

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
June 6, 2016**

AGENDA - REVISED

- 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 16, 2016 regular meeting
 - D. Superintendent’s Report
 - ✓ Happenings at Hartland Middle School
 - ✓ MITES Awards
 - ✓ Cromaine District Library-Harwood Process
 - E. Call to the public
 - F. Board reports & requests

- II. Action Items
 - A. New Hires
 - B. New & Revised Policies
 - C. Field Trip – German Exchange Trip (June 29 – July 21)
 - D. **Technology Replacement**
 - E. Call for July organizational meeting

- III. Information Items
 - A. Future meetings: June 27, 2016, special, 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.E.

DETAILED AGENDA - REVISED

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 6, 2016 regular meeting be approved, that policy be set aside allowing Items II.C. & **II.D.** to be treated as action items, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – MAY 16, 2016 REGULAR MEETING (SEE ATTACHED)

(Recommended action): That the minutes of the May 16, 2016 regular meeting be approved. Motion by _____, supported by _____. _____

I.D. SUPERINTENDENT’S REPORT

- ✓ Happenings at Hartland Middle School
- ✓ MITES Awards
- ✓ Cromaine District Library-Harwood Process

I.E. CALL TO THE PUBLIC

I.F. BOARD REPORTS & REQUESTS

II.A. NEW HIRES (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Matthew Turney for the 2016/2017 school year at the Step 1, MA salary tract (\$43,431), 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 Amanda Taylor for the 2016/2017 school year at the Step 1, MA salary tract (\$43,431), 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 Jennifer Lhota for the 2016/2017 school year at the Step 2, MA salary tract (\$45,602), 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 Becky Dorenzo for the 2016/2017 school year at the Step 1, BA +10 salary tract (\$40,673), 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 Lauren Inglis for the 2016/2017 school year at the Step 1, BA salary tract (\$39,362), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

II.A. NEW HIRES – CONTINUED (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Annie Haaseth for the 2016/2017 school year at the Step 1, BA +20 salary tract (\$42,029), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

II.B. NEW & REVISED POLICIES (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, approves the new and revised policies as presented and discussed. Motion by _____, supported by _____. _____

II.C. FIELD TRIP – GERMAN EXCHANGE TRIP (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the German Language and Culture Immersion Exchange Trip as presented. Motion by _____, supported by _____. _____

II.D. TECHNOLOGY REPLACEMENT (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Technology, approves the purchase of computer equipment (using 2010 Bond monies) totaling \$152,402.17 for Hartland Middle School pursuant to the 2016 Technology Replacement Schedule previously presented to the Board. Motion by _____, supported by _____. _____

II.E. 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 __, 2016, pursuant to board policy, for the July organizational meeting. Motion by _____, supported by _____. _____

III.A. FUTURE MEETINGS

June 27, 2016 special, 6:30 p.m., Boardroom, Educational Support Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools
Regular Meeting - Board of Education
May 16, 2016

Members present: T. Dumond, M. Hemeyer, C. Kenrick, C. Costa, K. Kaszyca, B. Gatewood
Members absent: C. Aberasturi
Admin. Present: J. Sifferman, S. Bacon, D. Selix, S. VanEpps, C. Hughes, M. Otis, D. Minsker, M. Cheney, S. Livingway, L. Pumford, B. Cain, G. Waldrup
Guests: S. Darish, W. Darish, J. Hull, K. Hull, K. Kurtz, E. Kurtz, B. DeLaBarre, P. Mitchell, M. Hemeyer, K. Armitage, A. Armitage, L. Bell, H. Sorg, J. Brock, M. Tenbusch, A. Hallbeck, K. DeRosier, J. Townsend, T. Townsend, M. Gowell, S. Kowalczyk

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 Gatewood that the agenda for the May 16, 2016 regular meeting be approved, that policy be set aside allowing Items II.B. and II.C. to be treated as action items, and that public participation be allowed on all items. Motion carried 6-0. 5/16/16 AGENDA APPROVED

Motion by Kaszyca, supported by Costa that the minutes of the April 18, 2016 regular meeting be approved. Motion carried 6-0. 4/18 MINUTES APPROVED

Superintendent Sifferman introduced Dotty Selix, Principal at Round Elementary. Ms. Selix noted that tonight's presentation would be interactive with the Board participating in an activity after the presentation. She introduced Tara Bosley, a teacher at Round and sponsor of the Junior First Lego League. Ms. Bosley noted that when this started four years ago, there were approximately a dozen or so students with two coaches. There are now 75 students and 15 coaches and assistant coaches participating – one of the largest, if not the largest, clubs in any of the elementary buildings. Ms. Bosley explained the First Lego League program, which goes through high school, and what Jr. FLL looks like. Two teams presented their Lego construction for this year's challenge. Then each of the Board members were given a 4-minute mini-challenge and kit and worked with Jr. FLL members to construct a solution. Ms. Bosley noted that while there was a lot of fun involved, Jr. FLL also teaches science and engineering concepts, as well as team building and team work. SUPT. REPORT

Ms. Sifferman congratulated Michelle Otis, Director of Community Education, on achieving her Chief Financial Officer certification from MSBO (Michigan School Business Officials).

Ms. Sifferman noted that the Board and district are mourning the loss of Michelle Hutchinson. Ms. Hutchinson served on the Board for six years before having to step down for health reasons. Prior to her Board service she was extremely active in the district and President of the Round School PTO. She was a staunch advocate for education, and an active and very supportive member of the Hartland community.

Each Board member expressed their condolences to the Hutchinson family and honored Michelle for her service to the district. BOARD REPORTS

Mr. Costa congratulated the high school administration for getting through the recent testing cycle and thanked Principal Minsker for the invitation to Prom. Mr. Gatewood noted how impressed he was with everything Hartland Schools has achieved this year – state championships, national championships, nationally recognized academics – an

amazing level of excellence! Mr. Dumond, Mr. Kaszyca, Ms. Kenrick and Ms. Hemeyer echoed Mr. Gatewood's sentiments. Ms. Kenrick congratulated Scott Usher and MaryJo DelVero for another phenomenal high school production, and noted that College Signing Day is tomorrow, 5/17, from 11-12:30. Ms. Hemeyer congratulated the Legacy students that completed and graduated from the Dale Carnegie program this morning.

BOARD REPORTS
(CONTINUED)

Motion by Kenrick, supported by Hemeyer that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of April 30, 2016, and the payment of invoices totaling \$1,315,740.03 and payroll obligations totaling \$2,059,977.81. Motion carried 6-0.

PAYMENT OF
INVOICES

Motion by Kaszyca, supported by Costa that the Board of Education, upon the recommendation of the Superintendent, approves the LESA Budget for 2016/2017 as presented. Mr. Gatewood noted for future reference, he would prefer that LESA show comparisons with other ISDs as opposed to the county districts. He believes this would be a more accurate comparison. Motion carried 6-0.

LESA BUDGET
2016/2017

Motion by Gatewood, supported by Kaszyca that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, authorizes the purchase of two (2) 2016 GMC Sierra 2500HD through the State of Michigan MiDeal bid program from Red Holman Buick GMC at a cost of \$32,671.85 each for a total expense of \$65,343.70, as presented. Motion carried 6-0.

MAINTENANCE
VEHICLE
PURCHASE

Ms. Sifferman began the discussion on the current round of new and revised policies from NEOLA. Board members noted that they appreciated receiving the summary of changes along with the complete policies and had no questions at this time. This will come before the Board for action at the June 6th meeting.

DISCUSSION:
NEW & REVISED
POLICIES

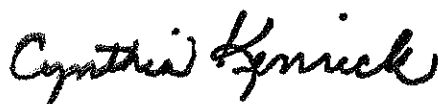
President Dumond noted that several members had expressed an interest in marching in the Memorial Day Parade. Ms. Sifferman indicated that the district has the banner and would provide candy.

MEMORIAL DAY
PARADE

The meeting adjourned at 7:20 p.m.

ADJOURNMENT

Respectfully submitted,



Cynthia Kenrick
Secretary



Paula Waters
Recording Secretary

New Hire
June 6, 2016

HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN

RESUME'

NAME: Matthew Turney

ADDRESS: 32332 Baintree
Farmington Hills, MI 48334

EDUCATION: M.S., Walden University - 2010
B.A., Grand Valley State University –2004

MAJOR: English

MINOR: History

CERTIFICATION: Secondary Professional Certificate with endorsements in History and English.

EXPERIENCE: Matthew worked as a year-long substitute teaching English and social studies at Hartland Middle School during the 2015-2016 school year. Prior to that assignment, Matthew worked for Farmington Public Schools teaching at their middle and high schools.

SALARY STEP: MA, Step 1

ASSIGNMENT: English at Hartland Middle School at Ore Creek

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Matthew Turney for the 2016-2017 school year, at the Step 1, MA salary tract, (\$43,431), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 6, 2016

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Amanda Taylor

ADDRESS: 1012 Shiawassee Circle
Howell, MI 48843

EDUCATION: M.A., Western Governors University - 2013
B.S., Western Michigan University --2008

MAJOR: Elementary Education

MINOR: Mathematics and Social Studies

CERTIFICATION: Elementary Provisional Certificate with endorsements in Math and Social Studies.

EXPERIENCE: Amanda worked as a year-long substitute teaching math at Hartland Middle School during the 2015-2016 school year. Prior to that assignment, Amanda taught math at Carnage Middle School in North Carolina from 2010-2014.

SALARY STEP: MA, Step 1

ASSIGNMENT: Math at Hartland Middle School at Ore Creek

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Amanda Taylor for the 2016-2017 school year, at the Step 1, MA salary tract, (\$43,431), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 6, 2016

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Jennifer Lhota

ADDRESS: 2650 North Street
Milford, MI 48380

EDUCATION: M.A., University of Michigan, Flint - 2015
B.S., Eastern Michigan University –2000

MAJOR: Educational Technology

MINOR:

CERTIFICATION: Secondary Provisional Certificate with endorsements in Educational Technology, English and Speech.

EXPERIENCE: Jennifer has worked as a district data technician for Hartland Consolidated Schools since 2013. Prior to her position with HCS, she worked as a training coordinator at MediaCom in Ann Arbor. She also worked as a tutor in the South Lyon school district from 2006 to 2011.

SALARY STEP: MA, Step 2

ASSIGNMENT: Business, English and Computers at Hartland High School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Jennifer Lhota for the 2016-2017 school year, at the Step 2, MA salary tract, (\$45,602), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 6, 2016

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Becky Dorenzo

ADDRESS: 3323 Ponemah Drive
Fenton, MI 48430

EDUCATION: B.S., Eastern Michigan University –2006

MAJOR: Math

MINOR: Structure of Discipline

CERTIFICATION: Elementary Provisional Certificate with endorsements in Math and Elementary K-5 All Subjects (K-8 Self CC).

EXPERIENCE: Becky worked as a year-long substitute at Village Elementary teaching first grade during the 2014-2015 school year. She also taught Junior Kindergarten in a year-long substitute assignment at Village during the 2015-2016 school year.

SALARY STEP: BA + 10, Step 1

ASSIGNMENT: Junior Kindergarten at Village Elementary

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Becky Dorenzo for the 2016-2017 school year, at the Step 1, BA+ 10 salary tract, (\$40,673), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 6, 2016

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Lauren Inglis

ADDRESS: 31115 Wellington Drive, Apt 20201
Novi, MI 48377

EDUCATION: B.S., Eastern Michigan University –2013

MAJOR: Math

MINOR: Communication

CERTIFICATION: Secondary Provisional Certificate with endorsements in Mathematics and Speech.

EXPERIENCE: Lauren worked as a year-long substitute for Hartland Schools during 2014-2015 and 2015-2016 school years teaching Algebra 1 and Geometry at the High School. She also taught math in 2014 at Walnut Creek Middle School in Walled Lake in a long term sub assignment.

SALARY STEP: BA, Step 1

ASSIGNMENT: Math at Hartland High School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Lauren Inglis for the 2016-2017 school year, at the Step 1, BA salary tract, (\$39,362), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN

FIELD TRIP PLANNING AND APPROVAL FORM

Teacher(s): Pam Iden / Susan Justice Grade(s): 11-12

School: Hartland High School

Date of Trip: 29 June - 21 July 2016

Describe the purpose of the field trip: German Language and Culture Immersion Exchange Trip.

Trip time schedule (include destinations and time of return): Depart Detroit 29 June arrive Germany 30 June. Students stay with host families - same students who were here in March, 2016.

Number of Students: 14 Number of Adult Supervisors: 3 plus the German Teachers & Parents

Supervision/student ratio (justify): Students are staying with families and going daily to school. I will meet with them daily for a class period.

Mode of Transportation: School Bus Charter Bus Private Vehicle Handicap Accessible Bus

Other (explain): Lufthansa - Direct to Frankfurt - Non-stop then train to Koblenz, Germany.

Called Transportation (Date: N/A) Requested Handicap: _____

Faxed Transportation (Date: N/A)

Inform HHS Kitchen x2264 (Date: N/A)

(Fill out Kitchen form and put in mailbox for Kitchen staff)

Special Accommodations (transportation, meds, allergies, etc.): I have lists of insurance and I purchase German insurance for health and travel for all participants.

Yes	No	
		Will licensed drivers drive all cars?
		Are cars and drivers insured?
		Do the owners of the vehicles know their vehicles are being used for this purpose?

If private vehicles are used:

Yes	No	Are parental permission forms containing the information below on file?
		Date(s) and times of the trip.
		Destination of the trip.
		Name(s) of adult supervisor(s).
		The mode(s) of transportation.
		Rules governing student behavior on the trip.

Parental Permission:

Please describe the alternative programs that have been planned for students who will not participate in the field trip activity: Trip is after school year ends.

Have students been provided the behavioral expectations regarding the field trip? Yes No
and how!

Place an X in the box to verify that you have contacted food service to let them know to adjust their counts for the day of the field trip.

Parncela a Shea

Teacher(s) Signature(s)

[Signature]

Principal(s) Signature(s)

Jason Sifferman

Superintendent or Designee (for overnight or out-of-state trips) Signature

II.D. Technology Replacement
Prepared by: Scott Bacon
June 6, 2016

Please see the attached e-mail regarding the 2016 summer computer replacement plan at Hartland Middle School. Scott Usher has presented two scenarios for the proposal. Administratively, we are presenting the second proposal for the Board's approval.

The second proposal, as Scott explains, will work very well and will also save approximately \$70,000 for this purchase. This same replacement concept will be used in future years as well to continue to reduce the replacement costs and help sustain our tech replacement plan for as long as possible.

- 2010 Bond dollars are being used for this purchase.
- The items were bid through REMC.
- Our bond attorney has noted that this replacement process is an appropriate expenditure.



Scott Bacon <scottbacon@hartlandschools.us>

HMS Computer Replacement

1 message

Scott Usher <scottusher@hartlandschools.us>
 To: Scott Bacon <ScottBacon@hartlandschools.us>

Wed, May 25, 2016 at 2:06 PM

Hello Mr. Bacon,

This is the proposed summer computer replacement for 2016 at HMS.

The table directly below represents the replacements 1 for 1 with what is currently at the middle school. This will provide new upgraded equipment for all existing locations adding 1 chromebook cart with 32 chromebooks available for checkout in the media center.

Full Computer Replacement				
Bldg	Device	Qty	Unit Cost	Total Cost
HMS	Teacher DT	54	\$541.37	\$29,233.98
HMS	Teacher Monitor	54	\$125.00	\$6,750.00
HMS	Student DT	230	\$525.37	\$120,835.10
HMS	Student Monitor	230	\$95.00	\$21,850.00
HMS	Admin DT	12	\$541.37	\$6,496.44
HMS	Admin DT Monitor	12	\$95.00	\$1,140.00
HMS	Admin 2 in 1	2	\$1,657.00	\$3,314.00
HMS	Student LT	36	\$646.01	\$23,256.36
HMS	Chromebook	53	\$202.29	\$10,721.37
HMS	Chromebook Cart	1	\$1,116.32	\$1,116.32
			Total Cost	\$224,713.57

* This second table (below) represents replacements 1 for 1 but in each of the mini labs and the media center, we propose only replacing the hard drives and monitors and doubling the RAM memory contained within. The current computers themselves including keyboards and mice would remain. These computers are not used for high-end processing of data and we feel would function quite adequately with this proposed solution. Following this proposal, we stand to save approximately \$70,000 which will be needed as we continue our replacement plan through this and the subsequent 3 summers. The computers that are replaced will be placed elsewhere throughout the district replacing older technology or be kept as spare parts for the the 152 devices in which we plan to place the new hard drives.

Replacement with Drives, Memory, and Monitors				
Bldg	Device	Qty	Unit Cost	Total Cost
HMS	Teacher DT	54	\$541.37	\$29,233.98
HMS	Teacher Monitor	54	\$125.00	\$6,750.00
HMS	Student Drives	160	\$83.78	\$13,404.80
HMS	Student Monitor	160	\$95.00	\$15,200.00
HMS	Student DT	70	\$525.37	\$36,775.90

HMS	Student Monitor	70	\$95.00	\$6,650.00
HMS	Admin DT	12	\$541.37	\$6,496.44
HMS	Admin DT Monitor	12	\$95.00	\$1,140.00
HMS	Admin 2 in 1	1	\$1,657.00	\$1,657.00
HMS	Student LT	36	\$646.01	\$23,256.36
HMS	Chromebook	53	\$202.29	\$10,721.37
HMS	Chromebook Cart	1	\$1,116.32	\$1,116.32
			Total Cost	\$152,402.17

I would like to begin placing the orders for this equipment within about two weeks if at all possible.

Thank you and please contact me with any questions.

Scott

Scott A. Usher
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