

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
August 17, 2017**

AGENDA

- I. Call to order, 7:30 a.m., Boardroom, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Approval of agenda/items for discussion
 - C. Approval of minutes – July 19, 2017 organizational meeting
 - D. Superintendent’s Report
 - Opening Day Breakfast – August 30, 2017
 - E. Call to the public
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. New Hires

- III. Information Items
 - A. Future meetings: September 18, 2017, regular meeting, 6:30 p.m. Hartland Educational Support Service Center; October 23, 2017, regular meeting, 6:30 p.m., 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 August 17, 2017 regular meeting be approved, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – JULY 19, 2017 ORGANIZATIONAL MEETING- SEE ATTACHED

(Recommended action): That the minutes of the July 19, 2017 organizational meeting be approved. Motion by _____, supported by _____. _____

I.D. SUPERINTENDENT'S REPORT

- Opening Day Breakfast – August 30, 2017

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 July 31, 2017, and the payment of invoices totaling \$1,244,637.30 and payroll obligations totaling \$2,401,813.52. Motion by _____, supported by _____. _____

II.B. NEW HIRES (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Rachel Camilleri for the 2017/18 school year at the Step 1, MA salary tract (\$43,850), 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 Kathryn Surzyn for the 2017/18 school year at the Step 1, BA+30 salary tract (\$43,850), 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 Stephanie Ritter for the 2017/18 school year at the Step 1, BA salary tract (\$39,742), 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 Katherine Hagar for the 2017/18 school year at the Step 1, BA salary tract (\$39,742), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

III.A. FUTURE MEETINGS

September 18, 2017, regular meeting, 6:30 p.m. Hartland Educational Support Service Center; October 23, 2017, regular meeting, 6:30 p.m., Hartland Educational Support Service Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Hartland Consolidated Schools
Organizational Meeting - Board of Education
July 19, 2017

Members present: T. Dumond, K. Kaszyca, M. Hemeyer, C. Costa
Members absent: C. Kenrick, B. Gatewood, C. Aberasturi
Admin. Present: S. Bacon, S. VanEpps, C. Hughes, M. Otis, D. Minsker, L. Pumford, K. Gregory,
D. Selix
Guests: F. Wozny, K. House, S. Maffeo

President Dumond called the meeting to order at 7:00 a.m. in the Boardroom of the Educational Support Center. The Pledge of Allegiance was recited.

Motion by Kaszyca, supported by Hemeyer that the agenda for the July 19, 2017 organizational meeting be approved, and that public participation be allowed on all items. Motion carried 4-0. 7/19/17 AGENDA APPROVED

Motion by Costa, supported by Hemeyer that the minutes of the June 26, 2017 special meeting be approved. Motion carried 4-0. 6/26/17 MINUTES APPROVED

Superintendent Hughes welcomed David Minsker to the Board table as Assistant Superintendent of Curriculum & Instruction, and Kate Gregory to her first Board meeting as principal of Hartland High School. SUPT. REPORT

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

Motion by Kaszyca, supported by Hemeyer that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of June 30, 2017, and the payment of invoices totaling \$2,134,736.32 and payroll obligations totaling \$4,411,234.25. Motion carried 4-0. PAYMENT OF INVOICES


Motion by Hemeyer, supported by Costa that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Frank Wozny for the 2017/18 school year at the Step 1, BA salary tract, pending verification of credentials and public acts 99, 83 & 189 requirements, if applicable. Motion carried 4-0. Mr. Wozny was introduced by Principal Pumford. NEW HIRES: WOZNY – CSE

Motion by Hemeyer, supported by Costa that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Michelle Rosinski for the 2017/18 school year at the Step 1, MA salary tract, pending verification of credentials and public acts 99, 83 & 189 requirements, if applicable. Motion carried 4-0. Principal Selix talked about Ms. Rosinski's year at Round and noted she would be at the August meeting to meet the Board. ROSINSKI – RES

Motion by Kaszyca, supported by Hemeyer that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Kari House for the 2017/18 school year at the Step 2, MA+15 salary tract, pending verification of credentials and public acts 99, 83 & 189 requirements, if applicable. Motion carried 4-0. Ms. House was introduced by Principal Gregory. HOUSE – HHS

Motion by Costa, supported by Kaszyca that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Stacey Maffeo for the 2017/18 school year at the Step 3, MA salary tract, pending verification of credentials and public acts 99, 83 & 189 requirements, if applicable. Motion carried 4-0. MAFFEO – HHS

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|---|---------------------------------------|
| Motion by Kaszyca, supported by Hemeyer that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, approves the Secondary, Intermediate and Elementary Parent/Student Handbooks for the 2017/18 school year as presented. Motion carried 4-0. | 17/18 PARENT/ STUDENT HANDBOOKS |
| Motion by Costa, supported by Kaszyca that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the State Aid Operating Loan Resolution as presented. Motion carried 4-0. | STATE AID NOTE |
| Motion by Hemeyer, supported by Costa that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the School Loan Revolving Fund Annual Loan Application as presented. Motion carried 4-0. | REVOLVING LOAN FUND |
| Motion by Kaszyca, supported by Costa that the Board of Education authorizes the adjustment to Superintendent Hughes' contract dated January 1, 2017 as presented. Motion carried 4-0. Mr. Hughes thanked the Board for this recognition. | SUPT. CONTRACT ADJUSTMENT |
| Motion by Hemeyer, supported by Kaszyca that the Board of Education, upon the recommendation of the Superintendent, approves the district's membership in the Michigan High School Athletic Association for the 2017/18 school year. Motion carried 4-0. | MHSAA MEMBERSHIP |
| Motion by Kaszyca, supported by Hemeyer that the Board of Education, in accordance with Board Policy 0150 – Organization, approves the proposed meeting dates for 2017/2018 as presented. Motion carried 4-0. | MEETING DATES 2017/18 |
| Motion by Hemeyer, supported by Costa that any two officers of the Board of Education may sign notes or loans approved by the Board of Education at an official meeting. Motion carried 4-0. | NOTES & LOANS |
| Motion by Kaszyca, supported by Hemeyer that the Board of Education appoints the Superintendent of Schools as Compliance Officer for Section 504 of the Rehabilitation Act of 1973 for Title IX of the Educational Amendments of 1972, for Title VI of the Civil Rights Act of 1964, and for the Age Discrimination Act of 1975. Persons having questions or concerns regarding these statutory areas are to contact Chuck Hughes, Superintendent, Hartland Consolidated Schools, 9525 Highland Road, Howell, MI 48843, (810) 626-2100. Motion carried 4-0. | COMPLIANCE OFFICER |
| Motion by Costa, supported by Hemeyer that the Superintendent, or his designee, will designate an appropriate, available person in each location to post notices of public meetings. Motion carried 4-0. | POSTING NOTICES |
| President Dumond noted the next meeting would be held on August 17 at 7:30 a.m. | FUTURE MEETINGS |
| Meeting adjourned at 7:20 a.m. | ADJOURNMENT |

Respectfully submitted,

 Michelle Hemeyer
 Secretary


 Paula Waters
 Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON AUGUST 17, 2017
EXPENDITURES FOR THE MONTH OF JULY 2017**

Check registers and ACH payments:

| Date | Description | General Fund | Athletics | Cafeteria | Capital Proj | Debt | Activity | TOTAL |
|--------------|-------------------------|------------------------|---------------------|--------------------|----------------------|-------------|---------------------|------------------------|
| 07/05/2017 | A/P Check Run | \$ 14,175.76 | | | | | \$ 627.00 | \$ 14,802.76 |
| 07/07/2017 | A/P Check Run | \$ 66,242.35 | \$ 15,014.46 | | \$ 5,000.00 | | \$ 70.08 | \$ 86,326.89 |
| 07/10/2017 | A/P Check Run | \$ 69,468.39 | \$ 170.34 | | | | \$ 5,787.00 | \$ 75,425.73 |
| 07/12/2017 | A/P Check Run | \$ 84,205.83 | \$ 671.70 | \$ 4,956.00 | \$ 100,516.50 | | \$ 14,870.40 | \$ 205,220.43 |
| 07/13/2017 | A/P Check Run | \$ 37,825.89 | | | \$ 2,910.40 | | \$ 12.99 | \$ 40,749.28 |
| 07/19/2017 | A/P Check Run | \$ 201,526.92 | \$ 3,300.00 | \$ 790.00 | \$ 9,016.00 | | \$ 5,351.85 | \$ 219,984.77 |
| 07/25/2017 | A/P Check Run | \$ 116,761.39 | | | | | \$ 3,644.14 | \$ 120,405.53 |
| 07/26/2017 | A/P Check Run | \$ 418,602.01 | | \$ 638.00 | | | | \$ 419,240.01 |
| 07/31/2017 | Prepaid Checks | \$ 1,350.00 | | | | | \$ 6,026.19 | \$ 7,376.19 |
| 07/31/2017 | Void Checks | \$ (306.48) | | \$ (638.00) | | | \$ (124.00) | \$ (1,068.48) |
| 07/10/2017 | Merchant Fees (Comm Ed) | \$ 11,087.83 | | | | | | \$ 11,087.83 |
| 07/13/2017 | PCMI - ACH | \$ 11,756.80 | | | | | | \$ 11,756.60 |
| 07/27/2017 | PCMI - ACH | \$ 11,294.75 | | | | | | \$ 11,294.75 |
| 07/26/2017 | PNC VISA - ACH | \$ 22,035.01 | | | | | | \$ 22,035.01 |
| TOTAL | | \$ 1,066,026.25 | \$ 19,156.50 | \$ 5,746.00 | \$ 117,442.90 | \$ - | \$ 36,265.65 | \$ 1,244,637.30 |

Payroll and Benefit expenses:

| Date | Description | Net Pay | Federal Taxes | State Taxes | Retirement | Other | Health Equity | TOTAL |
|--------------|---------------------|------------------------|----------------------|---------------------|----------------------|-------------|--------------------|------------------------|
| 7/14/2017 | 7/14/2017 PAYDATE | \$ 537,235.96 | \$ 209,952.57 | \$ 28,811.68 | \$ 278,062.95 | | | \$ 1,054,063.16 |
| 7/28/2017 | 7/28/2017 PAYDATE | \$ 533,326.68 | \$ 211,443.63 | \$ 28,669.79 | \$ 274,525.41 | | | \$ 1,047,965.51 |
| 7/28/2017 | JULY UAAL/ORS | | | | \$ 295,274.00 | | | \$ 295,274.00 |
| | JULY HLTH EQ CLAIMS | | | | | | \$ 4,510.85 | \$ 4,510.85 |
| TOTAL | | \$ 1,070,562.64 | \$ 421,396.20 | \$ 57,481.47 | \$ 847,862.36 | \$ - | \$ 4,510.85 | \$ 2,401,813.52 |

New Hire
August 29, 2017

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Rachel Camilleri

ADDRESS: 11264 Matthew Lane
Hartland, MI 48353

EDUCATION: M.A. – Art of Teaching, Marygrove College – 2008
B.A. – Education, Science & Language Arts – U of M, Dearborn – 2003

MAJOR: Language Arts

MINOR: Science

CERTIFICATION: Elementary Professional Certificate

EXPERIENCE: Rachel worked at Plymouth Canton Community Schools from August, 2004 through June, 2017 teaching both 1st and 2nd grades.

SALARY STEP: MA, Step 1

ASSIGNMENT: 1st Grade at Village Elementary

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Rachel Camilleri for the 2017/18 school year, at the Step 1, MA salary tract, (\$43,850), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
August 29, 2017

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Kathryn Surzyn

ADDRESS: 11480 Davis Road
Fenton, MI 48430

EDUCATION: B.A. – Wayne State University – 2013
Teaching Certification - Oakland University - 2016

MAJOR: Integrated Science

MINOR:

CERTIFICATION: Elementary Provisional Certificate

EXPERIENCE: Kathryn worked at Deerfield Elementary School in Novi from January, 2017 through June, 2017. Prior to that Kathryn taught 4th grade at Erie Elementary School in Clinton Township from September, 2015 through April, 2016.

SALARY STEP: BA + 30, Step 1

ASSIGNMENT: 5th Grade at Farms Intermediate School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Kathryn Surzyn for the 2017/18 school year, at the Step 1, BA + 30 salary tract, (\$43,850), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
August 29, 2017

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Stephanie Ritter

ADDRESS: 31019 Dorchester Apt 278
New Hudson, MI 48165

EDUCATION: B.S. – Business Teacher Education, Illinois State University - 2010

MAJOR: Business Teacher Education

MINOR:

CERTIFICATION: Elementary Provisional Temporary Certificate

EXPERIENCE: Stephanie worked at Jacksonville HS in Jacksonville, IL teaching business education from August, 2015 through May, 2017. Prior to that, Stephanie taught at Rochester HS in Rochester, IL also teaching business education from August, 2010 through May, 2013.

SALARY STEP: BA, Step 1

ASSIGNMENT: Business at Hartland High School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Stephanie Ritter for the 2017/18 school year, at the Step 1, BA salary tract, (\$39,742), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
August 29, 2017

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Katherine Hagar

ADDRESS: 41500 Alleghany
Canton, MI 48188

EDUCATION: B.A. – Music Education and Sociology – Oakland University – 2013

MAJOR: Vocal Music Education and Sociology

MINOR:

CERTIFICATION: Elementary Provisional Certificate

EXPERIENCE: Katherine has worked as a substitute teacher with PESG since 2013. Katherine also works at the First United Methodist Church in Ypsilanti as the Director and primary choir instructor for pre-school through 5th grade students.

SALARY STEP: BA, Step 1

ASSIGNMENT: Music at Farms Intermediate School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Katherine Hagar for the 2017/18 school year, at the Step 1, BA salary tract, (\$39,742), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.