of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Note, have been done, exist and have happened in regular and due time and form as required by law, and that the total indebtedness of the Issuer, including this Note, does not exceed any constitutional or statutory limitation.

This Note shall not be deemed a valid and binding obligation of the Issuer in the absence of authentication by manual execution hereof by the authorized signatory of the Paying Agent.

IN WITNESS WHEREOF, Hartland Consolidated Schools, County of Livingston, State of Michigan, by its Board of Education, has caused this Note to be signed in the name of the Issuer by its President and Secretary, as of August 20, 2013, and to be manually signed by the authorized signatory of the Paying Agent as of the date set forth below.

Hartland Consolidated Schools
County of Livingston
State of Michigan

By Form Only - Not for Execution
President

And Form Only - Not for Execution
Secretary

CERTIFICATE OF AUTHENTICATION

Dated: _____

This Note is one of the Notes described herein.

[NAME OF BANK]

_____, MICHIGAN
PAYING AGENT

By _____
Authorized Signatory

EXHIBIT B

SOLICITATION FOR BIDS

**HARTLAND CONSOLIDATED SCHOOLS
COUNTY OF LIVINGSTON
STATE OF MICHIGAN
\$5,000,000.00
STATE AID NOTES**

Unconditional and firm bids for the purchase of not to exceed Five Million Dollars (\$5,000,000) of State Aid Notes (the "Note" or "Notes") will be received by Hartland Consolidated Schools, Livingston County, Michigan (the "Issuer") at the Administrative Office, 9525 Highland Road, Howell, Michigan 48843, on the ____ day of _____, 2013, until _____ o'clock in the _____, prevailing Eastern Time, at which time and place said bids will be publicly opened and read. BIDS will also be received on the same date and the same hour by an agent of the undersigned at the offices of the Municipal Advisory Council of Michigan, Buhl Building, 535 Griswold, Suite 1850, Detroit, Michigan 48226, where the bids will simultaneously be opened and read. Bidders may choose either location to present bids but not at both locations. Award of Notes will be made on behalf of the Issuer by an authorized officer of the Issuer on that date.

FAXED BIDS: Bidders may submit signed bids via facsimile transmission to the Issuer at (810) 626-2101 or the Municipal Advisory Council of Michigan at (313) 963-0943 provided that the faxed bids are received prior to the time and date fixed for receipt of bids. Bidders submitting faxed bids bear the full risk of failed or untimely transmission of their bids. Bidders are encouraged to confirm the timely receipt of their full and complete bids by telephoning the Issuer at (810) 626-2100 or the Municipal Advisory Council of Michigan at (313) 963-0420.

NOTE DETAILS; INTEREST RATE; PAYING AGENT; AND DENOMINATION: The Notes will be dated August 20, 2013, or date of delivery, due on August 20, 2014, and will bear interest at a rate not exceeding four percent (4%) per annum. Both principal and interest will be payable at a bank or trust company located in the State of Michigan; New York, New York; or Chicago, Illinois, to be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the state in which it is located or of the United States, with paying agent fees, if any, to be paid by the purchaser of the Notes. The Notes shall be issued in minimum denominations of \$100,000. If more than one Note is issued, the Notes shall be numbered serially from one upwards.

NO OFFICIAL STATEMENT: The Issuer will not provide a Near Final or final Official Statement. Further, compliance with Rule 15c2-12 of the Securities and Exchange Commission regarding sale to limited numbers of sophisticated investors is the sole responsibility of the successful bidder.

PRIOR REDEMPTION: The Notes are not subject to redemption prior to maturity.

AWARD OF NOTES: For the purpose of awarding the sale of the Notes, the interest cost of each unconditional and firm bid will be computed on a 360-day year, 30-day month, by determining, at the rate specified therein, the total dollar value of all interest on the Notes from August 20, 2013, to maturity and deducting therefrom any premium. The Notes will be awarded to the bidder whose unconditional and firm bid on the above computation produces the lowest dollar interest cost to the Issuer. No proposal for the purchase of less than all the Notes or at a price less than their par value will be considered. Any and all fees or charges of the bidder must be incorporated into the rate.

SECURITY: The Notes are issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing money for school operations for the fiscal year ending June 30, 2014. The Issuer has pledged for the payment of the Notes, monies to be received by it from state school aid.

As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, the Notes are payable from tax levies within its constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

LEGAL OPINION: Bids shall be conditioned upon the unqualified opinion of Thrun Law Firm, P.C., attorneys of East Lansing, Michigan, which opinion will be furnished without expense to the purchaser prior to the delivery thereof, approving the legality of the Notes.

TAX MATTERS: In the opinion of note counsel, assuming continued compliance by the Issuer with certain requirements of the Internal Revenue Code of 1986, as amended (the "Code"), interest on the Notes is excluded from gross income for federal income tax purposes, as described in the opinion, and the Notes and interest thereon are excluded from taxable income for State of Michigan income tax purposes; however, it should be noted that certain taxpayers may have to take into account interest on the Notes in determining Michigan business tax liabilities. Further, the Note and the interest thereon are subject to inheritance and estate taxes and taxes on gains realized from the sale, payment or other disposition thereof. The Issuer has designated the Notes as "**QUALIFIED TAX-EXEMPT OBLIGATIONS**" within the meaning of the Code, and has covenanted to comply with those requirements of the Code necessary to continue the exclusion of interest on the Notes from gross income for federal income tax purposes.

CERTIFICATE REGARDING "ISSUE PRICE": The successful bidder will be required to furnish, prior to the delivery of the Notes, a certificate in a form acceptable to note counsel as to the "issue price" of the Notes within the meaning of Section 1273 of the Internal Revenue Code of 1986, as amended.

DELIVERY OF NOTES: The Issuer shall furnish Notes ready for execution at its expense. Notes will be delivered without expense to the purchaser at a place located in the STATE OF MICHIGAN, to be mutually agreed upon between the purchaser and the Issuer. Delivery can also be made in Chicago, Illinois or New York, New York, but at the EXPENSE of the PURCHASER. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the Notes, will be delivered at the time of the delivery of the Notes. Accrued interest to the date of delivery of the Notes shall be paid by the purchaser at the time of delivery.

Payment of the Notes shall be in such manner as to assure receipt of funds by the Issuer on the day of delivery of the Notes.

THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.

The bids should be plainly marked "Proposal for Hartland Consolidated Schools State Aid Notes".

Form Only - Not for Execution
Superintendent
Hartland Consolidated Schools

AUTHORITY: Act 92, 2005, as amended

COMPLETION: Required

Due Date: August 1, 2013



Bureau of Bond Finance
School Loan Revolving Fund
430 W. Allegan
Lansing, MI 48922

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

ANDY DILLON
STATE TREASURER

**School Loan Revolving Fund
Annual Loan Application
Cover Transmittal**

School District Name Hartland Consolidated Schools

District Code 47-060

☒ **Winter Levy** ☐ **Summer/Split Levy**

PURPOSE: Use this form as a cover sheet and checklist when returning your Annual Loan Activity Application.
(Please check off indicated items)

☐ School Board certified resolution (with board votes recorded on page 2)

☐ Annual Loan Worksheet

☐ Copy of **Reconciled** Bank Statements

CONTACT PERSON IF CHANGED: Person to whom questions and correspondence concerning this application should be directed.

Name: Scott Bacon

Title: Asst. Supt., Bus. & Operations

E-Mail Address: scottbacon@hartlandschools.us

Telephone #: 810-626-2122

Fax #: 810-626-2121

Certification: I have reviewed the application for the purpose of assuring that borrowing from the School Loan Revolving Fund has been minimized through proper allocation of the debt levy. I certify that the information contained in this application is complete and accurate in all respects.

(Signature of Authorized Officer)
refer to section 5 of the board resolution

(Title)

(Date)

MAILING INSTRUCTIONS:

Return ONE copy by August 1, 2013 to TREASURY at the above address.

Direct questions to:

Cathy Clark, School Bond Loan Auditor

Telephone: 517-373-3962 Fax:

For Treasury Use Only:

Borrow (Repay) _____

School Bond Qualification and Loan Program
School Loan Revolving Fund
Bureau of Bond Finance
Michigan Department of Treasury
430 W. Allegan
Lansing, MI 48922

ANNUAL LOAN/REPAYMENT ACTIVITY APPLICATION
For Participation in the School Bond Qualification and Loan Program

Legal Name of School District	District Code No.	County
Hartland Consolidated Schools	47-060	Livingston County

CERTIFICATE

I, the undersigned, Secretary of the Board of Education, do certify hereby that the following constitutes a true and complete copy of a resolution adopted by the Board of Education of this School District, at a [regular or special] meeting held on the _____ day of _____, _____, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with Act 267 of the Public Acts of 1976 (Open Meetings Act).

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, _____.

(Type or Print Name of Secretary)

(Signature of Secretary)

(Type or Print Name of Treasurer, Board of Education)

(Signature of Superintendent of Schools)

RESOLUTION

A meeting was called to order by _____, President.

Present: Members _____

Absent: Members _____

The following preamble and resolution were offered by Member _____

and supported by Member _____

WHEREAS:

1. Act 92 of the Public Acts of Michigan, 2005, enacted pursuant to Article IX, Section 16, of the Michigan Constitution of 1963, provides the procedure, terms and conditions for obtaining a loan from the Michigan School Loan Revolving Fund.

2. Pursuant to Executive Order No. 1993-19, the state activities related to bond qualification and state borrowing functions for the provision of loans by the State of Michigan to school districts were transferred from the Department of Education to the Department of Treasury. The State Treasurer is responsible for prescribing the forms and procedures regarding the application for loan from the School Loan Revolving Fund.

3. This district has taken all necessary actions to comply with all legal and procedural requirements for borrowing from the School Loan Revolving Fund.

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The district approves the estimated amount to be borrowed from or repaid to the School Bond Qualification and Loan Program and certifies the amount of qualified debt millage to be levied in accordance with the following:

Qualified bond debt millage (Tax Year 2013)	7.60	
Combined beginning balance owed to the SBLF and/or SLRF 06/30/2013		\$ 42,241,391.43
Estimated amount to borrow from or repay to the SBLF and/or SLRF		4,866,783.00
Estimated accrued interest		2,112,069.57
Estimated combined ending balance owed the SBLF and/or SLRF 06/30/2014		49,220,244.00

2. The district agrees to levy the debt millage tax as indicated above in the current tax year and to levy the debt millage tax required by law on the taxable valuation of the district for each subsequent year until all loans are repaid in full to the State of Michigan.

3. The district agrees to take actions and to refrain from taking any actions as necessary to maintain the tax exempt status of tax exempt bonds or notes issued by the State or the Michigan Finance Authority for the purpose of financing loans to school districts.

4. The district agrees to file a draw request with the State Treasurer not less than 30 days prior to the time when disbursement proceeds will be necessary in order to pay maturing principal or interest or both and to provide any other pertinent facts which may be required to be included in the request.

5. The (title of authorized officer) Scott Bacon is authorized and directed to file with the Department of Treasury the Annual Loan/Repayment Activity Application and any draw request documents necessary for borrowing from the SLRF.

6. In the event that the district fails to perform any actions as identified in this application or required by law, the district will submit to the State Treasurer a board approved resolution which indicates the actions taken and procedures implemented to assure future compliance.

7. The district board members have read this application, approved all statements and representations contained herein as true to the best knowledge and belief of said board, and authorized the Secretary of the Board of Education to sign this application and submit same to the State Treasurer for his review and approval.

Ayes: Members

Nays: Members

UNLIMITED TAX QUALIFIED BONDS

SCHOOL DISTRICT CODE: 47-060

SCHOOL DISTRICT NAME: Hartland Consolidated Schools

TOTAL DEBT MILLAGE TO BE LEVIED: 7.60

7.60

47-060

Hartland Consolidated Schools

7.60

2013 Tax

PLUS: 1/2 of 2013 Equivalent IFT/CFT Taxable Value =

Total Equivalent Value =	1,068,303,573
--------------------------	---------------

Less: 2013 TIFA, DDA, & LDFA Captured Value =

TOTAL 2013 Taxable Value Subject to Debt Service =	1,068,303,573
--	---------------

2013 Winter Annual Loan Worksheet

Bond Issue Date MM/DD/YR (If variable rate issue, indicate attach current P&I schedule)	(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)
Debt Service Payment (Interest) Due Nov 1, 2013	Fees	Total Nov 2013 Debt Service Payment, (Interest & Fees) Total (b + c)	RECONCILED Debt Fund Balance, June 30, 2013 Including Cash, Investments, Accrued Interest, Transfers, etc.	Amount to Borrow from SLRF for Nov 1, 2013 Debt Service (the greater of d - e, or \$0)	2013 Debt Balance after Nov 1, + e + f)	Debt Service Payment Due May 1, 2014 (Principal & Interest)	Funds Needed for May 2014 Debt Service Payments (h - g)	Prorated Millage Allocation (j / total) * total millage	Actual Millage Allocation (if "0"; enter "0")	Revenues to be Collected from 2013 Tax Levy (l * Taxable Value/1000)	Estimated Amount to Borrow from SLRF for May 2014 Debt Service Payments (j - m)	Estimated TOTAL AMOUNT Borrow from SLRF	Year ended		
09/30/03	47,481	47,481	96,088		48,607	2,909,481	2,860,874	1.951	1.944	2,076,782	784,092	784,092	784,092		
10/28/04	199,896	225	40,930	159,191		1,134,896	1,134,896	0.774	0.768	820,457	314,439	473,630	473,630		
01/15/07	436,406	225	51,937	384,694		1,486,406	1,486,406	1.014	1.008	1,076,850	409,556	794,250	794,250		
05/20/10			16,861		16,861										
05/20/10	51,765	550	68,877		16,562	51,765	35,203	0.024	0.061	65,167					
05/20/10	285,053	450	10,492	275,011		735,053	735,053	0.501	0.495	528,810	206,243	481,254	481,254		
03/24/11	526,663	150	190,085	336,728		4,101,663	4,101,663	2.798	2.793	2,983,772	1,117,891	1,454,619	1,454,619		
09/15/11	687,513	150	28,969	658,694		787,513	787,513	0.537	0.531	567,269	220,244	878,938	878,938		

*IF SIGNIFICANT ADJUSTMENTS ARE MADE TO THE ACTUAL MILLAGE ALLOCATION AS COMPARED TO THE PRORATED MILLAGE ALLOCATION, PLEASE PROVIDE A BRIEF EXPLANATION OF YOUR BASIS.

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

MEMBERSHIP RESOLUTION

For the year August 1, 2013 — through July 31, 2014

LIST ON BACK

_____ the Secondary School(s) which are under the direction of this Board of Education/Governing Body.

(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2013-14 must be listed on the back of this form)

Hartland Consolidated Schools _____ City of Hartland _____

County of Livingston _____, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current *HANDBOOK* as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2013 and shall remain effective until July 31, 2014, during which the authorization may not be revoked.

RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

Hartland Consolidated _____ School(s), on the 18 day of July _____, 2013,
and is so recorded in the minutes of the meeting of the said Board/Governing Body.

Hartland Board of Education _____

(Governing Body Name)

9525 Highland Road, Howell _____

(Address)

(City)

Board Secretary Signature
or Designee

☐ Check if Designee

Schools Which Are To Be MHSAA Members During 2013-14

NOTE: Pursuant to the MHSAA Constitution, "All high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has an enrollment and on-site attendance of at least 15 students, whether for grades 7 and 8, or 7 through 9, or 10 through 12, or 9 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization." If enrollment falls below the minimum, the school must notify the MHSAA and its membership will be suspended.

Senior High School(s)

Junior High /Middle School(s) (How many students in grades 7 & 8)

1. Hartland High School	1. Hartland Middle School (900)
2. _____	2. _____ ()
3. _____	3. _____ ()
4. _____	4. _____ ()
5. _____	5. _____ ()
6. _____	6. _____ ()
7. _____	7. _____ ()
8. _____	8. _____ ()
9. _____	9. _____ ()
10. _____	10. _____ ()
11. _____	11. _____ ()
12. _____	12. _____ ()
13. _____	13. _____ ()
14. _____	14. _____ ()
15. _____	15. _____ ()
16. _____	16. _____ ()
17. _____	17. _____ ()
18. _____	18. _____ ()
19. _____	19. _____ ()
20. _____	20. _____ ()

If necessary, list additional schools on a separate sheet.

SCHOOL BOARD MEETING DATES-REGULAR & SPECIAL

2013/2014

Regular meetings

(Second Monday, except as indicated)

July 18, 2013 Organizational (7:30 a.m.)

August 15, 2013 (7:30 a.m.)

September 9, 2013

October 14, 2013

November 11, 2013

December 16, 2013

January 13, 2014

February 10, 2014

March 10, 2014

April 28, 2014
(4th Monday due to Spring Break)

May 12, 2014

June 9, 2014

Special meetings

(As scheduled below)

TBD

TBD

September 23, 2013

October 28, 2013

November 25, 2013

Holiday Break

January 27, 2014

February 25, 2014, Tuesday
(Due to mid-winter break)

March 24, 2014

TBD

May 27, 2014, Tuesday
(Due to Memorial Day)

June 23, 2014

Adopted: July 18, 2013

Discussion: Lunch Prices
Prepared by: Scott Bacon
Date: July 18, 2013

In each of the past two years the food service program has lost money (\$75,513 in 2011/12, \$99,574 budgeted for 2012/13) and we would expect a similar loss in 2013/14 as in 2012/13 which would essentially deplete the fund balance in that program. You may recall our budget adoption for the food service program contemplated a 50¢ increase in the basic/standard lunch to avoid any operating loss in 2013/14 although until the board takes action on the question of lunch prices that plan is not actually in place.

I believe we have noted on many occasions that we have not raised our lunch prices since the start of the 2005/06 school year. We did not come forward since then because our program was "holding its own" until the 2011/12 school year and because we wanted to avoid going to our parents when we know many economic difficulties remain in Michigan. At this point, and after eight years, we believe it is not unreasonable for a 50¢ increase to occur; it should, along with other adjustments being made within the program, allow us to not ask for another increase for at least a few years and we will remain competitive with our neighboring districts in Livingston County.

I also want to note the USDA guidelines state that we should be charging at a minimum what they pay us for a free meal which is currently \$2.86. Even with the 50¢ increase the secondary basic/standard meal will still be at only \$2.75 which is one indicator our students will continue to have a bargain.

Terri Sincock will be in attendance to answer questions and to tell you some of the things we have done and will be doing to help deal with some of our concerns going forward:

- USDA revised guidelines and their effect on number of lunches sold
- Declining enrollment
- Commodity availability

For your review I have attached the following:

- Pricing history
- Livingston County pricing
- Information from Terri Sincock

Interoffice Memo

Date: April 12, 2013
To: Scott Bacon
From: Terri Sincock
RE: School Lunch Price Review

This memo is to provide past lunch price information and a recommendation for lunch prices for next year.

Hartland's last lunch increase was during the 2005/2006 school year, and remains at \$2.00 for elementary and \$2.25 for secondary.

PRICING HISTORY

	<u>ELEMENTARY</u>	<u>SECONDARY</u>
95/96	\$1.50	\$1.75
96/97	no change	no change
97/98	no change	no change
98/99	no change	no change
99/00	no change	no change
00/01	no change	no change
01/02	\$1.75	\$2.00
02/03	no change	no change
03/04	no change	no change
04/05	no change	no change
05/06	\$2.00	\$2.25
06/07	no change	no change
07/08	no change	no change
08/09	no change	no change
09/10	no change	no change
10/11	no change	no change
11/12	no change	no change
12/13	no change	no change

COST INCREASES

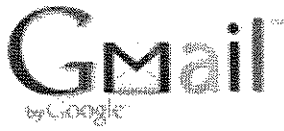
Our costs have increased this school year, food costs have risen about 2% in addition due to the new USDA regulations we have to serve larger portions of fruits and vegetables and every student must take a fruit or vegetable which was not a requirement in the past. In addition the retirement increases over the last few years are taking a bigger chunk of the budget.

RECOMMENDATION

With the increase in food prices and the additional fruits and vegetables we must serve to meet the new USDA guidelines I am recommending we increase lunch prices .50. In doing so we should not have to raise them again for a few years. USDA guidelines state we should be charging at a minimum what they pay us for a free meal which is currently \$2.86.

School Lunch Prices "12-13"

	Brighton Schools	Hartland	Howell	Fowlerville	Pinckney
Elementary					
Breakfast	\$2.00	\$1.50	\$1.70	\$1.50	\$1.60
Lunch	\$2.50	\$2.00	\$2.30	\$2.30	\$2.60
Middle School				6th - 8th	
Breakfast	\$2.00	\$1.50	\$1.80	\$1.50	\$1.85
Lunch	\$2.50-\$3.25	\$2.25-\$2.50	\$2.60 - \$3.10	\$2.60	\$2.85
High School					
Breakfast	\$2.00	\$1.50	\$1.80	\$1.50	\$1.85
Lunch	\$2.50-\$3.25	\$2.25 - \$3.25	\$2.60 - \$3.10	2.60 - 3.15	\$2.85 - \$3.60
Increasing for "13-14"?	No		.05 Secondary Only	No	?
<div> <div>Carton Milk .50</div> <div>Carton Milk .50</div> <div>Carton Milk .50 Bottle Milk .60</div> <div>Carton Milk .50</div> <div>Carton Milk .55</div> </div> <div> <p>Majority of choices are the \$3.00 - \$3.25 range</p> </div>					



Scott Bacon <scottbacon@hartlandschools.us>

Lunch Prices

1 message

Terri Sincock <terrisincock@hartlandschools.us>
To: Scott Bacon <ScottBacon@hartlandschools.us>

Thu, Jul 11, 2013 at 9:37 AM

I have an appointment at 10:15 will be available after 11:30 if you have questions.

YTD paid meals $208,164 \times .50 = \$104,082.00$ additional revenue

Increase in lunch prices usually causes a temporary drop in participation, this usually averages 6 to 10% drop for 2 to 4 months. Figuring 10% for 4 months would cause a drop of 9,288 meals. $208,164 - 9,288 = 198,876 \times .50 = \$99,438.00$ additional revenue.

In addition we are implementing the following to keep participation at it highest.

1. High School, moving to baskets with deli paper instead of the Styrofoam trays this will improve the look & perception of the program as well as save approximately \$4,500.00 in the cost of the trays.
2. Will be changing menus district wide to a 5 week cycle only offering the most popular items.
3. Marketing to Parents and Students through newsletters promoting school lunch and healthy eating at home. Will have staff at open houses and parent teacher conferences with displays to show parents what we offer. Pictures of food bars, lunches etc. along with healthy eating ideas on school TV's
4. Moving breakfast to the classroom at FIS students will pick up their breakfast in the foyer and take to homeroom to eat. They will have 2 to 3 prepackaged choices daily. We expect this to double our participation from 50 per day to at least 100 per day.

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Terri Sincock
Child Nutrition Director
Hartland Consolidated Schools
(810) 626-2867 phone
(810) 626-2869 fax