

**HARTLAND CONSOLIDATED SCHOOLS  
ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
July 17, 2018**

**AGENDA**

- I. Call to Order, 7:30 a.m., Boardroom, Educational Support Service Center
  - A. Pledge of Allegiance
  - B. Oath of Office ~ Kristin Coleman
  - C. Approval of Agenda/Items for Discussion
  - D. Approval of Minutes – June 25, 2018 Special Meeting
  - E. Superintendent’s Report
  - F. Call to the Public
  - G. Board Reports & Requests
  
- II. Action Items
  - A. Payment of Invoices
  - B. Administrative Contract, Stephanie Way
  - C. Chuck Hughes, Contract Rollover
  - D. New Hires
  - E. 2018/19 Parent/Student Handbooks
  - F. 2018 State Aid Note
  - G. School Bond Loan Fund
  - H. Membership in Michigan High School Athletic Association
  - I. Internal Board Policies #0150 – Meeting dates 2018/2019
  - J. Early Literacy Resolution
  - K. Notes and loans
  - L. Appointment of Superintendent as Compliance Officer
  - M. Authorization for Posting Notices
  
- III. Closed Session-Teacher Contract Negotiations (tentative)
  
- IV. Information Items
  - A. Future meetings: TBD (August 16, 2018, 7:30 a.m.)
  - 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.E.***

**DETAILED AGENDA**

I. CALL TO ORDER

I.A. PLEDGE OF ALLEGIANCE

I.B. OATH OF OFFICE

Superintendent Hughes will administer the Oath of Office to Kristin Coleman.

I.C. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the July 17, 2018 organizational meeting be approved, and that public participation be allowed on all items. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.D. APPROVAL OF MINUTES – JUNE 25, 2018 MEETING- SEE ATTACHED

(Recommended action): That the minutes of the June 25, 2018 special meeting be approved. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.E. SUPERINTENDENT'S REPORT

I.F. CALL TO THE PUBLIC

I.G. 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 June 30, 2018, and the payment of invoices totaling \$1,860,597.71 and payroll obligations totaling \$4,246,706.23. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.B. ADMINISTRATIVE CONTRACT - STEPHANIE WAY

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a 1-year contract effective July 9, 2018 to Stephanie Way as principal of Legacy High School. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.C. CHUCK HUGHES CONTRACT ROLLOVER

(Recommended action): That the Board of Education, upon the recommendation of the Board President, approves a 2-year contract effective July 1, 2018 for Chuck Hughes, Superintendent. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.D. NEW HIRES (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Tori Everett for the 2018/2019 school year, at the Step 6, MA +30 salary tract (\$62,378), 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 Emma Meier for the 2018/2019 school year, at the Step 1, BA salary tract (\$40,178), 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 Hannah Goodell for the 2018/2019 school year, at the Step 1, BA +10 salary tract (\$41,517), 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 Erin Korson for the 2018/2019 school year, at the Step 1, BA salary tract (\$40,178), 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 Ashley Brown for the 2018/2019 school year, at the Step 2, MA salary tract (\$46,547), pending verification of credentials and public Acts 99, 83 & 189 requirements, if applicable. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.E. 2018/2019 PARENT/STUDENT HANDBOOKS (SEE ATTACHED)

(Recommended action): 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 2018/2019 school year as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.F. STATE AID LOAN (SEE ATTACHED)

Consistent with past years, the district has had to borrow for cash flow purposes. Four years ago we borrowed \$3,500,000, three years ago - \$4,189,000, two years ago - \$4,160,000, last year we borrowed \$3,500,000 and this year we will need to borrow an amount not to exceed \$2,000,000. The primary reason for needing to borrow annually is that several years ago the State moved the last two state aid payments to July and August following the fiscal year.

(Recommended action): 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 by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.G. SCHOOL BOND LOAN FUND (SEE ATTACHED)

(Recommended action): 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 by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.H. MEMBERSHIP IN MHSAA – SEE ATTACHED

(Recommended action): 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 2018/2019 school year. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.I. INTERNAL BOARD POLICY FOR APPROVAL (#0150, MEETING DATES) – SEE ATTACHED

(Recommended action): That the Board of Education, in accordance with Board Policy 0150 – Organization, approves the proposed meeting dates for 2018/2019 as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.J. EARLY LITERACY RESOLUTION

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Curriculum & Instruction, adopts the Essential Practices in Early & Elementary Literacy as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.K. NOTES & LOANS

(Recommended action): 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 by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.L. APPOINTMENT OF SUPERINTENDENT AS COMPLIANCE OFFICER

(Recommended action): 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 by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.M. AUTHORIZATION FOR POSTING NOTICES

(Recommended action): That the Superintendent, or his designee, will designate an appropriate, available person in each location to post notices of public meetings. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

III. CLOSED SESSION

IV.A. FUTURE MEETINGS

TBD

IV.B. INFORMATION ITEMS

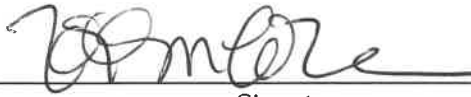
V. ADJOURNMENT

**SCHOOL BOARD MEMBER  
ACCEPTANCE OF OFFICE AND OATH OF OFFICE**

**ACCEPTANCE OF OFFICE**

I do hereby accept the office of Member of the Board of Education of Hartland Consolidated Schools, Hartland, Michigan.

Dated June 25, 2018.



Signature

**CONSTITUTIONAL OATH OF OFFICE**

STATE OF MICHIGAN  
COUNTY OF LIVINGSTON

I do solemnly swear (or affirm) that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of Member of the Board of Education of Hartland Consolidated Schools according to the best of my ability.

\_\_\_\_\_  
Signature

Kristin Coleman

Name Printed or Typed

Subscribed and sworn to before me on the

       day of June, 2018

Name of Notary Renee Marie Braden

\_\_\_\_\_  
Signature of Notary Public

Notary Public in and for the County of  
Livingston, State of Michigan  
My commission expires April 20, 2020.

Members present: T. Dumond, C. Costa, C. Aberasturi, B. Gatewood, M. Hemeyer

Members absent: C. Kenrick

Admin. Present: C. Hughes, S. Bacon, D. Minsker, S. VanEpps, M. Otis, M. Cheney,  
A. Lashbrook, S. Livingway, A. Howerton, M. Day, L. Pumford, S. Pearson,  
B. Cain, K. Gregory, C. Chanavier, JD Wheeler, M. Day, M. Marino, L. Archey

Guests: J. Tripoli, T. Kane, K. Coleman, S. Russano, H. Johnston, M. Johnston, K. Dinser,  
M. Rocca, L. Moore, J. Hancock, Z Hancock, D. Fairbanks, P. Kucharski, K. Evans,  
A. Kartsounes, S. Gillis, E. Millington, K. Condra, K. Quinn, D. Katnik, C. Peck,  
N. Russell, C. Rutkowski, K. Surzyn, C. Ciotti, R. Pomeroy

President Dumond called the meeting to order at 6:31 p.m. in the Board Room of the Hartland Educational Support Service Center. The Pledge of Allegiance was recited.

#### **6/25/18 AGENDA APPROVED**

Motion by Hemeyer, supported by Costa that the agenda for the June 11, 2018 regular meeting be approved and that public participation be allowed on all items. Motion carried 5-0.

#### **6/11/18 MINUTES APPROVED**

Motion by Aberasturi supported by Gatewood that the minutes of the May 11, 2018 regular meeting be approved. Motion carried 5-0.

#### **SUPERTINTENDENT'S REPORT BUDGET HEARING**

Mr. Hughes introduced Scott Bacon who then introduced Rachel Bois to give the budget presentation with a review of 2017-18 as well as projections for 2018-19.

Mr. Hughes recognized and thanked Scott Bacon for all of his hard work, then announced that Mr. Bacon will begin a new schedule July 1<sup>st</sup> working 80%. Rachel will be taking over some of his workload, and therefore has been given a new title, Director for Budgeting and Finance.

#### **ESSENTIAL PRACTICES IN EARLY AND ELEMENTARY LITERACY**

Mr. Hughes introduced Dave Minsker to talk about essential practices in early literacy. Mr. Minsker talked about the importance of working together with the county to adopt these essential practices and make sure students are on par with their peers. He will bring a resolution to the Board next month to support early literacy education in Livingston County.

#### **CALL TO THE PUBLIC**

There was no response to Call to the Public.

#### **BOARD REPORTS**

Mr. Gatewood talked about the thought process regarding appointing a new board member. In the past, we have only had one candidate to choose from, and this time we were fortunate to have six good candidates. He stated that the Board has a unique opportunity to pick a candidate that meets the Board's needs.

#### **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 May 31, 2018, and the payment of invoices totaling \$1,662,598.07 and payroll obligations totaling \$2,981,597.99. Motion carried 5-0.

## **2017-18 BUDGET AMENDMENTS**

Motion by Aberasturi, supported by Hemeyer that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves budget amendments for the General Fund, Capital Projects-2010 Bond, Capital Projects-Sinking Fund, Debt Retirement Fund, Athletic Fund and Food Service Fund as presented. Motion carried 5-0.

## **2018-19 GENERAL APPROPRIATIONS ACT RESOLUTION**

Motion by Hemeyer, supported by Costa that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the General Appropriations Act Resolution as presented. Motion carried 5-0.

## **POLICIES APPROVED**

Motion by Costa, supported by Hemeyer that the Board of Education, upon the recommendation of the Superintendent and Assistant Superintendent of Personnel & Student Services, adopts Board Policy updates as presented and discussed. Motion carried 5-0.

## **VOLUNTARY RETIREMENT AGREEMENT**

Motion by Gatewood, supported by Hemeyer that the Board of Education, upon the recommendation of the Superintendent, approves the Voluntary Retirement Agreement and Release for Bill Cain as presented. Motion carried 5-0.

## **NEW HIRES**

Motion by Hemeyer, supported by Gatewood that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Masyn Rocca for the 2018/19 school year at the Step 1, BA salary tract, pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 5-0. Principal Pumford introduced Ms. Rocca.

## **APPOINTMENT OF NEW BOARD MEMBER**

Motion by Hemeyer, supported by Costa that the Board of Education appoints Kristin Coleman to serve as trustee on the Hartland Board of Education until the next regular school election. Motion carried 4-1. (Dumond: yea, Hemeyer: yea, Aberasturi: yea, Costa: yea, Gatewood- nay)

There was discussion among all Board Members about the importance of selecting a candidate who understands the culture of Hartland schools and knows what it takes to build on that culture. All candidates were encouraged to get involved in the district and consider running the next time there is an open seat. Kristin Coleman will take the oath of office at the July Board Meeting.

## **DISCUSSION: 2018-19 HANDBOOKS**

Scott VanEpps, Asst. Superintendent of Personnel & Student Services, began the discussion regarding the 2018/2019 Parent/Student Handbooks. This will come before the Board for action at the July 17, 2018 meeting.

## **FUTURE MEETINGS**

President Dumond noted that the next meeting is scheduled for July 17, 2018, special, at 7:30 am in the Boardroom of the Educational Support Service Center.

## **ADJOURNMENT**

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

A handwritten signature in black ink, reading "Michelle Hemeyer". The script is cursive and fluid, with a long, sweeping tail on the final letter.

Michelle Hemeyer  
Secretary

A handwritten signature in black ink, reading "Renee Braden". The script is cursive and elegant, with a prominent loop on the first letter.

Renee Braden  
Recording Secretary



**HARTLAND CONSOLIDATED SCHOOLS  
BOARD MEETING ON JULY 17, 2018  
EXPENDITURES FOR THE MONTH OF JUNE 2018**

**Check registers and ACH payments:**

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	Activity	TOTAL
06/01/2018	A/P Check Run	\$ 98,417.07	\$ 8,700.30	\$ 14,648.71			\$ 37,497.11	\$ 159,263.19
06/04/2018	A/P Check Run	\$ 382,679.98						\$ 382,679.98
06/05/2018	A/P Check Run	\$ 9,000.00	\$ 324.00				\$ 11,668.28	\$ 20,992.28
06/08/2018	A/P Check Run	\$ 79,574.46	\$ 13,858.14	\$ 24,708.45		\$ 500.00	\$ 12,936.21	\$ 131,577.26
06/15/2018	A/P Check Run	\$ 378,531.20	\$ 2,565.85	\$ 10,559.04	\$ 8,197.00		\$ 31,756.56	\$ 431,609.65
06/19/2018	A/P Check Run	\$ 317,894.24	\$ 1,518.18	\$ 3,535.51			\$ 46,018.34	\$ 368,966.27
06/28/2018	A/P Check Run	\$ 134,399.55	\$ 6,367.88	\$ 2,313.80	\$ 179,720.39		\$ 50,235.57	\$ 373,037.19
06/28/2018	A/P Check Run	\$ 3,714.38		\$ 1,325.05			\$ 20,761.80	\$ 25,801.23
06/30/2018	Prepaid Checks	\$ 3,074.13					\$ 1,332.00	\$ 4,406.13
06/30/2018	Void Checks	\$ (219,552.00)	\$ (575.00)	\$ (5.90)			\$ (143.00)	\$ (220,275.90)
06/11/2018	Merchant Fees (Comm Ed)	\$ 6,066.93					\$ 70.06	\$ 6,136.99
06/01/2018	Edustaff - ACH	\$ 51,426.14						\$ 51,426.14
06/15/2018	Edustaff - ACH	\$ 44,974.23						\$ 44,974.23
06/29/2018	Edustaff - ACH	\$ 16,028.24						\$ 16,028.24
06/14/2018	PCMI - ACH	\$ 19,745.06						\$ 19,745.06
06/28/2018	PCMI - ACH	\$ 19,407.44						\$ 19,407.44
06/19/2018	GoPay (Soccer Officials)	\$ 3,089.25						\$ 3,089.25
06/26/2018	PNC VISA - ACH	\$ 21,733.08						\$ 21,733.08
<b>TOTAL</b>		<b>\$ 1,370,203.38</b>	<b>\$ 32,759.35</b>	<b>\$ 57,084.66</b>	<b>\$ 187,917.39</b>	<b>\$ 500.00</b>	<b>\$ 212,132.93</b>	<b>\$ 1,860,597.71</b>

**Payroll and Benefit expenses:**

Date	Description	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
6/1/2018	6/1/2018 PAYDATE	\$ 771,055.69	\$ 276,058.15	\$ 40,038.07	\$ 379,566.01		\$ 20,258.42	\$ 1,486,976.34
6/15/2018	6/15/2018 PAYDATE	\$ 754,120.71	\$ 262,039.80	\$ 37,943.34	\$ 405,555.75	\$ 88.44	\$ 21,804.42	\$ 1,481,552.46
6/29/2018	6/29/2018 PAYDATE	\$ 738,729.28	\$ 258,346.66	\$ 38,648.63	**			\$ 1,035,724.57
6/20/2018	JUNE UAAL/ORS				\$ 288,343.23			\$ 288,343.23
JUNE HLTH EQ CLAIMS							\$ (45,890.37)	\$ (45,890.37)
<b>TOTAL</b>		<b>\$ 2,263,905.68</b>	<b>\$ 796,444.61</b>	<b>\$ 116,630.04</b>	<b>\$ 1,073,464.99</b>	<b>\$ 88.44</b>	<b>\$ (3,827.53)</b>	<b>\$ 4,246,706.23</b>

\*\* Paid July 2, 2018

## ADMINISTRATOR'S CONTRACT OF EMPLOYMENT

This contract is made and entered into as of the 1st day of July 2018, between the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan (hereinafter called the "Board"), and Stephanie Way (hereinafter called the "Alternative High School Principal").

Whereas, the Board at a meeting held on the 17th day of July, 2018, approved the employment of the Administrator as the Alternative High School Principal in accordance with the terms and conditions of this contract per the attached resolution; and

Whereas, the Administrator desires to be employed by the Board in accordance with the terms and conditions of this contract;

Now, therefore, in consideration of the mutual promises contained in this contract, it is agreed between the parties, as follows:

1. Term. This contract shall take effect on the 1st day of July, 2018 and continue in force thereafter through the 30th day of June, 2019, subject to extension and termination as provided in Paragraphs 5 and 9.
2. The Alternative High School Principal is subject to assignment and transfer to any other position at the discretion of the Superintendent of Schools or the Board of Education of the School District. The employee agrees that he shall not be deemed to be granted continuing tenure in the position specified in this contract or in any capacity other than as a classroom teacher (if the probationary period for tenure as a teacher is fulfilled) by virtue of this Agreement or any employment assigned with the School District, nor shall failure of the School District to continue to re-employ such employee in any capacity other than as a classroom teacher, be deemed a breach of this Agreement or discharge or demotion within the provisions of Act 4, Michigan Public Acts of 1937, Extra Session, as amended.
3. Duties. The Alternative High School Principal agrees to perform the duties of Legacy and Hartland Virtual Academy School Principal, including Summer School and Green School Programs in a competent and professional manner in compliance with the laws applicable to the School District, the policies and regulations adopted by the Board and the Superintendent and such other professional duties as may be from time to time prescribed by the Board which are not expressly contrary to law or the terms of this Contract.
4. Evaluation. Annually the Alternative High School Principal shall be subject to a review by the Assistant Superintendent of Curriculum and Instruction of his performance in accordance with Board policy.
5. Extension. This contract may be extended by operation of law or by the Board, or non-renewed by the Board, as follows:
  - A. The Board may take action prior to March 30 of each year of this contract to extend this contract for an additional year.
  - B. The Board may non-renew this contract in accordance with Section 1229 of the Revised School Code. This contract shall be extended by operation of law for an additional year unless it has been non-renewed in accordance with Section 1229 of the Revised School Code.

Continued

6. Tenure exclusion. This contract does not confer tenure upon the Administrator in the position of Alternative High School Principal or any other administrative position in the district.
7. Compensation. The Board shall pay to the Alternative High School Principal a base annual salary of \$89,796 for the 2018-19 school year, consistent with current Board policy.
8. Fringe benefits. The Board shall pay the full premium cost of the following:
  - A. Group term Life Insurance with Accidental Death and Disability, and Long-Term Disability Insurance as offered by the district.
  - B. Up to full family medical insurance, as defined by the district's insurance carrier, including dental and vision insurance. Beginning July 1, 2013, health insurance premium benefits will be amended to comply with PA152 of 2011.
9. Termination. The Alternative High School Principal represents that he meets all Michigan requirements and holds all credentials required by law and by the District for employment by the Board in this administrative position. If at any time the Alternative High School Principal fails to hold the required credentials, or fails to satisfy the applicable certification or continuing education requirements required by the Revised School Code or the Department of Education, this contract shall automatically terminate. During the term of this contract the Alternative High School Principal shall be subject to discharge for good and just causes, but the Board shall not arbitrarily and capriciously dismiss him. No discharge shall be effective until written charges have been served upon him, and he shall have an opportunity for a fair hearing before the Board after 10 days' notice in writing. At such hearing, he may have legal counsel at his expense.
10. Vacation. The Alternative High School Principal shall be granted a vacation period not to exceed 20 days for each full contract year.

In witness whereof, the parties have duly executed this Alternative High School Principal's Employment Contract as of the day and year written in the opening paragraph.

BOARD:  
HARTLAND CONSOLIDATED SCHOOLS  
LIVINGSTON COUNTY, MICHIGAN

\_\_\_\_\_  
Stephanie Way

By \_\_\_\_\_  
Chuck Hughes, Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



Chuck Hughes &lt;chuckhughes@hartlandschools.us&gt;

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**Contract Rollover for Chuck Hughes**

1 message

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**Chuck Hughes** <chuckhughes@hartlandschools.us>  
To: Chuck Hughes <ChuckHughes@hartlandschools.us>

Tue, Jul 10, 2018 at 10:30 AM

Dear Thom:

Suggested changes to contract for Chuck Hughes

Notes:

1. If the Board takes action on my contract on July 17, 2018 we can start the new contract on August 1, 2018 and run it through June 30, 2020 (2 years).

**2. Compensation Section 6:**

a. Jan's contract ended with a base salary of \$149,347

b. As of July 1, 2018 my base salary is \$150,930 slightly over where Jan left off.

c. If the Board agrees to keep this contract in force, as written, my base salary at the end would be around \$155,930 (3.5 years after Jan's tenure with the district). I do not see this as out of line however with any new contract in the future we would have to look at what is going on.

**3. Tax-Sheltered Annuity Section 6A:**

a. Jan ended with a 12% Tax-sheltered Annuity.

b. At the end of a new two year contract (June 30, 2020) I would be paid a 5% Tax-sheltered Annuity.

c. This would be roughly \$10,500 less than Jan's overall package from her contract minus the the difference of my new base which puts the district ahead by roughly \$6,583 at then end of my 3.5 years as superintendent.

**4. Fringe Benefits Section 7:** This contract since issued was only able to offer ADD at \$225,000 as this is the max insurance benefit the district could get. We would change the \$300,000 to the \$225,000.

I think it still puts me behind what Jan was making by about \$6,583 so a fair extension.

See attached please and feel free to contact me.

Chuck

--

Charles Hughes  
Superintendent  
Hartland Consolidated School District  
810-626-2110 - Work

## ADMINISTRATIVE EMPLOYMENT CONTRACT

This contract is made and entered into as of the 1<sup>st</sup> day of ~~July~~ <sup>Aug 20</sup> 20~~16~~ between the Board of Education of the Hartland Consolidated Schools, Livingston County, Michigan (hereinafter called the "Board"), and **CHARLES HUGHES** (hereinafter called the "Superintendent").

Whereas, the Board at a meeting held on the ~~19<sup>th</sup>~~ <sup>17<sup>th</sup></sup> day of ~~December~~ <sup>July</sup>, 20~~16~~ <sup>2018</sup>, approved the employment of the Superintendent in accordance with the terms and conditions of this contract per the attached resolution; and

Whereas, the Superintendent desires to be employed by the Board in accordance with the terms and conditions of this contract;

Now, therefore, in consideration of the mutual promises contained in this contract, it is agreed between the parties, as follows:

1. **Term.** This contract shall take effect on the 1<sup>st</sup> day of ~~January~~ <sup>Aug</sup> 20~~17~~ <sup>2018</sup> and continue in force thereafter through the 30<sup>th</sup> day of June 20~~19~~ <sup>2020</sup>, subject to extension and termination as provided in paragraphs 4 and 10.
2. **Duties.** The Superintendent represents that he meets all Michigan requirements and holds all certificates necessary by law or Board policy for employment by the Board in this administrative position. The Superintendent agrees to perform the duties of Superintendent in a competent and professional manner in compliance with the laws applicable to the school district, the policies and regulations adopted by the Board and such other professional duties as may be from time to time prescribed by the Board which are not expressly contrary to law or the terms of this contract. If at any time the Superintendent fails to maintain all certificates, credentials, continuing education requirements and/or qualifications for the position assigned as required herein, this contract shall automatically terminate and the Board shall have no further obligation hereunder.
3. **Evaluation.** The Superintendent shall be evaluated not less than annually in accordance with Board policy and applicable law.
4. **Extension.** This contract may be extended or not renewed either by option of the Board or by operation of law, as follows:
  - A. **Board option.** The Board may take action annually prior to March 30 to extend this contract for an additional year, written notification must be given to the Superintendent by March 30 of the final year of this contract.
  - B. **Operation of law.** Unless the Board gives written notice of non-renewal of this contract to the Superintendent at least 90 days before the contract's termination date, this contract will, without further action, be extended an additional year as provided by Public Act 289 of 1995, being section 1229 of the Michigan Revised School Code. The Superintendent shall advise the Board of this obligation during the month of January in the final year of the contract as extended.

5. **Tenure exclusion.** This contract does not confer tenure upon the Superintendent in this position or any other administrative position in the district.

6. **Compensation.** The base salary for this contract shall not be less than \$139,347, plus \$9,000 for longevity for a total salary of \$148,347 for each contract year. The salary will be paid in equal installments per normal Board policy. The Board reserves the right to increase the salary of the Superintendent during the term of this contract. The Superintendent will receive a minimal annual salary adjustment equal to the annual teachers' contracted increase or decrease percentage, if applicable. In addition, the Superintendent's salary will increase by \$5,000 a year for up to two years starting on the 1<sup>st</sup> day of July, 2017 as long as he receives from the Board either an 'Effective' or 'Highly Effective' rating as part of his previous year's Board performance evaluation. Any other increase in salary made during the term of this contract shall be in the form of a written amendment and, when executed by the Superintendent and the Board, shall become a part of this contract. Consistent with the provisions of Section 1250 of the Revised School Code, the Superintendent's job performance and job accomplishments will be significant factors in determining any adjustment to compensation.

See  
note  
A

A. **Tax-Sheltered Annuity.** The Superintendent shall annually receive a Board paid tax-sheltered annuity starting at the amount equal to 2% of the compensation from Section 6 for the first year of employment. For each additional year after, the amount will increase by 1% annually on the 1<sup>st</sup> day of July for ten (10) years as long as he receives from the Board either an 'Effective' or 'Highly Effective' rating as part of the previous year's Board performance evaluation.

See  
note  
B

7. **Fringe benefits.** The Superintendent shall be given such fringe benefits as are set forth hereafter or as may be authorized by the Board from time to time. The Board shall pay the full premium cost of the following:

A. Group term Life Insurance with Accidental Death and Disability at ~~\$300,000~~ <sup>\$225,000</sup> and Long-Term Disability Insurance as offered by the district.

B. Up to full family medical insurance, as defined by the district's insurance carrier, including dental and vision insurance.

See  
note  
C

The Superintendent agrees that the Board has the right to allocate his responsibility for a portion of the medical benefit plan costs and premiums for the plans and products specified above, as may be determined by the Board. The contributions required of the Superintendent shall not be less than the amount determined by the Board to be necessary to comply with the Publicly Funded Health Insurance Contribution Act, 2011 PA 152. The Board will notify the Superintendent of the amounts which he is responsible in excess of the Board contributed medical benefit plan costs and premiums. To the extent that the medical benefit plan costs and premiums associated with the above plans and products exceed the level of the Board's contributions, the Superintendent hereby authorizes payroll deduction for all excess medical benefit plan costs and premium amounts required to maintain enrollment.

The Board reserves the right to change the identity of the insurance carrier, policyholder, or third party administrator for any of the above coverages, provided that comparable coverage, as determined by the Board, is maintained during the term of this contract. The Board shall not be required to remit medical benefit plan costs or premiums for any insurance coverages for the Superintendent and his eligible dependents if enrollment or coverage is denied by the insurance underwriter, policyholder or third party administrator. The terms of any contract or policy issued by any insurance company or third party administrator shall be controlling as to all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters. The Superintendent is responsible for assuring completion of all forms and documents needed to receive the above-described insurance coverage. The Board, by remitting the above costs and premium contributions required under this contract to provide the above-described plans and products shall be relieved from all liability with respect to insurance benefits.

8. **Retirement.** The Board shall contribute to the Michigan Public School Employees' Retirement System on Behalf of the Superintendent in accordance with applicable laws.
9. **Vacation.** The Superintendent shall be granted a vacation period not to exceed 25 days for each contract year. A maximum of ten (10) vacation days per year may be cashed in each year of the contract.
10. **Termination.** During the term of this contract the Superintendent shall be subject to discharge for good and just causes. For purposes of this agreement, the term "just cause" shall include, but is not limited to, when the Board determines that the Superintendent has committed acts of moral turpitude, misconduct, dishonesty, fraud, insubordination, incompetence, or if the Superintendent materially breaches the terms and conditions of the agreement. These criteria for termination of this contract during its term shall not be applicable to non-renewal of this contract which shall be discretionary with the Board. In the event the Superintendent's employment is terminated during the term hereof for just cause, this contract shall terminate and the Board shall have no further obligation hereunder. No discharge shall be effective until written charges have been served upon him, and he shall have an opportunity for a hearing before the Board not sooner than ten (10) business days following the Superintendent's receipt of written notice. At such hearing, he may have legal counsel at his expense.
11. **Hold Harmless.** The District agrees that it shall defend, hold harmless and indemnify the Superintendent from any and all demands, claims, suits, actions and legal proceedings brought against the Superintendent in his individual capacity, or in his official capacity as agent and Employer of the District, provided the incident arose while the Superintendent was acting within the scope of his employment.

The Board shall provide liability insurance for the Superintendent to cover legal expenses, defense of claims and payment of judgments resulting from his functioning as Superintendent, and will reimburse him for any portion of such expense and judgments not covered by insurance. In no case will individual Board members be considered personally liable for indemnifying the Superintendent against such demands, claims, suits, actions and legal proceedings.

12. **Entire Agreement.** This contract contains the entire agreement and understanding between the Board and the Superintendent with respect to his employment and no prior or current representations, promises, contracts, or understandings, written or oral, not considered herein, shall be of any force or effect. All prior contracts or other agreements (written or oral) pertaining to the terms of this contract or previous School District employment are cancelled and are superseded by the terms of this contract. No amendment or modification of this contract shall be valid or binding unless it is in writing, approved by official action of the Board reflected in its minutes, and signed by the Superintendent and authorized Board members. No valid waiver of any provision of this contract, at any time, shall be deemed a waiver of any other provision of this contract at such time or at any other time.
13. **Severability.** If any provision of this contract becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, this contract shall continue in full force and effect without said provision(s).

In witness whereof, the parties have duly executed this Superintendent's Employment Contract as of the Day and year written in the opening paragraph.

**SUPERINTENDENT**

**BOARD**

Hartland Consolidated Schools  
Livingston County, Michigan

\_\_\_\_\_  
Charles Hughes

By \_\_\_\_\_  
Thomas Dumond, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cynthia Kenrick, Secretary



New Hire  
July 17, 2018

**HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN**

**RESUME'**

**NAME:**                      **Tori Everett**

**ADDRESS:**                **932 Long Lake Drive  
Brighton, MI 48114**

**EDUCATION:**            **M.A. Oakland University - 1999  
B.A., Eastern Michigan University - 1994**

**MAJOR:**                   **Special Education**

**MINOR:**

**CERTIFICATION:**       **Elementary Professional Teaching Certificate with endorsements in SE  
Emotional Impairment and Early Childhood Education.**

**EXPERIENCE:**           **Tori has taught as a Special Education teacher for the past twenty years  
in Carman Ainsworth Community Schools.**

**SALARY STEP:**           **MA + 30, Step 6**

**ASSIGNMENT:**           **Special Education at Village Elementary**

**Recommended Action:**

**That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Tori Everett for the 2018-2019 school year, at the Step 6, MA + 30 salary tract, (\$62,378), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.**

New Hire  
July 17, 2018

**HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN**

**RESUME'**

**NAME:** Emma Meier

**ADDRESS:** 8765 Williamsport Drive  
White Lake, MI 48386

**EDUCATION:** B.A., Central Michigan University - 2016

**MAJOR:** Music Education

**MINOR:**

**CERTIFICATION:** Elementary Provisional Teaching Certificate with an endorsement in JQ Music Education.

**EXPERIENCE:** Emma has worked as a daily and long term substitute teacher with Hartland Consolidated Schools since September, 2017. Emma also works with Royal Oak Schools and Huron Valley Schools as a daily and long term substitute.

**SALARY STEP:** BA, Step 1

**ASSIGNMENT:** Music Education at Farms Intermediate School

**Recommended Action:**

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Emma Meier for the 2018-2019 school year, at the Step 1, BA salary tract, (\$40,178), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

**New Hire**  
**July 17, 2018**

**HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN**

**RESUME'**

**NAME:** Hannah Goodell

**ADDRESS:** 2102 Greydale  
West Bloomfield, MI 48324

**EDUCATION:** B.A., Michigan State University - 2018

**MAJOR:** Social Studies

**MINOR:**

**CERTIFICATION:** Elementary Standard Teaching Certificate with endorsements in SM Learning Disabilities and RX Social Studies.

**EXPERIENCE:** Hannah completed a Special Education Teaching Internship at Muir Middle School in Milford that ran from January, 2018 through April, 2018. Prior to that Hannah completed a General Education Teaching Internship at Oxbow Elementary School in White Lake from August, 2017 through December, 2017

**SALARY STEP:** BA + 10, Step 1

**ASSIGNMENT:** Special Education at HMS and HS

**Recommended Action:**

**That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Hannah Goodell for the 2018-2019 school year, at the Step 1, BA + 10 salary tract, (\$41,517), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.**

**New Hire**  
**July 17, 2018**

**HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN**

**RESUME'**

**NAME:** Erin Korson

**ADDRESS:** 4286 Hill Road  
Swartz Creek, MI 48473

**EDUCATION:** B.A., Spring Arbor University - 2011

**MAJOR:**

**MINOR:**

**CERTIFICATION:** Secondary Standard Teaching Certificate with an endorsement in LQ Visual Arts Education.

**EXPERIENCE:** Erin has been teaching art at Charyl Stockwell since August of 2017. Prior to that Erin taught elementary art in China.

**SALARY STEP:** BA, Step 1

**ASSIGNMENT:** Art at Hartland High School

**Recommended Action:**

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Erin Korson for the 2018-2019 school year, at the Step 1, BA salary tract, (\$40,178), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire  
July 17, 2018

**HARTLAND CONSOLIDATED SCHOOLS  
HARTLAND, MICHIGAN**

**RESUME'**

**NAME:** Ashley Brown

**ADDRESS:** 10464 Overhill Drive  
Brighton, MI 48114

**EDUCATION:** M.A. University of Michigan - 2016  
B.A., DePaul University - 2008

**MAJOR:** Elementary Education

**MINOR:**

**CERTIFICATION:** Elementary Professional Teaching Certificate with an endorsement in  
RX Social Studies. Michigan Administrator certificate is pending.

**EXPERIENCE:** Ashley has taught as a third grade teacher at Oxbow Elementary in the  
Huron Valley School District since August of 2017. Prior to that,  
Ashley taught for seven year at the Achieve Charter Academy in  
Canton.

**SALARY STEP:** MA, Step 2

**ASSIGNMENT:** 6<sup>th</sup> Grade at Farms Intermediate School

**Recommended Action:**

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Ashley Brown for the 2018-2019 school year, at the Step 2, MA salary tract, (\$46,547), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

## STATE AID OPERATING NOTES RESOLUTION

Hartland Consolidated Schools, Livingston County, Michigan (the "Issuer")

A regular meeting of the board of education of the Issuer (the "Board") was held in the \_\_\_\_\_, within the boundaries of the Issuer, on the 17th day of July, 2018, at \_\_\_\_\_ o'clock in the \_\_\_\_m.

The meeting was called to order by \_\_\_\_\_, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member \_\_\_\_\_ and supported by Member \_\_\_\_\_:

### WHEREAS:

1. Under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended ("Act 451"), a school district is authorized, either by achieving qualified status as described in Section 303(2) of Act 34, Public Acts of Michigan, 2001, as amended, or upon receiving prior approval of the authorized representative of the Department of Treasury, to borrow money for school operations and issue its notes therefor, pledging for the payment thereof monies to be received by it from the state school aid fund, which notes shall be the full faith and credit obligation of the Issuer; and

2. The estimated amount of such state aid appropriations allocated, or to be allocated, to this Issuer is \$ 45,121,410 for fiscal year 2018-2019, of which amount the sum of \$-0- has been heretofore distributed and received, leaving a balance of \$ 45,121,410 as the estimated amount remaining to be distributed to the Issuer pursuant to Act 451; and

3. This Issuer has immediate need to borrow the sum of not to exceed Two Million Dollars (\$2,000,000) to pay current operating expenses for fiscal year 2018-2019; and

4. The principal amount of the notes payable from the undistributed balance of the appropriations allocated to this Issuer for said fiscal year which have heretofore been issued and are now outstanding is \$ 0; and

5. Five percent (5%) of estimated fiscal year 2017-2018 operating expense is \$ 2,741,225; and

6. The process of soliciting bids by publishing a notice of sale in a publication as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, is prohibitively more expensive than obtaining bids through the distribution of a solicitation for bids.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. This Issuer shall borrow the sum of not to exceed Two Million Dollars (\$2,000,000) or such lesser amount as the Department of Treasury may approve or as reduced by a member of either the administrative staff or the Board of the Issuer, and shall issue its note or notes (the "Notes") therefor. The Issuer hereby appropriates a sufficient amount of state aid to repay the principal of and interest on the Notes. In addition, the full faith and credit of the Issuer is hereby irrevocably pledged for payment of the principal and interest on the Notes, and in case of insufficiency of state aid, the Issuer shall pay the Notes from any funds legally available therefor, and, if necessary, levy taxes on all taxable property in the Issuer for the payment thereof, subject to applicable constitutional and statutory tax rate limitations, all pursuant to Act 451. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

It is hereby declared that said borrowing is necessary for the purpose of securing funds for school operations and it is agreed with the purchaser of said Notes that the proceeds thereof will be used exclusively for that purpose.

2. Based upon expense considerations associated with publishing a notice of sale, as specified in Section 309(2) of Act 34, Public Acts of Michigan, 2001, as amended, the Board authorizes the distribution of a solicitation for bids, without publication, to obtain bids under the terms of Paragraph 10 of this resolution.

3. Said Notes shall be dated as of August 20, 2018, or the date of delivery, shall bear interest from the date thereof until paid at a rate not exceeding four percent (4%) per annum on the balance from time to time remaining unpaid, shall be in minimum denominations of \$100,000 or multiples of \$1,000 in excess of \$100,000, shall be payable to the Registered Owner, in lawful money of the United States of America, at such bank or trust company in the State of Michigan as shall be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the State of Michigan or of the Federal Government, and shall be due and payable on August 20, 2019. If more than one note is issued, the Notes shall be numbered serially from 1 upwards. Such Notes may be designated, at the option of the purchaser thereof, as a "State Aid Note" or "State Aid Notes".

4. The form of the Notes shall be in substantially the form set forth and attached hereto as Exhibit A.

5. Once the Issuer has either achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, or received prior approval for the issuance of the Notes from the authorized representative of the Department of Treasury, and based upon the determination of Paragraph 2 of this resolution, a member of either the administrative staff or the Board of the Issuer is authorized to arrange for the sale of such Notes without the taking of competitive bids thereon, provided that when bids, competitive or otherwise, are solicited and more than one bid received, such Notes shall be awarded to the lowest responsible bidder. The Notes shall be executed by the President and Secretary of the Board. In the absence of the President, the Superintendent may sign in the place of the President, and in the absence of the Secretary, the Treasurer of the Board may sign in place of the Secretary.

6. The form of solicitation for bids shall be in substantially the form set forth and attached hereto as Exhibit B.

7. If the Issuer has not achieved qualified status under Act 34, Public Acts of Michigan, 2001, as amended, a member of either the administrative staff or the Board of the Issuer is hereby authorized and directed to file a certified copy of this resolution with the authorized representative of the Department of Treasury for and on behalf of the Issuer and an application for an order approving such borrowing and issuance of said Notes, if applicable, and to pay any applicable fee therefor.

8. The Issuer hereby designates the Notes of this issue as "qualified tax-exempt obligations" for purposes of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended. In making said designation, the Board determines that the reasonably anticipated amount of tax-exempt obligations which will be issued by the Issuer or entities which issue obligations on behalf of the Issuer during calendar year 2018 will not exceed \$10,000,000.

9. The Board covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exemption of interest on the Notes from federal income taxation.

10. A member of either the administrative staff or the Board of the Issuer is further authorized to approve the specific interest rate to be borne by the Notes, not exceeding the maximum rate authorized herein, the purchase price of the Notes, and other terms and conditions relating to the Notes and the sale thereof. A member of either the administrative staff or the Board of the Issuer is directed to execute a certificate accepting the interest rate and purchase price of the Notes on behalf of the Issuer.

11. Within fifteen (15) business days after issuance of the Notes, the Board hereby authorizes and directs the Superintendent to cause to be filed with the Department of Treasury any and all documentation required subsequent to the issuance of the Notes, along with any statutorily required fee.

12. The President, Vice President, Secretary, Treasurer, Superintendent and the individual acting in the capacity of the school business official are each further authorized to execute any documents or certificates necessary to complete the transaction. Any of those officers may designate, in writing, an individual to act in their place with respect to the powers conveyed in this paragraph.



13. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

\_\_\_\_\_  
Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at a regular meeting held on July 17, 2018, the original of which is part of the Board's minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, Public Acts of Michigan, 1976, as amended).

\_\_\_\_\_  
Secretary, Board of Education

JJS/jmw

**EXHIBIT A**

**UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF LIVINGSTON  
HARTLAND CONSOLIDATED SCHOOLS  
STATE AID NOTE**

**Rate**

**Maturity Date**

**Date of Original Issue  
August 20, 2018**

**REGISTERED OWNER:**

**PRINCIPAL AMOUNT:**

Hartland Consolidated Schools, County of Livingston, State of Michigan (the "Issuer"), for value received, hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above on the Maturity Date specified above, with interest thereon from the date hereof until paid at the Rate specified above based on a 360-day year, 30-day month, on presentation and surrender of this note (the "Note") at \_\_\_\_\_, Michigan (the "Paying Agent"). This Note is issued in minimum denominations of \$100,000 or multiples of \$1,000 in excess of \$100,000.

This Note is not subject to redemption prior to maturity.

This Note is issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing money for school operations for the 2018-2019 fiscal year. The Issuer has pledged for the payment of this Note monies to be received by it from state school aid. As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, this Note is payable from tax levies within the Issuer's constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of the full faith, credit and resources is subordinate to any encumbrances of tax levies pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

The Issuer has designated this Note as a "Qualified Tax-Exempt Obligation" for the purpose of deduction of interest expense by financial institutions under the provisions of the Internal Revenue Code of 1986, as amended.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this Note, have been done, exist and have happened in regular and due time and form as required by law, and that the total indebtedness of the Issuer, including this Note, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, Hartland Consolidated Schools, County of Livingston, State of Michigan, by its Board of Education, has caused this Note to be signed in the name of the Issuer by its President and Secretary, as of August 20, 2018.

Hartland Consolidated Schools  
County of Livingston  
State of Michigan

By Form Only - Not for Execution  
President

And Form Only - Not for Execution  
Secretary

**EXHIBIT B**

**SOLICITATION FOR BIDS**

**HARTLAND CONSOLIDATED SCHOOLS  
COUNTY OF LIVINGSTON  
STATE OF MICHIGAN  
\$2,000,000  
STATE AID NOTES**

Unconditional and firm bids for the purchase of not to exceed Two Million Dollars (\$2,000,000) of State Aid Notes (the "Note" or "Notes") will be received by Hartland Consolidated Schools, Livingston County, Michigan (the "Issuer"), at the administrative offices of the Issuer, 9525 E. Highland Road, Howell, Michigan 48843-9098, on the 2nd day of August, 2018, until 11:00 o'clock in the a.m., prevailing Eastern Time, at which time and place said bids will be publicly opened and read. BIDS also will be received on the same date and the same hour by an agent of the undersigned at the offices of the Municipal Advisory Council of Michigan, Buhl Building, 535 Griswold Street, Suite 1850, Detroit, Michigan 48226, where the bids will simultaneously be opened and read. Bidders may choose either location to present bids but not both locations. Award of Notes will be made on behalf of the Issuer by an authorized officer of the Issuer on that date.

**FAXED BIDS:** Bidders may submit signed bids via facsimile transmission to the Issuer at (810) 626-2101 or the Municipal Advisory Council of Michigan at (313) 963-0943 provided that the faxed bids are received prior to the time and date fixed for receipt of bids. Bidders submitting faxed bids bear the full risk of failed or untimely transmission of their bids. Bidders are encouraged to confirm the timely receipt of their full and complete bids by telephoning the Issuer at (810) 626-2100 or the Municipal Advisory Council of Michigan at (313) 963-0420.

**NOTE DETAILS; INTEREST RATE; PAYING AGENT; AND DENOMINATION:** The Notes will be dated August 20, 2018, or date of delivery, due on August 20, 2019, and will bear interest at a rate not exceeding four percent (4%) per annum. Both principal and interest will be payable at a bank or trust company located in the State of Michigan; New York, New York; or Chicago, Illinois, to be designated by the original purchaser of the Notes, which paying agent qualifies as such under the statutes of the state in which it is located or of the United States, with paying agent fees, if any, to be paid by the purchaser of the Notes. The Notes shall be issued in minimum denominations of \$100,000 or multiples of \$1,000 in excess of \$100,000. If more than one Note is issued, the Notes shall be numbered serially from one upwards.

**NO OFFICIAL STATEMENT:** The Issuer will not provide a Near Final or final Official Statement. Further, compliance with Rule 15c2-12 of the Securities and Exchange Commission regarding sale to limited numbers of sophisticated investors is the sole responsibility of the successful bidder.

**PRIOR REDEMPTION:** The Notes are not subject to redemption prior to maturity.

**AWARD OF NOTES:** For the purpose of awarding the sale of the Notes, the interest cost of each unconditional and firm bid will be computed on a 360-day year, 30-day month, by

determining, at the rate specified therein, the total dollar value of all interest on the Notes from August 20, 2018, to maturity and deducting therefrom any premium. The Notes will be awarded to the bidder whose unconditional and firm bid on the above computation produces the lowest dollar interest cost to the Issuer. No proposal for the purchase of less than all the Notes or at a price less than their par value will be considered. Any and all fees or charges of the bidder must be incorporated into the rate.

**SECURITY:** The Notes are issued under the provisions of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended, and Act 34, Public Acts of Michigan, 2001, as amended, for the purpose of providing money for school operations for the 2018-2019 fiscal year. The Issuer has pledged for the payment of the Notes, monies to be received by it from state school aid.

As additional security the Issuer has pledged the full faith, credit and resources of the Issuer and, in the event of the unavailability or insufficiency of state school aid for any reason, the Notes are payable from tax levies within its constitutional and statutory limitations or from unencumbered funds of the Issuer. The pledge of full faith and credit is subordinate to any encumbrances or tax levies pledged or to be pledged for the payment of tax anticipation notes issued or to be issued by the Issuer pursuant to Act 34, Public Acts of Michigan, 2001, as amended.

**LEGAL OPINION:** Bids shall be conditioned upon the unqualified opinion of Thrun Law Firm, P.C., attorneys of East Lansing, Michigan, which opinion will be furnished without expense to the purchaser prior to the delivery thereof, approving the legality of the Notes.

**TAX MATTERS:** In the opinion of note counsel, assuming continued compliance by the Issuer with certain requirements of the Internal Revenue Code of 1986, as amended (the "Code"), interest on the Notes is excluded from gross income for federal income tax purposes, as described in the opinion, and the Notes and interest thereon are excluded from taxable income for State of Michigan income tax purposes. Further, the Notes and the interest thereon are subject to inheritance and estate taxes and taxes on gains realized from the sale, payment or other disposition thereof. The Issuer has designated the Notes as **"QUALIFIED TAX-EXEMPT OBLIGATIONS"** within the meaning of the Code and has covenanted to comply with those requirements of the Code necessary to continue the exclusion of interest on the Notes from gross income for federal income tax purposes.

**CERTIFICATE REGARDING "ISSUE PRICE":** The successful bidder will be required to furnish, prior to the delivery of the Notes, a certificate in a form acceptable to note counsel as to the "issue price" of the Notes within the meaning of Section 1273 of the Internal Revenue Code of 1986, as amended. By submitting a bid, the bidder represents to the Issuer that it intends to hold the Notes for its own account with no present intention to reoffer the Notes unless the bidder has notified Note counsel, in writing, at least 72 hours before the bid deadline that the bidder intends to reoffer the Notes.

**INVESTMENT CERTIFICATE:** As a condition of award, the successful bidder will be required to furnish prior to the delivery of the Notes a certificate in a form acceptable to note counsel that documents the investment experience of the successful bidder and provides representations that either the Notes are being purchased for the bidder's own portfolio without

the intent to sell or re-offer the Notes or that if there is an intent to sell or re-offer the Notes, the bidder will obtain from the subsequent purchaser an investment certificate that is substantially identical to the certificate provided by the successful bidder. A sample form investment certificate acceptable to note counsel is available for review through note counsel prior to the sale and will be provided by note counsel to the successful bidder after the sale.

**CLOSING DOCUMENTS:** Drafts of all closing documents, including the form of Note and note counsel's legal opinion, may be requested from Thrun Law Firm, P.C. Final closing documents will be in substantially the same form as the drafts provided. Closing documents will not be modified at the request of a bidder, regardless of whether the bidder's proposal is accepted.

**DELIVERY OF NOTES:** The Issuer shall furnish Notes ready for execution at its expense. Notes will be delivered without expense to the purchaser at a place located in the STATE OF MICHIGAN, to be mutually agreed upon between the purchaser and the Issuer. Delivery can also be made in Chicago, Illinois or New York, New York, but at the EXPENSE of the PURCHASER. The usual closing documents, including a certificate that no litigation is pending affecting the issuance of the Notes, will be delivered at the time of the delivery of the Notes. Accrued interest to the date of delivery of the Notes, if any, shall be paid by the purchaser at the time of delivery.

Payment for the Notes shall be in such manner as to assure receipt of funds by the Issuer on the day of delivery of the Notes.

**BIDDER CERTIFICATION - NOT "IRAN-LINKED BUSINESS":** By submitting a bid, the bidder shall be deemed to have certified that it is not an "Iran-Linked Business" as defined in Act 517, Public Acts of Michigan, 2012; MCL 129.311, et seq.

**THE RIGHT IS RESERVED TO REJECT ANY OR ALL BIDS.**

The bids should be plainly marked "Proposal for Hartland Consolidated Schools State Aid Notes".

Form Only - Not for Execution  
Superintendent  
Hartland Consolidated Schools

School Bond Qualification and Loan Program  
School Loan Revolving Fund  
Bureau of Bond Finance  
Michigan Department of Treasury  
430 W. Allegan  
Lansing, MI 48922

**ANNUAL LOAN/REPAYMENT ACTIVITY APPLICATION**  
For Participation in the School Bond Qualification and Loan Program

Legal Name of School District	District Code No.	County
Hartland Consolidated Schools	47-060	Livingston County

**CERTIFICATE**

I, the undersigned, Secretary of the Board of Education, do certify hereby that the following constitutes a true and complete copy of a resolution adopted by the Board of Education of this School District, at a [regular or special] meeting held on the 17th day of July, 2018, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with Act 267 of the Public Acts of 1976 (Open Meetings Act).

IN WITNESS WHEREOF, I have hereunto set my hand this 17th day of July, 2018

Michelle Hemeyer

(Type or Print Name of Secretary)

(Signature of Secretary)

Bill Gatewood

(Type or Print Name of Treasurer, Board of Education)

(Signature of Superintendant of Schools)

**RESOLUTION**

A meeting was called to order by \_\_\_\_\_, President.

Present: Members \_\_\_\_\_

Absent: Members \_\_\_\_\_

The following preamble and resolution were offered by Member \_\_\_\_\_

and supported by Member \_\_\_\_\_

WHEREAS:

1. Act 92 of the Public Acts of Michigan, 2005, enacted pursuant to Article IX, Section 16, of the Michigan Constitution of 1963, provides the procedure, terms and conditions for obtaining a loan from the Michigan School Loan Revolving Fund.
2. Pursuant to Executive Order No. 1993-19, the state activities related to bond qualification and state borrowing functions for the provision of loans by the State of Michigan to school districts were transferred from the Department of Education to the Department of Treasury. The State Treasurer is responsible for prescribing the forms and procedures regarding the application for loan from the School Loan Revolving Fund.

3. This district has taken all necessary actions to comply with all legal and procedural requirements for borrowing from the School Loan Revolving Fund.

NOW, THEREFORE, LET IT BE RESOLVED THAT:

1. The district approves the estimated amount to be borrowed from or repaid to the School Bond Qualification and Loan Program and certifies the amount of qualified debt millage to be levied in accordance with the following:

Qualified bond debt millage (Tax Year 2018)	8.05	
Combined beginning balance owed to the SBLF and/or SLRF 06/30/2018		\$ 24,391,204.54
Estimated amount to borrow from or repay to the SBLF and/or SLRF		11,499,744
Estimated accrued interest		1,219,560
Estimated combined ending balance owed the SBLF and/or SLRF 06/30/2019		37,110,509

2. The district agrees to levy the debt millage tax as indicated above in the current tax year and to levy the debt millage tax required by law on the taxable valuation of the district for each subsequent year until all loans are repaid in full to the State of Michigan.

3. The district agrees to take actions and to refrain from taking any actions as necessary to maintain the tax exempt status of tax exempt bonds or notes issued by the State or the Michigan Finance Authority for the purpose of financing loans to school districts.

4. The district agrees to file a draw request with the State Treasurer not less than 30 days prior to the time when disbursement proceeds will be necessary in order to pay maturing principal or interest or both and to provide any other pertinent facts which may be required to be included in the request.

5. The (title of authorized officer) Ass't Sup., Business & Ops is authorized and directed to file with the Department of Treasury the Annual Loan/Repayment Activity Application and any draw request documents necessary for borrowing from the SLRF.

6. In the event that the district fails to perform any actions as identified in this application or required by law, the district will submit to the State Treasurer a board approved resolution which indicates the actions taken and procedures implemented to assure future compliance.

7. The district board members have read this application, approved all statements and representations contained herein as true to the best knowledge and belief of said board, and authorized the Secretary of the Board of Education to sign this application and submit same to the State Treasurer for his review and approval.

Ayes: Members

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Nayes: Members

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The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules. **It is a condition for participation in any MHSAA postseason tournaments that high schools adhere to at least the minimum standards of Regulation I and the maximum limitations of Regulation II in ALL MHSAA Tournament sports.**

Michigan High School Athletic Association tournaments are the collective property of the MHSAA and not of any individual member school. The MHSAA reserves the right to promote and advance the membership's interests with publication information; exclusive arrangements to create recognition and exposure for school-sponsored activities; restrictive policies prohibiting exploitation and commercialization of MHSAA-sponsored tournaments; appropriate proprietary interests, and the use of images or transmissions identifying contest officials, spectators and member schools' students, personnel and marks.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

## MEMBERSHIP RESOLUTION

For the year August 1, 2018 — through July 31, 2019

### LIST ON BACK

\_\_\_\_\_ the School(s) which are under the direction of this Board of Education/Governing Body.

***(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2018-19 must be listed on the back of this form)***

Hartland Consolidated Schools

City of Hartland, Mi.

County of Livingston, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current **HANDBOOK** as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2018 and shall remain effective until July 31, 2019, during which the authorization may not be revoked.

### RECORD OF ADOPTION

The above resolution was adopted by the Board of Education/Governing Body of the

\_\_\_\_\_ School(s), on the \_\_\_\_\_ day of \_\_\_\_\_, 2018,  
and is so recorded in the minutes of the meeting of the said Board/Governing Body.

\_\_\_\_\_  
(Governing Body Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City & Zip Code)

\_\_\_\_\_  
(Contact E-mail)

\_\_\_\_\_  
Board Secretary Signature  
or Designee

☐ Check if Designee

# Schools Which Are To Be MHSAA Members During 2018-19

**NOTE:** Pursuant to the MHSAA Constitution, all high schools, junior high/middle schools, or other schools of Michigan doing a grade of work corresponding to such schools, may become members of this organization provided (a) the school building has enrollment and onsite attendance of at least 15 students, whether for grades 6 through 8 or 9, grades 7 through 8 or 9, or grades 9 or 10 through 12; and (b) if a nonpublic school, the school qualifies for federal income tax exemption as a not-for-profit organization. To reach the 15-student minimum for middle school membership, schools may join the MHSAA at the 6th-grade level whether or not 6th-grade students participate in athletics.

- A. This Section does not require school districts to become member schools at the junior high/middle school level and does not require school districts to sponsor any interscholastic athletics for 6th grade students.
- B. If a school district's MHSAA Membership Resolution lists a junior high/middle school as an MHSAA member school, and if the school sponsors a 6th-grade team in any sport or permits a 6th-grade student to participate with 7th- and/or 8th-grade students in any sport, then all of Regulations III and IV apply to all 6th-graders in all sports involving 6th-graders on teams sponsored by that school. If the school does not allow any 6th-graders to participate in a sport, MHSAA rules do not apply in that sport.

## Member High School(s) (if any)

List separately from JH/MS even if all grades are housed in the same building.

1. Hartland High School
2. Legacy Alternative High School
3. Hartland Virtual Academy
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_
11. \_\_\_\_\_
12. \_\_\_\_\_
13. \_\_\_\_\_
14. \_\_\_\_\_
15. \_\_\_\_\_

If necessary, list additional schools for either column on a separate sheet.

## Member Junior High /Middle School(s) (if any)

List separately from HS even if all grades are housed in the same building.

\*If the 6th graders are in a separate building, and participating with the 7th and 8th graders, the 6th grade school building must be listed as an MHSAA member school.

1. Ore Creek Middle School  
Name of Junior High/Middle School

Configuration of grades in school (e.g. K-6, 6-8, 7-8, 7-9): 7-8

Provide anticipated 2018-19 7th- and 8th-Grade Enrollment: \_\_\_\_\_

Provide anticipated 2018-19 6th-Grade Enrollment: \_\_\_\_\_

- **Yes or No** (circle one) 6th-grade students will be participating in one or more sports for the above school
- **Yes or No** (circle one) \*6th-graders are housed in the same building as 7th- and 8th-graders
- **Yes or No** (circle one) 6th-graders will be participating, in at least one sport, with 7th- and 8th-graders

2. \_\_\_\_\_  
Name of Junior High/Middle School

Configuration of grades in school (e.g. K-6, 6-8, 7-8, 7-9): \_\_\_\_\_

Provide anticipated 2018-19 7th- and 8th-Grade Enrollment: \_\_\_\_\_

Provide anticipated 2018-19 6th-Grade Enrollment: \_\_\_\_\_

- **Yes or No** (circle one) 6th-grade students will be participating in one or more sports for the above school
- **Yes or No** (circle one) \*6th-graders are housed in the same building as 7th- and 8th-graders
- **Yes or No** (circle one) 6th-graders will be participating, in at least one sport, with 7th- and 8th-graders

3. \_\_\_\_\_  
Name of Junior High/Middle School

Configuration of grades in school (e.g. K-6, 6-8, 7-8, 7-9): \_\_\_\_\_

Provide anticipated 2018-19 7th- and 8th-Grade Enrollment: \_\_\_\_\_

Provide anticipated 2018-19 6th-Grade Enrollment: \_\_\_\_\_


- **Yes or No** (circle one) 6th-grade students will be participating in one or more sports for the above school
- **Yes or No** (circle one) \*6th-graders are housed in the same building as 7th- and 8th-graders
- **Yes or No** (circle one) 6th-graders will be participating, in at least one sport, with 7th- and 8th-graders



John E. Roberts, Executive Director

1661 Ramblewood Drive • East Lansing, MI 48823-7329 • 517-332-5046 • Fax 517-332-4071 • MHSAA.com

TO: Superintendents of Schools

FROM: John E. Roberts, Executive Director 

DATE: May, 2018

SUBJECT: 2018-19 Membership – **Take Action Now!**

Unlike classroom courses of our schools, the interscholastic athletic program requires opponents; and to help promote a level playing field for competition, the interscholastic athletic program requires some organization to provide a forum to assist in developing competitive standards and to help assure they are maintained. For many years, many schools have worked through the Michigan High School Athletic Association to establish a common set of rules, for the orderly administration of an interscholastic athletic program, which promotes academic integrity and competitive equity.

According to Michigan Attorney General Opinion #4795 of 1977, any local board of education, which desires to do so, may voluntarily join the MHSAA by adopting the rules of the association and agreeing to enforce those rules with respect to its schools. Institutional control remains the key to this organization.

Enclosed are two copies of the MHSAA Membership Resolution for the year August 1, 2018 through July 31, 2019. A copy describing essential eligibility requirements in PDF format may be downloaded from the Administrators page of MHSAA.com.

Each school district which wishes one or more schools to participate in MHSAA tournaments and benefit from MHSAA services must schedule on its board of education agenda the adoption of the Membership Resolution. The Resolution should be signed in sufficient time to prevent a lapse in membership (before August 1). A lapse in membership, even though for only a week, can create unnecessary problems should there be claims under the \$1,000,000 accident medical insurance plan or the concussion care gap insurance or if eligibility rulings are to be made during that period.

While it is not a prerequisite to conducting an interscholastic athletic program, MHSAA membership is required for all school districts, which wish their high schools to participate in MHSAA post-season tournaments. If the Membership Resolution is not signed and returned by the fourth Friday after Labor Day (September 28), your district's schools may not enter MHSAA post-season tournaments during 2018-19.

If the Membership Resolution is being returned from a multi-school district or diocese, please list ALL junior and senior high schools for which membership is requested. We strongly urge that all junior high/middle schools become MHSAA members, subject to MHSAA rules that are especially designed for students of that age and educational programs of that level. In order to assure compatible philosophies and equitable opportunities and competition, you are urged to invite all the junior high/middle schools against which yours compete or which feed into your high schools to also become MHSAA member schools if they are not already.

(over)

The Membership Resolution obligates the listed schools of your district to follow the standardized rules if your schools wish to qualify for and participate in MHSAA post-season tournaments, and it obligates your administration and board of education to enforce those rules.

**Complete the Membership Resolution only if your district intends to fulfill these obligations without exception.**

Also enclosed, is a copy of the minutes of the MHSAA Representative Council Meeting held May 6-7, 2018. Regulation CHANGES as indicated in the minutes will be published in the 2018-19 *Handbook*, which we anticipate receiving from the printer before June 15. Copies will be sent to each superintendent and each member school immediately after delivery to our office. Please review the minutes of the Representative Council's Dec. 1, 2017 and March 23, 2018 meetings where other changes for 2018-19 were developed. Minutes, and a summary of Representative Council Action can be found on the Administrators page on MHSAA.com.

Thank you for your cooperation with these first procedures for the 2018-19 year of inter-scholastic athletics, which we will try our very hardest to make the very best experience possible.

#### **New Transfer Rule**

A new sport-specific transfer rule has been adopted, the full effects of which will be felt during the 2019-20 school year. The revised rule means a transfer student has

- immediate eligibility in a sport not played the previous season for that sport and (unless one of the 15 Exceptions apply)
- no eligibility for the upcoming season in a sport actually played the previous season in that sport.

Students' sport participation during the 2018-19 school year will determine their eligibility for 2019-20 should they transfer schools and not meet one of the 15 stated Exceptions. This rule applies to high school students only.

Schools should inform students prior to participation in a scrimmage or game of this new rule impacting transfer students. Distribute the update MHSAA Student Eligibility brochure to all students. (Available on MHSAA.com)

#### **Schools may join the MHSAA beginning with the 6<sup>th</sup> grade level**

Schools which join the MHSAA at the 6<sup>th</sup> grade level, may not only sponsor teams for 6<sup>th</sup> grade with MHSAA services (including catastrophic accident insurance and concussion care gap insurance), they may also allow 6<sup>th</sup> graders to participate with 7<sup>th</sup> and 8<sup>th</sup> graders in individual sports (bowling, cross country, track & field, swimming & diving, tennis and wrestling) and with league approval in team sports (MHSAA Executive Committee approval is not required in either case.)

Superintendents, principals and athletic directors should discuss 6<sup>th</sup> grade participation at the local and league level prior to completing the 2018-19 MHSAA Membership Resolution.

**SCHOOL BOARD MEETING DATES**  
**REGULAR & SPECIAL**  
**2018-19**

**Regular Meetings**

July 17, 2018 Organizational (7:30am)

August 16, 2018

September 17, 2018

October 22, 2018

November 19, 2018

December 17, 2018

January 21, 2019

February 18, 2019

March 18, 2019

April 15, 2019

May 20, 2019

June 10, 2019

**Special Meetings**

TBD

June 24, 2019

All meetings take place in the Boardroom at the Hartland Educational Support Service Center, 9525 E. Highland Road, Howell, and begin at 6:30 p.m. unless otherwise indicated.

Adopted:

## 2018 BOARD OF EDUCATION COMMITTEES

<b>BUILDING &amp; SITE:</b>	Thom Dumond, Michelle Hemeyer
<b>CURRICULUM:</b>	Chris Costa, Cyndi Kenrick, Michelle Hemeyer
<b>FINANCE:</b>	Charlie Aberasturi, Bill Gatewood
<b>PERSONNEL:</b>	Thom Dumond, Chris Costa, Cyndi Kenrick
<b>POLICY:</b>	Bill Gatewood, Charlie Aberasturi, Cyndi Kenrick
<b>HEARTLAND/HCS FOUNDATIONS:</b>	Cyndi Kenrick
<b>SENIOR CENTER LIAISON:</b>	Michelle Hemeyer
<b>TECHNOLOGY COORDINATION MEETINGS:</b>	Bill Gatewood
<b>LRN REPRESENTATIVE:</b>	Cyndi Kenrick
<b>LCASB ANNUAL MEETING:</b>	Thom Dumond
<b>CCC MEETINGS:</b>	Cyndi Kenrick
<b>LESA COLLABORATION MEETINGS:</b>	Thom Dumond
<b>LESA GOAL/MISSION REVIEW:</b>	Thom Dumond
<b>DPAC LIAISON:</b>	Michelle Hemeyer
<b>MASB DELEGATE:</b>	Thom Dumond

*\*Thom will suggest changes as needed*

**RESOLUTION TO IMPLEMENT THE  
ESSENTIAL PRACTICES IN EARLY AND ELEMENTARY LITERACY**

**WHEREAS**, the Board of Education for the Hartland Consolidated School District along with the Livingston Educational Service Agency and education leaders throughout Michigan, understands the importance of developing talent that is career ready and college capable, and

**WHEREAS**, one in six children who do not read proficiently in third grade fail to graduate from high school on time, four times the rate for children with proficient third grade reading skills, and

**WHEREAS**, there is a moral and economic imperative to the relentless pursuit of early language & literacy development, and

**WHEREAS**, there is a significant gap in the early language and literacy development between students from poverty and their peers, and

**NOW THEREFORE BE IT RESOLVED**, that the Board of Education for Hartland Consolidated School District fully supports the goal that Each child in Livingston County, from birth to age eight, will learn in an environment that exemplifies the Essential Practices in Early and Elementary Literacy and commits to the following over the course of the next three years:

1. Work in collaboration with the Livingston Educational Service Agency and all educational organizations within Livingston County to fully implement the Essential Practices in Early and Elementary Literacy.
2. Inspire each elementary building leader to positively engage in all associated professional learning opportunities and fully implement the Essential Practices in all instructional settings.
3. Seek the commitment of each teacher and paraprofessional to fully implement the Essential Practices in their classrooms and provide support for their professional learning needs.
4. Integrate the Essential Practices in Early and Elementary Literacy in all administrator, teacher, and paraprofessional practices.
5. Track and measure progress through student growth and proficiency measurements, with a focus on children in poverty.
6. Implement the concepts outlined in the "Essential Coaching Practices for Early Literacy" in a culturally responsive fashion.
7. Actively support the new Livingston County Language & Literacy Coalition.

I hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted by the Board of Education for the Hartland Consolidated School District at a meeting thereof held on the 17<sup>th</sup> day of July, 2018, by the following vote of the Trustees thereof:

AYES:

NAYS:

Absent:

\_\_\_\_\_  
Secretary

July 17, 2018

Date