

**HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
December 17, 2018**

AGENDA

- I. Call to order, 6:30 p.m., Board Room, Educational Support Service Center
 - A. Pledge of Allegiance
 - B. Oath of Office: Aberasturi, Coleman, Costa
 - C. Approval of agenda/items for discussion
 - D. Approval of minutes – November 26, 2018 regular meeting
 - E. Superintendent’s Report
 - Goals, Building & Site, and Finance Committee Meetings in January
 - F. Board reports & requests
 - G. Call to the public

- II. Action Items
 - A. Payment of Invoices
 - B. New and Revised Policies
 - C. Appointment of Compliance Officers

- III. Discussion Items
 - A. 2019/20 High School Curriculum Guide

- IV. Information Items
 - A. Future meetings: January 14, 2019, regular, Board Room, Hartland Educational Support Service Center; February 18, 2019, regular, Board Room, Hartland Educational Support Service Center
 - B. Information Items:

- V. Adjournment

This meeting is a meeting of the Board of Education in public for the purpose of conducting the business of Hartland Consolidated Schools and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in Agenda Item I.G.

DETAILED AGENDA

I. CALL TO ORDER

I.A. PLEDGE OF ALLEGIANCE

I.B. OATH OF OFFICE

Charlie Aberasturi, Chris Costa, Kristin Coleman

I.C. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the December 17, 2018 regular meeting be approved, and that public participation be allowed on all items. Motion by _____, supported by _____. _____

I.D. APPROVAL OF MINUTES – NOVEMBER 26, 2018 REGULAR MEETING (SEE ATTACHED)

(Recommended action): That the minutes of the November 26, 2018 regular meeting be approved. Motion by _____, supported by _____. _____

I.E. SUPERINTENDENT'S REPORT

I.F. BOARD REPORTS & REQUESTS

I.G. CALL TO THE PUBLIC

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 November 30, 2018, and the payment of invoices totaling \$1,450,782.42 and payroll obligations totaling \$4,413,074.05. Motion by _____, supported by _____. _____

II.B. NEW & REVISED POLICIES (SEE ALTERNATE RESOLUTION BELOW)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, **adopts the following new Bylaws:** 0165.6-Meetings-Cancellation, 0167.6-Meetings-Use of Social Media, **new Policy:** 2261.03-District and School Report Card, **the following revised Bylaws:** 0100-Definitions, 0122-Board Powers, 0131.1-Bylaws & Policies, 0143.1-Public Expression of Board Members, 0166-Meetings-Agenda, 0167.1-Meetings-Voting, 0167.2-Meetings-Closed Session, 0167.3-Meetings-Public Participation at Board Meetings, **and the following revised Policies:** Policy 1422/3122/4122-Nondiscrimination and Equal Employment Opportunity, Policy 1662/3362/4362-Anti Harassment, Policy 2260-Nondiscrimination and Access to Equal Educational Opportunity, Policy 5517-Anti-Harassment, Policy 5517.02-Sexual Violence, Policy 2112-Parent and Family Engagement, Policy 2261-Title I Services, Policy 2261.01-Parent and Family Member Participation in Title I Programs, Policy 2270-P.A. Annual Reports, Policy 2271-Postsecondary (Dual) Enrollment Option Program, Policy 3120-Employment of Professional Staff, Policy 3120.04-Employment of Substitutes, Policy 3130-Assignment and Transfer, Policy 4162-Controlled Substance and Alcohol Policy for Commercial Motor Vehicle Drivers and Other Employees, Policy 5330 Use of Medications, Policy 5460 Graduation Requirements, Policy 5540 Interrogation of Students, Policy 5610-Emergency Removal, Suspension, and Expulsion of Students, Policy 5610.01-Expulsions/Suspensions-Required by Statute (Rescind), Policy 5611-Due Process Rights, Policy 5630.01-Student Seclusion and Restraint, Policy 6325-Procurement-Federal Grants/Funds, Policy 6350-Prevailing Wage Coordinator (Rescind), Policy 5610-Emergency Removal, Suspension, and Expulsion of Students (Replacement) as presented and discussed. Motion by _____, supported by _____. _____

ALTERNATE RESOLUTION:

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel & Student Services, adopts the new and revised Board Policies as presented and discussed. Motion by _____, supported by _____. _____

II.C. APPOINTMENT OF COMPLIANCE OFFICERS

(Recommended action): That the Board of Education appoints the Assistant Superintendent of Personnel & Student Services and the Director of Community Education as Compliance Officers 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 Scott VanEpps, Assistant Superintendent of Personnel & Student Services, or Michele Otis, Director of Community Education, Hartland Consolidated Schools, 9525 Highland Road, Howell, MI 48843, (810) 626-2100. Motion by _____, supported by _____. _____

III.A. 2019/20 HIGH SCHOOL CURRICULUM GUIDE (SEE ATTACHED)

For Discussion

IV.A. FUTURE MEETINGS

January 14, 2019, regular, 6:30 p.m. Board Room, Educational Support Center

February 18, 2019, regular, 6:30 p.m. Board Room, Educational Support Center

IV.B. INFORMATION ITEMS

V. ADJOURNMENT

HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING – BOARD OF EDUCATION
NOVEMBER 26, 2018

Members present: T. Dumond, C. Costa, C. Kenrick, B. Gatewood, K. Coleman, C. Aberasturi, M. Hemeyer
Members absent: none
Admin. Present: C. Hughes, S. Bacon, D. Minsker, S. VanEpps, K. Gregory, M. Marino, D. Hottum, M. Day,
S. Livingway, T. Howerton, L. Pumford, M. Otis, S. Way, L. Archey
Guests: R. Bois, S. Korponic, M. Passeggiato, C. Hahne, S. Zaiser, S. Furge, S. Cole, A. Bickel,
L. Bickel

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.

11/26/18 AGENDA APPROVED

Motion by Kenrick, supported by Hemeyer that the agenda for the November 26, 2018 regular meeting be approved, and that public participation be allowed on all items. Motion carried 6-0.

10/22/18 MINUTES APPROVED

Motion by Hemeyer, supported by Aberasturi that the minutes of the October 22, 2018 regular meeting be approved. Motion carried 6-0.

SUPERTINTENDENT'S REPORT

Mr. Hughes congratulated Mr. Aberasturi, Mr. Costa, and Mrs. Coleman on their re-election. They will take the oath of office at the December 17th Board meeting.

HAPPENINGS AT LAKES ELEMENTARY

Mr. Hughes introduced Lakes principal Mr. Howerton, who talked about the LOC Student run credit union at Lakes. The credit union has been operating at Farms for about 10 years; this is the 2nd year at Lakes. Mr. Howerton stressed what a great opportunity this is for 4th graders, a real life experience. They work as a team with 4th grade teacher Mr. Foster as the point person. Multiple fourth and fifth graders spoke highlighting what they liked best about working at the credit union.

HAPPENINGS IN THE MAINTENANCE DEPARTMENT

Mr. Hughes introduced Matt Marino who talked about the size of the district and managing it on a daily basis. Matt showed a PowerPoint detailing all of the buildings, athletic fields, playgrounds, etc. in the district and the current projects, completed projects, and projects that need to be done in the future. Mr. Hughes noted that all of the sinking fund projects and updates are listed on our website.

REVIEW OF CURRENT TECHNOLOGY PLAN

Mr. Hughes introduced Scott Usher to talk about the state of technology in the district. Scott highlighted all of the devices that were replaced at the High School in the summer of 2018. The new classroom audio system at Round came out of sinking fund dollars. In the summer of 2019, all of the computers at the HESSC will be replaced, and this will deplete the 2010 bond funds. Main entrance camera buzzers will be installed at elementaries, Farms and the Middle School thanks to a State of Michigan and Michigan State Police grant. Scott noted that the future goal is a 5-year computer replacement. In the summer of 2020, we should start the 5-year replacement cycle and begin replacing computers. The summer of 2019 will be the end of Google's 5 year support for Chromebooks (the district has seven Chromebook carts). The interactive white boards are out of warranty for software support. The budget needed for future technology is \$5,317,645 (2020-2025).

Mr. Hughes shared that he believes we need to think about what to do in the future to make sure we have money to keep the district in good shape. Mr. Bacon stated that we are looking at ways to tackle the problem, and we

need to come up with a game plan. Mr. Dumond said we need to make a decision to do something in the next 6 months to keep the district where it's at. Mr. Hughes talked about meeting with vendors and will come up with a recommendation to the Board. Administrators have met with a financial advisor and are gathering all of the pieces.

Mr. Gatewood asked what the process is to decide how the sinking fund money is spent. Mr. Hughes stated that a priority list is taken to the Building and Site Committee and discussed as part of the approval process, and then shared with the entire Board for input. Mr. Gatewood stated he is concerned that the Board sends out information to get the sinking fund passed; and wants to make sure sinking fund dollars are spent as promised to the community. He stated it is important that everyone on the Board has a say so in how the money is spent before it is spent. Mr. Dumond noted that Matt Marino has a book where all potential projects are listed and this is used to prioritize sinking fund recommendations.

Mr. Dumond thanked Mr. Hughes for the presentations he has been doing at the buildings and with community organizations.

CALL TO THE PUBLIC

There was no response to call to the public.

BOARD REPORTS AND REQUESTS

Mr. Dumond thanked all of the staff at Legacy for a great Thanksgiving feast.

PAYMENT OF INVOICES

Motion by Aberasturi, supported by Gatewood that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of October 31, 2018, and the payment of invoices totaling \$2,471,850.87 and payroll obligations totaling \$2,735,027.00.

Motion carried 6-0.

SUMMER TAX COLLECTION

Motion by Costa, supported by Hemeyer that the Board of Education, pursuant to the Revised School Code, hereby imposes a summer tax levy for July 1, 2019, as presented. Motion carried 6-0.

BUS PURCHASE

Motion by Coleman, supported by Aberasturi that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, authorizes the purchase of seven buses through the MSBO/MAPT Bus Purchasing Program for a total of \$669,269.37 as presented. Motion carried 6-0.

ADOPTION OF THE RESTATED 403B PLAN FOR AFFILIATED EMPLOYEES

Motion by Hemeyer, supported by Kenrick that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, adopts the restating of the new 403b plan for affiliated employees as presented. Motion carried 6-0.

ADOPTION OF THE NEW 403B PLAN FOR NON-AFFILIATED EMPLOYEES

Motion by Kenrick, supported by Hemeyer that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, adopts the new 403b plan for non-affiliated employees as presented. Motion carried 6-0. Mr. Hughes thanked Rachel Bois for all of her hard work on this.

BOARD POLICY #0155 – COMMITTEES

Motion by Aberasturi, supported by Hemeyer that the Board of Education, upon the recommendation of the Board President, Thom Dumond, approves changing the committee structure and assignments as presented. Motion carried 6-0.

HIGH SCHOOL FIELD TRIP – GERMANY

Motion by Costa, supported by Kenrick that the Board of Education, upon the recommendation of the, approves the trip to Germany. Motion carried 6-0.

DISCUSSION: POLICY UPDATES

The Board discussed the proposed new policies and updates and these will come before the Board for action at the December 17, 2018 meeting.

FUTURE MEETINGS

Mr. Dumond noted that the next meeting is December 17, 2018, regular meeting at 6:30 p.m., and January 14, 2019, regular meeting, 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 8:06 pm.

Respectfully submitted,



Michelle Hemeyer
Secretary



Renee Braden
Recording Secretary

**HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON DECEMBER 17, 2018
EXPENDITURES FOR THE MONTH OF NOVEMBER 2018**

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	Activity	TOTAL
11/01/2018	A/P Check Run	\$ 114,230.17	\$ 9,943.80	\$ 21,683.04			\$ 59,378.78	\$ 205,235.79
11/09/2018	A/P Check Run	\$ 77,760.88	\$ 17,731.21	\$ 17,420.77			\$ 21,786.99	\$ 134,699.85
11/15/2018	A/P Check Run	\$ 347,277.60	\$ 4,178.04	\$ 12,125.46		\$ 1,000.00	\$ 22,706.10	\$ 387,287.20
11/16/2018	A/P Check Run	\$ 519.13						\$ 519.13
11/21/2018	A/P Check Run	\$ 135,147.49	\$ 105.50	\$ 33,049.85	\$ 96.39	\$ 1,551.95	\$ 21,985.04	\$ 191,936.22
11/29/2018	A/P Check Run	\$ 170,765.89	\$ 475.00	\$ 18,448.92			\$ 71,179.38	\$ 260,869.19
11/30/2018	Prepaid Checks						\$ 1,108.00	\$ 1,108.00
11/30/2018	Void Checks	\$ (177.05)	\$ (59.00)				\$ (1,104.00)	\$ (1,340.05)
11/10/2018	Merchant Fees (Comm Ed)	\$ 6,890.38					\$ 141.64	\$ 7,032.02
11/01/2018	PCMI - ACH	\$ 66,801.34						\$ 66,801.34
11/15/2018	PCMI - ACH	\$ 17,702.74						\$ 17,702.74
11/29/2018	PCMI - ACH	\$ 12,696.47						\$ 12,696.47
11/02/2018	EDUSTAFF - ACH	\$ 52,974.63						\$ 52,974.63
11/16/2018	EDUSTAFF - ACH	\$ 48,486.48						\$ 48,486.48
11/30/2018	EDUSTAFF - ACH	\$ 34,811.28						\$ 34,811.28
11/15/2018	GoPay (Soccer Officials)	\$ 866.50						\$ 866.50
11/27/2018	PNC VISA - ACH	\$ 29,095.63						\$ 29,095.63
TOTAL		\$ 1,115,849.56	\$ 32,374.55	\$ 102,728.04	\$ 96.39	\$ 2,551.95	\$ 197,181.93	\$ 1,450,782.42

Payroll and Benefit expenses:

Date	Description	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
11/2/2018	11/2/2018 PAYDATE	\$ 770,318.58	\$ 272,926.01	\$ 40,064.26	\$ 378,648.86		\$ (19,866.42)	\$ 1,442,091.29
11/16/2018	11/16/2018 PAYDATE	\$ 677,451.36	\$ 232,024.31	\$ 34,513.77	\$ 366,918.94	\$ 83.40	\$ (20,122.77)	\$ 1,290,869.01
11/30/2018	11/30/2018 PAYDATE	\$ 725,755.18	\$ 251,205.81	\$ 37,197.05				\$ 1,014,158.04
11/27/2018	NOVEMBER UAAL/ORS				\$ 624,469.57			\$ 624,469.57
NOV HEALTH EQUITY CLAIMS							\$ 41,486.14	\$ 41,486.14
TOTAL		\$ 2,173,525.12	\$ 756,156.13	\$ 111,775.08	\$ 1,370,037.37	\$ 83.40	\$ 1,496.95	\$ 4,413,074.05