

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
April 13, 2015**

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 – March 9, 2015 regular meeting
 - D. Call to the public
 - E. Superintendent’s Report
 - o Happenings at Lakes Elementary
 - o HEA Presentation
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. Hartland High School Curriculum Changes
 - C. Policy 8510-Wellness
 - D. Natural Gas Purchase
 - E. Administrators’ Contracts

- III. Discussion Items
 - A. LESA Election Representative

- IV. Information Items
 - A. Future meetings: May 18, 2015, regular, 6:30 p.m., Boardroom, Educational Support Service Center; June 8, 2015, regular, 6:30 p.m., Boardroom, Educational Support Service Center
 - B. Information Items

- V. Adjournment

This meeting is a meeting of the Board of Education in public for the purpose of conducting the business of Hartland Consolidated Schools and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in Agenda Item I.D.

DETAILED AGENDA

- I. CALL TO ORDER
- I.A. PLEDGE OF ALLEGIANCE
- I.B. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION
(Recommended action): That the agenda for the April 13, 2015 regular meeting be approved, that policy be set aside allowing Item II.D. to be treated as an Action Item, and that public participation be allowed on all items. Motion by _____, supported by _____. _____
- I.C. APPROVAL OF MINUTES – MARCH 9, 2015 MEETING – SEE ATTACHED
(Recommended action): That the minutes of the March 9, 2015 regular meeting be approved. Motion by _____, supported by _____. _____
- I.D. CALL TO THE PUBLIC
- I.E. SUPERINTENDENT’S REPORT
 - o Happenings at Lakes Elementary School
 - o HEA Presentation
- 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 March 31, 2015, and the payment of invoices totaling \$2,221,112.70 and payroll obligations totaling \$2,524,803.82. Motion by _____, supported by _____. _____
- II.B. HARTLAND HIGH SCHOOL CURRICULUM CHANGES – SEE ATTACHED
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Curriculum and Instruction, approves the Michigan Merit Curriculum High School Curriculum Guide Changes as presented and discussed. Motion by _____, supported by _____. _____
- II.C. POLICY 8510-WELLNESS – SEE ATTACHED
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, adopts the revision to Policy 8510-Wellness as presented and discussed. Motion by _____, supported by _____. _____
- II.D. NATURAL GAS PURCHASE – SEE ATTACHED
(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and consultant Executive Energy Services, sets aside policy and authorizes the Superintendent or Assistant Superintendent for Business & Operations to enter into a contract through EDF Trading North America for the purchase of natural gas for Hartland Consolidated Schools from June 2015 through May 2018, at a price not to exceed \$3.83/MMBtu. (NOTE: Planned to be a single purchase but possible it may not be hedged at one time.) Motion by _____, supported by _____. _____

II.E. ADMINISTRATIVE CONTRACT RENEWALS

(Recommended action): That the Board of Education, upon the recommendation of the Personnel Committee, approves a 3-year contract effective July 1, 2015 for Janet Sifferman, Superintendent. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for D. Scott VanEpps, Assistant Superintendent of Personnel & Student Services. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Michelle Otis, Director of Community Education. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Chuck Hughes, Assistant Superintendent of Curriculum and Instruction. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Kirk Evenson, Principal, Alternative Education. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for David Minsker, Hartland High School Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Steve Livingway, Hartland Middle School Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Mikki Cheney, Farms Intermediate School Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Lawrence Pumford, Creekside Elementary School Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 1-year contract effective July 1, 2015 for Dotty Selix, Round Elementary School Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 1-year contract effective July 1, 2015 for Anthony Howerton, Lakes Elementary School Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Bill Cain, Village Elementary School Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 1-year contract effective July 1, 2015 for Chris Chanavier, Hartland High School Assistant Principal. Motion by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Kate Gregory, Hartland High School Assistant Principal. Motion by _____, supported by _____.

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Alice Lashbrook, Hartland Middle School Assistant Principal. Motion by _____, supported by _____.

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 2-year contract effective July 1, 2015 for Mary Day, Farms Intermediate School Assistant Principal. Motion by _____, supported by _____.

Optional Consent Agenda motion for administrative contracts:

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves a 3-year contract effective July 1, 2015 for Janet Sifferman, Superintendent, 2-year contracts effective July 1, 2015 for: Scott VanEpps, Michelle Otis, Chuck Hughes, Kirk Evenson, Steve Livingway, Mikki Cheney, Lawrence Pumford, David Minsker, Bill Cain, Alice Lashbrook, Kate Gregory and Mary Day, and 1-year contracts effective July 1, 2015 for: Chris Chanavier, Anthony Howerton, and Dotty Selix, as presented. Motion by _____, supported by _____.

III.A. LESA ELECTION REPRESENTATIVE

For discussion.

IV.A. FUTURE MEETINGS

May 18, 2015, regular, 6:30 p.m., Boardroom, Educational Support Service Center; June 8, 2015, regular, 6:30 p.m., Boardroom, Educational Support Service Center

IV.B. INFORMATION ITEMS

V. ADJOURNMENT

Hartland Consolidated Schools
Regular Meeting - Board of Education
March 9, 2015

Members present: C. Kenrick, M. Hutchinson, T. Dumond, K. Kaszyca, B. Gatewood, C. Costa
Members absent: C. Aberasturi,
Admin. Present: J. Sifferman, S. VanEpps, S. Bacon, C. Hughes, M. Cheney, M. Otis, S. Livingway, G. Waldrup, G. Waldrup, L. Pumford, A. Howerton, D. Selix, M. Day, K. Evenson, D. Minsker, B. Cain
Guests: C. Anderson, A. Nylander, K. Ratliff, J. VanGoethem, M. Joseph, B. Sly, D. Cameron, K. Linck, H. Nouhan, S. Stulz, B. Harris, S. Jeffrey, C. Daratony, L. Tolkkinen, K. Gutteridge, B. Heinonen, T. Niemi, K. Evans

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

Motion by Kenrick, supported by Kaszyca that the agenda for the March 9, 2015 regular meeting be approved, and that public participation be allowed on all items. Motion carried 6-0. 3/9/15 AGENDA APPROVED

Motion by Kaszyca, supported by Kenrick that the minutes of the February 9, 2015 regular meeting be approved. Motion carried 6-0. 2/9/15 MINUTES APPROVED

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

Superintendent Sifferman introduced Principal Mikki Cheney from Farms Intermediate School to update the Board and public on happenings at Farms. Mrs. Cheney noted that she was very thankful and proud of her staff – teachers, para-educators, secretaries – for all of the hard work they have done this year with programming and staffing changes. She commented that the morale and culture at Farms were strong and positive and she appreciated everyone’s work in achieving that. She then introduced Christopher Anderson, 6th grade math teacher, to talk about the Stock Market Club. Mr. Anderson noted that this year, for the first time, they have opened it up to the whole building and have more than 450 students participating. He gave a brief history, noting that this program started in the 1970s and all trades were done by U.S. mail, then we graduated to fax machines and now, the entire program in online. Mr. Anderson also noted that this year he was incorporating “student investment analysts” who are doing online “blogs” and going into various classrooms to help other students with their investment strategies. SUPT. REPORT
FARMS INTERMEDIATE SCHOOL

Mrs. Sifferman congratulated Student Nutrition Director Lisa Archey on her recent successful audit by the MDE-National School Lunch Program. She received a clean report with no citations and the auditor commended her and her staff on their courtesy and cooperation during the audit. NSLP AUDIT

Superintendent Sifferman noted that last fall, after the Board had approved the High School Curriculum Guide for 2014/15; the legislature passed new criteria for graduation as part of the Michigan Merit Curriculum. It goes into effect April 1, 2015 and will affect a few of our seniors. Chuck Hughes and Ben Mainka have been working with the high school counselors to ensure these students have options in place so they can graduate on time. The issues concern an added World Language credit and additional qualifiers for PE credits. As this was still not resolved when the Board passed the 2015/16 Curriculum ADDENDUM- HS CURR. GUIDE

Guide, adjustments will need to be made to that as well. This will come before the Board for action at the April 13 meeting. As it is essentially law, there is no need to act prior to the April 1 implementation date.

Ms. Hutchinson updated the Board on a recent bill before the legislature that would allow schools to fundraise selling currently "banned" snack food items. Mr. Costa thanked the district for opening the HESSC for the recent OLHSA "Walk for Warmth" event.

BOARD REPORTS

Motion by Gatewood, supported by Costa that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of February 28, 2015 and the payment of invoices totaling \$1,295,060.81 and payroll obligations totaling \$3,832,395.07. Motion carried 6-0.

PAYMENT OF INVOICES

Motion by Hutchinson, supported by Kaszyca that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, adopts a resolution authorizing an installment purchase agreement to finance the purchase of nine (9) buses as presented. Motion carried 6-0. President Dumond thanked Mr. Waldrup for his work on this.

RESOLUTION-BUS PURCHASE AGREEMENT

Scott VanEpps, Asst. Superintendent of Personnel & Student Services began the discussion on Policy 8510-Wellness. He noted that, while the district has had a wellness policy in place for many years, new regulations and mandates required a new policy. Mr. VanEpps formed a committee as required by the policy that included Cyndi Kenrick, Lisa Archey, Carrie Ojibway, John VanGoethem, Debra Pittman and himself. They reviewed the proposed policy and options and made selections based on what was required and would work within Hartland's program. This will come before the Board for action April 13.

DISCUSSION: WELLNESS POLICY

President Dumond noted the next meeting is scheduled for April 13 and reminded the Board of the LCASB Annual Dinner Meeting on April 1.

FUTURE MEETINGS

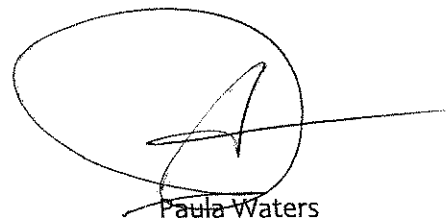
The meeting was adjourned at 7:07 p.m.

ADJOURNMENT

Respectfully submitted,



Michelle Hutchinson
Secretary



Paula Waters
Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON APRIL 13, 2015
EXPENDITURES FOR THE MONTH OF MARCH 2015**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	TOTAL
03/06/2015	A/P Check Run	\$ 500,719.36	\$ 50.00	\$ 8,168.33			\$ 508,937.69
03/12/2015	A/P Check Run	\$ 425,870.95	\$ 9,245.70	\$ 12,333.54	\$ 2,543.00		\$ 449,993.19
03/16/2015	A/P Check Run	\$ 13,588.69	\$ 5,086.82	\$ 5,767.36			\$ 24,442.87
03/19/2015	A/P Check Run	\$ 853,138.08	\$ 300.00	\$ 97.67			\$ 853,535.75
03/20/2015	A/P Check Run	\$ 22,026.86		\$ 9,028.52			\$ 31,055.38
03/26/2015	A/P Check Run	\$ 54,768.18	\$ 603.80	\$ 8,090.63			\$ 63,462.61
03/31/2015	A/P Check Run	\$ 47,243.00	\$ 14,514.41	\$ 5,437.39			\$ 67,194.80
03/31/2015	Prepaid Checks	\$ 3,234.52	\$ 400.00	\$ 25,219.73			\$ 28,854.25
03/31/2015	Void Checks	\$ (145.00)	\$ (4,702.00)	\$ (53.22)			\$ (4,900.22)
03/10/2015	Merchant Fees (Comm Ed)	\$ 5,121.75					\$ 5,121.75
03/10/2015	PESG - ACH	\$ 37,111.79					\$ 37,111.79
03/24/2015	PESG - ACH	\$ 51,853.17					\$ 51,853.17
03/12/2015	PCMI - ACH	\$ 77,141.13					\$ 77,141.13
03/26/2015	PCMI - ACH	\$ 27,308.54					\$ 27,308.54
TOTAL		\$ 2,118,981.02	\$ 25,498.73	\$ 74,089.95	\$ 2,543.00	\$ -	\$ 2,221,112.70

Payroll and Benefit expenses:

Date	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
3/13/2015	\$ 655,593.16	\$ 250,862.50	\$ 34,401.02	\$ 328,985.97	\$ 55.90	\$ 17,265.50	\$ 1,287,164.05
3/27/2015	\$ 644,530.86	\$ 244,527.41	\$ 33,496.54	\$ 338,591.79		\$ 17,235.50	\$ 1,278,382.10
MAR HLTH EQ CLAIMS						\$ (40,742.33)	\$ (40,742.33)
TOTAL	\$ 1,300,124.02	\$ 495,389.91	\$ 67,897.56	\$ 667,577.76	\$ 55.90	\$ (6,241.33)	\$ 2,524,803.82

Michigan Merit Curriculum High School Curriculum Guide Changes

April 1, 2015

Due to recent legislation that changed some MMC graduation requirements Hartland High School has added the following language to their Career and Course Catalog.

Physical Education: Page 53

Active participation in two complete seasons of an approved Hartland High School sport (reported by the Athletic Department at the end of each school year) or active participation in three years of band (including Marching Band) may waive you from taking Personal Fitness and qualify as your Physical Education graduation requirement. However, students planning to take a PE elective must take Personal Fitness in order to meet the prerequisite requirement.

Approved Hartland High School Sports include:

Fall	Winter	Spring
Cheer	Archery	Baseball
Cross Country	Basketball	Lacrosse
Equestrian	Bowling	Soccer (Girls)
Football	Cheer	Softball
Golf (Girls)	Figure Skating	Track & Field
Pom	Hockey	Golf (Boys)
Soccer (Boys)	Pom	Tennis (Girls)
Swim (Girls)	Skiing	
Volleyball	Snowboarding	
Tennis (Boys)	Swim (Boys)	
Field Hockey (Girls)	Wrestling	

World Language & Career and Technical Education: Page 62

Successful completion of an approved Career & Technical Education program may waive 2nd year of World Language.

Note: See the attached document which shares the criteria for “completer status.”

Hartland	Program	Academic credits	Baker College	Central Michigan	Ferris State	LCC	WCC	UNOH
	Auto Technology - 2 yr. program +EOPA	4th math, VPAA	16		12		8	6

Auto Tech 2 (Steering/brakes), Auto Tech 2 (Engine Performance)

courses in program

	Digital Multimedia - 2 yr. program	VPAA	12		18		6	
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Web design, Wired, Advanced web design, AP computer programming

courses in program

	Engineering - 2 yr. program	4th math, VPAA	12		3	13		
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CAD design, CAD animation, CAD Architectural, CAD Mechanical

courses in program

	Finance - 1 1/2 yr. program +EOPA	4th math, VPAA	12		3	13		
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Principles of Finance/Building Wealth, Accounting

courses in program

	Marketing - 2 yr. program +EOPA	4th math (Marketing 2), VPAA	16		3		3	
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Marketing 1/principles of business, Advanced Marketing (or) entrepreneurship & retailing

courses in program

EOPA=End of program Assessment

LATEC	Program	Academic credits	Baker College	Central Michigan	Eastern Michigan	Ferris State	LCC	WCC	Mott CC
courses in program	Auto Technology (Fowlerville) - 2 yr. program +EOPA Auto Tech 1, 2, Adv. Auto	4th math, VPAA	16			12		8	
courses in program	Computer Network Engineering (Pinckney) - 2 yr. program Computer network engineering 1 & 2	4th math, VPAA	8-16		12			12	
courses in program	Construction (Howell) - 2 yr. program Construction Trades 1 & 2	4th math, VPAA					12	5	
courses in program	Cosmetology (Brighton Institute) - 2 yr. program Cosmetology					12			12
courses in program	Culinary Arts (Howell) - 2 yr. program Culinary arts 1 and 2	4th math, VPAA				9		9	
courses in program	Early Childhood Education & Cadet (Brighton & Howell) - 1 yr. program+EOPA Early Childhood Education 1 & 2, Teacher Cadet 1 & 2	4th math, VPAA	10	3			2		
Howell courses in program	Early Childhood Education 1 & 2, Education Careers 1 & 2								
courses in program	Emergency Medical Technician (EMS) yr. 2 of health occupations program+EOPA Emergency Medical Technician	VPAA				2	3	6	
courses in program	Firefighter (Howell) - 1 yr. program+ EOPA Firefighter	science, VPAA				3			
courses in program	Graphic Communications (Brighton) - 1 yr. program+ EOPA Graphic Communications 1&2	4th math, VPAA				3		12	
courses in program	*Health Occupations 1 (Brighton & Howell) Health Occupations 2 (Howell) - 2 yr. program +EOPA Health Occupations 1 *first year of a 2 year program (see EMT or 2nd year at Howell to complete)	VPAA, 4th math 2nd yr. at Howell only				2	3	6	
courses in program	Machine Trades (Howell) - 1 yr. program+ EOPA Robotics 1 & 2	4th math, VPAA				3		6	
courses in program	Robotics/Mechatronics (Pinckney) - 1 yr. program+ EOPA Robotics 1 & 2	4th math, VPAA						4	

EOPA=End of program Assessment

In 2007 the Board authorized the administration to enter into a contract to provide natural gas (primarily for heating) for the district. This allowed for the direct purchase of the natural gas and payment to Consumers Energy for only the distribution or “transportation” of the gas. The district has since made a number of purchases and currently has a contract in place through May 2015.

Our consultant for natural gas, Paul Wilken, has changed companies. He now works for Executive Energy, the same company we use to consult on our electric choice purchases. Through Paul and Executive Energy, we will purchase our natural gas from EDF Trading North America. EDF is one of the Top 5 marketers of gas in North America. The EDF contract has been reviewed by our school attorney. See the attached information from Paul reviewing our pricing history, the natural gas market, his recommendation, etc. Paul is recommending, and I agree, that we purchase approximately 90% of our estimated needs at a price not to exceed \$3.83 MMBtu for the period June 2015 – May 2018.

As a review, the gas transportation program:

1. Provides budget stability by having a locked-in price for the length of the contract. (Consumers Energy could raise the price at any time if we purchased gas from them.)
2. Allows us to save money over what our average price was in 2014 – the average cost in 2014 was \$5.27/MMBtu.

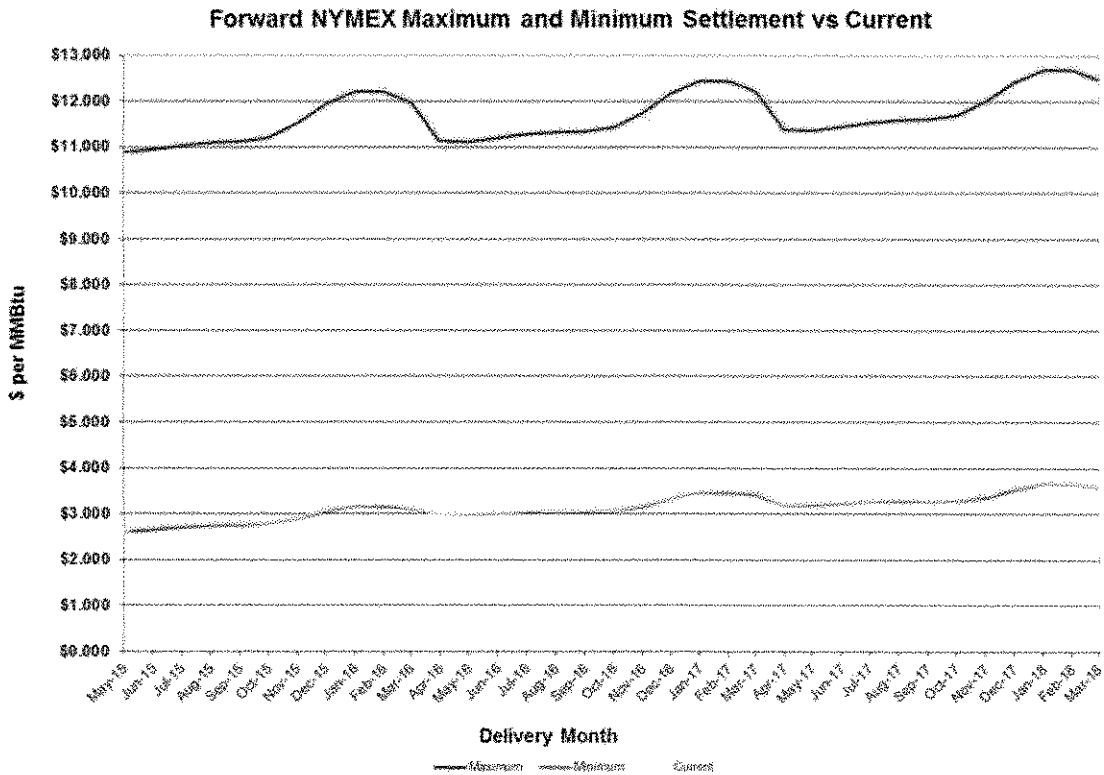
In preparation for your 4/13/15 Board Meeting, I have the following information and recommendation on natural gas:

- I think your natural gas purchase strategy of not speculating too much, while trying to insure stable/declining forward pricing is still a sound approach. I think your actual/projected gas costs over the past several years are proof of this:

Year	Avg. Unit Rate	Year/Year Impact*
2011	\$7.69	\$30,000 reduction
2012	\$7.34	\$21,000 reduction
2013	\$6.03	\$78,600 reduction
2014	\$5.27	\$45,600 reduction
2015	\$4.39	\$52,800 reduction
2016	\$3.83	\$33,600 reduction
2017	\$3.83	Stable

Projected Data

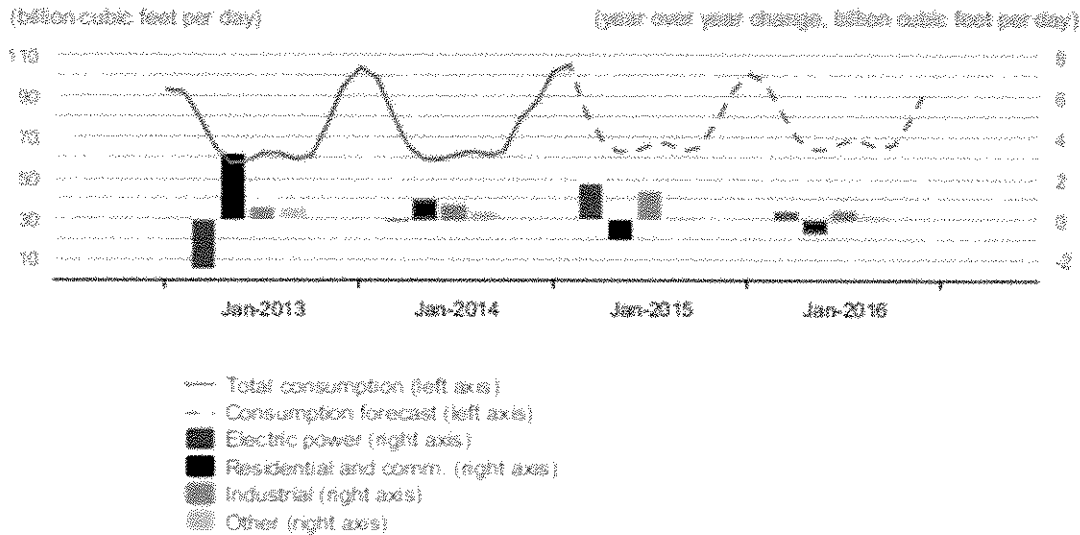
- Virtually all the forward months that are now trading on the NYMEX are at/near their all-time lows (see graph below):



Confidential

- The current national consumption outlook shows +/- growth in 2015 and then flat in 2016 (see graph below):

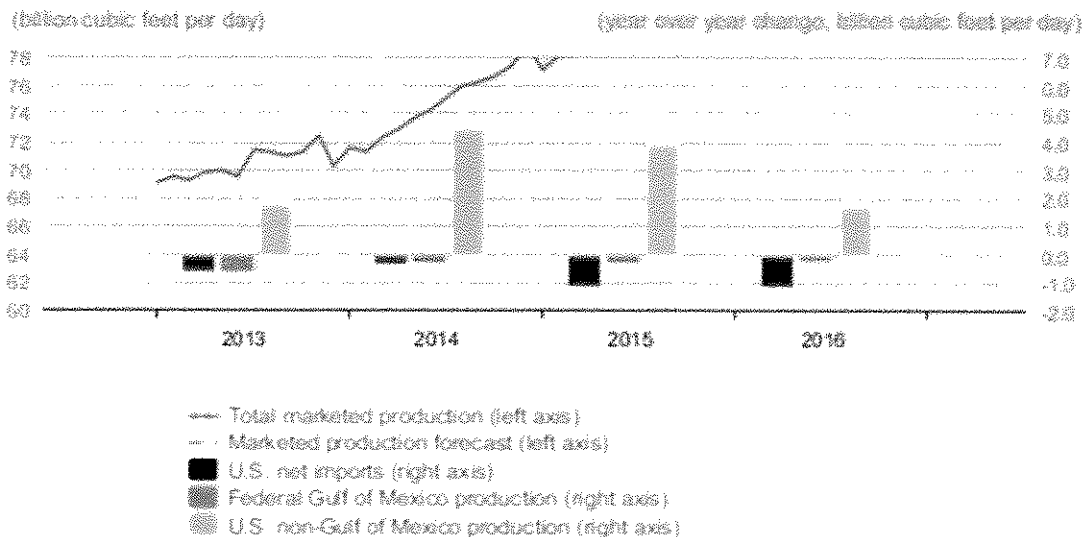
U.S. Natural Gas Consumption



eia Source: Short-Term Energy Outlook, March 2015

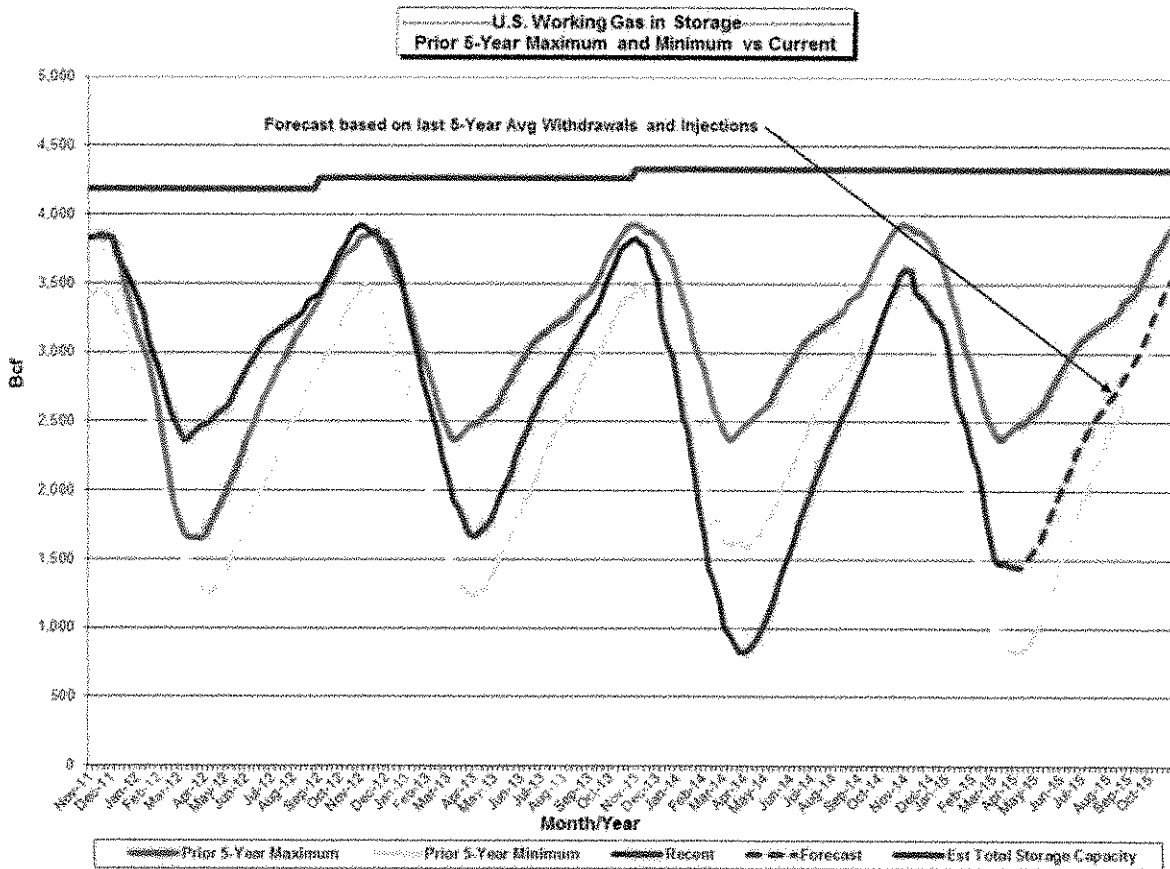
- The current national production outlook shows continued, but declining growth in 2015/2016
- Increasing LNG exports may absorb some of this projected increase (see graph below):

U.S. Natural Gas Production and Imports



eia Source: Short-Term Energy Outlook, March 2015

- The current national storage outlook shows that we are likely to go into the winter of 2015/2016 with +/- the same level of storage as we did for this past winter (see graph below):



Based on all this, I recommend that you consider locking in +/- 90% of your estimated needs @ \$3.83, or less, for the period of Jun'15-May'18. This takes advantage of the current low prices, eliminates most of the upside risk for 3-years given the expected declining production growth and LNG export increases and would lock in the projected year-over-year reductions shown above.

*Based on normal 60,000 MMBtu per year usage

Paul Wilken

Senior Energy Consultant
Executive Energy Services