

**HARTLAND CONSOLIDATED SCHOOLS
SPECIAL MEETING – BOARD OF EDUCATION
May 8, 2018**

AGENDA

- I. Call to order, 7:30 p.m., Board Room, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Approval of minutes – April 16, 2018 regular meeting
 - C. Approval of agenda/items for discussion
 - D. Superintendent’s Report
 - E. Call to the Public
 - F. Board reports & requests

- II. Action Items
 - A. Affiliates Contract Ratification
 - B. LESA Budget – 2018/2019

- III. Closed session- Upcoming Negotiations

- IV. Information Items
 - A. Future meetings: May 21, 2018, regular, 6:30 p.m., Boardroom, Educational Support Service Center; June 11, 2018, regular, 6:30 p.m., Boardroom, Educational Support Service Center
 - B. Information Items

- V. 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.D.

DETAILED AGENDA

- I. CALL TO ORDER
- I.A. PLEDGE OF ALLEGIANCE
- I.B. APPROVAL OF MINUTES
(Recommended action): That the minutes of the April 16, 2018 regular meeting be approved. Motion by _____, supported by _____.
- I.C. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION
(Recommended action): That the agenda for the May 8, 2018 special meeting be approved, that policy be set aside allowing Items II.A. and II.B to be treated as Action Items, and that public participation be allowed on all items except III. – Closed Session. Motion by _____, supported by _____.
- I.D. SUPERINTENDENT’S REPORT
- I.E. CALL TO THE PUBLIC
- I.F. BOARD REPORTS & REQUESTS
- II.A. AFFILIATES CONTRACT RATIFICATION
- II.B. LESA BUDGET-2018/2019 (SEE ATTACHED)
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the LESA Budget for 2018/2019 as presented. Motion by _____, supported by _____.
- III. CLOSED SESSION
(Recommended action): That the Board of Education enters into a closed session to discuss upcoming union negotiations. Motion by _____, supported by _____. Roll Call Vote:
- IV.A. FUTURE MEETINGS
May 21, 2018, regular, 6:30 p.m., Boardroom, Educational Support Service Center; June 11, 2018, regular, 6:30 p.m., Boardroom, Educational Support Service Center
- IV.B. INFORMATION ITEMS
- V. ADJOURNMENT

Hartland Consolidated Schools
Regular Meeting- Board of Education
April 16, 2018

Members present: T. Dumond, C. Costa, C. Kenrick, M. Hemeyer, B. Gatewood
Members absent: C. Aberasturi, K. Kaszyca
Admin. Present: C. Hughes, S. Bacon, S. VanEpps, M. Otis, M. Cheney, E. Hawker, D. Minsker, L. Pumford, A. Lashbrook, A. Howerton, D. Selix, S. Pearson, K. Gregory, M. Day, JD Wheeler
Guests: R. Bois, J. Eaton, M. Cannaert, M. Conway, K. Reger, T. Klavon, E. Millington, C. Foster, S. Russano, M. LaPointe, M. Atreo, K. Jagusch, P. Single, B. Gazda, J. Barb, L. Villar, S. Osterhoff, C. Rutkowski, M Macdermaid, K. MacGregor, M. Young, G. Young, L Egeland, S. Dana, J. Henry, S. Knecht, B. Maurin, S. Wissner, T. Redford, J. Waske, K. Quinn, J. Meier, K. Condra, K. Carmichael, A. Kosla, J. Lewis, C. Cavanaugh, D. Baker, T. Smith, J. Tocalis, C. Ostervik, E. Peifer, L. Dennis, M. Baldwin, J. Chodos, S. Gordinear

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.

4/16/18 AGENDA APPROVED

Motion by Kenrick, supported by Gatewood that the agenda for the April 16, 2018 regular meeting be approved, that policy be set aside allowing Item II.D. to be treated as an Action Item, and that public participation be allowed on all items. Motion carried 5-0.

3/19/18 MINUTES APPROVED

Motion by Hemeyer supported by Kenrick that the minutes of the March 19, 2018 regular meeting be approved. Motion carried 5-0.

SUPERINTENDENT REPORT

Superintendent Hughes thanked Paula Waters for her many years of service to Hartland and the Board of Education and welcomed Renee Braden as the new Administrative Assistant.

HAPPENINGS AT LAKES ELEMENTARY

He then introduced Anthony Howerton, Principal of Lakes Elementary School, who spoke about the impact the essential teachers have on students on a daily basis. Mr. Howerton introduced art teacher, Sherri Russano, music teacher Jason Eaton and Physical Education teacher Matt Conway. Ms. Kenrick, Mr. Gatewood, and Mr. Dumond thanked the essential teachers for everything they do for the students.

HEA PRESENTATION-BOARD OF EDUCATION APPRECIATION

Kim Evans presented the Board with books to go into school libraries in appreciation of their effort and time they dedicate to the district, in conjunction with Board Appreciation Month.

CALL TO PUBLIC

There was no response to the Call to the Public.

BOARD REPORTS

Mr. Gatewood spoke about the robotics teams participating in an event at Cobo Center next week. Ms. Kenrick reminded everyone of The Hunchback of Notre Dame play this weekend and next.

PAYMENT OF INVOICES

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 March 31, 2018, and the payment of invoices totaling \$1,961,192.36 and payroll obligations totaling \$3,303,032.46. Motion carried 5-0.

2017/18 BUDGET AMENDMENTS

Motion by Gatewood, supported by Costa that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Finance Committee, approves the amendments to the General Fund, Cafeteria Fund and Athletics Fund as presented. Motion carried 5-0.

CONTRACT AWARDS

Motion by Costa, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, the Director of Operations, and the Project Manager, awards Bid Package #2-Mechanical and Electrical Upgrades at Farms Intermediate, Lakes Elementary, and Village Elementary-to CSM Mechanical, LLC in the amount of \$237,051. Further, that a deduct change order be authorized in the amount of \$31,678 for boiler room piping at Farms. (Note: funds to come primarily from Sinking Fund dollars with a contribution from the 2010 Bond.) Motion carried 5-0.

VEHICLE PURCHASE

Motion by Kenrick, supported by Hemeyer that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, approves the purchase of two 2018 GMC Sierras 2500HD from Todd Wenzel Buick GMC through the MIDeal bid system in the amount of \$73,645.95, as presented. Motion carried 5-0.

FUTURE MEETINGS

President Dumond noted that the next regular meeting is scheduled for May 21, 2018 at 6:30pm.

ADJOURNMENT

The meeting was adjourned at 6:53 p.m.

Respectfully submitted,




Michelle Hemeyer
Secretary



Renee Braden
Recording Secretary

TO: Chuck Hughes
Scott Bacon
Rachel Bois

FROM: Scott VanEpps 

RE: Contract Negotiations with Hartland Affiliate Association (HAA)

DATE: May 2, 2018

On April 25, 2018, a tentative agreement (T/A) was reached with the Hartland Affiliate Association (HAA). The attached summary outlines the items negotiated. Below are some additional details regarding the financial related areas:

- The net additional cost in the first year for 78 employees is \$53,905. Salary driven required contributions for FICA and Retirement represent 33% of this additional cost. Part of this settlement included a freeze on the cash-in-lieu (CIL) payment per year (take cash versus health insurance). By current contract, the CIL payment increases annually by the percentage amount of the increases in health insurance. By freezing this amount in the new contract the district will save what it would have been expected to pay without the freeze. This estimated savings was factored into the net new cost figures of the settlement.

The net additional cost in the second year is \$8,830, third year is a negative (\$165) and in the fourth year it is \$16,340. The net increases equate to a 1.33% annual increase.

- Under this T/A, there is no salary formula as there has been during this most recent five-year contract. Thus, there will be no additional increases if the district is doing better financially and, there is no concession if the district is not doing as well as expected.

In conclusion, we are pleased with the settlement. We wanted to address our general concerns of "attract and retain" and wanted to bump-up those with more responsibilities. In addition, we wanted this contract to essentially fall in line with the other two support group contracts that the school board ratified previously (Student Nutrition and Maintenance). We are also pleased to have a four-year agreement. Please recognize the leadership and contributions of Scott Bacon and Rachel Bois as valuable members of the district's bargaining team.

Summary of Tentative Agreement with Hartland Affiliate Association (HAA)

Article/Subject/Topic	Agreement On:	Supplemental Information
1. Compensation	<ul style="list-style-type: none"> a. 4 year salary schedule without formula b. Wage reopener in 3rd year (2020-21) for 2021-22 c. No concessionary language/obligation for HAA 	Wage reopener - if no agreement within specified time period; no change in 4th year of contract
2. Length of Contract	4 year (7/1/2018 - 6/30/2022)	
3. Cash in Lieu (CIL)	Froze rate at \$6512.08 as of 7/1/18	
4. Longevity	<ul style="list-style-type: none"> a. 2018 amounts: 10 years = \$553.41 15 years = \$644.08 20 years = \$746.77 b. Froze rates for duration of contract 	
5. Revise job classifications	<ul style="list-style-type: none"> a. Four classifications as follows: <ul style="list-style-type: none"> 1. 52 Week: Acct Payable, Admin Sec, Athletic Sec, Financial Asst, HS Sec. 2. 44 Week: Secretary I 3. 43 Week: Secretary II (formerly the office para) 4. Paraeducators/Bus Aides 	<p>Clarification of job titles and classifications</p> <p>New job titles: "Secretary I" and "Secretary II"</p> <p>Did not add or delete job titles</p>
6. Health Insurance	<ul style="list-style-type: none"> a. Add Livingston Healthcare Consortium (LHC) language b. Include accurate hard cap numbers and plan year data 	Same language used for all bargaining groups due to participation in the LHC
7. Article IX.C	Remove language regarding 3.3% increase in wages for 20 day trial period when an employee takes a higher paying position	Use the new 4 year salary schedule
8. Article VIII.C	Clarifying language regarding employee eligibility to bid on vacant positions while on a paid leave	
9. Article XVII.B	<ul style="list-style-type: none"> a. Add step-child and step-parent to language b. Remove "10 days before and after the funeral . . ." c. Add language regarding the 4 bereavement days stating that 1 of the 4 days can be used at a later date for a memorial or other matters related to death within 1 year of the death 	
10. Article IX.C	Revise current language as follows: "The employer shall be required to only post the original temporary vacancy with the resultant vacancy being filled with a substitute"	
11. Article XIII.A	Clean up language regarding work days (i.e. Aug 15) due to 2018-19 start date for students will be Aug 13	Allow flexibility in determining initial start date for each school year due to calendar adjustments for student instructional days
12. Article XIX	Add language to clarify vacation allowance when employees transition to new job classifications	
13. Article V	Eliminated entire article related to dues, fees and payroll deduction as it is illegal and a prohibited bargaining topic	

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| 14. Appendix B
Evaluation | a. Change "satisfactory" to "meets expectations" on
rating scale

b. Change language regarding "overall evaluation" |
| 15. Agency Fee Letter of Agreement | Removed both Agency Fee Agreement
and correlating LOA dated 3-27-13 pertaining to penalty |
| 16. Appendix A2
Conditions & Deviations | Removed from successor CBA as no longer applicable |
| 17. Letter of Agreement | Extended same LOA through 6/30/2022 pertaining to
employees working combined jobs as a paraeducator and
bus aide are not eligible for health benefit |
| 18. Letter of Agreement | Extended same LOA through 6/30/2022 allowing affiliates
to work as classroom aides due to class size compliance
relative to the teacher contract (HEA) |

General Education Fund	Budget		Change	
	2017-18 Revised	2018-19	\$	%
	Total Revenues	\$ 17,349,304	\$ 17,123,712	
Less Expenditures	(17,332,405)	(17,069,329)		
Net Surplus/ (Deficit)	\$16,899	\$54,383		
Estimated Beginning Fund Balance - July 1	1,538,762	1,555,661		
Estimated Ending Fund Balance - June 30	\$ 1,555,661	\$ 1,610,044		
Ending Fund Balance as a Percentage of Expenditures	9.0%	9.4%		

Non-Categorical Programs

General Education	540,740	596,545	55,805	10%
Instructional Support	540,740	596,545	55,805	10%
Community Relations	16,733	16,733	-	0%
Central Office Services	19,310	18,762	(548)	-3%
Superintendent	342,570	348,812	6,242	2%
Administration - Superintendent & Board of Education	378,613	384,307	5,694	2%
Attendance Officer	95,752	110,036	14,284	15%
Technology Services	77,169	101,021	23,852	31%
Finance & HR	382,724	380,449	(2,275)	-1%
Support Services	152,443	151,493	(950)	-1%
Administration - Central Services	708,088	742,999	34,911	5%
Transportation Services	56,262	55,838	(424)	-1%
Operations & Maintenance	146,039	142,641	(3,398)	-2%
Overhead	146,039	142,641	(3,398)	-2%
Total Non-Categorical Expenditures	1,829,742	1,922,330	92,588	5%
Total Non-Categorical Revenues	1,846,641	1,976,713		
Non-Categorical Expenditures (over)/under Revenues	16,899	54,383		

Categorical Programs

Applied Technology Consortium	1,333,380	1,338,510	5,130	0%
Adult Education	60,414	60,414	-	0%
Michigan Works	72,500	72,500	-	0%
Homebound	163,999	163,299	(700)	0%
Perkins Grant	174,993	174,993	-	0%
WAY School	344,040	344,040	-	0%
Consortiums - Instructional	2,149,326	2,153,756	4,430	0%
Data Processing Consortium	395,000	395,000	-	0%
Homeless Coordinator	28,012	33,309	5,297	19%
Homeless Van	38,920	38,920	-	0%
Regional Transportation Collaborative	7,607,907	7,550,417	(57,490)	-0.8%
Misc grants	178,327	147,000	(31,327)	-18%
Technology Consortium	560,878	531,031	(29,847)	-5%
Consortiums - Support Services	8,809,044	8,695,677	(113,367)	-1%
Great Parents/Great Start	140,240	165,067	24,827	18%
Great Start Collaborative	85,232	85,241	9	0%
Childcare Dev Block Grant	101,261	99,683	(1,578)	-2%
Head Start	1,369,499	1,215,413	(154,086)	-11%
Head Start Food Service	180,000	180,000	-	0%
Head Start/Training	20,632	20,632	-	0%
Great Start Readiness Grant	2,385,462	2,269,563	(115,899)	-5%
Early Childhood	4,282,326	4,035,599	(246,727)	-6%
Health Education	80,000	80,000	-	0%
Nutrition Education	162,936	162,936	-	0%
Nutrition Education	19,031	19,031	-	0%
Healthy Living	261,967	261,967	-	0%
Total Categorical Expenditures	15,502,663	15,146,999	(355,664)	-2%
Total Non-Categorical Expenditures	1,829,742	1,922,330		
Total General Fund Expenditures	17,332,405	17,069,329		

**LOCAL DISTRICT RESOLUTION
FOR APPROVAL OF
THE LIVINGSTON EDUCATIONAL SERVICE AGENCY (LESA)
2018-2019 BUDGET**

Hartland Consolidated Schools, Hartland, Michigan (the "District")

A special meeting of the board of education of the District was held in the Boardroom in the District, on the 8th day of May 2018, at 7:30 o'clock in the pm.

The meeting was called to order by Thom Dumond, President.

Present: Members: Dumond, Kenrick, Hemeyer, Gatewood, Aberasturi, Costa,
Kaszyka

Absent: Members: None

The following preamble and resolution were offered by Member Hemeyer and supported by Member Kenrick:

WHEREAS:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Board of Education has received and reviewed the proposed LESA budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed LESA budget.

2. The Secretary of the Board of Education or his/her designee shall forward a copy of this resolution to the LESA Board of Education or its superintendent no later than June 1, 2018.

3. All resolutions insofar as they conflict with this resolution be and the same are hereby rescinded.

Ayes: Members: Dumond, Kenrick, Hemeyer, Gatewood, Aberasturi, Costa, Kaszyka

Nays: Members: None

Resolution declared adopted.


Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Hartland Consolidated Schools, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a special meeting held on May 8, 2018, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.


Secretary, Board of Education