

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
March 14, 2016**

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 – February 15, 2016 regular meeting and closed session
 - D. Call to the public
 - E. Superintendent’s Report
 - o Happenings at Farms Intermediate School
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. Bid Award – Ring Road Repairs, Hartland High School
 - C. Administrators’ Contracts

- III. Information Items
 - A. Future meetings: April 18, 2016, regular, 6:30 p.m., Boardroom, Educational Support Service Center; May 16, 2016, regular, 6:30 p.m., Boardroom, Educational Support Service Center
 - B. Information Items

- IV. Adjournment

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

DETAILED AGENDA

I. CALL TO ORDER

I.A. PLEDGE OF ALLEGIANCE

I.B. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the March 14, 2016 regular meeting be approved, that policy be set aside allowing Item II.B. 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 – FEBRUARY 15, 2016 MEETING – SEE ATTACHED

(Recommended action): That the minutes of the February 15, 2016 regular meeting and closed session be approved. Motion by _____, supported by _____. _____

I.D. CALL TO THE PUBLIC

I.E. SUPERINTENDENT'S REPORT

- o Happenings at Farms Intermediate 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 February 29, 2016, and the payment of invoices totaling \$2,165,404.70 and payroll obligations totaling \$3,388,240.59. Motion by _____, supported by _____. _____

II.B. BID AWARD-RING ROAD REPAIRS, HARTLAND HIGH SCHOOL – SEE ATTACHED

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, awards a contract to Nagle Paving Company in the amount of \$161,801.80 for repairs to the ring road at Hartland High School as presented. (The majority of funds will come from remaining 2010 Bond monies, and the balance will come from the 2016/17 general fund.) Motion by _____, supported by _____. _____

II.C. 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, 2016 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, 2016 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, 2016 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, 2016 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, 2016 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, 2016 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, 2016 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, 2016 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 2-year contract effective July 1, 2016 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 2-year contract effective July 1, 2016 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, 2016 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 2-year contract effective July 1, 2016 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, 2016 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, 2016 for Jason Reck, 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, 2016 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, 2016 for Mary Day, Farms Intermediate 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, 2016 for J.D. Wheeler, Athletic Director. 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, 2016 for Janet Sifferman, Superintendent, and 2-year contracts effective July 1, 2016 for: Scott VanEpps, Michelle Otis, Chuck Hughes, David Minsker, Steve Livingway, Mikki Cheney, Lawrence Pumford, Anthony Howerton, Dotty Selix, Bill Cain, Kate Gregory, Chris Chanavier, Jason Reck, Alice Lashbrook, Mary Day, and J.D. Wheeler, as presented. Motion by _____, supported by _____. _____

III.A. FUTURE MEETINGS

April 18, 2016, regular, 6:30 p.m., Boardroom, Educational Support Service Center; May 16, 2016, regular, 6:30 p.m., Boardroom, Educational Support Service Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools
Regular Meeting - Board of Education
February 15, 2016

Members present: B. Gatewood, C. Aberasturi, M. Hemeyer, T. Dumond, C. Costa, K. Kaszyca, C. Kenrick
Members absent: None
Admin. Present: T. Howerton, C. Hughes, J. Sifferman, S. VanEpps, M. Otis, A. Lashbrook, K. Gregory, C. Chanavier, D. Selix, D. Minsker, J. Reck, M. Day
Guests: H. Keeling, K. DeRosier, M. Cafmeyer, A. Parks, K. Evans, L. Archey

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 February 15, 2016 regular meeting be approved, that policy be set aside allowing Item II.B. to be treated as an action item, and that public participation be allowed on all items except Item III. Closed Session. Motion carried 7-0. 2/15/16 AGENDA APPROVED

Motion by Costa, supported by Aberasturi that the minutes of the January 18, 2016 regular meeting be approved. Motion carried 7-0. 1/18/16 MINUTES APPROVED

During Call to the Public Kate DeRosier and Mary Cafmeyer of the Cromaine Library Board spoke regarding establishing stronger avenues of communication and collaboration between the library and the school district. Mr. Harley Keeling also spoke regarding the Cromaine Library expansion project, building bat houses in the district, and funding an additional round of SAT testing for Hartland High School juniors. CALL TO PUBLIC

Superintendent Sifferman introduced HEA president Kim Evans who informed the Board that, as has been the tradition, the HEA would be purchasing award-winning books for the district buildings on behalf of the Board of Education for Board Appreciation Month. She will present the actual books when they are available. SUPT. REPORT

Ms. Sifferman then introduced Principal David Minsker to update the Board on happenings at Hartland High School. Principal Minsker introduced high school counselors Jodi Wilson and Erica Empie to talk about the post-secondary/college preparedness program recently instituted. Ms. Wilson and Ms. Empie noted that this is actually a district-wide program to start students as young as elementary age thinking about what they plan to do after graduation. Hartland High School is the first in the county to institute such a program. A Post-Secondary Advisory Council, comprised of counselors, principals, superintendents, Board members, and parents, ensures that the importance of post-high school education is a focus in all district buildings. Additionally three senior programs have been implemented: College Application Week, The College Cash Campaign, and Senior Signing Day to celebrate all of the post-graduation plans of our seniors. Board members commented on how necessary this program is and thanked Ms. Wilson, Ms. Empie and the high school administration and staff for implementing it. Principal Minsker then talked about the recent accreditation process the high school just completed with Advanc-Ed, noting that Hartland High School did very well and bested the state averages by a wide margin in every category to achieve accreditation. Mr. Minsker noted that this evaluation occurs every five years and requires an enormous amount of effort, compiling all of the necessary data for the evaluators. He thanked his HAPPENINGS AT HHS

administrative, teaching, and support staffs for their hard work, as well as the Central Office administration and Board of Education for their input and support.

Mr. Kaszyca thanked everyone for all of the Board appreciation gifts, noting he wasn't able to attend the meeting but enjoyed the box filled with treats that he received after. Mr. Dumond noted that the annual meeting for the Livingston County Association of School Boards is scheduled for Wednesday, March 23, at 6:00 p.m. at LESA. He also noted that a legislative breakfast will be held Monday, May 23, at 7:00 a.m. at LESA as well. Mr. Gatewood thanked those who spoke during the Call to the Public, noting it doesn't happen very often.

BOARD REPORTS

Motion by Kaszyca, supported by Kenrick that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of January 31, 2016 and the payment of invoices totaling \$1,449,807.80 and payroll obligations totaling \$3,033,976.81. Motion carried 7-0.

PAYMENT OF INVOICES

Motion by Aberasturi, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the district's financial advisor, adopts a resolution authorizing the refunding of the 2007 School Building and Site Bonds in the original amount of 26,390,000; and the 2010 School Building and Site Bonds, Series C, in the original amount of \$14,565,000 as presented. Motion carried 7-0.

REFUNDING BONDS

Motion by Gatewood, supported by Costa that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, adopts the revisions to Policies 5830 and 9211 as presented and discussed. Motion carried 7-0.

POLICY UPDATES:
5830 & 9211

Motion by Aberasturi, supported by Kaszyca that the Board of Education enters into a closed session to discuss privileged legal documents with the district's attorney involving an ongoing court case. Motion carried 7-0. Roll call: Costa-yea, Aberasturi-yea, Gatewood-yea, Dumond-yea, Kaszyca-yea, Kenrick-yea, Hemeyer-yea.

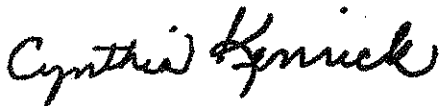
CLOSED SESSION

The Board entered into closed session at 7:40 p.m.

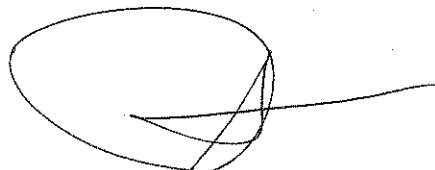
The Board came out of closed session at 8:30 p.m. and the meeting was adjourned.

OPEN SESSION/
ADJOURNMENT

Respectfully submitted,



Cynthia Kenrick
Secretary



Paula Waters
Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON MARCH 14, 2016
EXPENDITURES FOR THE MONTH OF FEBRUARY 2016**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	TOTAL
02/03/2016	A/P Check Run	\$ 925.59	\$ 565.70	\$ 553.60			\$ 2,044.89
02/05/2016	A/P Check Run	\$ 39,189.61		\$ 5,157.83			\$ 44,347.44
02/12/2016	A/P Check Run	\$ 738,523.89	\$ 2,086.42	\$ 19,106.54			\$ 759,716.85
02/15/2016	A/P Check Run	\$ 100.00	\$ 989.50	\$ 575.43			\$ 1,664.93
02/18/2016	A/P Check Run	\$ 10,456.82		\$ 7,211.32			\$ 17,668.14
02/19/2016	A/P Check Run	\$ 78,488.60					\$ 78,488.60
02/22/2016	A/P Check Run	\$ 7,709.31	\$ 2,434.53	\$ 5,439.14			\$ 15,582.98
02/24/2016	A/P Check Run	\$ 219,238.16	\$ 2,824.09	\$ 20,847.83	\$ 848,648.85	\$ 904.38	\$ 1,092,463.31
02/26/2016	A/P Check Run	\$ 2,978.79		\$ 77.44			\$ 3,056.23
02/29/2016	Prepaid Checks	\$ 3,980.00					\$ 3,980.00
02/29/2016	Void Checks		\$ (750.00)				\$ (750.00)
02/10/2016	Merchant Fees (Comm Ed)	\$ 6,750.19					\$ 6,750.19
02/09/2016	PESG - ACH	\$ 37,934.56					\$ 37,934.56
02/23/2016	PESG - ACH	\$ 48,284.92					\$ 48,284.92
02/11/2016	PCMI - ACH	\$ 27,997.07					\$ 27,997.07
02/25/2016	PCMI - ACH	\$ 26,174.59					\$ 26,174.59
TOTAL		\$ 1,248,732.10	\$ 8,150.24	\$ 58,969.13	\$ 848,648.85	\$ 904.38	\$ 2,165,404.70

Payroll and Benefit expenses:

Date	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
2/3/2016	JANUARY 29 PAYROLL			\$ 332,632.02			\$ 332,632.02
2/12/2016	\$ 786,801.33	\$ 335,106.09	\$ 43,234.99	\$ 434,710.89	\$ 93.82	\$ 20,546.50	\$ 1,620,493.62
2/26/2016	\$ 602,089.85	\$ 224,926.84	\$ 31,079.33	\$ 344,592.72		\$ 20,546.50	\$ 1,223,235.24
2/26/2016	FEBRUARY UAAL/ORS			\$ 263,453.85			\$ 263,453.85
FEB HLTH EQ CLAIMS						\$ (51,574.14)	\$ (51,574.14)
TOTAL	\$ 1,388,891.18	\$ 560,032.93	\$ 74,314.32	\$ 1,375,389.48	\$ 93.82	\$ (10,481.14)	\$ 3,388,240.59



3121 E. Grand River Howell, MI 48843
517.546.4836 fax 517.548.1670
www.bosseng.com

March 10, 2016

Mr. Scott Bacon
Hartland Consolidated Schools
9525 E Highland Road
Howell, MI 48843

RE: Recommendation of Contractor
Hartland High School Loop Road Pavement Replacment

Dear Mr. Bacon,

We have reviewed the bids received on March, 3, 2016 for the above mentioned work on Hartland High School's Loop Road. A total of four (4) bids were received. The bids ranged from \$188,863.25 to \$249,623.35. All bids appear to be complete, submitted on the proper Bid Form, with no visible errors, with the required bid surety, acknowledged the addendums, and with the requested attachments.

We contacted Nagle Paving Company, 39525 West 13 Mile Road, Ste. 300, Novi, MI 48377 and spoke with Rob Nagle, company owner, about their bid. He provided two references for similar projects. We contacted the references and both provided very positive reviews.

Nagle Paving Company provided the lowest bid of \$188,863.25. This total was higher than the originally estimated costs of construction. After reviewing the bids, we concluded that the small areas of asphalt patching require that the work be done by hand instead of using a paving machine. This resulted in higher than anticipated unit prices for asphalt removal and replacement. We do not believe there would be benefit to re-bidding the project or delaying the work, as asphalt prices are highly volatile and subject to changes in the global oil market.

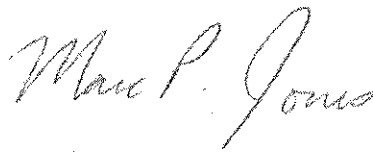
Based on conversations with you and George Waldrup, we contacted Nagle Paving to determine if they would agree to reduce the scope of work and eliminate all work west of the main entrance driveway from Dunham Road. They have agreed to the reduced scope of work and have asked for a slight increase in some unit prices. This will result in a contract total of **\$161,801.80**.

If the school district desires to proceed with this project this summer, we recommend approval of the contract with Nagle Paving Company at your next Board meeting.

Respectfully,



Brent W. Lavanway, P.E.
BOSS ENGINEERING COMPANY



Marc P. Jones, P.E.
BOSS ENGINEERING COMPANY