

**HARTLAND CONSOLIDATED SCHOOLS  
SPECIAL MEETING – BOARD OF EDUCATION  
March 19, 2020**

**AGENDA**

- I. Call to order, 6:30 p.m., Boardroom, Educational Support Service Center
  - A. Pledge of Allegiance
  - B. Approval of agenda/items for discussion
  - C. Approval of minutes – March 9, 2020 regular meeting
  - D. Superintendent’s Report
  - E. Call to the public

*This portion of the agenda is for citizens to address any questions or comments to the Board. Attendees must register their intention to participate upon arrival at the meeting.*

*The Board will listen and take comments and questions under advisement but will not respond at this time. The presiding officer will refer questions to the superintendent for investigation and respond at a later date.*

*Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments. Each speaker may be limited to three (3) minutes. No participant may speak more than once.*

- F. Board reports & requests
  
- II. Action Items
  - A. Vehicle Replacement - Cube Van Purchase
  - B. Exterior Door Project
  - C. May 5, 2020 Bond Election
  
- III. Information Items
  - A. Future meetings: April 13, 2020, regular, 6:30 p.m., Boardroom, Hartland Educational Support Service Center; May 11, 2020, regular, 6:30 p.m., Boardroom, Hartland Educational Support Service Center
  - B. Information Items
  
- IV. Adjournment

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

**DETAILED AGENDA**

I. CALL TO ORDER

I.A. PLEDGE OF ALLEGIANCE

I.B. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the March 19, 2020 special meeting be approved.

Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.C. APPROVAL OF MINUTES – MARCH 9, 2020 MEETING- SEE ATTACHED

(Recommended action): That the minutes of the March 9, 2020 regular meeting be approved.

Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

I.D. SUPERINTENDENT’S REPORT

I.E. CALL TO THE PUBLIC

I.F. BOARD REPORTS & REQUESTS

II.A. VEHICLE REPLACEMENT-CUBE VAN PURCHASE

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business and Operations and the Director of Operations, approves the purchase of a cube van as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.B. EXTERIOR DOOR PROJECT

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business and Operations and the Director of Operations, approves the replacement of five exterior doors as presented. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

II.C. MAY 5, 2020 BOND ELECTION

1. (Recommended action): That the Board of Education, upon the recommendation of the Superintendent, proceed with the May 5, 2020 Bond Election. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

*Or*

2. (Recommended action): That the Board of Education, upon the recommendation of the Superintendent, rescind the prior resolution and withdraw the proposition from the May 5, 2020 special election. Motion by \_\_\_\_\_, supported by \_\_\_\_\_. \_\_\_\_\_

III.A. FUTURE MEETINGS

April 13, 2020, regular, 6:30 p.m., Boardroom, Hartland Educational Support Service Center  
May 11, 2020, regular, 6:30 p.m., Boardroom, Hartland Educational Support Service Center

III.B. INFORMATION ITEMS

IV. ADJOURNMENT

Members present: T. Dumond, C. Kenrick, C. Costa, M. Hemeyer, K. Coleman, B. Gatewood  
Members absent: C. Aberasturi  
Admin. Present: D. Minsker, S. VanEpps, S. Bacon, S. Way, K. Gregory, M. Otis, T. Howerton,  
D. Hottum, A. Kreger, M. Marino, L. Archey, L. Pumford, M. Cheney, E. Hawker,  
N. Conley, J Reck, E. Aluia, S. Pearson. T. Ureche  
Guests: T. Johnson, J. Leutz, M. Pangborn, O. Mandeville, C. Grass, J. VanGoethem, K.  
Gerecke, S. Lapeer K. Farris, L. Rocca, S. Salinas, C. Thompson, B. King, N.  
Watson, A. King, N. Magee, D. Ingamells, D. Grant, D. Miller, S. Quinn, C.  
Ostervik, K. Evans, A. Szabo

President Dumond called the meeting to order at 6:30 p.m. in the Boardroom of the Hartland Educational Support Service Center. The Pledge of Allegiance was recited.

### **3/9/20 AGENDA APPROVED**

Motion by Kenrick, supported by Hemeyer, that the agenda for the March 9, 2020 regular meeting be approved. Motion carried 6-0.

### **2/10/20 MINUTES APPROVED**

Motion by Hemeyer, supported by Costa, that the minutes of the February 10, 2020 regular meeting be approved. Motion carried 6-0.

### **SUPERTINTENDENT'S REPORT**

Mr. Hughes reminded the Board about the MASB Meeting and dinner on April 15<sup>th</sup>.

### **HAPPENINGS AT FARMS INTERMEDIATE**

Mr. Hughes introduced Principal Cheney. Mrs. Cheney introduced Mary Day, counselor at Farms. Mikki thanked the Board for their support in placing a much-needed counselor at Farms and expressed how grateful she is that the Board supported expanding the counseling program to the 5<sup>th</sup> and 6<sup>th</sup> grade.

### **HAPPENINGS IN SPECIAL EDUCATION**

Mr. Hughes introduced Sue Pearson, Director of Special Education, who talked about the consistent and aligned culture and wanting to connect special education with what Hartland is doing in general. Sue introduced the LESA staff who talked about their different programs with students. Sue thanked the administrators and the Board for their support.

### **HEA PRESENTATION TO THE BOARD**

Mr. Hughes introduced Kim Evans, who presented the Board with books to go into school libraries, in conjunction with Board Appreciation Month. Kim told the Board she has enjoyed being the HEA president, and that she will be retiring next year.

### **CALL TO THE PUBLIC**

There was no response to call to the public.

### **BOARD REPORTS**

Bill Gatewood commented how great it is to see our school district making the news, being recognized for so much good lately.

Thom Dumond attended many of the Bond presentations and said it was good to see how it has evolved. It's impressive what's on the horizon for the district. He thanked the administration for all the time they have put into the presentations.

Chris Costa congratulated the DECA team for doing a great job.

### **PAYMENT OF INVOICES**

Motion by Costa, supported by Gatewood, that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of February 29, 2020, and the payment of invoices totaling \$1,651,058.52 and payroll obligations totaling \$3,476,704.53. Motion carried 6-0.

### **ADMINISTRATIVE CONTRACT RENEWALS**

Motion by Kenrick, supported by Hemeyer, that the Board of Education, upon the recommendation of the Superintendent, approves 2-year contract renewals effective July 1, 2020 for Scott VanEpps, David Minsker, Kate Gregory, Jason Reck, Tom Ureche, Emily Aluia, J.D. Wheeler, Nicole Conley, Lawrence Pumford, Chris Chanavier, Mikki Cheney, Ethan Hawker, Dotty Hottum, Tony Howerton, Angelina Kreger, Stephanie Way, and Michelle Otis. Motion carried 6-0.

### **SUPERINTENDENT CONTRACT RENEWAL**

Motion by Coleman, supported by Kenrick, that the Board of Education, upon the recommendation of the Board President, approves a 2-year contract renewal effective July 1, 2020 for Superintendent Chuck Hughes. Motion carried 6-0.

### **DISTRICT EMERGENCY OPERATION PLAN**

Motion by Hemeyer, supported by Costa, that the Board of Education, upon the recommendation of the Superintendent and Assistant Superintendent for Personnel and Student Services, approves the updated Emergency Operations Plan. Motion carried 6-0

### **NEW HIRES**

Motion by Costa, supported by Hemeyer, that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Sonya Salinas for the remainder of the 2019-20 school year, at the Step 4, MA salary tract (\$51,368), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 6-0. Principal Pumford introduced Ms. Salinas.

Motion by Hemeyer, supported by Kenrick, that the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Carolyn Thompson for the remainder of the 2019-20 school year, at the Step 3, MA salary tract (\$48,922), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion carried 6-0. Mrs. Kreger introduced Ms. Thompson.

### **HIGH SCHOOL EUROPE AND SOUTH AMERICA TRIPS**

Motion by Kenrick, supported by Costa, that the Board of Education, upon the recommendation of the Superintendent approves the trips to Europe (Austria, Switzerland, and Germany) and South America (Peru) as presented. Motion carried 6-0.

### **403B LEGAL LANGUAGE REQUIREMENT**

Motion by Coleman, supported by Gatewood, that the Board of Education, upon the recommendation of the Superintendent and Assistant Superintendent for Business and Operations, adopts the resolutions related to the Hartland Consolidated Schools Tax-Sheltered Annuity Plan for Affiliated Employees as presented. Motion carried 6-0.

### **CUBE VAN PURCHASE**

Matt Marino talked about the need to replace one of the district's vehicles, which is 17+ years old and has significant mechanical issues. He is requesting the purchase of one new cube van through the MIDeal bid system for \$43,113.00 as presented. This will come before the Board for action at the April 13, 2020 meeting.

### **EXTERIOR DOOR PROJECT**

Matt Marino presented the Board with information regarding replacing five exterior doors, which have significant rust and are beyond repair. These are located at the High School, Middle School, and Lakes Elementary. This will come before the Board for action at the April 13, 2020 meeting.

### **FUTURE MEETINGS**

President Dumond noted that the next meetings will be held April 13, 2020, regular, at 6:30 p.m. and May 11, 2020, regular, at 6:30 p.m. in the Boardroom of the Educational Support Service Center.

### **INFORMATION ITEMS**

Thom Dumond reminded everyone about the Youth Appreciation Award Ceremony coming up on March 24<sup>th</sup>.

Chuck Hughes announced that the Respect for Law Breakfast will be held on April 20<sup>th</sup> at 7:00 a.m., and Hank Vaupel will be the honoree as well as the Junior Optimist Club.

Thom Dumond received a late card for Call to the Public and reminded everyone that these need to be turned in at the beginning of the meeting; he suggested the person come to the next meeting.

### **ADJOURNMENT**

The meeting was adjourned at 7:42 p.m.

Respectfully submitted,



Michelle Hemeyer  
Secretary



Renee Braden  
Recording Secretary



## Operations Department


**Matt Marino, Director of Operations**

9525 Highland Rd

Howell, MI 48843

Phone: 810-626-2189

Email: [mattmarino@hartlandschools.us](mailto:mattmarino@hartlandschools.us)

Date: March 4, 2020  
To: Scott Bacon  
From: Matt Marino   
Subject: Vehicle Replacement

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This year I am looking to continue the district's past practice of scheduling the replacement of district equipment. We will be retiring one of the vehicles from service, which is 17+ years old and has significant frame rust and mechanical issues.

I am requesting that we purchase one new cube van through the MIDEAL bid system as outlined below and on the attached quote. I am asking for the replacement at this time because currently the vehicles are available in the system now. If we wait until the end of the school year we run the risk that they may no longer be available.

We use this vehicle for moving equipment and supplies around the district such as choir risers, sidewalk salt, and copy paper. This truck also serves as a backup to the food service vehicle if it is ever needed. As we have done in the past, we plan to take bids on the sale of the retired vehicle however, we will also get current scrap metal pricing as scrapping the vehicle might provide more payback.

This year we budgeted \$75,000 for the replacement of the cube van however, the bid came in much lower at \$43,113.00 therefore the funds are currently available for the replacement.

Todd Wenzel Buick GMC of Westland  
2019 GMC Savana Special \$43,113.00

**\$43,113.00**



# Operations Department

**Matt Marino, Director of Operations**

9525 Highland Rd

Howell, MI 48843

Phone: 810-626-2189

Email: [mattmarino@hartlandschools.us](mailto:mattmarino@hartlandschools.us)

Date: March 3, 2020

To: Scott Bacon

From: Matt Marino

Subject: Exterior Door Replacement

The district went out for public bid for replacement of exterior doors at Hartland High School, Ore Creek Middle School and Lakes Elementary School. The scope of this project is for removal and replacement of the exterior doors, which have significant rust. These doors are beyond repair. All five of the exterior doors scheduled for replacement are original to their building. The high school front doors listed for replacement would include unbreakable safety glass.

Three bids have been received and below is a breakdown of the bids. Becki Wallace, Maintenance Manager and I reviewed the bids and conducted follow up interviews of the two low bidders. Based on some better references, I am recommending that the contract be awarded to Rayhaven Group for the contract sum of \$89,978.00. This project will be funded by the Maintenance Capital Project account.

The sooner this project is approved the more likely the project would have a completion by June 30<sup>th</sup> and would be paid out of the current year's budget. If approval is delayed past March the project start time would be after July 20<sup>th</sup> with completion of August 14<sup>th</sup>.

	HS Door #1 R	HS Door #1 L	HS Door #27	Lakes Door #3	OC Door #14	Total
Page Hardware	\$35,050	\$27,650	\$8,725	\$6,545	\$7,975	\$85,945
Rayhaven Group	\$34,560	\$27,555	\$11,234	\$7,657	\$8,967	\$89,973
Grand Rapids Door	\$36,731	\$29,626	\$12,356	\$9,961	\$11,296	\$99,970

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

A special meeting of the board of education of the District (the "Board") was held in the Hartland Educational Support Service Center, Boardroom, within the boundaries of the District, on the 19<sup>th</sup> day of March, 2020, at 6:30 o'clock in the p.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. Pursuant to a resolution adopted by this Board on February 10, 2020 (the "Prior Resolution"), the Board determined to submit a proposition at a special election to be held on Tuesday, May 5, 2020; and

2. The Board now desires to rescind the Prior Resolution, withdraw the proposition from the May 5, 2020 special election, and authorize certain school officials to take necessary and reasonable actions to effectuate the withdrawal of the proposition from that election.

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

1. The Prior Resolution is hereby rescinded.

2. This Board hereby withdraws the proposition from the May 5, 2020 special election.

3. The Superintendent of Schools or the Secretary of this Board, or a designee thereof, is hereby authorized and directed to file a copy of this resolution with the election coordinator or coordinators designated to conduct elections within the District (the "Election Coordinator") and, if necessary, with any Election Clerk or clerks designated to conduct elections within the District within the timeframe and by the method identified by the Election Coordinator. Further, the Superintendent of Schools, the President, Vice President, Secretary or Treasurer of the Board, or a designee thereof, is authorized to take any necessary and reasonable actions to effectuate the withdrawal of the proposition from the May 5, 2020 special election.

4. 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 \_\_\_\_\_ meeting held on March \_\_\_\_, 2020, 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/keh

