

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
April 15, 2019**

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 – March 18, 2019 regular meeting
 - D. Superintendent’s Report
 - Happenings at the Middle School
 - Robotics Presentation
 - E. Call to the public
 - F. Board reports & requests

- II. Action Items
 - A. Payment of Invoices
 - B. Contract Awards – Parking Lot Paving (Sinking Fund)

- III. Information Items
 - A. Future meetings: May 20, 2019, regular, 6:30 p.m.; June 10, 2019, 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 April 15, 2019 regular meeting be approved, and that policy be set aside allowing Item II.B to be treated as an Action Item.
Motion by _____, supported by _____. _____
- I.C. APPROVAL OF MINUTES – MARCH 18, 2019 MEETING- SEE ATTACHED
(Recommended action): That the minutes of the March 18, 2019 regular meeting be approved.
Motion by _____, supported by _____. _____
- I.D. SUPERINTENDENT’S REPORT
- Happenings at the Middle School
 - Robotics Presentation
- 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 March 31, 2019 and the payment of invoices totaling \$1,196,091.16 and payroll obligations totaling \$3,814,121.80.
Motion by _____, supported by _____. _____
- II.B. CONTRACT AWARDS – PARKING LOT PAVING (SINKING FUND) – 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 Asphalt Specialists, Inc. in the amount of \$232,200.00 for Bid Package # 3, as presented.
Motion by _____, supported by _____. _____
- III.A. FUTURE MEETINGS
May 20, 2019, regular, 6:30 p.m., and June 10, 2019, regular, 6:30 p.m., Board Room, Hartland Educational Support Service Center
- III.B. INFORMATION ITEMS
- IV. ADJOURNMENT

HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
March 18, 2019

Members present: T. Dumond, C. Costa, B. Gatewood, C. Kenrick, K. Coleman, M. Hemeyer
Members absent: C. Aberasturi
Admin. Present: C. Hughes, S. Bacon, D. Minsker, S. VanEpps, K. Gregory, C. Chanavier, J. Reck, M. Marino,
D. Hottum, M. Day, S. Livingway, T. Howerton, L. Pumford, S. Way, S. Pearson, L. Archey,
S. Usher, E. Aluia, M. Otis, JD Wheeler
Guests: M. Alberts, A. Macfarlane, C. Briskey, K. Gutteridge, K. Surzyn

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.

3/18/19 AGENDA APPROVED

Motion by Kenrick, supported by Hemeyer that the agenda for the March 18, 2019 regular meeting be approved.
Motion carried 6-0.

2/18/19 MINUTES APPROVED

Motion by Hemeyer, supported by Costa that the minutes of the February 18, 2019 regular meeting be approved.
Motion carried 6-0.

SUPERTINTENDENT’S REPORT

Mr. Hughes let everyone know that the state waived the overages we had for snow days; we have been set back to six snow days. As long as we do not miss any more days, we will not have to make up days at the end of the school year.

HAPPENINGS AT FARMS INTERMEDIATE

Mr. Hughes introduced Principal Cheney from Farms. Mrs. Cheney wanted to highlight the instructional coaches and the work they have been doing at Farms. Teachers improved with the guidance of Dotty Hottum and Jenna Furr a few years ago, and the work they did with teachers for Readers and Writers Workshop. Mrs. Cheney introduced Monique Alberts, ELA instructional coach. The last two years Monique has been a huge help at Farms with teacher Professional Development and MStep preparation. Mrs. Cheney introduced Kara Gutteridge, 5th grade teacher at Farms, who spoke about the work Monique has done for her and all of the teachers at Farms. Ethan Hawker spoke about being thankful for teachers pursuing the coaches when they need help. Ethan talked about when he started as a coach; he was looking at the big picture and trying to get everyone on the same page. Teachers are now looking for new ways to fine tune things. Ethan introduced Annette Macfarlane, the district’s math instructional coach. Annette talked about helping students with questions about online testing, and working with 5th grade teachers on curriculum alignment. Teachers are starting to share with each other what they have learned from the coaches. Ethan introduced Katie Surzyn, another 5th grade teacher at Farms, who talked about being grateful for Annette’s help. Any time she needs help, Annette makes herself available to come into her classroom. Mrs. Cheney introduced Cristal Briskey, a Resource room teacher at Farms. Cristal talked about how important it is to use the coaches in the special education classroom, as well as general education, to keep everyone on the same page. Mr. Hughes said the great thing about having the coaches is that they are flexible and can spend a lot of time at one building for a time when needed, then move to another building if needed. Adults working with other adults to become better teachers is great. That is the best professional development you can give teachers. Great teachers know what they are weak at and ask for help. Mr. Minsker talked about the number one job of the coaches is to support teachers and keep curriculum aligned.

HAPPENINGS IN SPECIAL EDUCATION

Mr. Hughes introduced Sue Pearson, director of special education. Sue gave the Board a hand out about practices in special education to improve student outcomes. Sue talked about how we have some of the best special education teachers. Mr. Hughes shared that his goal is to have a full time psychologist or social worker next year in each building to address the growing needs around mental health.

HEA PRESENTATION

Mr. Hughes introduced Kim Evans, who presented the Board with books to go into school libraries in appreciation of their effort and time dedicated to the district, in conjunction with Board Appreciation Month.

CALL TO THE PUBLIC

There was no response to call to the public.

BOARD REPORTS AND REQUESTS

Cyndi Kenrick thanked everyone for the great presentations tonight. It's great to see what is going on in the district. Thom Dumond congratulated all of the sports teams who have done so well this year.

Bill Gatewood congratulated the sports teams as well as the other clubs who have also done great this year; the Pom team, DECA, Robotics. He also said he was glad that we have increased our footprint in social media. It's nice to see the posts for everything going on in the district.

Kristin Coleman thanked Tony Howerton, Lakes Elementary principal, for the invitation to read at the Seussabration. She also commented that she enjoyed participating in an MASB course about Managing the Superintendent. It was nice to collaborate with other board members from around the state.

PAYMENT OF INVOICES

Motion by Costa, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of February 28, 2019, and the payment of invoices totaling \$2,272,576.63 and payroll obligations totaling \$3,179,446.99.

Motion carried 6-0.

ADMINISTRATIVE CONTRACT RENEWALS

Motion by Kenrick, supported by Hemeyer that the Board of Education, upon the recommendation of the Superintendent, approves 2-year contract renewals effective July 1, 2019 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, Stephanie Way, and Michelle Otis.

Motion carried 6-0.

NEW - ADMINISTRATIVE DEAN OF STUDENTS CONTRACT

Motion by Kenrick, supported by Costa that the Board of Education, upon the recommendation of the Superintendent, approves a 1-year contract effective July 1, 2019 for Emily Aluia as presented.

Motion carried 6-0.

RESOLUTION – SOLICITATION OF BIDS – BUS LOAN

Motion by Gatewood, 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 seven school buses as approved by the Board of Education at the November 26, 2018 meeting.

Motion carried 6-0.

DUMP TRUCK PURCHASE

Motion by Hemeyer, supported by Kenrick that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations and the Director of Operations, approves the purchase of a 2019 Chevrolet MD550 truck from Todd Wenzel Chevrolet through the MIDeal bid system in the amount of \$73,581.00 as presented. Motion carried 6-0.

FUTURE MEETINGS

April 15, 2019, regular, 6:30 p.m., and May 20, 2019, regular, 6:30 p.m., Board Room, Hartland Educational Support Service Center.

INFORMATION ITEMS

Mr. Dumond reminded everyone of the Livingston County School Board dinner on April 17th and the Optimist Youth Appreciation ceremony tomorrow in the PAC.

ADJOURNMENT

The meeting was adjourned at 7:31 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Michelle Hemeyer". The signature is written in a cursive style with a long, sweeping tail on the "y".

Michelle Hemeyer
Secretary

A handwritten signature in black ink that reads "Renee Braden". The signature is written in a cursive style with a long, sweeping tail on the "n".

Renee Braden
Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON APRIL 15, 2019
EXPENDITURES FOR THE MONTH OF MARCH 2019**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	Activity	TOTAL
03/08/2019	A/P Check Run	\$ 123,877.38		\$ 16,314.82			\$ 9,691.46	\$ 149,883.66
03/11/2019	A/P Check Run	\$ -6,074.11						\$ 6,074.11
03/14/2019	A/P Check Run	\$ 177,085.90	\$ 30,671.05	\$ 11,532.68	\$ 4,500.00		\$ 24,938.51	\$ 248,728.14
03/22/2019	A/P Check Run	\$ 224,155.41	\$ 1,135.79	\$ 41,100.12	\$ 8.76		\$ 29,072.49	\$ 295,472.57
03/28/2019	A/P Check Run	\$ 301,957.37	\$ 8,475.57	\$ 2,360.81			\$ 22,472.73	\$ 335,266.48
03/31/2019	Prepaid Checks						\$ 830.00	\$ 830.00
03/31/2019	Void Checks		\$ (450.00)					\$ (450.00)
03/12/2019	Merchant Fees (Comm Ed)	\$ 6,557.24					\$ 147.87	\$ 6,705.11
03/07/2019	PCMI - ACH	\$ 16,450.75						\$ 16,450.75
03/21/2019	PCMI - ACH	\$ 14,954.75						\$ 14,954.75
03/08/2019	EDUSTAFF - ACH	\$ 46,694.32						\$ 46,694.32
03/22/2019	EDUSTAFF - ACH	\$ 53,608.81						\$ 53,608.81
03/26/2019	PNC VISA - ACH	\$ 21,872.46						\$ 21,872.46
TOTAL		\$ 993,288.50	\$ 39,832.41	\$ 71,308.43	\$ 4,508.76	\$ -	\$ 87,153.06	\$ 1,196,091.16

Payroll and Benefit expenses:

Date	Description	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
3/5/2019	RETIREMENT - 2/22/19 PAYDATE				\$ 367,512.64			\$ 367,512.64
3/5/2019	FEBRUARY UAAL/ORS				\$ 312,234.79			\$ 312,234.79
3/8/2019	3/8/2019 PAYDATE	\$ 772,116.80	\$ 275,287.33	\$ 40,316.45	\$ 378,750.32	\$ 4,649.47	\$ (21,083.76)	\$ 1,450,036.61
3/22/2019	3/22/2019 PAYDATE	\$ 690,132.26	\$ 237,933.32	\$ 35,281.24	\$ 371,765.93	\$ 6,229.74	\$ (20,983.76)	\$ 1,320,358.73
3/28/2019	MARCH UAAL/ORS				\$ 312,234.78			\$ 312,234.78
	MARCH HEALTH EQUITY CLAIMS						\$ 51,744.25	\$ 51,744.25
TOTAL		\$ 1,462,249.06	\$ 513,220.65	\$ 75,597.69	\$ 1,742,498.46	\$ 10,879.21	\$ 9,676.73	\$ 3,814,121.80

April 10, 2019

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 #3: 2019 Bituminous Pavement System Replacement Repairs**

Dear Mr. Bacon:

On March 28, 2019, formal bids were received for Bid Package #3, regarding pavement improvements at Hartland High School, Farms Intermediate School, and Education Support Service Center. Barton Malow has reviewed the proposals with the owner and owner representatives. We are prepared to recommend to the Owner the following actions concerning the award of contracts.

Bid Category -Paving

Asphalt Specialists, Inc.
1780 East Highwood
Pontiac, MI 48340

Asphalt Specialists, Inc. submitted a combined bid for all locations as well as pricing for each independent location. To meet the budget, Hartland High Schools area of replacement was reduced by 2,150 SY totaling a new area of replacement of 7,039 SY. Should additional area be required to be replaced it could be added at \$32.00 per square yard. Based on the amount of the bids and the budget, our recommendation for completing Hartland High School (7,039 SY) and the Education Support Service Center is Asphalt Specialties, Inc.

The total amount recommended award for this project is \$232,200.00.

Sincerely,

Luke Brown
Project Engineer

cc: S. Rewers (BMC)
M. Marino (HCS)

	Hartland High School Only	Farms Intermediate School Only	Education Support Service Center Only	Allowances not included per School	Total for All Locations	Notes
Asphalt Specialists, Inc.	\$277,000.00	\$60,000.00	\$24,000.00		\$361,000.00	Included all quantities shown in unit pricing in base bid. Allowance included in High School price.
Nagle Paving Company	\$270,790.00	\$53,000.00	\$26,000.00	\$13,000.00	\$362,790.00	The allowance amount of \$13,000.00 is added to the overall cost. This is represented in the Total for ALL Locations column but does not reflect in the individual school pricing.
Midwest Pavement Contracting	\$239,400.00	\$60,000.00	\$30,450.00		\$3315,590.00	Discount was given if all projects were awarded. This is reflected in the "Total for ALL Locations" column. Allowance spread evenly between schools. Incomplete bid, missed addition scope in addendum 1
F. Allied Construction Co., Inc.	\$283,930.00	\$57,830.00	\$25,310.00		\$367,070.00	No post bid conducted.
Best Asphalt, Inc.	\$294,000.00	\$52,000.00	\$27,000.00		\$373,000.00	No post bid conducted.
Birmingham Sealcoat	\$273,000.00	\$68,720.00	\$43,625.00		\$385,345.00	Allowance included in per school pricing. \$10,000 at the High School and \$1,500 at both the ESSC and Farms locations.
R&R Asphalt	\$295,110.00	\$59,250.00	\$29,500.00	\$13,000.00	\$396,860.00	Allowance included in "Total for All Locations" column, pricing per school does not include the allowance. No post bid conducted.
T&M Asphalt Paving, Inc.	\$280,316.00	\$58,460.00	\$39,874.00	\$13,000.00	\$391,650.00	Allowance included in "Total for All Locations" column, pricing per school does not include the allowance. No post bid conducted.