

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
March 19, 2018**

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 19, 2018 regular meeting and closed session
 - D. Superintendent’s Report
 - o Happenings at Farms Intermediate School
 - E. Call to the public
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. Contract Awards – Lakes Elementary Wall
 - C. Renewal – Administrators’ Contracts

- III. Information Items
 - A. Future meetings: April 16, 2018, regular, 6:30 p.m., Boardroom, Educational Support Service Center; May 21, 2018, 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

I.A. PLEDGE OF ALLEGIANCE

I.B. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the March 19, 2018 regular meeting be approved, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – FEBRUARY 19, 2018 REGULAR MEETING – SEE ATTACHED

(Recommended action): That the minutes of the February 19, 2018 regular meeting and closed session be approved. Motion by _____, supported by _____. _____

I.D. SUPERINTENDENT’S REPORT

- o Happenings at Farms Intermediate School

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 February 28, 2018, and the payment of invoices totaling \$1,955,007.45 and payroll obligations totaling \$4,194,798.67. Motion by _____, supported by _____. _____

II.B. CONTRACT AWARDS – LAKES ELEMENTARY WALL – 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 HMC Mason Contractors in the amount of \$147,730.00 for Bid Package #1: Hartland Lakes Elementary Brick Wall Replacement, Bid Category #040000 – Masonry Work, as presented. Motion by _____, supported by _____. _____

(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 The E & L Construction Group in the amount of \$82,740.00 for Bid Package #1: Hartland Lakes Elementary Brick Wall Replacement, Bid Category ##060000 – General Trades, as presented. Motion by _____, supported by _____. _____

II.C. ADMINISTRATIVE CONTRACT RENEWALS

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Personnel Committee, approves 2-year contracts effective July 1, 2018 for Scott VanEpps, David Minsker, Kate Gregory, Jason Reck, Chris Chanavier, J.D. Wheeler, Steve Livingway, Alice Lashbrook, Mikki Cheney, Ethan Hawker, Lawrence Pumford, Dotty Hottum, Tony Howerton, Mary Day, Bill Cain, and Michelle Otis, as presented. Motion by _____, supported by _____. _____

III.A. FUTURE MEETINGS

April 16, 2018, regular, 6:30 p.m., Boardroom, Educational Support Service Center; May 21, 2018, 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 19, 2018

Members present: B. Gatewood, M. Hemeyer, C. Costa, K. Kaszyca, C. Kenrick
Members absent: T. Dumond, C. Aberasturi
Admin. Present: K. Gregory, C. Chanavier, J. Reck, S. Livingway, M. Marino, M. Day, D. Hottum, M. Otis, M. Cheney, S. VanEpps, S. Bacon, C. Hughes, B. Cain, L. Pumford, T. Howerton, J.D. Wheeler, E. Hawker, D. Minsker
Guests: H. Houtman, S. Gordinear, G. Giolaj, A. Vettramo, A. Mazaris, J. Henry, A. MacDougall, E. Empie, D. Corcoran, H. Vaupel, C. Costello, S. Majors, L. Casey, J. Eaton, M. Cannaert, S. Wissner, A. Lardo, T. Mitchell, J. Seng, R. Corder, R. Arbour, J. Joseph, N. Morabito, L. Ciofu, P. Single, Z. Shard, J. Swartz, A. Risse, M. Slates, H. Borst

Vice President Kenrick 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. Ms. Kenrick noted that Thom Dumond's wife passed away over the weekend after a long illness and asked that everyone keep Thom, Colin, and Ben in their thoughts.

Motion by Kaszyca, supported by Costa that the agenda for the February 19, 2018 regular meeting be approved, that policy be set aside allowing Items II.B., II.C., and II.D. to be treated as Action Items, and that public participation be allowed on all items except III.A.-Closed Session. Motion carried 5-0. 2/19/18 AGENDA APPROVED

Motion by Hemeyer, supported by Gatewood that the minutes of the January 22, 2018 regular meeting be approved. Motion carried 5-0. 1/22/18 MINUTES APPROVED

Superintendent Hughes introduced State Representative Hank Vaupel, who presented the Board with a Resolution in honor of Board Appreciation Month, signed by Rep. Vaupel, Rep. Theiss, Sen. Hune, Lt. Governor Calley, and Governor Snyder. Rep. Vaupel noted that "Hartland is a beacon of light in public education". SUPT. REPORT: REP. VAUPEL

Mr. Hughes then introduced Principal Kate Gregory to update the Board on happenings at Hartland High School. Ms. Gregory introduced high school counselors Erica Empie and Heather Borst, who updated the Board on the progress and growth of the MCAN post-secondary planning process. They noted that the number of students applying to post-secondary programs, whether 2 or 4-year college, trade schools, military, or certificate programs has steadily risen since the program began four years ago. This is also true for FAFSA applications. Ms. Gregory then introduced Athletic Director J.D. Wheeler who updated the Board on all of the athletic competitions going on right now as the winter season begins to wrap up. He noted that we currently have 24 teams in 15 sports currently competing. It is only 20 days until spring try-outs, new scoreboards for baseball & softball will go up on March 1, and May 22nd is both College Decision Day and College Athlete Recognition Day. Both Ms. Hemeyer and Ms. Kenrick congratulated Mr. Wheeler and Mr. Reck on the Unified Basketball program, noting these games have been the highlight of the year! HAPPENINGS AT HHS

Asst. Superintendent Minsker introduced Steve Majors, who introduced Alex MacDougall and Lindsay Casey to talk about the district's expansive robotics program – spanning all four elementary buildings, Farms, the middle school, and the high school flagship program. Alex and Lindsay discussed how FIRST Robotics works, what they have gotten FIRST ROBOTICS PRESENTATION

from the program, and showed a video of the robot they will be entering in this year's challenge.

During Call to the Public, HEA President Kim Evans noted that the HEA and the district would begin negotiations this week, and introduced the HEA negotiating team.

CALL TO PUBLIC

Mr. Costa wondered if HCS or Hartland High School students were or would be involved in some of the student actions being promoted around the school shooting in Florida. Principal Gregory is investigating.

BOARD REPORTS

Motion by Kaszyca, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of January 31, 2018 and the payment of invoices totaling \$1,473,693.46 and payroll obligations totaling \$2,791,756.21. Motion carried 5-0.

PAYMENT OF INVOICES

Motion by Costa, supported by Hemeyer that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, adopts a resolution permitting the district to solicit bids for the loan to purchase three school buses as approved by the Board of Education at the November 12, 2017 meeting. Motion carried 5-0.

SOLICIT BIDS – BUS LOAN

Motion by Hemeyer, supported by Costa that the Board of Education, upon the recommendation of the Superintendent, sets aside Board Policy #4120 and authorizes the hiring of a current substitute mechanic in the bus garage. Mr. Gatewood asked for more information regarding this hire. Motion carried 4-1 (nay – Gatewood).

POLICY 4120 – HIRING PRACTICES

Motion by Kaszyca, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, authorizes the purchase of equipment for the Hartland High School Auto Shop from Snap-On Industrial using CTE grant funds in the amount of \$44,200.14 through the State of Michigan cooperative purchasing program MiDeal, as presented. Motion carried 5-0.

CTE GRANT PURCHASE

Motion by Hemeyer, supported by Kaszyca that the Board of Education enters into a closed session to discuss upcoming union negotiations. Roll Call Vote: Costa-yea, Gatewood-yea, Kenrick-yea, Hemeyer-yea, Kaszyca-yea. Motion carried 5-0.

CLOSED SESSION

Before entering into closed session, Ms. Kenrick noted the upcoming meetings on March 19 and April 16, both at 6:30 p.m. and advised that the meeting would adjourn at the end of closed session. The Board entered into closed session at 7:25 p.m.

FUTURE MEETINGS & INFORMATION ITEMS

The meeting adjourned at 8:50 p.m.

ADJOURNMENT

Respectfully submitted,



Michelle Hemeyer
Secretary



Paula Waters
Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON MARCH 19, 2018
EXPENDITURES FOR THE MONTH OFFEBRUARY 2018**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	Activity	TOTAL
02/02/2018	A/P Check Run	\$ 10,912.21		\$ 3,304.49			\$ 4,435.71	\$ 18,652.41
02/02/2018	A/P Check Run	\$ 21,995.60	\$ 958.40	\$ 31,415.41			\$ 4,773.41	\$ 59,142.82
02/02/2018	A/P Check Run	\$ 49,374.21	\$ 110.00	\$ 37.08			\$ 11,544.85	\$ 61,066.14
02/06/2018	A/P Check Run	\$ 100,853.29		\$ 3,886.68			\$ 881.46	\$ 105,621.43
02/06/2018	A/P Check Run	\$ 36,631.89	\$ 100.00	\$ 4,653.97			\$ 17,002.94	\$ 58,388.80
02/07/2017	A/P Check Run	\$ 68,392.59		\$ 11,839.31			\$ 266.00	\$ 80,497.90
02/12/2018	A/P Check Run	\$ 371,359.90						\$ 371,359.90
02/12/2018	A/P Check Run	\$ 18,497.98	\$ 1,295.32	\$ 382.98			\$ 4,001.40	\$ 24,177.68
02/12/2018	A/P Check Run	\$ 51,346.79					\$ 5,467.51	\$ 56,814.30
02/13/2018	A/P Check Run	\$ 29,329.87		\$ 8,960.38			\$ 2,528.67	\$ 40,818.92
02/15/2018	A/P Check Run	\$ 217,582.48	\$ 230.00	\$ 8,434.16			\$ 6,535.72	\$ 232,782.36
02/16/2018	A/P Check Run	\$ 1,249.54		\$ 4,372.03			\$ 25,845.09	\$ 31,466.66
02/21/2018	A/P Check Run	\$ 67,354.07	\$ 3,417.44				\$ 35,258.83	\$ 106,030.34
02/21/2018	A/P Check Run	\$ 60,388.98	\$ 4,726.26	\$ 15,228.26			\$ 13,253.23	\$ 93,596.73
02/23/2018	A/P Check Run	\$ 163,503.16	\$ 177.21	\$ 971.19			\$ 2,762.06	\$ 167,413.62
02/27/2018	A/P Check Run	\$ 325,519.93	\$ 300.35				\$ 868.12	\$ 326,688.40
02/28/2018	Prepaid Checks							\$ -
02/28/2018	Void Checks	\$ (46,506.70)					\$ (1,040.00)	\$ (47,546.70)
02/12/2018	Merchant Fees (Comm Ed)	\$ 8,268.33					\$ 137.66	\$ 8,405.99
02/08/2018	PCMI - ACH	\$ 25,073.65						\$ 25,073.65
02/22/2018	PCMI - ACH	\$ 30,564.90						\$ 30,564.90
02/09/2018	EDUSTAFF - ACH	\$ 41,552.50						\$ 41,552.50
02/23/2018	EDUSTAFF - ACH	\$ 42,054.62						\$ 42,054.62
02/27/2018	PNC VISA - ACH	\$ 20,384.08						\$ 20,384.08
TOTAL		\$ 1,715,683.87	\$ 11,314.98	\$ 93,485.94	\$ -	\$ -	\$ 134,522.66	\$ 1,955,007.45

Payroll and Benefit expenses:

Date	Description	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
2/9/2018	2/9/2018 PAYDATE	\$ 885,317.62	\$ 344,331.60	\$ 47,629.44	\$ 440,410.39	\$ 69.70	\$ (21,205.50)	\$ 1,696,553.25
2/23/2018	2/23/2018 PAYDATE	\$ 646,273.90	\$ 221,389.43	\$ 32,708.98	\$ 347,754.18		\$ (20,005.42)	\$ 1,228,121.07
2/28/2018	ORS 3% REFUND-ACTIVE EES	\$ 772,919.44	\$ 118,822.32	\$ 37,718.16				\$ 929,459.92
2/23/2018	FEBRUARY UAAL/ORS				\$ 288,343.23			\$ 288,343.23
FEB HEALTH EQUITY CLAIMS							\$ 52,321.20	\$ 52,321.20
TOTAL		\$ 2,304,510.96	\$ 684,543.35	\$ 118,056.58	\$ 1,076,507.80	\$ 69.70	\$ 11,110.28	\$ 4,194,798.67



Operations Department


Matt Marino, Director of Operations

9525 Highland Rd

Howell, MI 48843

Phone: 810-626-2189

Email: mattmarino@hartlandschools.us

Date: March 13, 2018
To: Scott Bacon
From: Matt Marino 
Subject: Lakes Elementary Wall Replacement

The district went out for public bid for the replacement of the brick wall at Lakes Elementary School. The scope of this project is for removal of the existing brick veneer and rebuild with new brick. As part of this project we have also selected to replace the four doors in that section due to the current condition and lead-time needed to produce and install.

All bids were received and attached is a breakdown of the bids received. Barton Malow, Project Architect from TMP and I, reviewed the bids and conducted follow up interviews of the two low bidders. Attached are the recommendations from Barton Malow.

This project will be funded by the sinking fund tax levy and the project estimated start date will be June 18th with a completion by August 20st. Actual demolition is estimated to take 10 days and installing new brick veneer is estimated to take 10-12 days. All work is weather permitting.

March 5, 2018

Mr. Scott Bacon
Assistant Superintendent for Business and Operations
Hartland Consolidated Schools
9525 Highland Rd.
Howell, MI 48843

**Subject: Hartland Consolidated Schools
2017 Sinking Fund
Bid Package #1: Hartland Lakes Elementary Brick Wall Replacement
Award Recommendations**

Dear Mr. Bacon:

On February 12, 2018, formal bids were received concerning Bid Package #1, regarding the brick wall replacement at Lakes Elementary. Barton Malow has reviewed the proposals with the Project Architect (TMP). We are prepared to recommend to the Owner the following actions concerning the award of contracts.

Bid Category #040000 – Masonry Work

HMC Mason Contractors	Base Bid	\$147,730.00
14315 Industrial Center Dr.	Door Alternate	<u>N/A</u>
Shelby Twp., MI 48315	Total:	\$147,730.00

The total amount for recommended award of Bid Category #040000 is **\$147,730.00**.

***A base bid alternate was provided for removal and replacement of the interior CMU wall in the amount of \$84,930.00 Based on the contractors past experience, the work may not be needed at this time.**

Bid Category #060000 – General Trades (Temp. Fencing, Site Restoration, Selective Demolition, Concrete Replacement)

The E & L Construction Group	Base Bid	\$57,000.00
3040 Airpark Drive South	Door Alternate	<u>\$25,740.00</u>
Flint, MI 48507		\$82,740.00

The total amount for recommended award of Bid Category #060000 is **\$82,740.00**.

The total amount recommended award for this project is \$230,470.00.

Sincerely,

Arden Becker
Project Manager

cc: S. Lorenzo (BMC)
M. Marino (HCS)
A. Adler (TMP)

Hartland Consolidated Schools



Hartland Lakes Elementary Bid Pack #1 - 2017 Sinking Fund

Company	Base Bid	Bid Bond	Familial Relationship Disclosure	Iran Economic Sanctions Act	Addendum #1	Addendum #2	Rank	Comments
Bid Category 040000 Masonry Work								
HMC Mason	\$147,730.00	Y	Y	Y	Y	Y	1	
Construction Solutions	\$155,700.00	Y	Y	Y	Y	Y	2	\$210,400.00 Combined Bid
Silverado Construction	\$165,000.00	Y	Y	Y	Y		3	
Leidel & Hart	\$173,474.00	Y	Y	Y	Y	Y	4	
E&L Construction	\$210,700.00	Y	Y	Y	Y	Y	5	
Schiffer Masonry	\$278,000.00	Y	Y	Y	Y	Y	6	
Bid Category 060000 General Trades								
E&L Construction	\$57,000.00	Y	Y	Y	Y	Y	1	
Construction Solutions	\$66,900.00	Y	Y	Y	Y	Y	2	