

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
September 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 – August 16, 2016 regular meeting
 - D. Superintendent’s Report
 - 2016/2017 Annual Breakfast Hearing
 - E. Call to the public
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. New Hire
 - C. Tentative Agreement – Student Nutrition

- III. Information Items
 - A. Future meetings: October 17, 2016, regular, 6:30 p.m., Boardroom, Educational Support Service Center; November 21, 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.E.

DETAILED AGENDA

- I. **CALL TO ORDER**
President Dumond will call the meeting to order at 6:30 p.m. in the Boardroom of the Educational Support Service Center.
- I.A. **PLEDGE OF ALLEGIANCE**
- I.B. **APPROVAL OF AGENDA/ITEMS FOR DISCUSSION**
(Recommended action): That the agenda for the September 19, 2016 regular meeting be approved, and that public participation be allowed on all items. Motion by _____, supported by _____. _____
- I.C. **APPROVAL OF MINUTES – AUGUST 16, 2016 MEETING- SEE ATTACHED**
(Recommended action): That the minutes of the August 16, 2016 regular meeting be approved. Motion by _____, supported by _____. _____
- I.D. **SUPERINTENDENT’S REPORT**
 - 2016/2017 Annual Breakfast Hearing
- 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 August 31, 2016, and the payment of invoices totaling \$1,488,261.74 and payroll obligations totaling \$2,732,164.03. Motion by _____, supported by _____. _____
- II.B. **NEW HIRE (SEE ATTACHED)**
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Natalie Russell for the 2016/17 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.C. **TENTATIVE AGREEMENT – STUDENT NUTRITION (SEE ATTACHED)**
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the tentative agreement ratified by the Student Nutrition group as presented. Motion by _____, supported by _____. _____
- III.A. **FUTURE MEETINGS**
October 17, 2016, regular, 6:30 p.m., Boardroom, Educational Support Service Center; November 21, 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
August 16, 2016

Members present: T. Dumond, C. Costa, B. Gatewood, C. Aberasturi, M. Hemeyer
Members absent: C. Kenrick, K. Kaszyca
Admin. Present: J. Sifferman, S. VanEpps, S. Bacon, C. Hughes, D. Selix, D. Minsker, M. Cheney, K. Gregory, J. Reck, L. Pumford

Guests:

President Dumond called the meeting to order at 8:10 a.m. in the Boardroom of the Hartland Educational Support Service Center. The Pledge of Allegiance was recited.

Motion by Costa, supported by Aberasturi that the agenda for the August 16, 2016 regular meeting be approved, and that public participation be allowed on all items. Motion carried 5-0. 8/16/16 AGENDA APPROVED

Motion by Aberasturi, supported by Costa that the minutes of the July 20, 2016 organizational meeting be approved. Motion carried 5-0. 7/20/16 MINUTES APPROVED

Superintendent Sifferman noted that the district was currently experiencing phone issues due to the construction at M-59 and Hacker Road. A notice has been placed on the web site asking those who need to reach the buildings to use the e-mail addresses on the web site. She then reminded the Board that the Opening Day Breakfast is Wednesday, August 31, at 8:00 a.m. SUPT. REPORT

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

Motion by Gatewood, supported by Aberasturi that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of July 31, 2016, and the payment of invoices totaling \$727,533.71 and payroll obligations totaling \$3,321,314.34. Motion carried 5-0. PAYMENT OF INVOICES

Motion by Hemeyer, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent, recognizes Lauren DePestel's successful completion of the probationary teaching requirements and achievement of tenure as of August 26, 2016. Motion carried 5-0. RECOGNITION OF TENURE: DEPESTEL

Motion by Costa, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent, recognizes Lori Clay's successful completion of the probationary teaching requirements and achievement of tenure as of August 26, 2016. Motion carried 5-0. CLAY

Motion by Aberasturi, supported by Costa that the Board of Education, upon the recommendation of the Superintendent, recognizes Beth Maurin's successful completion of the probationary teaching requirements and achievement of tenure as of August 26, 2016. Motion carried 5-0. MAURIN

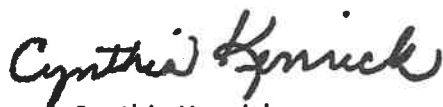
President Dumond noted that the next meeting is scheduled for September 19, 2016 at 6:30 p.m.

FUTURE MEETINGS


The meeting adjourned at 8:15 a.m.

ADJOURNMENT

Respectfully submitted,



Cynthia Kenrick
Secretary



Paula Waters
Recording Secretary

Breakfast Program 2016/17
Public Hearing
September 19, 2016
Prepared by Scott Bacon

The School Code was amended on December 31, 1993 by Public Act 335 to include language mandating all public K-12 school districts to operate a program to make breakfast available. K-12 public schools that had no more than 20% of the pupils in a particular school that meet the eligibility requirements for free and reduced lunches have the option of holding a hearing to determine public interest, and may justify their decision in writing after the hearing. The Hartland Consolidated Schools percentages for 2016/17 are as follows:

	<u>2016/17</u>	<u>2015/16</u>
Creekside Elementary	13.05%	13.09%
Lakes Elementary	8.21%	6.81%
Round Elementary	12.50%	15.78%
Village Elementary	18.18%	16.52%
Farms Intermediate	10.68%	13.21%
Hartland Middle School at Ore Creek	11.92%	13.02%
Hartland High School	10.66%	10.85%
Alternative Education (LEGACY)	42.42%	46.30%

In years past we looked at additional transportation costs to get students in 15 minutes earlier every day, the cost of additional aide supervision at the schools, and labor within the Food Service Department and concluded we could never justify the expense considering our contemplated usage by students. We surveyed all district parents in May 2016 by building grade configuration and have found little support for a program. In fact the “no’s” were 70%+ in all cases. Nothing has changed to suggest it is feasible/reasonable to offer a district-wide breakfast program in 2016/17.

We are required to provide a breakfast program at LEGACY because of its percent number. This is now the tenth year for this building.

We have four exceptions for individual buildings. This will be the fourth year of breakfast at Round Elementary, the sixth year at Farms Intermediate School, the second year at Hartland Middle School at Ore Creek, and the eighth year at Hartland High School. While initially the Round Elementary percentage required a breakfast program, for the past few years it has not. For the time being we have continued the program at Round Elementary because it had been established, although it is not paying for itself and we may change this in future years. Farms Intermediate, Hartland Middle School at Ore Creek, and Hartland High School are also not required to serve breakfast in 2016/17, but we will continue again this year due to the success of the program over the previous years. All three offer breakfast with minimal additional labor costs, therefore we can offer the program to the students that chose to participate without losing any money.

The administration’s view, for the reasons given above, is that we do not offer a breakfast program at the other schools in the district.

I have published a notice of a hearing in the *Livingston County Daily Press & Argus* and will allow opportunity for public comment.

Lisa Archey has provided, as required by law, information including a sample menu and additional information about the breakfast program.

SEPTEMBER 2016

Farms Intermediate Lunch Menu

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
5 A. Macaroni & Cheese B. Garden Salad with Turkey & Ham C. Popcorn Chicken with a Whole Grain Roll Hummus & Carrot Sticks Fresh Apple Milk	6 A. Beef Nachos B. Chicken Caesar Salad C. Mini Corn Dogs Steamed Corn Fresh Apple Slices Milk	7 A. Little Caesar's Pizza B. Taco Salad C. Chicken Patty on a Whole Grain Bun Salad Greens & Tomato Fresh Pear Milk	8 A. Mini Cinnis & Sausage B. Chicken Caesar Salad C. Spicy Chicken Tenders with a Whole Grain Roll Hashbrowns 100% Juice Milk	9 A. Cheeseburger on a Whole Grain Bun B. Taco Salad C. Bosco Sticks with Marinara Oven Baked Fries Applesauce Milk
12 A. Macaroni & Cheese B. Garden Salad with Turkey & Ham C. Popcorn Chicken with a Whole Grain Roll Hummus & Carrot Sticks Fresh Apple Milk	13 A. Walking Taco B. Chicken Caesar Salad C. Hot Dog on a Whole Grain Bun Steamed Broccoli Mixed Fruit Milk	14 A. Little Caesar's Pizza B. Taco Salad C. Chicken Nuggets with a Whole Grain Roll Salad Greens & Tomato Orange Slices Milk	15 Mini Pancakes & Sausage B. Chicken Caesar Salad C. Spicy Chicken Patty on a Whole Grain Bun Tater Tots 100% Juice Milk	16 A. Pasta & Meat Sauce B. Taco Salad C. Bosco Sticks with Marinara Steamed Carrots Diced Peaches Milk
19 Chicken Drumstick with a Whole Grain Roll B. Garden Salad with Turkey & Ham C. Popcorn Chicken with a Whole Grain Roll Potato Wedges Diced Peas Milk	20 A. Beef Tacos (choice hard or soft shells) B. Chicken Caesar Salad C. Corn Dog Black Beans Fresh Grapes Milk	21 A. Little Caesar's Pizza B. Taco Salad C. Chicken Patty on a Whole Grain Bun Salad Greens & Tomato Applesauce Milk	22 French Toast Sticks & Sausage B. Chicken Caesar Salad C. Spicy Chicken Tenders with a Whole Grain Roll Hashbrowns 100% Juice Milk	23 A. Grilled Cheese & Tomato Soup B. Taco Salad C. Bosco Sticks with Marinara Tomato Soup Raisins Milk
26A. Crazy Cheesy Bread B. Garden Salad with Turkey & Ham C. Popcorn Chicken with a Whole Grain Roll Fresh Broccoli & Cauliflower Fresh Orange Slices Milk	27 A. Beef Nachos B. Chicken Caesar Salad C. Mini Corn Dogs Refried Beans Fun Flavored Applesauce Cup Milk	28A. Little Caesar's Pizza B. Taco Salad C. Chicken Nuggets with a Whole Grain Roll Salad Greens & Tomato Banana Milk	29 Mini Waffles & Sausage B. Chicken Caesar Salad C. Spicy Chicken Patty on a Whole Grain Bun Potato Smiles 100% Juice Milk	30 A. 3-2-1 Lunch- Includes 3 Chicken Sticks, 2 Chicken Nuggets & 1 Cheese Crutcher B. Taco Salad C. Bosco Sticks with Marinara Baby Carrots Fresh Apple Milk

Farms Breakfast \$1.75

Available Daily

Cereal
Muffin or Breakfast Bread
Cereal Bar
Yogurt
Bagel

Daily Specials

Monday- Breakfast Sliders
Tuesday- Oatmeal Benefit Bar
Wednesday- Egg, Sausage & Cheese Muffin
Thursday- Fruit Smoothies
Friday- Whole Grain Breakfast Bun

All Breakfast Meals Include
Fruit, 100% Juice & Milk

4th LUNCH choice available every day!

Yogurt Boat
Yogurt, String Cheese, Graham Cracker, Granola, Vegetable, Fruit
Milk

Student Lunch \$2.50

Did you know that when your student purchases lunch at FIS they have access to our Fruit & Veggie Bar?

Our FIS Fruit & Veggie Bar has a variety of fruit and veggies every day. Students purchasing lunch can choose as many fruits and veggies as they can eat!

SEPTEMBER 2016

Hartland Middle School at Ore Creek Lunch Menu

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
5	6	7A	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Ore Creek Breakfast

\$1.75 & \$2.25

Available Daily

- Cereal
- Muffin or Breakfast Bread
- Cereal Bar
- Yogurt
- Bagel
- Sausage, Egg & Cheese Muffin

Daily Breakfast Specials

- Monday- Breakfast Slicers or Breakfast Burrito
- Tuesday- Fruit Smoothies
- Wednesday- Yogurt with Granola
- Thursday- Fruit Smoothies
- Friday- Whole Grain Breakfast Bun

All Breakfast Meals Include Fruit, 100% Juice & Milk

Free & Reduced Meals

Families with qualifying income are eligible to receive school meals at free or reduced cost. The forms can be found on the HCS website or at each school.

Please be aware that the use of the Free & Reduced meal program is a confidential process. Free and reduced meals are purchased just as full price meals, without identifying the student's eligibility.

Please contact our office if you have any questions regarding this program at 810-626-2867

Student Lunch Price

\$2.75-\$3.00

All lunch meals include a vegetable, fruit and milk.

SEPTEMBER 2016

Round Elementary School Breakfast Menu

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
5 Whole Grain Popart & Yogurt Or Cereal Breakfast Kit With Fruit Juice Milk	6 Nutrigrain Bar & Yogurt Or Cereal Breakfast Kit With Fruit Juice Milk	7 Bagel with Cream Cheese Or Cereal Breakfast Kit With Fruit Juice Milk	8 Banana Bread Or Cereal Breakfast Kit With Fruit Juice Milk	9 Whole Grain Breakfast Bun Or Cereal Breakfast Kit With Fruit Juice Milk
12 Whole Grain Popart & Yogurt Or Cereal Breakfast Kit With Fruit Juice	13 Apple Cinnamon Muffin Or Cereal Breakfast Kit With Fruit Juice Milk	14 Mini Bagels Stuffed With Cream Cheese Or Cereal Breakfast Kit With Fruit Juice Milk	15 Cinnamon Bread Or Cereal Breakfast Kit With Fruit Juice Milk	16 Sausage, Egg & Cheese Minis Or Cereal Breakfast Kit With Fruit Juice Milk
19 Nutrigrain Bar & Yogurt Or Cereal Breakfast Kit With Fruit Juice Milk	20 Blueberry Muffin Or Cereal Breakfast Kit With Fruit Juice Milk	21 Bagel with Cream Cheese Or Cereal Breakfast Kit With Fruit Juice Milk	22 Banana Bread Or Cereal Breakfast Kit With Fruit Juice Milk	23 Whole Grain Breakfast Bun Or Cereal Breakfast Kit With Fruit Juice Milk
26 Whole Grain Popart & Yogurt Or Cereal Breakfast Kit With Fruit Juice Milk	27 Apple Cinnamon Muffin Or Cereal Breakfast Kit With Fruit Juice Milk	28 Mini Bagels Stuffed With Cream Cheese Or Cereal Breakfast Kit With Fruit Juice Milk	29 Cinnamon Bread Or Cereal Breakfast Kit With Fruit Juice Milk	30 Sausage, Egg & Cheese Minis Or Cereal Breakfast Kit With Fruit Juice Milk

Available Daily!
Cereal Breakfast Kit as
choice 21

Free & Reduced Meals
Families with qualifying income are eligible to receive school meals at free or reduced cost. The forms can be found on the HCS website or at each school.

Please be aware that the use of the Free & Reduced meal program is a confidential process. Free and reduced meals are purchased just as full price meals, without identifying the student's eligibility. Please contact our office if you have any questions regarding this program at 810-626-2867.

Round Elementary Breakfast
\$1.75
Reduced Price \$0.30

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON SEPTEMBER 19, 2016
EXPENDITURES FOR THE MONTH OF AUGUST 2016**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	TOTAL
08/01/2016	A/P Check Run	\$ 187,203.78			\$ 23,938.20		\$ 211,141.98
08/03/2016	A/P Check Run	\$ 95,108.31	\$ 6,295.00		\$ 950.00		\$ 102,353.31
08/08/2016	A/P Check Run	\$ 223,791.59		\$ 336.48			\$ 224,128.07
08/10/2016	A/P Check Run	\$ 583,475.19	\$ 7,147.90				\$ 590,623.09
08/17/2016	A/P Check Run	\$ 3,697.42	\$ 5,000.00				\$ 8,697.42
08/23/2016	A/P Check Run	\$ 89,361.75					\$ 89,361.75
08/24/2016	A/P Check Run	\$ 192,893.12	\$ 3,159.00		\$ 19,423.82		\$ 215,475.94
08/25/2016	A/P Check Run	\$ 2,000.45					\$ 2,000.45
08/31/2016	A/P Check Run	\$ 1,202.26	\$ 470.00	\$ 3,533.38			\$ 5,205.64
08/31/2016	Prepaid Checks	\$ 5,090.93	\$ 300.00				\$ 5,390.93
08/31/2016	Void Checks	\$ (475.89)					\$ (475.89)
08/10/2016	Merchant Fees (Comm Ed)	\$ 5,002.51					\$ 5,002.51
08/11/2016	PCMI - ACH	\$ 12,907.56					\$ 12,907.56
08/25/2016	PCMI - ACH	\$ 12,907.56					\$ 12,907.56
08/24/2016	PNC VISA - ACH	\$ 3,541.42					\$ 3,541.42
TOTAL		\$ 1,417,707.96	\$ 22,371.90	\$ 3,869.86	\$ 44,312.02	\$ -	\$ 1,488,261.74

Payroll and Benefit expenses:

Date	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
8/9/2016	JULY 29 PAYROLL			\$ 292,824.79			\$ 292,824.79
8/12/2016	\$ 549,270.18	\$ 214,780.29	\$ 29,480.65	\$ 293,606.30			\$ 1,087,137.42
8/26/2016	\$ 550,294.81	\$ 215,054.57	\$ 29,465.18	\$ 295,392.48			\$ 1,090,207.04
08/30/2016	AUGUST UAAL/ORS PMT			\$ 263,743.68			\$ 263,743.68
AUG HLTH EQ CLAIMS						\$ (1,748.90)	\$ (1,748.90)
TOTAL	\$ 1,099,564.99	\$ 429,834.86	\$ 58,945.83	\$ 1,145,567.25	\$ -	\$ (1,748.90)	\$ 2,732,164.03

New Hire
September 19, 2016

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Natalie Russell

ADDRESS: 179 Castlewood Drive
Howell, MI 48855

EDUCATION: B.A., Western Michigan University –2009

MAJOR: English

MINOR: Health Education

CERTIFICATION: Secondary Provisional Certificate with endorsements in English and Health.

EXPERIENCE: Natalie worked as a year-long substitute for Hartland Schools during the 2015-2016 school year teaching English at Hartland High School. Prior to that Natalie worked in the Chippewa Valley School District for 2 years teaching middle school.

SALARY STEP: BA, Step 1

ASSIGNMENT: English at Hartland High School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Natalie Russell for the 2016/17 school year, at the Step 1, BA salary tract, (\$39,362), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

II.C. Ratify TA – Student Nutrition
Prepared by: Scott Bacon
September 19, 2016

The Student Nutrition group has a one-time wage reopener clause in its 2013-2018 contract. We have been meeting with them this summer and recently reached a tentative agreement. They ratified the agreement on September 8th so we are bringing it to the Board of Education now. Essentially, we have agreed to give them two more holidays, which brings them in line with the rest of our groups, and we have adjusted their longevity pay language. There was an unforeseen inequity in how longevity was paid to groups before and after a particular hire date. We increased the catering wage in an effort to get more people to work these events. The increased cost will be passed through. We have suspended opportunities for additional cleaning work days for the remainder of the contract. Because of this, each employee will receive a one-time pay of \$100.00. The net additional cost to the Student Nutrition program in 2016/17 is approximately \$6,924.00. We believe this is a fair settlement.

**Hartland Food Service
Tentative Agreement
Between the Hartland Food Service Association
and Hartland Consolidated Schools
Wage Re-Opener
August 22, 2016**

The parties have engaged in bargaining a wage and benefit re-opener, per the 2013-18 Collective Bargaining Agreement (CBA). The following agreements were tentatively agreed to on August 22, 2016, and will be submitted by the parties for ratification:

- **Article X Section F (Cleaning):** Section F shall be suspended for the last two years of the CBA. Additional cleaning hours will be offered to Employees by seniority within their building on an “as needed” basis, to be determined by the Student Nutrition Director.
- **Article X Section I (Catering):** The base hourly wage for catering shall be raised to **\$12.20**.
- **Article XII Section G (Longevity Compensation):** The Longevity Schedule shall be adjusted as follows:
 - For 2016-17 and 2017-18, Employees who qualify for Longevity Compensation shall be paid at either the contractual rate that applies to Employees hired before July 1, 2006, or the contractual rate that applies to those hired after July 1, 2006, whichever is greater.
 - For 2013-14, 2014-15, and 2015-16, longevity payments that were made to current Employees will be recalculated to reflect the higher rate as appropriate and qualifying Employees shall be issued a check for the additional amount no later than December 1, 2016.
- **Article XIII Section A (Paid holidays):** Two additional paid holidays will be added: Christmas Eve and New Year’s Eve.
- **Wages:** A one-time off schedule payment of \$100 shall be paid to each bargaining unit member no later than March 1, 2017.