

**HARTLAND CONSOLIDATED SCHOOLS
SPECIAL MEETING – BOARD OF EDUCATION
June 22, 2020**

AGENDA

- I. Call to order, 6:30 p.m., Boardroom, Educational Support Center
 - A. Pledge of Allegiance
 - B. Approval of agenda/items for discussion
 - C. Approval of minutes – June 8, 2020 regular meeting
 - D. Superintendent’s Report
 - Budget Hearing – 2020/2021 Budget
 - 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. July Organizational Meeting
 - B. Budget Amendments
 - C. General Appropriations Act Resolution – 2020/2021 Budget
 - D. 2020 State Aid Note
 - E. New Hires – Teachers
 - F. New Hire – Director of Community Education
 - G. Closed Session – HEA Contract Extension
 - H. HEA Contract Extension
- III. Discussion Items
 - A. 2020/2021 Parent/Student Handbooks
- IV. Information Items
 - A. July 20, 2020, organizational meeting, 8:00 a.m., Boardroom, Educational Support Center
 - B. 2020-21 Proposed Meeting Dates

- 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. APPROVAL OF AGENDA/ITEMS FOR DISCUSSION

(Recommended action): That the agenda for the June 22, 2020 special meeting be approved.

Motion by _____, supported by _____. _____

I.C. APPROVAL OF MINUTES – JUNE 8, 2020 REGULAR MEETING (SEE ATTACHED)

(Recommended action): That the minutes of the June 8, 2020 regular meeting be approved.

Motion by _____, supported by _____. _____

I.D. SUPERINTENDENT'S REPORT

- Budget Hearing – 2020/2021 Budget

I.E. CALL TO THE PUBLIC

I.F. BOARD REPORTS & REQUESTS

II.A. JULY ORGANIZATIONAL MEETING

(Recommended action): That the Board of Education, pursuant to board policy, approves the July 20, 2020 date for the organizational meeting as discussed. Motion by _____, supported by _____. _____

II.B. 2019/20 BUDGET AMENDMENTS (SEE ATTACHED)

(Recommended action): 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 by _____, supported by _____. _____

II.C. GENERAL APPROPRIATIONS ACT RESOLUTION – 2020/2021 BUDGET (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the General Appropriations Act Resolution (2020/2021) as presented. Motion by _____, supported by _____. _____

II.D. STATE AID LOAN (SEE ATTACHED)

Consistent with past years, the district has had to borrow for cash flow purposes. Four years ago, we borrowed \$4,160,000, three years ago - \$3,500,000, two years ago - \$2,000,000, last year we borrowed \$1,600,000 and this year we will need to borrow an amount not to exceed \$3,000,000. 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 and the Director of Budget and Finance, approves the State Aid Operating Loan Resolution as presented. Motion by _____, supported by _____. _____

II.E. NEW HIRES - TEACHERS (SEE ATTACHED)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Kristen Anderson for the 2020/21 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 by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Kathleen Beger for the 2020/21 school year at the Step 2, BA salary tract (\$42,227), 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 Chelsea Dixon for the 2020/21 school year at the Step 1, BA salary tract (\$40,217), 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 Haley Leedle for the 2020/21 school year at the Step 1, BA salary tract (\$40,217), 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 Rachel Patterson for the 2020/21 school year at the Step 2, BA salary tract (\$42,227), 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 Madeline Porter for the 2020/21 school year at the Step 1, BA salary tract (\$40,217), 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 Jennifer Rogers for the 2020/21 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 by _____, supported by _____. _____

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Leah Tice for the 2020/21 school year at the Step 2, BA salary tract (\$43,635), 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 Martina White for the 2020/21 school year at the Step 2, BA salary tract (\$42,227), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable. Motion by _____, supported by _____. _____

II.F. NEW HIRE – DIRECTOR OF COMMUNITY EDUCATION

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, offers a 1-year contract effective July 1, 2020 to Carol Hayes, Director of Community Education as presented. Motion by _____, supported by _____. _____

II.G. CLOSED SESSION

(Recommended action): That the Board of Education enters into a closed session to discuss the HEA contract extension. Motion by _____, supported by _____. Roll call vote:

II.H. HEA CONTRACT EXTENSION

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, and the Assistant Superintendent for Business & Operations, approves the HEA contract extension through 2023. Motion by _____, supported by _____. _____

III.A. 2020/2021 PARENT/STUDENT HANDBOOKS (SEE ATTACHED)

For discussion

IV.A. FUTURE MEETINGS

July 20, 2020, organizational meeting, 8:00 a.m., Boardroom, Educational Support Center

IV.B. INFORMATION ITEMS

2020-21 Proposed School Board Meeting Dates

V. ADJOURNMENT

Hartland Consolidated Schools
Regular Meeting-Board of Education Minutes
June 8, 2020

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

Members absent: None

Admin. Present: C. Hughes, S. Bacon, D. Minsker, S. VanEpps

Guests: S. Furge, Vic, Cathy

President Dumond called the meeting to order at 6:30 p.m. electronically via Zoom. The Pledge of Allegiance was recited.

6/8/20 AGENDA APPROVED

Motion by Kenrick, supported by Hemeyer, that the agenda for the June 8, 2020 regular meeting be approved. Motion carried 7-0.

5/11/20 MINUTES APPROVED

Motion by Hemeyer, supported by Aberasturi, that the minutes of the May 11, 2020 regular meeting be approved. Motion carried 7-0.

SUPERTINTENDENT'S REPORT

Mr. Hughes stated hopefully this will be our last Zoom meeting and we will return to the Board room for the June 22nd meeting.

Mr. Hughes talked about the Finance Committee meeting last week, where Mr. Bacon and Mrs. Bois shared the outlook for the school district. The school aid fund does not have a lot of money coming in, the outlook is not good. As things change, we will come to the June 22nd meeting with as accurate as possible budget numbers. Mr. Hughes noted how well everything went with the graduation ceremony on Saturday; 466 high school students graduated out of 469, 24 out of 26 Legacy students graduated, and 12 of 21 HVA students graduated.

CALL TO THE PUBLIC

Stephanie Furge talked about going forward with Hartland Soup on July 23rd at 6:30 p.m. at Settlers Park. The deadline is July 9th. Information can be found on Hartland Soup's Facebook page, or Cromaïne Library's website, www.cromaine.org.

BOARD REPORTS

All Board members thanked the administration, staff, tech crew, maintenance and teachers for all the effort put into the graduation ceremony Saturday. It was an amazing way to end the year. Also, thanks to all building staff for organizing and getting supplies/personal items back to students.

PAYMENT OF INVOICES

Motion by Kenrick, supported by Coleman, that the Board of Education, upon the recommendation of the Assistant Superintendent for Business & Operations, approves the financial report as of May 31, 2020, and the payment of invoices totaling \$1,305,342.65 and payroll obligations totaling \$4,119,965.29. Motion carried 7-0.

NEW & REVISED POLICIES

Motion by Hemeyer, supported by Coleman, that the Board of Education, upon the recommendation of the Assistant Superintendent of Personnel and Student Services, adopts the revised Board policies as presented. Motion carried 7-0.

2020 CHROMEBOOK REPLACEMENT (2010 BOND)

Motion by Aberasturi, supported by Kenrick, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent for Business & Operations, approves the 2020 Chromebook replacement purchase as presented. Motion carried 7-0.

ONLINE INSTRUCTIONAL TECHNOLOGY PURCHASE

Motion by Coleman, supported by Hemeyer, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent for Business & Operations, approves the purchase of document cameras and accessories as presented. Motion carried 7-0.

Mr. Hughes pointed out that this will help to prepare teachers in the event they need to return to online instruction at any time in the next school year.

Treasurer Gatewood asked if this is just a backup in the event we need to go back to online instruction, or do we have a need for the cameras with face-to-face instruction. Scott Usher replied that we have a lot of cameras that are failing, and these will replace those even if we do not need to return to online instruction.

RATIFICATION RESOLUTION – 2020 REFUNDING BONDS

Motion by Costa, supported by Coleman, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent for Business & Operations, approves the authorizing resolution for the 2020 refunding bonds as presented. Motion carried 7-0.

CALL FOR JULY ORGANIZATIONAL MEETING

The Board discussed a date for the July organizational meeting and agreed on July 20th at 8:00 a.m.

FUTURE MEETINGS

President Dumond noted that the next meeting will be held June 22, 2020, special, at 6:30 p.m. in the Boardroom of the Educational Support Service Center.

ADJOURNMENT

The meeting was adjourned at 6:52 p.m.

Respectfully submitted,



Michelle Hemeyer
Secretary



Renee Braden
Recording Secretary

HARTLAND CONSOLIDATED SCHOOLS

Scott Bacon, Assistant Superintendent for Business and Operations

9525 E. Highland Road
Howell, Michigan 48843



Telephone (810) 626-2120
Fax (810) 626-2121

To: Hartland Board of Education

From: Scott Bacon/Rachel Bois

Re: 2020/21 Budget Adoption

Date: June 12, 2020

Attached you will find a budget document to be reviewed and presented at our upcoming school board meeting on Monday, June 22, 2020. The attached document attempts to present the budget and projections as follows:

- Review overall budget assumptions affecting a number of revenue and expenditure categories and in some cases affecting multiple funds.
- Present a Fund Balance page that allows the reader a quick, easy reference to where we stand currently in each fund and how we expect (in monetary terms) for that to change by the end of 2020/21.
- Present the General Fund as required by law – 2018/19 actual, 2019/20 budget and 2020/21 projection – showing revenues by specific sources and expenditures by “program” assignment. A definition sheet is provided for the program categories. There are also specific notations directing the reader to additional explanations. We also provide a further breakdown of each of the program sections shown by the type of expenditures within the “programs” (salaries, benefits, supplies, etc.).
- Present each of the other funds (Athletic, Cafeteria, Debt, Capital Projects, Sinking Fund and Student Activity Fund) and include specific notations directing the reader, if interested, to specific explanations.
- Finally, present a projection of the General Fund for a total of three years beyond the current year in order for the reader to get a perspective of our financial outlook at least a bit into the future.

Please feel free to contact us with any questions.

GENERAL APPROPRIATIONS ACT RESOLUTION

Hartland Consolidated Schools Livingston County, Michigan

A special meeting of the Board of Education of the Hartland Consolidated Schools was held in the board room of the Hartland Educational Support Service Center on the 22nd day of June 2020 at 6:30 p.m.

The meeting was called to order at 6:30 p.m., by

Present:

Absent:

The following preamble and resolution were offered by Member
and supported by Member

WHEREAS,

1. This Board previously resolved to conduct a hearing regarding the proposed budget for the fiscal year 2020-2021 on June 22, 2020; and
2. This Board caused notice of such hearing to be published, which notice included the statement that the "property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing;" and
3. Such a hearing was conducted on June 22, 2020 at which time this Board heard public comment and considered the proposed 2020-21 budget and proposed property tax millage rate to be levied to support the proposed budget.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Board hereby adopts as its 2020-2021 budget the proposed budget document, incorporated by reference, which includes the property tax millage rate to be levied to support the 2020-2021 budget.
2. This Board certifies that, for 2020, 17.9784 mills shall be levied for operating purposes upon non-homestead and non-qualified agricultural property, and 0 mills for operating purposes shall be levied upon homestead and qualified agricultural property. Further, this Board certifies that, for 2020, 8.05 mills shall be levied upon all property for debt retirement purposes, as required by PA 437 of 2012, and .4899 mills shall be levied upon all property for sinking fund purposes, as required by PA 319 of 2016.

BE IT FURTHER RESOLVED, that this resolution shall be the general appropriations act of the Hartland Consolidated School District for the fiscal year ending June 30, 2021; A RESOLUTION to make appropriations; to provide for the expenditure of appropriations; and to provide for the disposition of all income received by the Hartland Consolidated School District.

BE IT FURTHER RESOLVED that the total revenues and unappropriated fund balance estimated to be available for appropriations in the General Fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2021, is as follows:

REVENUE

Local		\$ 8,026,310
State		42,533,855
Federal		305,953
Incoming Transfers & Other Transactions		<u>4,439,283</u>
TOTAL REVENUE		\$55,305,401
Est. Fund Balance, July 1, 2020	\$3,763,711	
Less Appropriated Fund Balance	<u>0</u>	
Fund Balance Available to appropriate		<u>\$ 3,763,711</u>
AVAILABLE TO APPROPRIATE TO GENERAL FUND		\$59,069,112

BE IT FURTHER RESOLVED, that \$59,069,112 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction:		
Basic Programs		\$24,882,378
Added Needs		6,736,925
Support Services:		
Pupil		\$ 1,602,670
Instructional Staff		1,660,920
General Administration		1,421,834
School Administration		3,617,739
Business		612,116
Maintenance/Operations		5,720,680
Transportation		3,832,276
Central		652,748
Other		186,705
Community Services		3,296,954
Debt Service		495,581
Capital Outlay		420,000
Outgoing Transfers & Other Transactions (Athletics)		<u>805,835</u>
TOTAL APPROPRIATED GENERAL FUND		\$ 55,945,361

continued

BE IT FURTHER RESOLVED that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Athletic Fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2021, is as follows:

REVENUE

Local (gate)	\$ 106,580
Other Local	112,905
Incoming Transfers & Other Transactions	805,835
TOTAL REVENUE	<u>\$ 1,025,320</u>

Est. Fund Balance, July 1, 2020	\$ 205,235
Less Appropriated Fund Balance	<u>0</u>

Fund Balance Available to Appropriate	<u>205,235</u>
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TOTAL AVAILABLE TO APPROPRIATE ATHLETIC FUND \$ 1,230,555

BE IT FURTHER RESOLVED, that \$1,230,555 of the total available to appropriate in the Athletic Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Other Support Services:	
Salaries	\$ 293,869
Employee Benefits	149,221
Contracted Services	470,294
Equipment	24,724
Officials' Fees	44,712
Transportation	35,500
Capital Outlay	7,000
TOTAL APPROPRIATED ATHLETIC FUND	<u>\$ 1,025,320</u>

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Cafeteria Fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2021, is as follows:

REVENUE

Local	\$ 1,245,292
State	77,976
Federal	594,882
Incoming Transfers	492
TOTAL REVENUE	<u>\$ 1,918,642</u>

Est. Fund Balance, July 1, 2020	\$ 181,714
Less Appropriated Fund Balance	<u>0</u>

Fund Balance Available to Appropriate	<u>\$ 181,714</u>
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TOTAL AVAILABLE TO APPROPRIATE CAFETERIA FUND \$ 2,100,356

continued

BE IT FURTHER RESOLVED, that \$2,100,356 of the total available to appropriate to the Cafeteria Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Other Support Services:	
Salaries	\$ 604,611
Employee Benefits	314,187
Food	916,783
Supplies & Other	119,255
Outgoing Transfers	<u>24,656</u>
TOTAL APPROPRIATED TO CAFETERIA FUND	\$ 1,979,492

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Debt Service Fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2021, is as follows:

REVENUE

Local Source:	
Property Tax	\$11,511,287
Other Local Source	580,082
State Sources	17,819
Federal Sources	664,760
SBLF Proceeds	<u>11,597,867</u>
TOTAL REVENUE	\$ 24,731,815

Est. Fund Balance, July 1, 2020	\$7,079,585
Less Appropriated Fund Balance	<u>0</u>

Fund Balance Available to Appropriate \$ 7,079,585

TOTAL AVAILABLE TO APPROP. DEBT RETIREMENT FUND \$31,811,400

BE IT FURTHER RESOLVED, that \$31,811,400 of the total available to appropriate in the Debt Retirement Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Redemption of Principal	\$18,565,000
Interest on Debt	3,829,470
Miscellaneous	<u>18,420</u>
TOTAL APPROPRIATED DEBT RETIREMENT FUND	\$22,412,890

continued

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Capital Projects Fund – Sinking Fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2021, is as follows:

REVENUE

Property Tax Levy		\$ 701,840
Interest on Investments		<u>1,800</u>
TOTAL REVENUE		\$ 703,640
Est. Fund Balance, July 1, 2020	\$ 831,804	
Less Appropriated Fund Balance	<u>0</u>	
Fund Balance Available to Appropriate		<u>\$ 831,804</u>
TOTAL AVAILABLE TO APPROPRIATE CAPITAL PROJECTS FUND – SINKING FUND		\$ 1,535,444

BE IT FURTHER RESOLVED, that \$1,535,444 of the total available to appropriate to the Capital Projects Fund – Sinking Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Misc. (architect, construction manager, other)	\$ <u>250</u>
TOTAL APPROPRIATED TO CAPITAL PROJECTS – SINKING FUND	\$ 250

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the Student Activities Fund of the Hartland Consolidated School District for the fiscal year ending June 30, 2021, is as follows:

REVENUE

Other Local Revenue		\$ <u>1,775,864</u>
TOTAL REVENUE		\$ 1,775,864
Est. Fund Balance, July 1, 2020	\$1,077,505	
Less Appropriated Fund Balance	<u>0</u>	
Fund Balance Available to Appropriate		\$ 1,077,505
TOTAL AVAILABLE TO APPROPRIATE STUDENT ACTIVITIES FUND		\$ 2,853,369

continued

BE IT FURTHER RESOLVED, that \$2,853,369 of the total available to appropriate to the Student Activities Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Miscellaneous Student Activities	<u>\$ 1,764,740</u>
TOTAL APPROPRIATED TO STUDENT ACTIVITIES FUND	\$ 1,764,740

BE IT FURTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any funds or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education and in keeping with the budgetary policy statement hitherto adopted by the Board.

This act is to take effect July 1, 2020.

STATE AID OPERATING NOTES RESOLUTION

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

A special meeting of the board of education of the Issuer (the "Board") was held:

☒ in the Boardroom, Hartland Educational Support Service Center, within the boundaries of the District,

☐ electronically pursuant to Executive Order through _____ with identification number _____

on the 22nd day of June, 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. 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 \$42,533,855 for fiscal year 2020-2021, of which amount the sum of \$0.00 has been heretofore distributed and received, leaving a balance of \$42,533,855 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 Three Million Dollars (\$3,000,000) to pay current operating expenses for fiscal year 2020-2021; 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 \$0.00; and

5. Five percent (5%) of estimated fiscal year 2019-2020 operating expense is \$2,797,290; 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 negotiating the sale of the Notes (defined below) to a bank or financial institution or 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 Three Million Dollars (\$3,000,000) 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 negotiated sale of the Notes to a bank or financial institution or the distribution of a solicitation for bids, without publication, to obtain bids under the terms of Paragraph 10 of this resolution.

3. Book Entry. If requested by the initial purchaser of the Notes, the ownership of one fully registered note for each maturity, in the aggregate principal amount of such maturity shall be registered in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC"). So long as the Notes are in the book entry form only, the Paying Agent shall comply with the terms of the Blanket Issuer Letter of Representations to be entered into between the Issuer and DTC, which provisions shall govern registration, notices and payment, among other things, and which provisions are incorporated herein with the same effect as if fully set forth herein. The Superintendent is hereby authorized and directed to enter into the Blanket Issuer Letter of Representations with DTC in such form as determined by the Superintendent, in consultation with note counsel, to be necessary and appropriate. In the event the Issuer determines that the continuation of the system of book entry only transfer through DTC (or a successor securities depository) is not in the best interest of the DTC participants, beneficial owners of the Notes, or the Issuer, the Issuer will notify the Paying Agent, whereupon the Paying Agent will notify DTC of the availability through DTC of the note certificates. In such event, the Issuer shall issue and the Paying Agent shall transfer and exchange Notes as requested by DTC of like principal amount, series and maturity, in authorized denominations to the identifiable beneficial owners in replacement of the beneficial interest of such beneficial owners in the Notes, as provided herein.

4. Said Notes shall be dated as of August 20, 2020, 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, 2021. 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".

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

6. 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.

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

8. 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.

9. The Board covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended (the "Code"), 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 special meeting held on June 22, 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/jmw

EXHIBIT A

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

<u>Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>	<u>CUSIP No.</u>
-------------	----------------------	-------------------------------	------------------

August 20, 2020

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 2020-2021 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.

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.

This Note shall not be deemed a valid and binding obligation of the Issuer in the absence of authentication by manual execution hereof by the authorized signatory of the Paying Agent.

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, 2020, and to be manually signed by the authorized signatory of the Paying Agent as of the date set forth below.

Hartland Consolidated Schools
County of Livingston
State of Michigan

By Form Only - Not for Execution
President

And Form Only - Not for Execution
Secretary

CERTIFICATE OF AUTHENTICATION

Dated: _____

This Note is one of the Notes described herein.

[NAME OF BANK]

_____, MICHIGAN

PAYING AGENT

By _____
Authorized Signatory

EXHIBIT B

SOLICITATION FOR BIDS

**HARTLAND CONSOLIDATED SCHOOLS
COUNTY OF LIVINGSTON
STATE OF MICHIGAN
\$3,000,000
STATE AID NOTES**

Unconditional and firm bids for the purchase of not to exceed Three Million Dollars (\$3,000,000) 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 22nd day of July, 2020, 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, 26211 Central Park Blvd, Suite 508, Southfield, Michigan 48076, 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.

ELECTRONIC BIDS: Bidders submitting signed bids electronically to the Issuer via email at rachelbois@hartlandschools.us or the Municipal Advisory Council of Michigan via email at munibids@macmi.com must ensure their bids are received prior to the time and date fixed for receipt of bids. Bidders submitting bids electronically 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) 626-2124 or the Municipal Advisory Council at (313) 963-0420. Bidders submitting bids electronically must satisfy the requirements of the good faith deposit obligations described herein.

NOTE DETAILS; INTEREST RATE; PAYING AGENT; AND DENOMINATION: The Notes will be dated August 20, 2020, or date of delivery, due on August 20, 2021, 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.

DTC BOOK-ENTRY: If requested by the initial purchaser, the Notes may be registered in the name of Cede & Co., as registered owner and nominee for The Depository Trust Company, New York, New York (“DTC”) under DTC’s Book-Entry-Only system of registration. Purchasers of interests in the Notes (the “Beneficial Owners”) will not receive physical delivery of note certificates and ownership by the Beneficial Owners of the Notes will be evidenced by book-entry-only. As long as Cede & Co. is the registered owner of the Notes as nominee of DTC, payments of principal and interest payments will be made directly to such registered owner which will in turn remit such payments to the DTC participants for subsequent disbursement to the Beneficial Owners.

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, 2020, 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 2020-2021 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 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. The Issuer has **NOT** designated the Notes as "Qualified Tax-Exempt Obligations" within the meaning of the Code.

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.

CUSIP NUMBERS: If the purchaser requires CUSIP numbers on the Notes, the purchaser shall request assignment of CUSIP numbers for the Notes and provide the numbers to the Issuer and Thrun Law Firm, P.C., within forty-eight (48) hours of the Note sale. CUSIP numbers will be imprinted on the Notes at the expense of the Issuer. An improperly imprinted number or failure to print CUSIP numbers shall not constitute basis for the purchaser to refuse to accept delivery of the Notes. The purchaser shall be responsible for the payment of any charges for the assignment of numbers.

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

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Kristen Anderson

ADDRESS: 1356 Plover Drive
Highland, MI 48357

EDUCATION: M.A., Rider University - 2009
B.A., University of Florida - 2004

MAJOR: Elementary Education

MINOR:

CERTIFICATIONS: Elementary Professional Teaching Certificate with an endorsement in K-5 All Subjects (ZG). School Administrator Certificate K-12 (ES).

EXPERIENCE: Kristen was a year-long substitute for Hartland Schools during the 19-20 school year teaching second grade at Village Elementary. She also taught first and third grades in New Jersey and kindergarten in Florida.

SALARY STEP: MA, Step 3

ASSIGNMENT: Third Grade at Village Elementary School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Kristen Anderson for the 2020-2021 school year, at the Step 3, MA salary tract, (\$48,922), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Kathleen Beger

ADDRESS: 830 Washington Street
Brighton, MI 48116

EDUCATION: B.A., Michigan State University - 2008

MAJOR: English and Communication Arts

MINOR:

CERTIFICATIONS: Secondary Professional Teaching Certificate with endorsements in English (BA) 6-12 and Communication Arts (AX) 6-12.

EXPERIENCE: Kathleen has been teaching English at Pinckney High School since August of 2014. Prior to that Kathleen taught as a long-term substitute at Northville High School from 2011 through 2014.

SALARY STEP: BA, Step 2

ASSIGNMENT: English at Hartland High School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Kathleen Beger for the 2020-2021 school year, at the Step 2, BA salary tract, (\$42,227), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Chelsea Dixon

ADDRESS: 45717 Lakeview Ct, Apt 10307
Novi, MI 48377

EDUCATION: B.A., Central Michigan University - 2017

MAJOR: Special Education

MINOR: Reading

CERTIFICATIONS: Elementary Standard Teaching Certificate with endorsements in Elementary K-5 all subjects / K-8 Self Contained, Cognitive Impairment (SA) K-12 and Reading (BT) K-8.

EXPERIENCE: Chelsea has been teaching special education at Clarenceville Middle School in Livonia since August of 2018. Prior to that Chelsea was a long-term substitute teacher at Miami Elementary School in Clinton Twp.

SALARY STEP: BA, Step 1

ASSIGNMENT: Special Education at Hartland Middle School at Ore Creek

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Chelsea Dixon for the 2020-2021 school year, at the Step 1, BA salary tract, (\$40,217), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Haley Leedle

ADDRESS: 7694 Thunder Bay Drive
Pinckney, MI 48169

EDUCATION: B.S., Central Michigan University – 2019

MAJOR: English and History

MINOR:

CERTIFICATION: Secondary Standard Teaching Certificate with an endorsement in English (BA) 6-12.

EXPERIENCE: Haley taught English at the high school as a year-long substitute during the 2019-20 school year. She did her student teaching at South Lyon East High School in South Lyon from January through May of 2019. Prior to that Haley did pre-student teaching from October – December of 2018 at St. Johns Middle School in St. Johns, MI.

SALARY STEP: BA, Step 1

ASSIGNMENT: English at Hartland High School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Haley Leedle for the 2020-2021 school year, at the Step 1, BA salary tract, (\$40,217), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Rachel Patterson

ADDRESS: 3155 Beaumont Drive
Highland, MI 48356

EDUCATION: B.A., Oakland University - 2018

MAJOR: Elementary Education

MINOR:

CERTIFICATION: Elementary Standard Teaching Certificate with an endorsement in K-5 All Subjects (ZG).

EXPERIENCE: Rachel was a year-long substitute for Hartland Schools during the 19-20 school year teaching junior kindergarten at Creekside Elementary. Prior to that assignment, she was a substitute teacher for the Huron Valley, Clarkston and Livonia School Districts.

SALARY STEP: BA, Step 2

ASSIGNMENT: Second Grade at Round Elementary School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Rachel Patterson for the 2020-2021 school year, at the Step 2, BA salary tract, (\$42,227), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Madeline Porter

ADDRESS: 207 N Prospect, Apt #3
Ypsilanti, MI 48198

EDUCATION: B.A., Eastern Michigan University - 2019

MAJOR: Visual Arts Education

MINOR:

CERTIFICATIONS: Secondary Standard Teaching Certificate with an endorsement in
Visual Arts Education (LQ) K-12.

EXPERIENCE: Madeline was a long term substitute at Hartland High School teaching
art beginning in December 2019. Prior to that Madeline did her student
teaching for the Allen Park School District.

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 Madeline Porter for the 2020-2021 school year, at the Step 1, BA salary tract, (\$40,217), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Jennifer Rogers

ADDRESS: 13510 Rohn Road
Fenton, MI 48430

EDUCATION: M.A., Eastern Michigan University - 2011
B.A., Michigan State University - 2002

MAJOR: Elementary Education

MINOR: Communications and Environmental Science

CERTIFICATIONS: Elementary Professional Teaching Certificate with endorsements in
Elementary K-5 all subjects / K-8 Self Contained, Environmental
Studies (NJ) 6-8 and Speech (BD) 6-8.

EXPERIENCE: Jennifer was a long-term substitute at Round Elementary School
teaching kindergarten during the 19-20 school year. Jennifer was the
1st and 4th grade classroom teacher at South Arbor Charter Academy
in Ypsilanti from 2007 - 2019.

SALARY STEP: MA, Step 3

ASSIGNMENT: Third Grade at Lakes Elementary School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Jennifer Rogers for the 2020-2021 school year, at the Step 3, MA salary tract, (\$48,922), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Leah Tice

ADDRESS: 417 Haze
Pinckney, MI 48169

EDUCATION: B.A., Eastern Michigan University - 2015

MAJOR: Special Education

MINOR:

CERTIFICATIONS: Secondary Standard Teaching Certificate with endorsements in Emotional Impairment (SE) K-12 and English (BA) 6-12.

EXPERIENCE: Leah has been teaching special education at Pinckney High School since September of 2016. Prior to that Leah taught special education for one year at Pinckney Middle School.

SALARY STEP: BA, Step 2

ASSIGNMENT: Special Education at Hartland High School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Leah Tice for the 2020-2021 school year, at the Step 2, BA salary tract, (\$43,635), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

New Hire
June 22, 2020

**HARTLAND CONSOLIDATED SCHOOLS
HARTLAND, MICHIGAN**

RESUME'

NAME: Martina White

ADDRESS: 1448 Four Seasons Drive
Howell, MI 48843

EDUCATION: B.A., Oakland University - 2018

MAJOR: Elementary Education

MINOR:

CERTIFICATION: Elementary Standard Teaching Certificate with an endorsement in Integrated Science (DI).

EXPERIENCE: Martina was a year-long substitute for Hartland Schools during the 19-20 school year teaching kindergarten at Round Elementary. She was a long-term substitute at Spring Mills Elementary School in Highland from February through June of 2019. Prior to that she was a student teacher in various school districts.

SALARY STEP: BA, Step 2

ASSIGNMENT: First Grade at Round Elementary School

Recommended Action:

That the Board of Education, upon the recommendation of the Superintendent, offers a probationary teaching contract to Martina White for the 2020-2021 school year, at the Step 2, BA salary tract, (\$42,227), pending verification of credentials and Public Acts 99, 83 & 189 requirements, if applicable.

DIRECTOR'S EMPLOYMENT CONTRACT

This contract is made and entered into as of the 1st day of July 2020, between the Board of Education of Hartland Consolidated Schools, Livingston County, Michigan (hereinafter called the "Board"), and **CAROL HAYES** (hereinafter called the "Community Education Director").

Whereas, the Board at a meeting held on the 22nd day of June, 2020, approved the employment of the Administrator as Community Education Director 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:

2. Term. This contract shall take effect on the 1st day of July, 2020 and continue in force thereafter through the 30th day of June, 2021, subject to extension and termination as provided in Paragraphs 5 and 9.
2. The Community Education Director 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 she 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 Community Education Director agrees to perform the duties of Community Education Director 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 Community Education Director shall be subject to a review by the Superintendent of her 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.
6. Tenure exclusion. This contract does not confer tenure upon the person in the position of Community Education Director or any other administrative position in the district.

Continued

7. Compensation. The Board shall pay to the Community Education Director a base annual salary of **\$93,820** for the 2020-21 school year, consistent with current Board policy. The Community Education Director will, at a minimum, receive a salary adjustment equal to the annual teachers' contract increase or decrease percentage, if applicable.
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.
 - C. The School District 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 District, is maintained during the term of this Contract. The District further reserves the right to self-fund any insurance benefit. The School District shall not be required to remit premiums for any insurance coverages for the employee and his or her 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 on all matters concerning benefits, eligibility, coverage, termination of coverage, and other related matters. The Community Education Director is responsible for assuring completion of all forms and documents needed to receive the above-described insurance coverage. The School District, by remitting the premium payments required to provide the above-described insurance coverages, shall be relieved from all liability with respect to insurance benefits.
9. Termination. The Community Education Director represents that she 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 Community Education Director 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 Community Education Director shall be subject to discharge for good and just causes that are not arbitrary or capricious. No discharge shall be effective until written charges have been served upon her, and she shall have an opportunity for a fair hearing before the Board after 10 days' notice in writing. At such hearing she may have legal counsel at her expense.
- This contract may be terminated during its term pursuant to a reduction in administrative personnel, as determined by the Board. The Community Education Director shall be given at least ninety (90) days-notice of termination prior to the effective date of layoff. In the event of layoff, the Board shall have no further obligation under this Contract.
10. Vacation. The Community Education Director shall be granted a vacation period not to exceed 20 days for each full contract year. Vacation days may not be carried over unless pre-approved by the Superintendent.

Continued

11. Personal Business and Sick Days. The Community Education Director will be granted 4 personal business days and 10 sick days each contract year.
12. Integration Clause. This Contract contains the entire agreement and understanding of the parties with respect to the employment of the Community Education Director. No prior or concurrent representations, promises, contracts, or understandings, written or oral, not contained herein, shall be of any force or effect. All prior contracts or other agreements (written or oral) pertaining to the terms of this Contract are canceled and superseded by the terms of the Contract. No amendment to or modification of this Contract shall be valid or binding unless it is in writing, approved by official action of the Board of Education, and signed by authorized signatories of the School District. No valid waiver of any provision of this Contract, at any time, shall be deemed a waiver of any other provision of this Contract.

In witness whereof, the parties have duly executed this Community Education Director's Employment Contract as of the day and year written in the opening paragraph.

BOARD:
HARTLAND CONSOLIDATED SCHOOLS
LIVINGSTON COUNTY, MICHIGAN

Carol Hayes

By _____
Chuck Hughes, Superintendent

Date

Date

HMS Secondary Handbook Revisions for 2020-21

Page 4

RATIONALE FOR CHANGE: Wrong wording

Regulations specific to Hartland Middle School (grades 7-8)

#2. No gum is allowed at Hartland Middle School. A one-hour ~~suspension~~ detention will be issued to students who chew gum at school.

Page 15

RATIONALE FOR CHANGE: Update attendance procedures

Middle School Attendance Policy

The office will make daily attendance checks by calling the home of the absent student. Parents are required to call or email the middle school office to report impending absences. When a student returns to school, they ~~must~~ may also present a written note from their parent or guardian stating the reason for their absence. The excuse must be presented within three (3) days of the students' return to school or ~~a detention will result~~. it will result in an unexcused absence.

Advanced Approval of Absences at the Middle School

RATIONALE FOR CHANGE: Update policy

The school should be notified by phone or in writing at least five (5) days in advance of any extended absence (absence of three (3) or more days).

PLEASE NOTE: Pre-arranged absences will count toward the 10 allowable attendance days for the semester.

Parents who are willing to

Attachment B

Hartland Middle School Discipline Rubric

RATIONALE FOR CHANGE: Increase clarity

Level 1: Food or drink (besides water) in the halls or classrooms

Level 2

1st Incident: Teacher

Parent contact ~~where appropriate~~

Farms Intermediate Handbook Revisions for 2020-21

Page 10

RATIONALE FOR CHANGE: Clarification of rule #14

“Leaving school property without authorization.” Strike the words
from principal/assistant principal.

Page 10

RATIONALE FOR CHANGE: Update rule #28

. . . Recreational items that are not allowed in school include, but are not limited to
skateboards, snowboards, sleds, hockey and lacrosse sticks.

Page 10

RATIONALE FOR CHANGE: Update rule #31

Use of and/or possession of tobacco or vape paraphernalia.

Page 10

RATIONALE FOR CHANGE: Add new rule #36 for emphasis on AUP

Violation of District computer and network services in accordance to the
Hartland Schools Acceptable Use Policy (AUP).

ALL HANDBOOKS

Elementary - page 22

Intermediate - page 11

Secondary - page 11 & 12

1. RATIONALE FOR CHANGE: Accurate reference to current Board Policy.

Remove reference to Board Policy 5610.01 and replace with Board Policy 5610.

2. RATIONALE FOR CHANGE: Remove Michelle Otis as “Anti-Harassment
Compliance Officer” and add Carol Hayes. Replace the words “Anti-Harassment
Compliance Officer” with “Title IX Coordinator” in the paragraph that starts with, “The
Board designates . . . In addition, add “Title IX Coordinator to Scott VanEpps’ title to be
compliant with new Department of Education/Title IX regulations as of May 6, 2020.

SCHOOL BOARD MEETING DATES
REGULAR & SPECIAL
2020-21

Regular Meetings

Monday, July 20, 2020 Organizational (8:00 am)

Thursday, August 10, 2020 (7:30 am)

Monday, September 14, 2020

Monday, October 12, 2020

Monday, November 9, 2020

Monday, December 14, 2020

Monday, January 11, 2021

Monday, February 8, 2021

Monday, March 8, 2021

Monday, April 12, 2021

Monday, May 10, 2021

Monday, June 14, 2021

Monday, June 28, 2021

Special Meetings

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: 7/20/20