

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
June 8, 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 – May 18, 2015 regular meeting
 - D. Call to the public
 - E. Superintendent’s Report
 - ✓ Happenings at Hartland Middle School
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. Curriculum Change Order – Math Curriculum & Textbooks
 - C. LESA 2015/16 Budget
 - D. Call for July organizational meeting
 - E. Purchase – Maintenance Vehicle

- III. Discussion Items
 - A. Policy Updates & Revisions
 - B. 2015/16 Parent/Student Handbook

- IV. Information Items
 - A. Future meetings: June 29, 2015, special, 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 June 8, 2015 regular meeting be approved, that policy be set aside allowing Item II.E. 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 – MAY 18, 2015 REGULAR MEETING (SEE ATTACHED)
(Recommended action): That the minutes of the May 18, 2015 regular meeting be approved. Motion by _____, supported by _____. _____
- I.D. CALL TO THE PUBLIC
- I.E. SUPERINTENDENT’S REPORT
✓ Happenings at Hartland Middle School
- 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 May 31, 2015, and the payment of invoices totaling \$1,209,364.79 and payroll obligations totaling \$2,196,721.37. Motion by _____, supported by _____. _____
- II.B. CURRICULUM CHANGE ORDER – MATH CURRICULUM/TEXTBOOKS (SEE ATTACHED)
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Curriculum Committee, approves the expenditures for math curriculum materials and textbooks as presented. Motion by _____, supported by _____. _____
- II.C. LESA BUDGET – 2015/2016 (SEE ATTACHED)
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the LESA Budget for 2015/2016 as presented. Motion by _____, supported by _____. _____
- II.D. CALL FOR JULY ORGANIZATIONAL MEETING
(The Board will discuss possible dates prior to motion.)
(Recommended action): That the Board of Education discusses and determines a date, July 20, 2015, pursuant to board policy, for the July organizational meeting. Motion by _____, supported by _____. _____
- II.E. PURCHASE – MAINTENANCE VEHICLE (SEE ATTACHED)
(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, sets aside policy and authorizes the purchase of a 2015 GMC Sierra 2500HD through the State of Michigan MiDeal bid program from Red Homan Buick GMC at a cost of \$31,702.60 as presented. Motion by _____, supported by _____. _____

III.A. POLICY UPDATES & REVISIONS

For discussion

III.B. 2015/16 PARENT/STUDENT HANDBOOK

For discussion

III.A. FUTURE MEETINGS

June 29, 2015 special, 6:30 p.m., Boardroom, Educational Support Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools
Regular Meeting - Board of Education
May 18, 2015

Members present: T. Dumond, M. Hutchinson, C. Kenrick, C. Costa, K. Kaszyca
Members absent: C. Aberasturi, B. Gatewood
Admin. Present: J. Sifferman, S. Bacon, D. Selix, S. VanEpps, C. Hughes, L. Smither, M. Otis, J. Reck, D. Minsker, M. Cheney, A. Lashbrook, L. Pumford, B. Cain, S. Usher, G. Waldrup
Guests: M. Thomson, K. Horning, J. Meier, B. Bauman, A. Karoma, N. Perior, C. Dubay, L. Guajardo, J. Greene, L. Cowan, S. Castillo, B. Rayburn, K. Russell, B. Briggs, C. Cromwell, M. McGrath, E. Lenart, N. Snyder, N. Lopez, J. Lividini, A. O'Connor, H. Markby, S. Duncan, C. Mach, C. Tomlins, B. Ludwig, R. Ashinger, B. Schneider, S. Simonds, K. Risher, B. Ganzak, E. Lindberg, J. Cesarz, Z. Behnke, J. Baker, S. Petersen, R. Hillstrom, J. Hillstrom, B. Bower, T. Cutler, N. Elliott, N. Antonian, J. Iden, K. Burdick, K. Butzier, K. Ladd, P. Appold, N. Shane, J. Parker

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 May 18, 2015 regular meeting be approved, that policy be set aside allowing Item II.E. to be treated as an action item, and that public participation be allowed on all items. Motion carried 5-0. 5/18/15 AGENDA APPROVED

Motion by Kaszyca, supported by Kenrick that the minutes of the April 13, 2015 regular meeting be approved. Motion carried 5-0. 4/13 MINUTES APPROVED

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

Superintendent Sifferman reminded the Board of the Memorial Day Parade and noted that participants needed to be at the HMS parking lot by 11:30 a.m. on Monday. She then introduced Michelle Otis, Director of Community Education, who talked about the many partnerships Community Ed has fostered with district, community, and business entities. These partnerships have made events such as the Respect for Law Breakfast, The Grunch, dance recitals, as well as the many events at the Hartland Senior Center, possible. She then introduced Senior Center Director Kim Ladd, who shared some statistics about the Senior Center, including demographics of members, class offerings, services, etc. Ms. Ladd thanked the Board and district for their continued support. SUPT. REPORT

Mr. Hughes introduced Christine Dubay, Nichole Perior, Katie Butzier, and Jacki Meier – teachers who received “Classroom Assessment for Student Learning” (CASTL) training and have been implementing what they have learned in their classrooms. The teachers explained what CASTL is and how they are using it. All of the teachers also noted how the sharing of what they learned in their buildings has effected change district-wide. Mr. Hughes noted that while the district anticipates 20% of our teachers will receive formal CASTL training by 2020, our current trained teachers will serve as mentors to other teachers who did not receive formal training. Ms. Sifferman noted this is the same process we used and continue to use with Reading Recovery and reading support.

Mr. Costa noted he attended the High School Science Night with his son and was extremely impressed. Mr. Dumond attended the recent Hartland Chamber of Commerce meeting and thanked Ms. Sifferman, Mr. Hughes, and Ms. Otis for their district presentations. He reminded the Board that the high school Color Run is scheduled for tomorrow, May 19. Mr. Dumond also noted that the Board has conducted its annual BOARD REPORTS

<p>evaluation of the superintendent and she received a highly effective – 95% rating. He thanked the Board for their participation in the process and Ms. Sifferman for the excellent work she has done and continues to do for the district. Mr. Kaszyca wanted to recognize the recent drama and music events including “Anything Goes” and the band and choir concerts. Ms. Hutchinson congratulated DECA on their competition successes.</p>	<p>BOARD REPORTS (CONTINUED)</p>
<p>Motion by Kaszyca, supported by Costa that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of April 30, 2015, and the payment of invoices totaling \$1,418,313.92 and payroll obligations totaling \$2,858,390.16. Motion carried 5-0.</p>	<p>PAYMENT OF INVOICES</p>
<p>Motion by Costa, supported by Kenrick that the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Inacomp TSG in the amount of \$153,888.85 for teacher & student computers as presented. Motion carried 5-0.</p>	<p>BID AWARDS: TECHNOLOGY</p>
<p>Motion by Kenrick, supported by Hutchinson that the Board of Education, upon the recommendation of the Superintendent and the Project Manager, awards a contract to Netch Corporation in the amount of \$74,404.14 for Dell Wyse Zero Clients as presented. Motion carried 5-0.</p>	
<p>Motion by Kaszyca, supported by Costa that the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, offers a 1-year contract effective July 1, 2015 to Jason Reck as Dean of Students at Hartland High School. Motion carried 5-0. Mr. Reck was introduced by Principal David Minsker.</p>	<p>RECK – DEAN OF STUDENTS</p>
<p>Motion by Hutchinson, supported by Kenrick that the Board of Education, upon the recommendation of the Superintendent, authorizes Chris Costa to represent Hartland Consolidated Schools and Thom Dumond to serve as an alternate in the upcoming LESA Biennial Election. Further the Board directs them to cast a vote for Julie Hill. Motion carried 5-0.</p>	<p>LESA ELECTION</p>
<p>Motion by Kenrick, supported by Kaszyca that the Board of Education, upon the recommendation of the Superintendent, adopts the Best Practices Resolution for the 2014/2015 school year as presented. Roll Call Vote: Kenrick-yea, Hutchinson-yea, Kaszyca-yea, Dumond-yea, Costa-yea. Motion carried 5-0.</p>	<p>BEST PRACTICES</p>
<p>Superintendent Sifferman began the discussion of the 2015/16 LESA Budget by noting that it was available on the LESA web site. She noted that she and Mr. Dumond attended the information meeting last week. Key points included a \$1.5 million give-back to the five county districts to help districts deal with the continued shortfalls in funding. This will amount to approximately \$260,000 in one-time money for Hartland. She noted LESA is also considering a “Headlee Restoration” millage election in November to restore the full amount originally authorized. They are looking for support from the other districts in the county and will be sending out a survey to gauge public support. Ms. Sifferman indicated that this would be more beneficial to Hartland than a sinking fund election. This will be discussed in more detail in Finance Committee.</p>	<p>DISCUSSION: 2015/16 LESA BUDGET</p>
<p>President Dumond noted that the second meeting in June has been rescheduled from June 22 to June 29.</p>	<p>UPCOMING MTGS.</p>
<p>The meeting adjourned at 7:45 p.m.</p>	<p>ADJOURNMENT</p>

Respectfully submitted,


Michelle Hutchinson
Secretary


Paula Waters
Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON JUNE 8, 2015
EXPENDITURES FOR THE MONTH OF MAY 2015**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	TOTAL
05/04/2015	A/P Check Run	\$ 4,649.18	\$ 150.00	\$ 10,426.16			\$ 15,225.34
05/06/2015	A/P Check Run	\$ 132,370.46	\$ 2,261.25	\$ 8,844.53			\$ 143,476.24
05/11/2015	A/P Check Run	\$ 468,327.11	\$ 65.69	\$ 3,068.03		\$ 1,250.00	\$ 472,710.83
05/13/2015	A/P Check Run	\$ 13,803.92	\$ 697.52	\$ 6,859.86			\$ 21,361.30
05/18/2015	A/P Check Run	\$ 42,513.48		\$ 3,944.17			\$ 46,457.65
05/20/2015	A/P Check Run	\$ 260,443.36	\$ 14,140.41	\$ 10,503.89	\$ 13,987.58		\$ 299,075.24
05/21/2015	A/P Check Run		\$ 846.00				\$ 846.00
05/27/2015	A/P Check Run	\$ 5,498.99		\$ 7,540.35			\$ 13,039.34
05/28/2015	A/P Check Run	\$ 947.99	\$ 291.80				\$ 1,239.79
05/31/2015	Prepaid Checks	\$ 2,398.71	\$ 366.60	\$ 4,814.46	\$ 4,631.25		\$ 12,211.02
05/31/2015	Void Checks	\$ (1,814.87)	\$ (150.00)				\$ (1,964.87)
05/11/2015	Merchant Fees (Comm Ed)	\$ 5,256.42					\$ 5,256.42
05/05/2015	PESG - ACH	\$ 47,626.04					\$ 47,626.04
05/19/2015	PESG - ACH	\$ 51,919.88					\$ 51,919.88
05/07/2015	PCMI - ACH	\$ 48,460.58					\$ 48,460.58
05/21/2015	PCMI - ACH	\$ 28,620.99					\$ 28,620.99
05/05/2015	GoPay (Soccer Officials)	\$ 2,391.00					\$ 2,391.00
05/21/2015	GoPay (Soccer Officials)	\$ 1,412.00					\$ 1,412.00
TOTAL		\$ 1,114,825.24	\$ 18,669.27	\$ 56,001.45	\$ 18,618.83	\$ 1,250.00	\$ 1,209,364.79

Payroll and Benefit expenses:

Date	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
5/8/2015	\$ 671,205.36	\$ 258,754.12	\$ 35,378.18	\$ 338,745.20	\$ 57.39	\$ 18,160.50	\$ 1,322,300.75
5/22/2015	\$ 627,366.74	\$ 236,798.70	\$ 32,629.45			\$ 17,760.50	\$ 914,555.39
MAY HLTH EQ CLAIMS						\$ (40,134.77)	\$ (40,134.77)
TOTAL	\$ 1,298,572.10	\$ 495,552.82	\$ 68,007.63	\$ 338,745.20	\$ 57.39	\$ (4,213.77)	\$ 2,196,721.37



HARTLAND CONSOLIDATED SCHOOLS

Chuck Hughes, Assistant Superintendent of Curriculum and Instruction

Dotty Selix, Assistant Director of Curriculum and Instruction

9525 E. Highland Road
Howell, MI 48843

Telephone (810) 626-2107
Fax (810) 626-2101

Memo

To: Board of Education
From: Chuck Hughes
Date: June 3, 2015
RE: Ordering Math Resources

I am writing to request approval to move forward in ordering math resources for the 2015-16 school year. Below, I have listed expected expenditures for the current fiscal year.

Kindergarten =	\$4,481.54
First Grade =	\$1,437.60
Second Grade =	\$2,531.11
Third Grade =	\$8,536.48
Fourth Grade =	\$98.70
Shipping @ 10% =	\$1,708.54
Total K - 4 Math Resources =	\$18,793.97

The plan is to order these resources out of the Curriculum Change Budget under K-12 Supplies where I budgeted \$22,000 for 2014-15.

It is my hope that I have done a good job of keeping you informed on the work of the Math Project as we have been planning for full implementation of the new math curriculum for 2015-16 (the curriculum documents will come before the Board of Education in August).

I will also need to order textbooks for grades 5-8 per my discussion with the Board of Education Curriculum Committee. Houghton Mifflin Harcourt will be the vendor of choice as we have piloted other products and feel that the resources they offer best fit our needs. Below you will find a list of the resource, the price for each grade level, and where I either budgeted for or have requested a budget for purchase:

Math Expressions 5 th Grade =	\$36,986.88 (2014-15 Budget)
Big Ideas Green 6 th Grade =	\$36,582.00 (2014-15 Budget)
Big Ideas Red Accelerated and Regular 7 th Grade =	\$41,318.81 (2015-16 Budget)
Big Ideas Blue 8 th Grade =	\$33,432.00 (2015-16 Budget)

I plan on ordering the 5-6 textbooks totaling \$73,568.88 out of the Curriculum Change Budget under 5-8 textbooks where I budgeted \$75,000 for the 2014-15 school year. The 7-8 textbooks totaling \$74,750.81 would need to come out of the Curriculum Change Budget under the 2015-16 school year where I am requesting a budget of \$75,000.

The total purchases at this time are proposed to be **\$167,113.66**. I am requesting to spend \$92,362.85 now and \$74,750.81 in 2015-16.

Respectfully,

Chuck Hughes

General Appropriation Resolution

RESOLVED, that this resolution shall be the general appropriations of the Livingston Educational Service Agency for the fiscal year beginning July 1, 2015 and ending June 30, 2016: A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Livingston Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the **General Education Fund** of the Livingston Educational Service Agency for the fiscal year beginning July 1, 2015 and ending June 30, 2016 is as follows. Included in Local Revenue is LESA's share of allocated millage in the amount of \$469,050:

Revenue:	Original Budget
Local	\$588,150
State	4,680,917
Federal	2,086,531
Payments from Other Public Schools	8,888,208
Fund Modifications (Other Operating Transfers In)	60,000
Total Revenue	\$16,303,806
Fund Balance:	
Estimated (14-15 Budget Rev 1) Fund Balance, July 1, 2015	\$1,326,735
Less Non Spendable	0
Less Committed/Assigned (15-16 Surplus)	15,107
Fund Balance Available to Appropriate	\$1,341,842
Total Available to Appropriate	\$17,645,648

BE IT FURTHER RESOLVED, that \$16,288,699 of the total available to appropriate in the **General Education Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	Original
Instruction:	
Basic Programs	\$1,489,770
Added Needs	68,283
Adult and Continuing	0
Support Services:	
Pupil	750,962
Instruction Staff	1,319,113
General Administration	392,628
School Administration	501,108
Business	244,898
Operations/Maintenance	371,240
Transportation	7,340,317
Central	1,624,915
Other (mostly food service)	420,706
Community Services	84,959
Payments to Other Public Schools	1,488,941
Payments to Other Government Agencies	49,221
Other Financing Uses	141,638
Total Appropriated	\$16,288,699

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Special Education Fund** of the Livingston Educational Service Agency for the fiscal year beginning July 1, 2015 and ending June 30, 2016 is as follows. Included in Local Revenues is LESA's voted millage for Special Education estimated at 2.2691 mills using a 1.0000 Millage Reduction Fraction which will provide an estimated \$15,860,387 in revenue:

Revenue:	Original Budget
Local	\$17,029,910
State	9,392,149
Federal	6,008,328
Incoming Transfers & Other	58,600
Fund Modifications (Other Operating Transfers In)	387,000
Total Revenue	<u>\$32,875,987</u>
Fund Balance:	
Estimated (14-15 Budget Rev 1) Fund Balance, July 1, 2015	\$3,913,680
Less Non Spendable	0
Less Committed/Assigned (15-16 Deficit)	(730,035)
Fund Balance Available to Appropriate	<u>\$3,183,645</u>
Total Available to Appropriate	<u><u>\$36,059,632</u></u>

BE IT FURTHER RESOLVED, that \$33,606,022 of the total available to appropriate in the **Special Education Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	Original
Instruction:	
Added Needs	\$4,769,513
Support Services:	
Pupil	15,151,690
Instruction Staff	2,026,668
General Administration	127,055
Building Administration	0
Business	788,098
Operations/Maintenance	581,488
Transportation	3,728,598
Central	482,763
Other	0
Community Services	82,000
Payments to Other Public Schools	5,157,649
Other Financing Uses	710,500
Total Appropriated	<u><u>\$33,606,022</u></u>

June 2, 2015

Mr. Scott Bacon,
Assistant Superintendent

Re; District Vehicle Replacement

Scott,

As we discussed, I will outline the District's vehicle fleet, its usage, and condition. These discussions were part of the budget planning process and a discussion on the need to implement a replacement plan for this equipment. This discussion is limited to the "on the road" vehicles and does not include the various pieces of motorized equipment used by Maintenance or Athletics.

Our Vehicle fleet currently consists of 19 Vehicles used by Maintenance, Transportation, Food Service, Senior Center, and Security/Band. The condition, use of the vehicle, and recommended order of replacement are listed on the attached sheet.

Following are some general guidelines we use in managing the fleet:

- These fleet vehicles cannot be purchased with Bond Funds. In our efforts to preserve general fund monies over the past 8-10 years some of this equipment has been kept in service longer than planned.
- All the vehicles are evaluated annually to determine their condition and continued use.
- We try to run the Maintenance vehicles 14-15 years before replacement.
- The Food Service delivery truck is replaced every 8 years. This vehicle is paid for by the cafeteria fund. We maintain the old delivery truck as a backup and it is used by the grounds crew for deliveries.
- The Senior Center bus is replaced every 10 years. This vehicle is paid for through a grant. Note that the use of this vehicle has increased significantly. It is less than a year old but is approaching 25,000 miles. At this usage level it will not last the full 10 years.
- The Maintenance vehicle fleet is also used to plow snow.
- Maintenance and Transportation have historically purchased used vehicles, however our last purchase in 2011 was new. The cost of a new vehicle through the state bid was at or below what we could find on the used market. The vehicle we are asking to buy now is being bought new through the state bid.

I am recommending the purchase of a new vehicle through the State of Michigan, MiDeal program to replace the 1999 Chevy truck currently used by the garage. The cost of this vehicle is \$31,702.60 and will be purchased from Red Holman Buick GMC in Westland Michigan. The funds to purchase this vehicle are allocated in the Transportation Budget.

In reviewing the condition of the fleet, I recommend budgeting 75,000 per year for at least the next five years to cover vehicle replacement.

Thank you,

George Waldrup

District Vehicle Inventory as of June 2015

Department	Year	Description	Mileage	Replacement Order	Condition/Notes	I.D.
Garage	1989	GMC 1/2-ton 4x4	80,899		fair	G-05
Maintenance	1998	Chevy 2500 4x4	143,990	3	floor rusted-out, has patch on driver's side (Boyd)	MT-16
Director	1999	Ford F-150 4x4	122,702	2	core support rotted-out	G-03
Garage	1999	Chevy 1500 4x4	148,269	1	frame rotted-out, has been patched in 3 spots, cross brace is bad, rockers are rusty	G-04
Grounds	2000	GMC 2500 4x4	97,351	5	frame starting to rust	MT-15
Grounds	2000	2500 Chevy 4x4 Silver	65,265		good condition gas truck	MT-21
Maintenance	2001	2500 Chevy 4x4	75,742		rockers are rusty (Devitt)	MT-19
Maintenance	2002	2500 Chevy 4x4	147,975		rockers are rusty (Manzo)	MT-20
Maintenance	2002	2500 Chevy 4x4	70,244		clean, no rust (HS)	MT-23
Mail	2002	E-350 Van	172,303		mail delivery	CE-03
Maint/Food Svc	2003	3500 Chevy Cube Van	77,442		food service back-up, should be replaced in 2-3 years	MT-17
Grounds	2003	5500 Chevy Dump	39,260	4	salt truck, frame rusting badly	MT-18
Supervisor	2003	2500 Chevy 4x4	127,286		Maintenance Supervisor	MT-22
Transportation	2004	E-150 Van	144,085		Transportation office	CE-02
Security/Band	2008	E-150 Van	111,310		okay (HS Security and Band)	CE-04
Senior Center	2010	Impala	85,182			SEN-7
Maintenance	2011	2500 GMC 4x4	28,711		(Sloan)	MT-24
Food Service	2011	3500 GMC Cube Van	28,946		food delivery	MT-25
Senior Center	2014	Senior Bus	24,490			SEN-9

RED HOLMAN BUICK GMC

35100 FORD RD

WESTLAND, MI 48185

ALBERT LI

Fleet / Municipal Sales

Ph (734) 721-1144 x 405 Fax (734) 721-1780

aclixx@hotmail.com

State of Michigan MiDeal Contract # 071B1300007

MiDeal Spec # 3958-0092

Hartland Consolidated Schools Pricing (MiDeal Pricing)

2015 GMC Sierra 2500HD Reg Cab 4x4 8' Bed

9500# GVWR Gas / Auto Trans Reg Cab w/ Long Box

SPEC 92 - 2015 GMC Sierra 2500HD Reg Cab 4wd \$ 23,468.00

QXT – LT265/70R17E All-Terrain Tires \$ 176.00

H2R – Cloth Seat Trim \$ 75.00

PCR – Power Windows/Power Htd Mirrors/Keyless Entry \$ 536.80

VYU – Snow Plow Prep Package \$ 396.00

K4B – Auxiliary 730CCA Battery \$ 118.80

G80 – Locking Rear Differential (Req'd after 8/1/14) \$ 347.60

Z82 – HD Trailering Package w/ Trailer Brake Controller \$ 796.40

UVC – Rear Vision Camera (In Dash Display) \$ 176.00

Sub-Total \$ 26,090.60

WM3 – Western 8'6" MVP3 Steel Plow w/ Deflector \$ 5,247.00

BEA – Roof-Mounted Amber Beacon \$ 365.00

Total \$ 31,702.60

Options:

SBL – Spray-On Bedliner (Under the Rail) + \$ 529.00

4SB – 4" Round Black Step Bars + \$ 587.50

MLB – Upgrade Beacon to Mini-Lightbar + \$ 295.00

Prices Quoted are for a MiDeal Spare Dealer Stock Unit.

FOB Westland, MI

Delivery per MiDeal: \$1.00 per mile (Round Trip based on Mapquest)

Included in your Board packet for the June 8, 2015 regular meeting are the drafts of the Secondary, Intermediate and Elementary Parent/Student Handbooks. Following is a listing of the significant changes from 2014/2015.

Elementary Handbook Changes:

- Money and Other Valuables – Update technology language to include tablets
- Remove redundancies in “Weapon-free School Zone” and Dress Code sections
- Removal of some language under “Lunch Program” due to changes in student nutrition regulations (copy attached for all handbooks)
- Update immunization and waiver information pursuant to new health department policies (copies attached for all handbooks)
- Addition of “E-cigarettes” to the “Tobacco” section under Transportation

Intermediate Handbook Changes:

- Revision of the Tardy Policy – 2nd sentence, 1st paragraph insert: “Students not present at the time a teacher records classroom attendance may be marked absent for that hour.”
- Removal of some language under “Lunch Program” due to changes in student nutrition regulations (copy attached for all handbooks)
- Update immunization and waiver information pursuant to new health department policies (copies attached for all handbooks)
- Addition of “E-cigarettes” to the “Tobacco” section under Transportation

Secondary Handbook Changes: (See attached for specifics)

- Adjustments to Dress Code – mini-apparel
- Adjustment – Electronic Device Policy
- Lunchroom Rules – add “Commercial food deliveries are prohibited.”
- Revisions – Disciplinary Actions: Afterschool Detention
- Revisions – Attendance Policy: Absence/Tardy makeups
- Remove – Attendance Incentive Policy
- Remove– “Procedures to Be Followed When a Student Does Not Meet Expectations”
- Revision – Traffic and Parking Regulations
- Revision – Grading System
- Revision – Graduation Requirements
- Revision – College Admission Tests
- Remove – Co-Curricular Activities
- Removal of some language under “Lunch Program” due to changes in student nutrition regulations (copy attached for all handbooks)
- Update immunization and waiver information pursuant to new health department policies (copies attached for all handbooks)
- Addition of “E-cigarettes” to the “Tobacco” section under Transportation

ACTIVITIES/LUNCH/MISCELLANEOUS

AFTER-SCHOOL ACTIVITIES

All arrangements for use of the building after school hours must be made through the Community Education office at 810-626-2150. Parents who wish to obtain the name and phone number of club or group leaders may do so through Community Education.

BICYCLES

Parents should discuss with their children the need for safety when riding bicycles. Bicycles shall be parked in the proper area during school hours. For security reasons, we recommend that bicycles be locked. We cannot assume responsibility for loss or damage. For safety reasons, kindergartners are discouraged from riding bikes.

SCHOOL PARTIES

There are only three scheduled seasonal celebrations per year: fall harvest or Halloween, December holiday and Valentine's Day. Birthday parties are left up to the discretion of the teacher. Contact the teacher first before sending any treats to school to celebrate your child's birthday.

FIELD TRIPS

Each elementary school plans field trips throughout the year. In order to provide adequate supervision, teachers enlist the support of parent volunteers. On field trips the classroom teacher is in charge. Parent volunteers will be responsible for the children the teacher assigns them. If a parent is not comfortable with their assignment, they should let the classroom teacher know immediately.

If a child's behavior is inappropriate, the parent in charge of that group will ask the child to be appropriate; however, if a child becomes disruptive or uncooperative, the teacher should be notified as soon as possible.

Sack lunches are available through the food service with one (1) day notice. Please call (810) 626-2868 to place an order.

LUNCH PROGRAM

Each school participates in the National School Lunch Program. Breakfast is offered at Round Elementary School. Milk and ala carte items can be purchased separately. Restrictions can be put on your child's account by the Student Nutrition Office at 810-626-2868. You may view the current monthly menu by going on the district web page (*www.hartlandschools.us), to Quick Links and click "Student Nutrition Program".

Each school is on a computerized debit card system for purchasing meals, milk and ala carte.

Students are assigned an ID card with their name, picture and student number. ~~Money must be placed in the account in advance of the school day.~~

Parents may pay for student meals online via Parent Connect. Email pc@hartlandschools.us to obtain a pin and password. In the subject line type: pin and password. Include your full name, student's full name and grade with building. Your child's purchases may also be viewed online. Students may pay by check (made out to "Student Nutrition"). An envelope with your child's name, teacher's name and account number labeled "Lunch Money" may be deposited in the large blue box located near the office. Envelopes are picked up and deposited into your child's account daily.

Student Nutrition has an automated phone system to notify parents twice per week if your child's balance is below \$10.00 or has a negative balance. ~~Our program does not allow students to charge (go negative) more than \$7.50.~~ No ala carte, except milk, can be purchased if child has a negative balance. ~~A replacement meal will be offered if a student exceeds the credit limit.~~

Our program receives federal and state funds that enable us to provide free and reduced priced meals to eligible students. A new free/reduced application needs to be filled out each year and can be submitted throughout the school year. Applications are at each school and on the HCS web page.

LUNCHROOM PROCEDURES AND EXPECTATIONS

Using the lunchroom is a privilege for all students. Proper behavior is important or the lunchroom privilege may be removed.

1. Students are expected to stay seated while eating lunch.
2. Students are expected to talk in normal tones to their friends at lunch.
3. Students may obtain help from supervisors by raising their hands.
4. Students are not allowed to sell, trade or give away their lunch.
5. All students are expected to eat a lunch unless they have a note from parents indicating differently. No student may buy ala Carte items unless they eat a lunch. Students who have money in accounts may use it for "ala Carte" items. If you do not want your child to purchase "ala Carte" items from their account, you must call Hartland Food Service at 810-626-2867 or 2868 and inform the supervisor.
6. Students are expected to leave the table, bench and floor clean after eating.
7. Proper lunchroom manners are expected.
8. No food or object is to be thrown or tossed.
9. Students are not to borrow or lend money for lunch or food.

MONEY AND OTHER VALUABLES

If money is being sent to school, parents should realize the responsibility the child will have. It would be wise to:

Required Childhood Immunizations for Michigan School Settings

School communicable disease rules are the minimum standard for preventing disease outbreaks in school settings. To best protect patients from all diseases we have the power to prevent, healthcare providers in Michigan should follow the 2015 Recommended Immunization Schedule at www.cdc.gov/vaccines or www.michigan.gov/immunize. **All doses of vaccines must be given with appropriate spacing between doses and at appropriate ages to be considered valid.

Entry Requirements for All Public & Non-Public Schools		
Age → Vaccine**↓	4 years through 6 years	7 years through 18 years including all 7th grade students
Diphtheria, Tetanus, Pertussis	4 doses DTP or DTaP, one dose must be on or after 4 years of age	4 doses D and T OR 3 doses Td if #1 given on or after 7 years of age. 1 dose of Tdap for children 11 years of age or older upon entry into 7 th grade or higher.
Polio	4 doses, if dose 3 administered on or after 4 years of age, only 3 doses are required	3 doses
Measles,* Mumps,* Rubella*	2 doses on or after 12 months of age	
Hepatitis B*	3 doses	
Meningococcal	None	1 dose for all children 11 years of age or older upon entry into 7 th grade or higher
Varicella* (Chickenpox)	2 doses of varicella vaccine at or after 12 months of age OR current lab immunity OR reliable history of disease	

* If vaccination is not administered, current laboratory evidence of immunity is required.

Changes to the Administrative Rules in the Public Health Code regarding exemption from vaccination became effective January 1, 2015. The new rules require use of the State of Michigan Waiver Form. Schools will no longer hand out immunization waiver forms to parents. Parents will need to obtain the non-medical waiver from the Livingston County Department of Public Health (LCDPH). Once parents have made an appointment with LCDPH and received the education by the health department, they will be given a certified waiver to submit to the school. Such written certification must be placed in the student's cumulative record folder (CA 60).