

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
December 19, 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 – November 21, 2016 regular meeting
 - D. Superintendent’s Report
 - Parent/Teacher Conference Summary
 - Superintendent Evaluation Tool
 - E. Call to the public
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. New and Updated Policies
 - C. 2017/2018 HHS Curriculum Guide
 - D. Superintendent Contract – Chuck Hughes
 - E. Cafeteria Plan Revision

- III. Information Items
 - A. Future meetings: January 23, 2017, regular, Board Room, Hartland Educational Support Service Center; February 20, 2017, regular, Board Room, Hartland 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

- I. CALL TO ORDER
- I.A. PLEDGE OF ALLEGIANCE
- I.B. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION
(Recommended action): That the agenda for the December 19, 2016 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 – NOVEMBER 21, 2016 REGULAR MEETING (SEE ATTACHED)
(Recommended action): That the minutes of the November 21, 2016 regular meeting be approved. Motion by _____, supported by _____. _____
- I.D. SUPERINTENDENT’S REPORT
- Parent/Teacher Conference Summary
 - Superintendent Evaluation Tool
- I.E. CALL TO THE PUBLIC
- 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 November 30, 2016, and the payment of invoices totaling \$1,731,836.96 and payroll obligations totaling \$3,134,767.19. Motion by _____, supported by _____. _____
- II.B. NEW & REVISED BOARD POLICIES
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, adopts the new and revised Board policies as presented and discussed. Motion by _____, supported by _____. _____
- II.C. 2017/2018 HHS CURRICULUM GUIDE
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the 2017/18 HHS Curriculum Guide as presented and discussed. Motion by _____, supported by _____. _____
- II.D. SUPERINTENDENT CONTRACT – CHUCK HUGHES (SEE ATTACHED)
(Recommended action): That the Board of Education offers Chuck Hughes a contract as Superintendent of Hartland Consolidated Schools as of January 1, 2017 through June 30, 2019 as presented. Motion by _____, supported by _____. _____

II.E. CAFETERIA PLAN REVISION (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, adopts the Hartland Consolidated Schools Cafeteria Plan (The Plan) as restated effective January 1, 2017. Motion by _____, supported by _____. _____

III.A. FUTURE MEETINGS

January 23, 2017, regular, Board Room, Hartland Educational Support Service Center; February 20, 2017, regular, Board Room, Hartland Educational Support Service Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools
Regular meeting - Board of Education
November 21, 2016

Members present: K. Kaszyca, T. Dumond, C. Kenrick, M. Hemeyer, B. Gatewood, C. Costa, C. Aberasturi
Members absent: None
Admin. Present: J. Sifferman, C. Hughes, S. Bacon, S. Pearson, M. Otis, D. Minsker, M. Cheney, D. Selix, T. Howerton, L. Pumford, S. Livingway, M. Day
Guests: D. Carter, M. Assenmacher, C. Butler, D. Butler, N. Foster, C. Juvonen, B. Lockwood, R. Preston, B. Lewis, E. Biggart, K. Honeycutt, N. Honeycutt, M. Flynn, H. Flynn, K. Harrison, J. Harrison, B. Milliken, M. McArthur, L. Gardiner, M. Trammel, K. Condra, N. Roberson, E. Czubaj, L. DePestel, B. Saunders, J. Hull, B. Gazda, K. Evans, P. McRae, E. Beazley, R. Spiker, K. Raap, S. Hughes, A. Hartmann

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 Hemeyer that the agenda for the November 21, 2016 regular meeting be approved, and that public participation be allowed on all items. Motion carried 7-0. 11/21/16 AGENDA APPROVED

Motion by Aberasturi, supported by Gatewood that the minutes of the October 24, 2016 regular meeting be approved. Motion carried 7-0. 10/24/16 MINUTES APPROVED

Superintendent Sifferman introduced Dotty Selix, Principal of Round Elementary, who highlighted the "Healthy Kids Club". Ms. Selix noted that Round Elementary had received a "Healthy Kids Club" grant from Building Healthy Communities, a part of Blue Cross/Blue Shield. There are six components to the grant, including: Principal engagement, Classroom education, Quality physical education programming, Active recess, Student leadership, and a Healthy Kids Club. Members from the Student Leadership committee, with the help of Mary Soave, outlined the program for the Board, including a "get moving" segment requiring audience participation. Ms. Selix noted that the program has been very well received and the Healthy Kids Club has signed up more than 90 students. SUPT. REPORT HAPPENINGS @ ROUND

Superintendent Sifferman then introduced Sue Pearson, Director of Special Education, who presented a quarterly report of the district's State Performance Plan/Cross Indicator Analysis, showing the different areas and criteria on which the Special Education program are evaluated, and how Hartland compares on a county and state level. SPECIAL ED REPORT

During the Call to the Public, four parents spoke regarding the reassignment of Bill Cain. CALL TO PUBLIC

Mr. Dumond thanked the Legacy program for another wonderful Thanksgiving dinner and wished everyone a happy Thanksgiving holiday. Mr. Gatewood thanked the parents who spoke during Call to the Public. Mr. Aberasturi wished everyone a happy Thanksgiving and Merry Christmas. Mr. Costa also thanked the parents who spoke during the meeting. BOARD REPORTS

Motion by Kenrick, supported by Kaszyca that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of October 31, 2016, and the payment of invoices totaling \$1,647,041.67 and payroll obligations totaling \$2,821,284.23. Motion carried 7-0. PAYMENT OF INVOICES

Motion by Kaszyca, supported by Costa that the Board of Education, pursuant to the Revised School Code, hereby imposes a summer tax levy for July 1, 2017, as presented. Motion carried 7-0. SUMMER TAX LEVY

Motion by Aberasturi, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent, adopts the resolution calling for a Sinking Fund Millage Proposal for the May 2, 2017 election ballot as presented. Motion carried 7-0. SINKING FUND ELECTION

Motion by Kaszyca, supported by Kenrick that the Board of Education, upon the recommendation of the Superintendent, recognizes the successful completion of the probationary teaching requirements and achievement of tenure as of August 28, 2016 for the following teachers: Brittney Benedict, Kevin Blouin, Christina Dubay, Nichole Perior, Tracy Redford, Nicole Sidge, and Sarah Tabone. Motion carried 7-0. RECOGNITION OF TENURE

Ms. Sifferman noted that Mr. VanEpps was unable to attend tonight's meeting but if the Board had any questions regarding the policy updates and changes, she would be happy to answer them. Board members indicated that the summary sheet now provided to them along with the policies was very helpful and they didn't have any questions. These will come before the Board for action at the December 19 meeting. DISCUSSION: POLICY UPDATES

Principal Minsker began the discussion regarding the 2017/18 High School Curriculum Guide changes, noting that most were minor. He did note a new offering for Alternative Energy that would provide certifications that could be used to work for DTE after graduation. This will also come before the Board on December 19 for action. DISCUSSION: 2017/18 HHS CURR. GUIDE

Mr. Dumond noted that the next meeting is December 19 at 6:30 p.m. and this would be Superintendent Sifferman's final meeting. UPCOMING MTGS.

The meeting adjourned at 7:40 p.m. ADJOURNMENT

Respectfully submitted,


Cynthia Kenrick
Secretary


Paula Waters
Recording Secretary

**Parent / Teacher Conference Summary
Fall 2016**

Topic	Creekside	Lakes	Round	Village	Farms	Ore Creek	HS	LEGACY
Felt good about conference	97%	85%	100%	97%	96%	88%	89%	100%
Mother	37%	47%	44%	51%	45%	54%	67%	43%
Father	6%	4%	4%	6%	10%	9%	10%	14%
Both mother and father	55%	46%	51%	41%	42%	37%	22%	14%
Well planned (Yes)	100%	94%	100%	98%	96%	72%	82%	100%
Assessments discussed fairly (Yes)	100%	95%	100%	100%	97%	97%	90%	100%
Comfortable setting (Yes)	100%	97%	100%	98%	98%	88%	89%	100%
Criticism given constructively (Yes)	100%	97%	100%	98%	98%	96%	90%	100%
Praise honest and sincere (Yes)	99%	96%	98%	99%	99%	97%	94%	100%
I better understand child's progress (Yes)	97%	95%	100%	98%	97%	90%	92%	100%
Ended on positive note (Yes)	100%	97%	100%	100%	99%	97%	95%	100%
Enough time with teacher (Yes)	95%	84%	89%	95%	91%	80%	90%	100%

Grades Given to School	Creekside	Lakes	Round	Village	Farms	Ore Creek	HS	LEGACY	National Gallup Poll	HCS Average
A	97%	96%	100%	94%	94%	84%	85%	100%	13%	94%
B	2%	3%	0%	5%	6%	14%	13%	0%	35%	5%
C	1%	1%	0%	1%	0%	1%	2%	0%	28%	1%
D	0%	0%	0%	0%	0%	1%	1%	0%	10%	0%
E	0%	0%	0%	0%	0%	0%	0%	0%	7%	0%
Unmarked	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%

PDK Sept. 2016 p. K9

Total Surveys Returned 2016 (1,361)	150	171	164	213	357	125	182	4
Total Surveys Returned 2015 (1,229)	173	335	138	206	260	63	132	2
Total Surveys Returned 2014 (1,383)	270	205	165	260	351	44	10	14

Note: Green indicates that the school met the challenge of increasing surveys taken.

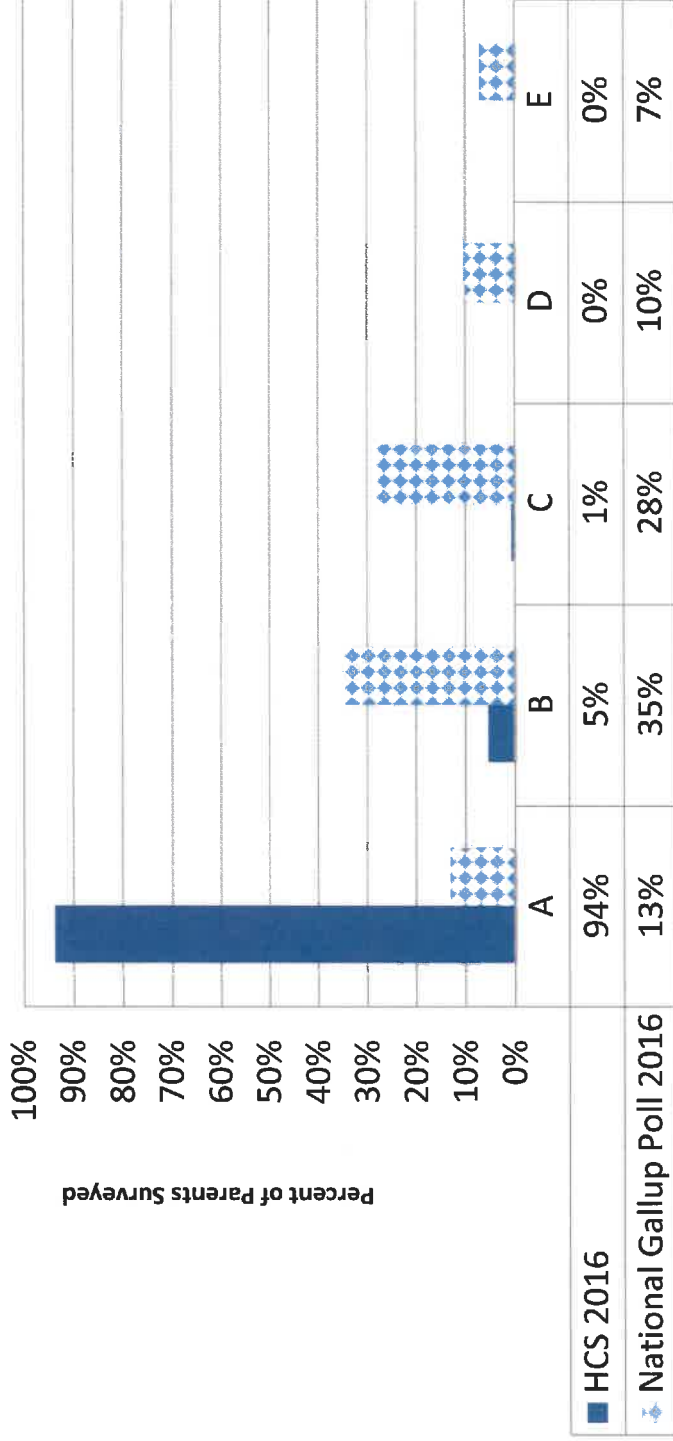
Grades Given to School

A
B
C
D
E

HCS 2016 National Gallup Poll 2016

94% 13%
5% 35%
1% 28%
0% 10%
0% 7%

How Hartland Parents Rate HCS Schools vs National Ratings (Fall 2016)



**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON DECEMBER 19, 2016
EXPENDITURES FOR THE MONTH OF NOVEMBER 2016**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	TOTAL
11/04/2016	A/P Check Run	\$ 202,304.17	\$ 3,561.31	\$ 18,936.38			\$ 224,801.86
11/07/2016	A/P Check Run	\$ 25,029.52		\$ 2,458.77			\$ 27,488.29
11/09/2016	A/P Check Run	\$ 11,366.27	\$ 380.92	\$ 16,083.76			\$ 27,830.95
11/14/2016	A/P Check Run	\$ 12,917.93					\$ 12,917.93
11/17/2016	A/P Check Run	\$ 945,226.08	\$ 10,260.05	\$ 22,000.01			\$ 977,486.14
11/18/2016	A/P Check Run	\$ 19,067.33					\$ 19,067.33
11/22/2016	A/P Check Run	\$ 46,936.87		\$ 5,153.61			\$ 52,090.48
11/30/2016	A/P Check Run	\$ 132,912.37	\$ 7,004.42	\$ 36,751.47			\$ 176,668.26
11/30/2016	Prepaid Checks	\$ 988.80					\$ 988.80
11/30/2016	Void Checks	\$ (6,326.65)	\$ (580.92)	\$ (1,958.00)			\$ (8,865.57)
11/10/2016	Merchant Fees (Comm Ed)	\$ 5,511.76					\$ 5,511.76
11/04/2016	EDUSTAFF - ACH	\$ 46,949.24					\$ 46,949.24
11/18/2016	PESG - ACH	\$ 44,333.46					\$ 44,333.46
11/03/2016	PCMI - ACH	\$ 88,221.21					\$ 88,221.21
11/17/2016	PCMI - ACH	\$ 19,573.35					\$ 19,573.35
11/07/2016	GoPay (Soccer Officials)	\$ 1,562.25					\$ 1,562.25
11/25/2016	PNC VISA - ACH	\$ 15,211.22					\$ 15,211.22
TOTAL		\$ 1,611,785.18	\$ 20,625.78	\$ 99,426.00	\$ -	\$ -	\$ 1,731,836.96

Payroll and Benefit expenses:

Date	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
11/4/2016	\$ 685,271.51	\$ 268,112.85	\$ 36,586.44	\$ 337,486.40		\$ 18,024.00	\$ 1,345,481.20
11/18/2016	\$ 616,899.96	\$ 235,273.10	\$ 32,427.00	\$ 334,286.73	\$ 125.02	\$ 18,024.00	\$ 1,237,035.81
11/20/2016	NOVEMBER UAAL/ORS			\$ 590,548.00			\$ 590,548.00
NOV HLTH EQ CLAIMS						\$ (38,297.82)	\$ (38,297.82)
TOTAL	\$ 1,302,171.47	\$ 503,385.95	\$ 69,013.44	\$ 1,262,321.13	\$ 125.02	\$ (2,249.82)	\$ 3,134,767.19

II.E. Revision – HCS Cafeteria Plan
Prepared by: Scott Bacon
December 19, 2016

New federal tax law changes (Affordable Care Act) require that we make one change to our plan to appropriately allow “cash-in-lieu of health” and also require that allowance be “conditional”. The “conditional” requirement means you can only receive cash-in-lieu if you attest that you have other appropriate health insurance and therefore do not need the coverage offered by the school district.

Included in the attachment are only the red-lined documents that require amending. Please contact me if you have any questions.