HARTLAND CONSOLIDATED SCHOOLS

REGULAR MEETING – BOARD OF EDUCATION
Hartland Educational Support Service Center
May 13, 2024 – 6:30 p.m.

AGENDA

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 on the agenda.
Guests are expected to act with civility and not interrupt this school business meeting. Anyone being disruptive will be asked to leave. This meeting may be recorded.

I. Call to Order
   A. Pledge of Allegiance
   B. Approval of Agenda/Items for Discussion
   C. Consent Agenda
      The following items are items of a routine nature normally approved at Board meetings and will be approved by one vote unless a board member desires to have a separate vote on any items.
      1. Approval of Minutes – April 15, 2024 Regular Meeting
      2. Payment of Invoices
   D. Superintendent's Report
      - 2023-2024 Goals: Evidence of Effort
   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 in the public participation portion of the meeting prior to the start of the meeting. Individuals may not register others to speak during public participation.

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. Committee & Building Reports

II. Action Items
   A. LESA Budget 2024-25
   B. Special Education Millage Renewal
   C. LESA Parent Advisory Committee Representatives
   D. District Radio Upgrades
   E. Computer Replacement Purchase (2020 Bond)

III. Discussion Items
   A. 2024-2025 Parent/Student Handbooks
   B. New & Revised Policies
   C. Food Service Equipment and Kitchen Upgrades

IV. Information Items
   A. Future Meetings: June 17, 2024, regular, 6:30 p.m., Boardroom, Hartland Educational Support Service Center
   B. Information Items: Proposed July Organizational meeting date, July 22

V. Closed Session: Superintendent Evaluation

VI. Adjournment

HARTLAND CONSOLIDATED SCHOOLS
REGULAR MEETING
BOARD OF EDUCATION
MAY 13, 2024

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 May 13, 2024 regular meeting be approved.
Motion by _____, supported by _____. _____
Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

I.C. CONSENT AGENDA
(Recommended action): That the consent agenda for the May 13, 2024 regular meeting be approved.
Motion by _____, supported by _____. _____
Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

1. APPROVAL OF MINUTES – APRIL 15, 2024
   (Recommended action): That the minutes of the April 15, 2024 regular meeting be approved.
2. PAYMENT OF INVOICES
   (Recommended action): That the Board of Education, upon the recommendation of the Chief Financial Officer, approves the financial report as of April 30, 2024, and the payment of invoices totaling $2,525,855.28 and payroll obligations totaling $3,854,648.99.

I.D. SUPERINTENDENT'S REPORT
- 2023-2024 Goals: Evidence of Effort

I.E. CALL TO THE PUBLIC

I.F. COMMITTEE & BUILDING REPORTS

II.A. LESA BUDGET 2024-2025
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the LESA 2024-25 budget as presented.
Motion by _____, supported by _____. _____
Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

II.B. SPECIAL EDUCATION MILLAGE RENEWAL
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent, approves the Special Education Millage Renewal as presented.
Motion by _____, supported by _____. _____
Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

II.C. LESA PARENT ADVISORY COMMITTEE REPRESENTATIVES
(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Director of Special Education, appoints Sarah Lewis and Angela Workman as the Hartland Consolidated Schools' representatives to the LESA Parent Advisory Committee for a 3-year term.
Motion by _____, supported by _____. _____
Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

II.D. DISTRICT RADIO UPGRADES

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Director of Operations, approves the District Radio Upgrades as presented.

Motion by _____, supported by _____. _____

Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

II.E. COMPUTER REPLACEMENT PURCHASE (2020 BOND)

(Recommended action): That the Board of Education, upon the recommendation of the Superintendent and the Technology Director, approves the computer purchase as presented.

Motion by _____, supported by _____. _____

Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

III.A. 2024-25 PARENT/STUDENT HANDBOOKS

For discussion

III.B. NEW & REVISED POLICIES

For discussion: po1240: Evaluation of the Superintendent (Revised), po6350: Prevailing Wage (New), po6520: Payroll Deductions (Revised), po8800: Religious/Patriotic Ceremonies and Observances (Revised)

III.C. FOOD SERVICE EQUIPMENT AND KITCHEN UPGRADES

For discussion

IV.A. FUTURE MEETINGS

June 17, 2024, 6:30 p.m., Regular, Boardroom, Hartland Educational Support Service Center

IV.B INFORMATION ITEMS

Proposed date for July Organizational meeting: July 22, 2024

V. CLOSED SESSION: SUPERINTENDENT EVALUATION

(Recommended action): That the Board of Education, upon the request of the Superintendent and the recommendation of the Board President, enters into Closed Session to discuss the Superintendent evaluation.

Motion by _____, supported by _____. _____

Gogoleski: _____, Shaw: _____, Coleman: _____, Costa: _____, Keller: _____, Blondeel: _____, Glabach: _____

VI. ADJOURNMENT

Hartland Consolidated Schools
Regular Meeting-Board of Education Minutes- PROPOSED
April 15, 2024

Members present:	M. Glabach, K. Coleman, C. Costa, C. Shaw, G. Gogoleski, G. Keller
Members absent:	M. Blondeel
Admin. Present:	C. Hughes, S. VanEpps, D. Minsker, R. Bois, K. Gregory, C. Hayes, C. Briskey, M. Cheney, J. Fitzgerald, M. Frasier. B. Hassler, J. Guss, D. Hottum, T. Ureche, C. Chanavier, JD Wheeler, N. Conley
Guests:	P. Schiesser, C. Hall, D. Holder, T. McCotter, S. McCotter, C. Mead, A. Frye, K. Keller, S. Cooper, C. Neuroth, B. Neuroth, A. Yarber, M. Potrykus, T. Lillemoen, K. Eggers, E. Dennis, R.Pies, S. Korponic, D. Schmid, E. Stollman, B. Tonkovich, K. Thompson, M. Bonevich, E. Nikitin, A. Yarber, T. Baird, T. Nrozek, H. Naylor, Mitchell, R. Tinsley, B. Tinsley, J. Scott, M. Malecki, S. Henman, M. Wade, G. Skendi, Korponic, A. Yarber, L. McFarland, L. Moore, K. Lyke, J. Tucker, J. Ohashi, M. Koenemann, J. Gogoleski, Bob C., W. Nakagiri, L. Bickel, L. Bergkoetter, M. Day, via Zoom: AJ, Anita Marrie, Annette Macfarlane, Anonymous, Bret Peele, Britta's iPhone, C, Cheryl, Chris Haponek, Chrystal Buswell, Cindy Michniewicz, denise, Eman Czubaj, Emma Stollman, Grace Ffisher, Grenier, Hartland, Helen Kenney, Hey Slay, Howe, Jackie Lundin, Jason, Jayna Pietrzak, Jeannine, Jena Eastman, Jennifer Beres, Jennifer Jackson, JP, JrTev8, Karen-Daniel Moore Fox, Kasey Guss, KASEY H, Kathy Williams, Katy Michalski (Rep. Slotkin - MI07), Kelly Keller, Kids First, Kiersten's iPhone (2), Lauren, Lindsay Haar, Maegan Weller, Mark Frasier, Michelle, Michelle Lynn Slater, mom, Monique Alberts, mpeltier, Nan V, nob, Racheal, RALPH, Ralph ives, Samantha Boyd, Sara, saraadams, Shari Russano, Sherry Szekeres, stacy, Tim McCotter, Toni's iPhone, Val Gogoleski, Wayne

President Glabach 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.

4/15/24 AGENDA APPROVED

Motion by Coleman, supported by Shaw, that the Agenda for the April 15, 2024 regular meeting be approved.
Gogoleski: yes, Shaw: yes, Coleman: yes, Costa: yes, Keller: yes, Glabach: yes
Motion carried 6-0.

4/15/24 CONSENT AGENDA APPROVED

Motion by Shaw, supported by Costa, that the Consent Agenda for the April 15, 2024 regular meeting be approved.
Gogoleski: yes, Shaw: yes, Coleman: yes, Costa: yes, Keller: yes, Glabach: yes
Motion carried 6-0.

3/18/24 MINUTES APPROVED

That the minutes of the March 18, 2024 regular meeting be approved.

PAYMENT OF INVOICES

That the Board of Education, upon the recommendation of the Chief Financial Officer, approves the financial report as of March 31, 2024, and the payment of invoices totaling $2,584,040.85 and payroll obligations totaling $3,790,242.79.

SUPERINTENDENTS REPORT

Winter Sports Highlights: Superintendent Hughes introduced Brian Hassler who gave an overview of winter sports.
Continuity of Learning Plan: Superintendent Hughes introduced Rachel Bois who gave an overview of the plan.

CALL TO THE PUBLIC

Members of the public addressed the Board.

NEW & REVISED POLICIES (LEGISLATIVE CHANGES)

Motion by Gogoleski, supported by Keller, to vote on each policy individually.
Gogoleski: yes, Shaw: yes, Coleman: yes, Costa: yes, Keller: yes, Glabach: yes
Motion carried 6-0.

Motion by Coleman, supported by Shaw, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel, adopts revised policy #0122: Board Powers as presented.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

Motion by Costa, supported by Shaw, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel, adopts revised policy #1420: School Administrator Evaluation as presented.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

Motion by Coleman, supported by Costa, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel, adopts revised policy #3131: Staff Reductions/Recalls as presented.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

Motion by Shaw, supported by Coleman, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel, adopts revised policy #3142: Probationary Teachers as presented.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

Motion by Costa, supported by Coleman, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel, adopts revised policy #3220: Professional Staff Evaluation as presented.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

Motion by Coleman, supported by Shaw, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel, adopts revised policy #3132: Vacancies as presented.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

Motion by Gogoleski, supported by Keller, that the Board of Education adopts revised policy #3132: Vacancies as presented and adding, The Superintendent shall establish procedures "documented and approved by the Board."
Gogoleski: yes, Shaw: no, Coleman: no, Costa: no, Keller: yes, Glabach: yes
Motion failed 3-3.

Motion by Shaw, supported by Costa, that the Board of Education, upon the recommendation of the Superintendent and the Assistant Superintendent of Personnel, adopts revised policy #3140:
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

DISTRICT VEHICLE REPLACEMENT

Motion by Coleman, supported by Shaw, that the Board of Education, upon the recommendation of the Superintendent and the Director of Operations, approves the district vehicle replacement as presented and discussed.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

ADMINISTRATOR CONRACT REPLACEMENTS

Motion by Coleman, supported by Shaw, that the Board of Education, upon the recommendation of the Superintendent, approves 3-year contract replacements effective July 1, 2024 through June 30, 2027 for David Minsker, Rachel Bois, Kate Gregory, James Fitzgerald, Tom Ureche, Jessica Guss, Brian Hassler, J.D. Wheeler, Nicole Conley, Tony Howerton, Chris Chanavier, Mikki Cheney, Cristal Briskey, Dotty Hottum, Jason Reck, Melissa Frasier, Carol Hayes, and Scott Usher.
Gogoleski: yes, Shaw: yes, Coleman: yes, Costa: yes, Keller: yes, Glabach: yes
Motion carried 7-0.

Motion by Keller, supported by Gogoleski, to extend expiring contracts only through 2026.
Gogoleski: yes, Shaw: no, Coleman: no, Costa: no, Keller: yes, Glabach: no
Motion failed 2-4.

FOIA FEE APPEAL 3-18-24

Motion by Coleman, supported by Shaw, that the Board of Education denies FOIA Fee Appeal 3-18-2024 and affirms the FOIA Coordinator's determination of the initial estimated Fee Itemization submitted on 3-14-2024.
Gogoleski: no, Shaw: yes, Coleman: yes, Costa: yes, Keller: no, Glabach: yes
Motion carried 4-2.

LESA BUDGET 2045-25

Superintendent Hughes talked about the annual approval of the LESA budget. This will be an Action item at the May board meeting.

SPECIAL EDUCATION MILLAGE RENEWAL

Superintendent Hughes talked about the special education millage renewal and increase that will be on the November ballot. This will result in 2.6 million dollars that will go back to the district to support special needs students. The district is required to provide these services whether the millage passes or not.

LESA PARENT ADVISORY COMMITTEE REPRESENTATIVES

The resolution will come before the Board in May to appoint Angela Workman and Sarah Lewis as the LESA PAC members.

DISTRICT RADIO UPGRADES

Superintendent Hughes talked about the need to upgrade the communication system. With the old technology, it's difficult to communicate between buildings and in some bus areas. This will be an action item at the May board meeting.

FUTURE MEETINGS

President Glabach noted that the next regular meeting will be held on May 13, 2024, at 6:30 p.m. in the Boardroom of the Educational Support Service Center.

INFORMATIONAL ITEMS

President Glabach gave an update about the upcoming Superintendent evaluation. There will be a 3rd party from MASB overseeing the process. This will be a closed session in May and June.

ADJOURNMENT

The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Cindy Shaw
Board Secretary

Renee Braden
Recording Secretary

HARTLAND CONSOLIDATED SCHOOLS
BOARD MEETING ON MAY 13, 2024
EXPENDITURES FOR THE MONTH OF APRIL 2024

Check registers and ACH payments:

Date	Description	General Fund	Athletics	Cafeteria	Capital Proj	Debt	Activity	TOTAL
04/04/2024	A/P Check Run	$ 189,077.06	$ 3,394.28	$ 49,162.81	$ 4,496.01		$ 76,171.35	$ 322,301.51
04/11/2024	A/P Check Run	$ 719,566.51	$ 3,068.20	$ 134,836.31	$ 140,602.34		$ 54,389.91	$ 1,052,463.27
04/18/2024	A/P Check Run	$ 477,922.26	$ 8,852.15	$ 34,290.95	$ 180.00		$ 79,415.55	$ 600,660.91
04/25/2024	A/P Check Run	$ 116,442.51	$ 1,022.50	$ 37,797.04	$ 42,396.90		$ 70,545.95	$ 268,204.90
04/30/2024	Void Checks	$ (268.99)	$ (450.00)				$ (2,524.65)	$ (3,243.64)
04/10/2024	Merchant Fees (Comm Ed)	$ 16,495.65						$ 16,495.65
04/30/2024	Bank Fees	$ 4,865.47						$ 4,865.47
04/12/2024	ARBITER - REF DEPOSIT	$ 5,000.00						$ 5,000.00
04/02/2024	EDUSTAFF - ACH	$ 3,457.24						$ 3,457.24
04/12/2024	EDUSTAFF - ACH	$ 88,798.67						$ 88,798.67
04/24/2024	ARBITER - REF DEPOSIT	$ 7,500.00						$ 7,500.00
04/26/2024	EDUSTAFF - ACH	$ 125,619.06						$ 125,619.06
04/24/2024	PNC VISA - ACH	$ 33,732 24						$ 33,732.24
TOTAL		**$ 1,788,207.68**	**$ 15,887.13**	**$ 256,087.11**	**$ 187,675.25**	**$ -**	**$ 277,998.11**	**$ 2,525,855.28**

Payroll and Benefit expenses:

Date	Description	Net Pay	Federal Taxes	State Taxes	Retirement	Other	Health Equity	TOTAL
4/1/2024	OTHER - 3/29/24 PAYDATE					$ 52,493.82		$ 52,493.82
4/12/2024	4/12/2024 PAYDATE	$ 816,759.49	$ 279,194.48	$ 42,390.46	$ 473,581.19	$ 49,602.54	$ (24,576.91)	$ 1,636,951.25
4/26/2024	4/26/2024 PAYDATE	$ 753,977.02	$ 248,992.94	$ 38,512.51	$ 472,813.71	$ 45,600.35	$ 25,340.73	$ 1 585,237.26
4/26/2024	APRIL UAAL				$ 521,755.80			$ 521,755.80
APRIL HEALTH EQUITY CLAIMS							$ 58,210.86	$ 58,210.86
TOTAL		**$ 1,570,736.51**	**$ 528,187.42**	**$ 80,902.97**	**$ 1,468,150.70**	**$ 147,696.71**	**$ 58,974.68**	**$ 3,854,648.99**

LOCAL DISTRICT RESOLUTION
FOR APPROVAL OF
THE LIVINGSTON EDUCATIONAL SERVICE AGENCY (LESA)
2024-2025 BUDGET

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

A regular meeting of the Board of Education of the District was held in the Boardroom at the Hartland Educational Support Service Center in the District, on the 13th day of May 2024, 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. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The Board of Education has received and reviewed the proposed LESA budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed LESA budget.

2. The Secretary of the Board of Education or his/her designee shall forward a copy of this resolution to the LESA Board of Education or its superintendent no later than June 1, 2024.

3. All resolutions insofar as they conflict with 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, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a regular meeting held on May 13, 2024, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

_____
Secretary, Board of Education

Livingston EDUCATIONAL SERVICE Agency

2024-2025 LESA Budget

General Education Fund

	Budget 2023-24 Revised	Budget 2024-25	Change $	Change %	
Total Revenues	**$ 26,945,375**	**$ 28,103,176**			
Less Expenditures	(26,468,596)	(27,932,907)			
Net Surplus/ (Deficit)	**$476,779**	**$170,269**			
Estimated Beginning Fund Balance - July 1	2,642,707	3,119,486			
Estimated Ending Fund Balance - June 30	**$ 3,119,486**	**$ 3,289,755**			
Ending Fund Balance as a Percentage of Expenditures	**11.8%**	**11.8%**			

Programs

General Education & Curriculum	1,190,310	1,138,862	(51,448)	-4%	
Student programs	35,000	35,000	-	0%	
Instructional Support	**1,225,310**	**1,173,862**	**(51,448)**	**-4%**	
Community Relations/Communications	42,038	65,210	23,172	55%	1
Central Office Services	19,170	24,550	5,380	28%	2
Superintendent & Board of Education	465,602	466,166	564	0%	
Administration - Superintendent & Board of Education	**526,810**	**555,926**	**29,116**	**6%**	
Attendance Officer/Pupil Auditor	126,436	127,052	616	0%	
Technology Services	138,269	194,444	56,175	41%	3
Finance & HR	420,406	458,432	38,026	9%	
Support Services	78,900	142,900	64,000	81%	4
Administration - Central Services	**764,011**	**922,828**	**158,817**	**21%**	
Transportation Services	145,898	149,322	3,424	2%	
Operations & Maintenance	240,067	248,198	8,131	3%	
Overhead	**385,965**	**397,520**	**11,555**	**3%**	
Career & Technical Education Consortium	3,856,382	2,738,839	(1,117,543)	-29%	5
Adult Education	337,197	261,840	(75,357)	-22%	6
WIOA Youth	75,175	77,114	1,939	3%	
General Education Social Work	273,654	281,086	7,432	3%	
Mental Health Grant	898,861	1,191,160	292,299	33%	7
Title I Regional Assistance Grant	116,221	116,221	-	0%	
Homebound Services	75,910	72,896	(3,014)	-4%	
WAY School	465,500	474,480	8,980	2%	
Consortiums - Instructional	**6,098,900**	**5,213,636**	**(885,264)**	**-15%**	
Data Processing Consortium	408,000	408,000	-	0%	
Homeless Coordinator	28,204	28,204	-	0%	
Homeless Van	18,452	17,950	(502)	-3%	
Regional Transportation Collaborative	9,488,331	9,391,998	(96,333)	-1.0%	
Technology Consortium	787,200	801,276	14,076	2%	
Consortiums - Support Services	**10,730,187**	**10,647,428**	**(82,759)**	**-1%**	
Great Start Collaborative	492,069	419,798	(72,271)	-15%	
Head Start	2,078,102	1,922,331	(155,771)	-7%	8
Head Start Food Service	190,000	190,000	-	0%	
Great Start Readiness Grant	3,977,242	6,489,578	2,512,336	63%	9
Early Childhood	**6,737,413**	**9,021,707**	**2,284,294**	**34%**	
Total General Fund Expenditures	**26,468,596**	**27,932,907**	**1,464,311**	**6%**	

Notes:

1. Increase due to vacancy in 2023-2024, anticipated to be filled in 2024-2025.
2. Increase due to staffing costs, particularly health insurance.
3. Increase attributed to expenditures related to the communications plan.
4. Increase in transfer to the Capital Projects fund.
5. Decrease resulting from one-time state grant funding received in FY 2023-2024.
6. Decrease resulting from one-time state grant funding received in FY 2023-2024.
7. Increase for new mental health professionals, supporting students countywide.
8. Adjustment/decrease made to align program expenditures with the proposed updated grant for 2024-2025.
9. Increase attributed to additional state grant funds to support Early Childhood (Great Start-preschool) classrooms countywide.

Livingston EDUCATIONAL SERVICE Agency

2024-2025 LESA Budget

Special Education Fund

	Budget 2023-24 Revised	Budget 2024-25
Total Revenues	**$ 61,752,821**	**$ 63,989,979**
Less Expenditures	(59,947,778)	(63,628,794)
Net Surplus/(Deficit)	**$1,805,043**	**$361,185**
Estimated Unassigned Beginning Fund Balance - July 1	7,339,070	9,144,113
Estimated Unassigned Ending Fund Balance - June 30	**$ 9,144,113**	**$ 9,505,298**
Ending Fund Balance as a Percentage of Expenditures	**15.3%**	**14.9%**

Programs

	Budget 2023-24 Revised	Budget 2024-25	Change $	Change %	
Cognitive Impairment Programs - Moderate & Severe	5,576,984	6,300,267	723,283	13%	1
Early Childhood Developmental Delay Programs	960,986	1,052,413	91,427	10%	
Emotional Impairment	-	260,143	260,143	100%	2
Instructional Programs	**6,537,970**	**7,612,823**	**1,074,853**	**16%**	
Assistive Technology Programs	307,398	458,378	150,980	49%	3
Nursing Programs	296,312	307,041	10,729	4%	
Occupational Therapist Programs	2,368,081	2,408,397	40,316	2%	
Orientation/Mobility Programs	29,692	29,315	(377)	-1%	
Physical Therapist Programs	592,760	599,943	7,183	1%	
Psychology Programs	3,324,031	3,680,196	356,165	11%	4
Social Worker Programs	4,440,145	4,750,598	310,453	7%	4
Hearing Impaired Programs	257,692	265,032	7,340	3%	
Speech and Language Impairment Programs	7,240,177	7,798,922	558,745	8%	5
Program Consultants	1,798,318	1,852,496	54,178	3%	
Early On Services	2,518,142	2,609,988	91,846	4%	
Visually Impaired Programs	145,046	143,532	(1,514)	-1%	
Work Study Programs	530,084	525,178	(4,906)	-1%	
Project Search/START grant	25,391	166,917	141,526	557%	6
Proportionate Share (private school support requirement- IDEA)	117,397	117,397	-	0%	
Instructional Support Programs	**23,990,666**	**25,713,330**	**1,722,664**	**7%**	
Transportation	5,378,133	5,785,897	407,764	8%	7
Operations & Maintenance	604,874	712,214	107,340	18%	8
Transportation & Operations Services	**5,983,007**	**6,498,111**	**515,104**	**9%**	
Superintendent & Board of Education	147,851	147,652	(199)	0%	
Other Central Office Services	43,992	56,433	12,441	28%	9
Community Relations/Communications	67,449	121,501	54,052	80%	10
Administration- Superintendent & Board of Education	**259,292**	**325,586**	**66,294**	**26%**	
Administration - Directors	3,446,152	3,393,922	(52,230)	-2%	
Administration - School Based	**3,446,152**	**3,393,922**	**(52,230)**	**-2%**	
Administration - Assistant Superintendent of Special Education	474,938	466,425	(8,513)	-2%	
Administration - Fiscal Services	1,007,079	1,088,728	81,649	8%	
Technology Services	408,789	412,706	3,917	1%	
Compliance Monitoring Programs	170,835	170,835	-	0%	
Attendance Officer/Pupil Auditor	12,558	12,617	59	0%	
Visual Imaging	8,500	8,500	-	0%	
Administration - Central Services	**2,082,699**	**2,159,811**	**77,112**	**4%**	
Support Services & SE distribution to local districts	17,647,992	17,925,211	277,219	2%	11
Operational Support and Overhead	**17,647,992**	**17,925,211**	**277,219**	**2%**	
Total Special Education Fund Expenditures	**59,947,778**	**63,628,794**	**3,681,016**	**6%**	

Notes:

1. Increase attributed to vacancies in 2023-24, expected to be filled in 2024-25, as well as increased staffing costs, primarily in health insurance and steps/scale increases per contract.

2. Increase attributable to new staff (3.0 FTE) for new Center Based Behavior program.

3. Increase in Assistive Technology (1.0 FTE) to support student behavior and augmentative and alternative communication.

4. Increase in Psychology (1.2 FTE and Contracted Service) and Social work (2.0 FTE) to provide support services throughout the County.

5. Increase in Speech & Social Work (4.0) to support preschool inclusion work throughout the County.

6. Increase attributed to the initiation of the new Project Search program and teacher (grant funded in Year 1).

7. Increase for anticipated route/package changes for drivers and aides, as well as increased costs for bus replacement.

8. Increase attributable to capital outlay planned for 2024-25.

9. Increase due to staffing costs, particularly health insurance.

10. Increase due to vacancy in 2023-2024, anticipated to be filled in 2024-2025.

11. Increase for additional operational support to local districts.

2024-2025 General Appropriation Resolution

RESOLVED, that this resolution shall be the general appropriations of the Livingston Educational Service Agency for the fiscal year beginning July 1, 2024 and ending June 30, 2025: A resolution to make appropriations; to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by the Livingston Educational Service Agency.

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance estimated to be available for appropriations in the **General Education Fund** of the Livingston Educational Service Agency for the fiscal year beginning July 1, 2024 and ending June 30, 2025 is as follows. Included in Local Revenue is LESA's share of allocated millage in the amount of $683,423:

Revenue:	**Original Budget**
Local	$1,021,414
State	12,165,078
Federal	2,494,455
Payments from Other Public Schools	12,417,229
Fund Modifications (Other Operating Transfers In)	5,000
Total Revenue	$28,103,176
Fund Balance:	
Estimated Fund Balance, July 1, 2024	$3,119,486
Less Non Spendable	0
Less Committed/Assigned	0
Fund Balance Available to Appropriate	$3,119,486
Total Available to Appropriate	$31,222,662

BE IT FURTHER RESOLVED, that $27,932,907 of the total available to appropriate in the **General Education Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	**Original**
Instruction:	
Basic Programs	$4,079,424
Added Needs	844,139
Adult and Continuing	119,326
Support Services:	
Pupil	2,057,385
Instruction Staff	2,655,705
General Administration	528,766
School Administration	1,185,080
Business	247,144
Operations/Maintenance	387,998
Transportation	9,612,679
Central	1,913,816
Other (mostly food service)	225,000
Community Services	281,599
Payments to Other Schools	3,480,775
Payments to Other Government Agencies	171,574
Other Financing Uses	142,497
Total Appropriated	**$27,932,907**
Ending Fund Balance:	
Total Estimated Fund Balance, July 1, 2025	$3,289,755
Less Committed	0
Less Assigned	0
Unassigned Fund Balance July 1, 2025	**$3,289,755**

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance estimated to be available for appropriations in the **Special Education Fund** of the Livingston Educational Service Agency for the fiscal year beginning July 1, 2024 and ending June 30, 2025 is as follows. Included in Local Revenues is LESA's voted millage for Special Education estimated at 3.1108 mills using a 0.9910 Millage Reduction Fraction, which will provide an estimated $34,018,688 in revenue:

Revenue:	**Original Budget**
Local	$36,537,633
State	19,646,915
Federal	7,216,410
Incoming Transfers & Other	549,021
Fund Modifications (Other Operating Transfers In)	40,000
Total Revenue	$63,989,979
Fund Balance:	
Estimated Fund Balance, July 1, 2024	$9,144,113
Less Non Spendable	0
Less Committed/Assigned	0
Fund Balance Available to Appropriate	$9,144,113
Total Available to Appropriate	**$73,134,092**

BE IT FURTHER RESOLVED, that $63,628,794 of the total available to appropriate in the **Special Education Fund** is hereby appropriated in the amounts and for the purposes set forth below:

Expenditures:	**Original**
Instruction:	
Added Needs	$7,247,979
Support Services:	
Pupil	25,418,730
Instruction Staff	3,811,447
General Administration	231,652
Building Administration	0
Business	744,577
Operations/Maintenance	940,269
Transportation	5,707,577
Central	1,365,227
Other	0
Community Services	119,551
Payments to Other Public Schools	17,078,773
Other Financing Uses	963,012
Total Appropriated	**$63,628,794**
Ending Fund Balance:	
Total Estimated Fund Balance, July 1, 2025	$9,505,298
Less Committed	0
Less Assigned	0
Unassigned Fund Balance July 1, 2025	**$9,505,298**

RESOLUTION DECLARING SUPPORT FOR SPECIAL EDUCATION MILLAGE RENEWAL AND HEADLEE RESTORATION

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

A regular meeting of the board of education (the "Board") of the District was held in the Hartland Educational Support Service Center, Boardroom, in the District on the 13th day of May, 2024, 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. Sections 1724 and 1724a of the School Code of 1976, as amended, authorize an intermediate school district to place the question of authorizing millage for educational programs at a special election; and

2. On November 3, 2015 the voters of Livingston County approved a special education millage proposition for 10 years, with 100% of that special education millage distributed to public school districts and public-school academies in Livingston County to pay for special education programs, services and related expenses and no part of that millage proposition is retained by the Livingston Educational Service Agency for any of its operations; and

3. Since 2015 the Headlee Amendment has decreased the maximum allowable special education millage the Livingston Educational Service Agency can levy; and

4. The special education millage proposition approved in 2015 will expire in 2025 and without a renewal and restoration of the associated Headlee reduction, the District would not receive the 2023-2024 equivalent of $2,190,915 as a direct pass-through of the special education millage from the Livingston Educational Service Agency; and

5. Without the special education millage renewal and restoration, the District will incur significant general fund budget pressure by having to reduce other general fund expenditures to pay for special education programs, services and related expenses; and

6. This Board desires to express its support for a Livingston Educational Service Agency special education millage renewal and restoration to be voted upon at an election to be held on Tuesday, November 5, 2024.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This District supports the submission by the Livingston Educational Service Agency, Michigan, of a proposal for the levy of 1.1605 mills for special education purposes for a period of ten (10) years, 2026 to 2035, inclusive, to the voters at an election to be held in each of the constituent districts located within the Livingston Educational Service Agency on Tuesday, November 5, 2024.

2. This Board further acknowledges that this resolution is not legally binding on the Livingston Educational Service Agency and that it is legally authorized to adjust the millage request and number of years based upon its discretion and judgment, taking into consideration the District's expressed support.

3. 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 hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by the Board at the Meeting, 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).

LESA Special Education Millage Summary

Voted	Millage Rate	Rollbacks	*10-year override election 2015	Rollbacks	Current levy 2023	Proposal 2025
1972 & 1974	1.5000	(0.4888)	1.0112	(0.0522)	0.9590	0.9590
1988	1.8100	(0.5547)	1.2553	(0.0648)	1.1905	1.1905
LESA	**3.3100**	(1.0435)	2.2665	(0.1170)	2.1495	2.1495
		2015 millage Distribute to Districts	1.0435	(0.0539)	0.9896	1.1605
			3.3100	(0.1709)	3.1391	**3.3100**

Renew .9896

Increase .1709

HCS Share	$	409,218
HCS Share	$	2,190,915
	$	2,600,133

Historically, Livingston County voters had approved a millage of 3.31 mills to support special education. The revenue generated from these mills had been maintained by LESA for special education programming, with a portion being distributed to local districts in the form of local support. Over time, due to Headlee rollbacks, the millage rate had been reduced by 1.0435 mills. In 2015, LESA proposed a 10-year millage to restore the 1.0435 mills that had been rolled back, but assured that 100% of this amount would be distributed directly to local districts. Since 2015, millage rates have been reduced again due to Headlee rollbacks. Additionally, the 2015 millage expires in 2025. The current proposal asks voters to continue the 2015 millage for another 10 years, and restore the .1709 mills that had been rolled back, with 100% of the restored mills being distributed directly to local districts.

Livingston
EDUCATIONAL
SERVICE Agency

Leading the Community to Achieve Educational Excellence

April 9th, 2024

Mr. Chuck Hughes
Hartland Consolidated Schools
9525 Highland Road
Howell, MI 48843

Dear Mr. Hughes:

Livingston ESA Parent Advisory Committee Board is making the following recommendations:

1. Hartland nominates Angela Workman to serve a second term as a local district representative on the LESA Parent Advisory Committee, representing Hartland Consolidated Schools. This term would expire June 30, 2027.

2. Hartland nominates Sarah Lewis for an initial three-year term on the LESA Parent Advisory Committee representing Hartland Consolidated Schools. This term would expire June 30, 2027.

Thank you.

Sincerely,

Doug Haseley
Assistant Superintendent for Special Education

DH:cb

cc: Adrian Dean

Operations Department

Matt Marino, Director of Operations
9525 Highland Rd
Howell, MI 48843
Phone: 810-626-2189
Email: mattmarino@hartlandschools.us

Date: April 10, 2024

To: Chuck Hughes

Cc: Rachel Bois

From: Matt Marino

Subject: District Radio Upgrades

Since 2016, our district has been steadily upgrading its communication infrastructure by replacing school bus radios and handheld radios with digital-capable ones. This transition has been ongoing in preparation for the eventual shift from analog to digital technology. We've now reached the point where we have a sufficient number of digital-capable radios to make the full switch. Attached is a quote from our preferred vendor, who has reliably served the district's needs over the years.

Moving to digital technology will result in improved clarity and reception for all devices in transportation and within the buildings. The scope of work includes reprogramming all bus radios, reprogramming all handheld radios in the buildings, replacing the transportation base station, updating our FCC license, and installing a repeater at Hartland High School. The addition of a repeater at HHS will enhance radio communication, particularly addressing issues stemming from the building's construction and size.

The quote from our vendor was obtained using a Purchasing Cooperative program, and the expenses will be covered by our Safety and Security grant funds. The majority of the work will be completed over the summer, with some of the building radio upgrades extending into late August.

Mobile Communications America - $74,728.94

Mobile Communications America

MOBILE COMMUNICATIONS AMERICA
41271 CONCEPT DR.
PLYMOUTH, MI 48170
Phone: 734-738-0800
Fax: 734-459-0769

QUOTATION

880000393

Bill To:
Hartland Consolidated Schools
9525 Highland Rd
Howell, MI 48843

Ship To:
Hartland Consolidated Schools
9525 Highland Rd
Howell, MI 48843

Contact: Doug Oberstaedt
Contact #:

Contact: Doug Oberstaedt
Contact #:

Date: 01/23/2024 | Customer #: 132403 | Terms: NET 30 DAYS

Qty	Item	Description	U/M	Unit Price	Extended
59	HKVN4223A	CP/CM ANALOG TO DIGITAL UPGRADE License to turn on digital in radio for school buses Per Sourcewell Contract 10% off List Price	EA	94.50	5,575.50
100	HKVN4223A	CP/CM ANALOG TO DIGITAL UPGRADE License to turn on digital in radio for school portables Per Sourcewell Contract 10% off List Price	EA	94.50	9,450.00
10	AAM01JQC9JA1AN-P	"CM200D, 136-174 45W 16CH ND" Package New digital radios for service vehicles Per Sourcewell Contract 15% off List Price	EA	643.45	6,434.50
10	AAM01JQC9JA1AN	"CM200D, 136-174 45W 16CH ND"	EA	0.00	0.00
10	STDBKT0751AC	STANDARD BRACKET (RLN6469)	EA	0.00	0.00
10	STDBOX0751AB	STANDARD MODEL BOX	EA	0.00	0.00
10	STDCBL0751AC	STANDARD CABLE (HKN4137)	EA	0.00	0.00
10	STDMIC0751AC	STANDARD MICROPHONE (PMMN4090)	EA	0.00	0.00
10	STDESS0751AB	3 YR ESSENTIAL REPAIR	EA	0.00	0.00
10	LSVC-OPTOUT	LOCAL SERVICE OPT-OUT CUSTOMER HAS OPTED OUT OF LOCAL SERVICE OPTIONS: DISCLAIMER TO CUSTOMER: IF YOU CHOOSE TO OPT OUT OF THE LOCAL SERVICES OPTION THEN CURRENT STANDARD PRICING WILL BE CHARGED FOR FACILITATING WARRANTY REPAIRS, FIRMWARE UPGRADES, PROGRAMMING, AND ANY OTHER ADDITIONAL APPLICABLE FEES UNDER LOCAL SERVICE PLANS.	EA	0.00	0.00
10	HAD4008A	UNITY GAIN ANTENNA QUARTERWAVE VHF 150.8-162 - ROOF MOUNT	EA	22.04	220.40
10	HKN9327CR	ACCESSORY KIT,IGNITION SWITCH CBL	EA	14.45	144.50

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Qty	Item	Description	U/M	Unit Price	Extended
1	T8319-P	SLR 8000 BASE RADIO Package	EA	11,425.50	11,425.50
		New SLR8000 VHF Repeater			
		Per Sourcewell Contract 10% off List Price			
1	T8319A	SLR 8000 BASE RADIO	EA	0.00	0.00
1	CA02982AA+AA	"ADD: DUPLEXER, VHF 144-160MHZ"	EA	0.00	0.00
1	CA02987AA+AA	ADD: PRESELECTOR VHF 150-174MHZ	EA	0.00	0.00
1	CA02965AA+AA	ADD: VHF (136-174MHZ)	EA	0.00	0.00
1	LSVC-OPTOUT	LOCAL SERVICE OPT-OUT	EA	0.00	0.00
		CUSTOMER HAS OPTED OUT OF LOCAL SERVICE OPTIONS:			
		DISCLAIMER TO CUSTOMER: IF YOU CHOOSE TO OPT OUT OF THE LOCAL SERVICES OPTION THEN CURRENT STANDARD PRICING WILL BE CHARGED FOR FACILITATING WARRANTY REPAIRS, FIRMWARE UPGRADES, PROGRAMMING, AND ANY OTHER ADDITIONAL APPLICABLE FEES UNDER LOCAL SERVICE PLANS.			
1	PMKN4167A	"CABLE, ASSEMBLY,CABLE, BATTERY BACKUP"	EA	70.38	70.38
1	AAM28JNN9RA1AN-P	XPR 5550E 136-174M 25W GOB BT/GNSS/WIFI CD Package	EA	1,183.00	1,183.00
		New control station for use with (9) MC5000 Desksets			
		Per Sourcewell Contract 15% off List Price			
1	AAM28JNN9RA1AN	XPR 5550E 136-174M 25W GOB BT/GNSS/WIFI CD	EA	0.00	0.00
1	B65CP	DEL: STANDARD MOUNTING BRACKET	EA	0.00	0.00
1	STDBLK0511AA	STANDARD MODEL BOX	EA	0.00	0.00
1	STDCBL0511AA	STANDARD CABLE (HKN4191)	EA	0.00	0.00
1	B71FM	DEL: STANDARD MICROPHONE	EA	0.00	0.00
1	STDESS0511AA	5YR ESSENTIAL REPAIR	EA	0.00	0.00

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Date: 01/23/2024 Customer #: 132403 Terms: NET 30 DAYS

Qty	Item	Description	U/M	Unit Price	Extended
1	STDSMA0771AH	STANDARD 5 YEAR SMA AND SW FEATURES	EA	0.00	0.00
1	LSVC-OPTOUT	LOCAL SERVICE OPT-OUT	EA	0.00	0.00
		CUSTOMER HAS OPTED OUT OF LOCAL SERVICE OPTIONS:			
		DISCLAIMER TO CUSTOMER: IF YOU CHOOSE TO OPT OUT OF THE LOCAL SERVICES OPTION THEN CURRENT STANDARD PRICING WILL BE CHARGED FOR FACILITATING WARRANTY REPAIRS, FIRMWARE UPGRADES, PROGRAMMING, AND ANY OTHER ADDITIONAL APPLICABLE FEES UNDER LOCAL SERVICE PLANS.			
1	HPN4007D	POWER SUPPLY 14V 15A UNI 110/240 VAC US PLUG	EA	287.72	287.72
1	GLN7318A	BASE TRAY W/O SPKR ARIANE	EA	41.59	41.59
9	F2380A	"SM,MCD 5000 DESKSET"	EA	2,047.50	18,427.50
		(9) new MCD5000 Digital Desksets			
		Per Sourcewell Contract. 10% off List Price.			
1	F7879B	SM, RADIO GATEWAY UNIT (RGU)	EA	2,047.50	2,047.50
1	FKN0012A	CABLE, ASSEMBLY,CABLE RGU TO MOTOTRBO	EA	90.00	90.00
9	FHN7469A	ASSY,P/S,MCD 5000 DESKSET / RGU PWR SPLY	EA	90.00	810.00
1	FKN8695AS	ETHERNET CABLE 10'	EA	42.30	42.30
1	DSHPJ9782A	HP PROCURVE 2530-24 SWITCH	EA	356.00	356.00
1	AAR10JCGANQ1AN	SLR 5700 136-174M 1-50W	EA	4,095.00	4,095.00
1	HFD8189A	DUPLEXER 154-164MHZ	EA	549.90	549.90
1	0112004B04	CBL N MALE/N MALE 24	EA	112.17	112.17
1	0112004U04	CABLE COAX W/CONN 24	EA	71.28	71.28
1	PMLE5031A	WALL MOUNT BRACKET KIT	EA	195.06	195.06
1	67527	138-174 MHz UNITY GAIN DIPOLE ANTENNA MFG PART #: ANT150D	EA	663.88	663.88
		Unity gain VHF antenna for MC5000 Control Station			

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Qty	Item	Description	U/M	Unit Price	Extended
1	FG1560	156-162 MHZ UNITY GAIN FIBERGLASS OMNI ANTENNA LAIRD TECHNOLOGIES Antenna for High School Repeater	EA	0.00	0.00
2	251256	60H Non-Penetrating Mount One Mount for High School Repeater One Mount for MCD5000 Control Station	EA	162.00	324.00
100	70393	"1/2"" Foam CELLFLEX Cable" Transmission Line-	FT	2.26	226.00
100	334086	"1/2"" PLENUM AIR CABLE"	FT	3.64	364.00
2	20573	POLYPHASER 125-1000 MHz general coverage IS-50NX-C2 POLYPHASER	EA	94.99	189.98
10	317465	CONNECTOR, N, (M), STRAIGHT, LCF12-50J, O-Ring	EA	31.44	314.40
2	444197	GROUNDING KIT 1/2"	EA	31.88	63.76
2	412042	GROUND BUSS BAR	EA	72.61	145.22
1	399239	UXP CONNECTOR 1/2"	EA	32.90	32.90
1	FCC-LICENSE	FCC Filing Fees Add Digital Emissions to all existing frequencies on call sign WQOL447. Add VHF Repeater Pair for High School.	EA	1,000.00	1,000.00
1	FCC-LICENSE	FCC Filing Fees Convert Call Sign KJ948 to be VHF Repeater Pair	EA	1,200.00	1,200.00
1	FT-FR	FIELD TECH LABOR FLAT RATE One Day to Stage Equipment in Troy Service Center Five days on-site to install antenna system and repeater at High School and MCD5000 control station/antenna system at Transportation. Install/interface (9) MCD5000's and gateway (RGU) to	EA	8,400.00	8,400.00

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Date: 01/23/2024 | Customer #: 132403 | Terms: NET 30 DAYS

Qty	Item	Description	U/M	Unit Price	Extended
		XPR5550E Control Station. Hartland to supply network interface from gateway LAN switch to network, and to MCD5000 remote locations. All programming of bus radios and school portables radios to be done by sales at No Charge.			
1	S&H	SHIPPING/HANDLING	EA	175.00	175.00

Accepted By: _____ **Date:** _____

Please contact customer representative by phone or email with any questions:
Customer Rep: Mike Wriggelsworth
Phone #:
Email: MikeWriggelsworth@callmc.com

Subtotal :	$74,728.94
Tax :	
Total Quote :	$74,728.94

Effective August 1, 2018, all credit card payments are subject to a 2% convenience fee

Quote Valid for 30 Days.

All orders are subject to partial shipment and partial invoice

Tax calculations provided are estimates and are subject to change.

Hartland Consolidated Schools

Scott A. Usher, Technology Director

9525 E. Highland Road
Howell, MI 48843

Telephone (810) 626-2119
Fax: (810) 626-2118

May 07, 2024

Mr. Chuck Hughes
Superintendent
Hartland Consolidated Schools
9525 E. Highland Road
Howell, MI 48843

RE: 2024 Computer Replacement Purchase

Dear Mr. Hughes,

Included in the 2020 Bond is a district-wide desktop computer replacement. In many industries, computers are replaced every 3-5 years. In education, it is typical for computers to be replaced every 5 years. At HCS, we also plan to replace our desktop computers every 5 years.. That being said, the Technology Department makes every effort to extend the life of HCS computers beyond 5 years and we have been successful doing so over the last two replacement cycles.

The majority of the computers that we need to replace this year have been in service since the summer of 2017 or 2018, which means, I am proud to say, we have been successful using them for 6-7 years.

Below you will find the breakdown of the buildings we plan to replace this year.

Building	Year Purchased
CES	2017
HHS	2017-2018

Given different circumstances, we would prefer to wait to replace these computers for one more year, summer 2025, however, we are noticing some of the devices at CES and HHS are failing more frequently. In addition and more importantly, all desktop and laptop devices running Windows at CES, HHS, and the SSC are not capable of running Windows 11. Windows 10 end of life is set for October 2025, which means prior to that date, we **must** replace Windows devices that are not capable of running Windows 11. In order to meet that deadline, we feel it is necessary to replace CES and HHS devices this Summer. We plan to replace SSC computers in summer 2025.

Below you will find the computers and Chromebooks that would be needed for this replacement project.

Hartland Consolidated Schools

Scott A. Usher, Technology Director

9525 E. Highland Road
Howell, MI 48843

Hartland Schools Technology

Telephone (810) 626-2119
Fax: (810) 626-2118

I would like to present the following for approval:

2024 Summer Computer and Chromebook Purchase

QTY	Description	Vendor	Total Cost
546	Dell Optiplex 7110 SFF	Presidio	$342,885.00
25	Computer Monitor	Presidio	$5,000.00
14	Laptops	Presidio/Inacomp	$15,668.00
77	CAD	People Driven	$102,614.82
210	Chromebooks	Presidio	$48,573.00
45	Chromebox	HP	13,963.50
6	Chromebook Charging Cart	Precision Data Products	$7,734.00
50	DVD ROM Drives	Presidio	$1,600.00

TOTAL: $538,038.32

The Bond Budget for this portion of the computer replacement project totaled $609,626.00. The products above are based on pricing from the State-Wide REMC Bid List.

Thank you for your consideration,

Scott A. Usher

Scott A. Usher
Technology Director

Parent/Student Handbook Revisions for 2024-25

Secondary Parent/Student Handbook (7th-12th grade)

A. HHS/Legacy/HVA Discipline Rubric- Attachment A following page 8
CHANGE & RATIONALE: Clarify administrative discretion to determine consequence based on offense by adding the word, "possible" before Expulsion Hearing.
Category IV- First Referral- Possible Expulsion Hearing

B. HHS/Legacy/HVA Discipline Rubric- Attachment A following page 8
CHANGE & RATIONALE: Move tobacco/Paraphernalia from Category IV to III.
This aligns with the HMS rubric and allows discretion to implement an intervention with a reduced suspension.

C. HHS/Legacy/HVA RESTROOM USE Protocol
CHANGE & RATIONALE: New protocol proposed by the Board.
Insert RESTROOM USE Protocol (new header and content) after Anti-Harassment & Sexual Harassment on page 12.

Intermediate Parent/Student Handbook (5th-6th grade)

A. Intermediate - page 9-11
CHANGE & RATIONALE: Add a Discipline Rubric to supplement enumerated rules and regulations and improve coherence for all stakeholders (students, parents, and school personnel).
Farms School Discipline Rubric

RESTROOM USE Protocol

Hartland Consolidated Schools believes all students have a fundamental right to be comfortable while using the restroom. It is important to note that Title IX and district policy 5517 protect all students from harassment. It is the position of Hartland Consolidated Schools that students have the right to be treated equally and fairly, free from discrimination, harassment, and bullying based on their real or perceived gender expression. This commitment to equal and fair treatment includes transgender and gender nonconforming (GNC) students, and applies to all district operations, programs, and activities. Therefore, the following procedures are in place to ensure all student rights are protected.

Restrooms are a place where students should have a reasonable expectation of privacy. Restrooms will be designated with appropriate signage for use either based on an individual's biological sex or as gender neutral.

For a variety of reasons, a student may have concerns about privacy or comfort when using a restroom with other students. Any student who has a need or desire for increased privacy, regardless of underlying reasons, has the right to access any gender-neutral restroom.

Additionally, to ensure compliance with federal law allowing transgender students to use the restroom with which they identify, the following step must be completed prior to allowing students to use a restroom different from their biological anatomy as recorded on their birth certificate (per the State Board of Education Statement and Guidance on Safe and Supportive Learning Environments for Lesbian, Gay, Bisexual, Transgender, and Questioning (LGBTQ) Students dated September 16, 2016):

- A Wrap-Around meeting to include a school administrator, parent(s) or guardian(s), student, and possibly other appropriate school personnel (i.e. counselor, school social worker, school psychologist, etc) and/or outside family, therapist, doctors, etc.

Per the Michigan State Board of Education Statement and Guidance on Safe and Supportive Learning Environments for Lesbian, Gay, Bisexual, Transgender, and Questioning (LGBTQ) Students, "*if a student's asserted gender identity is not genuine, the establishment of the above mentioned plan will assist school officials with identifying an individual claiming false gender identity for improper purposes. Such matters should be addressed immediately, according to disciplinary procedures.*"

The Superintendent may grant an exemption to the requirement that a student must provide a corrected birth certificate if the parent/guardian/student satisfactorily demonstrates that providing a corrected birth certificate would pose an unnecessary hardship or undue burden on a case-by-case basis. This may be shown, for example but not by limitation, based on the excessive cost of the administrative burden for obtaining a corrected birth certificate.

Farms School Discipline Rubric

1. Students who attend school sponsored activities during or after school hours on or off campus are subject to the code of conduct.
2. School officials will evaluate each situation and act accordingly based on the information available. The administration has the ability to go above and beyond the consequences listed.

Category I	First Referral	Second Referral	Third Referral	Fourth Referral
• Inappropriate Language • Inappropriate Physical Contact • Failure to Follow Direction	• Verbal warning • Parent Contact • Possible detention	• Parent Contact • Detention	• Parent Contact • Possible Detention or Suspension as determined by administration	• Parent Contact • Possible Detention or Suspension as determined by administration
Category II	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Insubordination/ Misconduct • Persistent Disobedience • Disrespect to School Personnel/Students • Disrupting the Educ. Process • Academic Dishonesty • Electronic Device Violation	• Parent Contact • Verbal Warning • Possible Detention • Possible Suspension • Restorative Practice	• Parent Contact • Possible Detention • Possible Suspension • Restorative Practice	• Parent Contact • 1-3 Day Out of School Suspension • Restorative Practice	• Parent Contact • 1-10 Day Out of School Suspension • Possible Expulsion Hearing • Restorative Practice
Category III	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Hitting/Slapping/Kicking, etc • Bullying (Verbal/Cyber) • Theft • Vandalism	• Parent Contact • Detention • Possible Suspension • Restitution, if necessary • Restorative Practice	• Parent Contact • Possible 1-3 Day Out of School Suspension. • Restitution, if necessary • Restorative Practice	• Parent Contact • Possible 5-10 Day Out of School Suspension • Restitution, if necessary • Possible Expulsion Hearing • Restorative Practice	• Parent Contact • Possible 10 Day Out of School Suspension. • Restitution, if necessary • Possible Expulsion Hearing • Restorative Practice
Category IV	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Physical Fighting • Dangerous/Threatening Behavior • Threatening Language • Lewd or Licentious Behavior • Tobacco/Vape	• Parent Contact • 1-5 Day Out of School Suspension • Possible Expulsion Hearing • Possible Contact w/LCSD • Restorative Practice	• Parent Contact • Possible 3-5 Day Out of School Suspension. • Possible Expulsion Hearing • Possible Contact w/LCSD • Restorative Practice	• Parent Contact • Possible 5-10 Day Out of School Suspension. • Possible Expulsion Hearing • Possible Contact w/LCSD • Restorative Practice	• Parent Contact • Possible 10 Day Out of School Suspension • Possible Expulsion Hearing • Possible Contact w/LCSD • Restorative Practice
Category V	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Illegal Substances • Physical Assault • Harassment (All Types) • Weapon Possession	• Parent Contact • 5-10 Day Out of School Suspension • Expulsion Hearing • Referral/Contact with LCSD	• Parent Contact • 5-10 Day Out of School Suspension • Expulsion Hearing • Referral/Contact with LCSD	• Parent Contact • 10 Day Out of School Suspension • Expulsion Hearing • Administration Parent Contact • Referral/Contact with LCSD	• Parent Contact • 10 Day Out of School Suspension. • Expulsion Hearing • Administration Parent Contact

*Category IV and V violations may result in law enforcement intervention. In addition, depending on the situation, a more significant penalty than what is listed may be implemented.

Attachment A

Elementary Parent/Student Handbook (K - 4th)

A. Elementary - Page 31

CHANGE & RATIONALE: does not align with our current practice

Parent-Teacher Conferences/~~Report Cards~~

Parent-teacher conferences are ~~held in the fall in place of report cards at the elementary buildings and an abbreviated conference schedule is held in the spring of each school year. (Teachers will contact you in the spring if they feel a conference is needed.)~~ welcomed by the school staff as a valuable way to share information about your child. ~~These~~ Conferences are by appointment, and may be initiated by either a teacher or a parent. ~~and you will be notified well in advance of your appointment. We hope you will make a special effort to attend, as a conference with your child's teacher is of great importance to the child, and helpful to you. Since conference dates are set annually, please check the school calendar every fall for the schedule of conference dates. Additional conferences are welcomed by the school staff.~~ Please make appointments with teachers for any ~~special~~ conference in advance by calling the schools, emailing the teacher or writing a note to the teacher. The principal may be called upon at any time to assist parents with problems, but the teachers should be contacted first.

B. Elementary - Page 40

CHANGE & RATIONALE: does not align with current practice

Delay of School - (One Hour)

All students will ride the same bus with the same type of pick-up structure, as under normal circumstances other than that bus will arrive at the regular pick-up spot approximately one (1) hour later than usual. No structure changes will exist other than the time element. ~~Under a one-hour delay, morning and afternoon kindergarten classes will be held.~~

Delay of School - (Two Hours)

Under a two-hour delay, all students will be picked up as usual, except two (2) hours later than on a regular schedule. ~~Under a two-hour delay, there will be NO A.M. KINDERGARTEN, and p.m. kindergarten will begin at the usual time unless otherwise stated.~~

C. Elementary - Page 15-17, 19-20

Change & Rationale: Replace current code of conduct with **New Rubric** to improve coherence for all stakeholders (students, parents, and school personnel).

Elementary School Discipline Rubric

1. Students who attend school sponsored activities after school hours on or off campus are subject to the code of conduct.
2. School officials will evaluate each situation and act accordingly based on the information available. The administration has the ability to go above and beyond the consequences listed.

Category I	First Incident	Second Incident	Third Incident	First Referral
• Inappropriate Physical Contact • Inappropriate Language • Failure to Follow Direction • Minor Misconduct • Indecency	• Verbal warning • Teacher calls home when appropriate	• Detention • Teacher calls home	• Detention • Teacher calls home	• Administration Parent Contact • Detention • Possible Suspension
Category II	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Insubordination/Misconduct • Disrupting the Educ. Process • Academic Dishonesty • Disrespect to School Personnel/Students • Electronic Device Violation • Elopement	• Parent Contact • Verbal Warning • Possible Detention • Possible Suspension • Restorative Practice	• Parent Contact • Detention • Possible Suspension • Restorative Practice	• Parent Contact • 1-3 Day Out of School Suspension • Restorative Practice	• 1-10 Day Out of School Suspension • Possible Expulsion Hearing • Administration Parent Contact • Restorative Practice
Category III	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Hitting/Slapping/Kicking, etc. • Bullying (Verbal/Cyber) • Theft • Vandalism • Threatening Language	• Parent Contact • Detention • Possible Suspension. • Restitution if necessary • Restorative Practice	• 1-3 Day Out of School Suspension • Restitution if necessary • Restorative Practice	• 5-10 Day Out of School Suspension • Restitution if necessary • Possible Expulsion Hearing • Restorative Practice	• 10 Day Out of School Suspension • Restitution if necessary • Expulsion Hearing • Restorative Practice
Category IV	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Dangerous/Threatening Behavior • Physical Fighting • Lewd or Licentious Behavior • Tobacco/Vape	• 1-5 Day Out of School Suspension • Possible Expulsion Hearing • Possible Contact /LCSD • Restorative Practice	• 3-5 Day Out of School Suspension • Possible Expulsion Hearing • Possible Contact /LCSD • Restorative Practice	• 5-10 Day Out of School Suspension • Expulsion Hearing • Possible Contact /LCSD • Restorative Practice	• 10 Day Out of School Suspension • Expulsion Hearing • Possible Contact /LCSD • Restorative Practice
Category V	**First Referral**	**Second Referral**	**Third Referral**	**Fourth Referral**
• Illegal Substances • Physical Assault • Harassment (All Types) • Weapon Possession • Extreme Misconduct/Illegal Activity	• 5-10 Day Out of School Suspension • Expulsion Hearing • Referral/Contact with the LCSD	• 5-10 Day Out of School Suspension • Expulsion Hearing • Referral/Contact with the LCSD	• 10 Day Out of School Suspension. • Expulsion Hearing • Administration Parent Contact • Referral/Contact with the LCSD	• 10 Day Out of School Suspension. • Expulsion Hearing • Administration Parent Contact • Referral/Contact with the LCSD

*Category V violations may result in law enforcement intervention. In addition, depending on the situation, a more significant penalty than what is listed may result.

Attachment A

D. Elementary - Page 14

Change & Rationale: Remove In-School Suspension language. Detention, as a disciplinary measure is the same as an In-School Suspension. ISS as a disciplinary measure has not been implemented for several years.

E. Elementary - Page 9

Change & Rationale: The following is current language and being moved from the old discipline rubric to page 9 as follows:

Dress Code

Dress and/or accessories that are disruptive to the educational process are prohibited. Clothing and/or accessories should not endorse any product related to tobacco, alcohol, or other controlled substances or themes of violence. All clothing must be clean, so as to present the best possible appearance. Shoes must be worn, and hats are not allowed. Decency, interpreted by the administration and staff, is to be maintained at all times. Some examples of clothing not permitted may include but are not limited to: halter tops, mesh shirts, shirts which expose the midriff, short skirts, short shorts.

F. Elementary - page 9

Change & Rationale: We currently do not have language related to electronic devices and would like to add language that aligns with the intermediate handbook.

Cellular Phones and Electronic Devices

If a child chooses to bring a cell phone and/or electronic device, including wearable electronic devices, (i.e. apple watch) to school, he/she is not allowed to use it during the school day. Students will be allowed to use office and classroom telephones when it is necessary to communicate with parents. Parents who have urgent messages for their children may call the office to have them delivered to students. Students who bring a cell phone or electronic devices to school must adhere to the following rules:

1. Before entering the building, cell phones and electronic devices must be turned off and stored in a student's backpack or locker. Cell phones may not be used again until the student exits the building at the end of the day.
2. Cell phones or electronic devices may not be used in any manner that disrupts the school environment, or otherwise disrupts school activities or functions.
3. Taking pictures is strictly prohibited.
4. Sharing electronic information with other students is strictly prohibited.
5. Cell phones or electronic devices may not be used to threaten, harass, intimidate, or bully students or staff.

Violations will result in the student being sent to the office. Devices may be kept in the office until a parent is able to pick them up.

ALL HANDBOOKS

A. Anti Harassment and Sexual Harassment (per Chuck request 11/6/23)

Elementary - page 20
Intermediate - page 11
Secondary - page 12

Change: add the following language to the second paragraph: *District investigations and reports of harassment are subject to disclosure by the U.S. Department of Justice and may not be protected by FERPA and FOIA rules and regulations.*

Rationale: provide transparency and awareness for parents/students regarding the potential exposure of personally identifiable information.

B. Statement of Compliance with Federal Law

Elementary - page 1 & 21
Intermediate - page ii & 12
Secondary - page ii & 12

Change: remove Scott VanEpps as Title IX and Anti-Harassment Compliance Officer and add Kate Gregory.

FOOD SERVICE

No changes proposed per Lisa Archey

TRANSPORTATION

No changes proposed per Matt Marino

May 13, 2024

MI LOCAL UPDATE OVERVIEW AND COMMENTS

VOLUME 38 NUMBER 2

Policy 1240 - Evaluation of the Superintendent (Revised)

Senate Bill 395 and 396 were recently signed into law by Governor Whitmer. These bills change the evaluation system effective July 1, 2024. The revised policy incorporates those changes as they apply to evaluating the superintendent.

Policy 6350 - Prevailing Wage (New)

This policy has been added because Michigan's Prevailing Wage Act has been restored.

Policy 6520 - Payroll Deductions (Revised)

This policy has been revised to reflect that districts can deduct union dues or services fees.

Policy 8800 - Religious/Patriotic Ceremonies and Observances (Revised)

The policy is revised to reflect the recent U.S. Supreme Court decision in Kennedy v. Bremerton School District in which the Court clarified the equal importance of and the interaction between the Constitution's two (2) First Amendment clauses pertaining to religious rights. The Bremerton decision reinforced employees' rights to the free exercise of religion such that a First Amendment analysis regarding district action (i.e., discipline or censorship) must consider whether the employee is exercising the staff members' free exercise rights. As a practical matter, the analysis remains unchanged; however, the Court clarified that the school district officials were not entitled to err on the side of avoiding a violation of the Establishment Clause. Revisions are recommended and if they are not adopted to articulate current law, a District can be exposed to a Constitutional challenge to the policy as facially invalid. Likewise, application of the concepts does require officials to apply the law as described in the policy revisions.

Book	Policy Manual
Section	5-13-24 DISCUSSION
Title	EVALUATION OF THE SUPERINTENDENT
Code	po1240
Status	
Adopted	January 28, 2008
Last Revised	June 6, 2016

1240 - **EVALUATION OF THE SUPERINTENDENT**

The Board of Education believes it is essential that it evaluate the Superintendent's performance periodically in order to assist both the Board and the Superintendent in the proper discharge of their responsibilities and to enable the Board to provide the District with the best possible leadership. To carry out this responsibility, the Board will evaluate the Superintendent utilizing a rigorous, transparent, and fair performance evaluation system that does all of the following:

A. Evaluates the Superintendent's job performance at least annually in a year-end evaluation, while providing timely and constructive feedback.

   A Superintendent rated highly effective prior to July 1, 2024 and/or effective after July 1, 2024 on three (3) consecutive year-end evaluations may be evaluated every other year, at the District's discretion.

B. Establishes clear approaches to measuring student growth and provides the Superintendent with relevant data on student growth.

C. Evaluates the Superintendent's job performance prior to July, 2024 as highly effective, effective, minimally effective or ineffective, and after July 1, 2024 as effective, developing, or needing support~~using multiple rating categories that take into account student growth and assessment data~~. Before the 2024-2025 school year,~~For the 2015 - 2016, 2016 - 2017 and 2017 - 2018 school years twenty five percent (25%) of the annual year-end evaluation shall be based on student growth and assessment data. Beginning with the 2018 - 2019 school year,~~ forty percent (40%) of the ~~annual~~ year-end evaluation shall be based on student growth and assessment data. Beginning with the 2024-2025 school year, twenty percent (20%) of the year-end evaluation shall be based on student growth or student learning objectives.

   For the Superintendent, the pertinent data is that of the entire School District.

D. Uses the evaluations, at a minimum, to inform decisions regarding all of the following:

   1. The effectiveness of the Superintendent, so thatthe Superintendent ~~s/he~~ is given ample opportunities for improvement.

   2. Retention and development of the Superintendent, including providing relevant coaching, instruction support, or professional development.

   3. Removing an ineffective Superintendent after the Superintendent~~s/he~~ has had ample opportunities to improve, and providing that these decisions are made using rigorous standards and streamlined, transparent, and fair procedures.

E. Prior to July 1, 2024, the~~The~~ portion of the annual year-end evaluation that is not based on student growth and assessment data shall be based on at least the following for the entire District:

1. The Superintendent's training and proficiency in conducting teacher performance evaluations if the Superintendents~~s/he~~ does so or the~~his/her~~ designee's proficiency and training if the Superintendent designates such duties.

2. The progress made by the school or District in meeting the goals established in the school/District improvement plan.

3. Student attendance.

4. Student, parent and teacher feedback and other information considered pertinent by the Board.

5. Beginning July 1, 2024, the portion of the evaluation that is not based on student growth or student learning objectives must be based on objective criteria.

F. For the purposes of conducting annual year-end evaluations under the performance evaluation system, by the beginning of the 2016-2017 school year, the District shall adopt and implement one (1) or more of the evaluation tools for teachers, or administrators, if available, that are included on the list established and maintained by the Michigan Department of Education ("MDE"). However, if the District has one (1) or more local evaluation tools for administrators or modifications of an evaluation tool on the list, and the District complies with G., below, the District may conduct annual year-end evaluations for administrators using one (1) or more local evaluation tools or modifications.

G. T~~Beginning with the 2016-2017 school year, t~~he District shall post on its public website all of the following information about the measures it uses for its performance evaluation system for school administrators:

1. The research base for the evaluation framework, instrument, and process or, if the District adapts or modifies an evaluation tool from the MDE list, the research base for the listed evaluation tool and an assurance that the adaptations or modifications do not compromise the validity of that research base.

2. The identity and qualifications of the author or authors or, if the District adapts or modifies an evaluation tool from the MDE list, the identity and qualifications of a person with expertise in teacher evaluations who has reviewed the adapted or modified evaluation tool.

3. Either evidence of reliability, validity, and efficacy or a plan for developing that evidence or, if the District adapts or modifies an evaluation tool from the MDE list, an assurance that the adaptations or modifications do not compromise the reliability, validity, or efficacy of the evaluation tool or the evaluation process.

4. The evaluation frameworks and rubrics with detailed descriptors for each performance level on key summative indicators.

5. A description of the processes for conducting classroom observations, collecting evidence, conducting evaluation conferences, developing performance ratings, and developing performance improvement plans.

6. A description of the plan for providing evaluators and observers with training.

H. The District shall~~Beginning with the 2016-2017 school year~~:

1. ~~PThe District shall p~~rovide training to the Superintendent on the measures used by the District in its performance evaluation system and on how each of the measures is used. This training may be provided by a district or by a consortium consisting of two (2) or more districts, the intermediate school district or a public school academy.

2. ~~EThe District shall e~~nsure that training is provided to all evaluators and observers. The training shall be provided by an individual who has expertise in the evaluation tool or tools used by the District, which may include either a consultant on that evaluation tool or framework or an individual who has been trained to train others in the use of the evaluation tool or tools. The District may provide the training in the use of the evaluation tool or tools if the trainer has expertise in the evaluation tool or tools.

Beginning July 1, 2024, the evaluation system must include a mid-year progress report for the Superintendent in each year that they are evaluated. This mid-year progress report shall comply with M.C.L. 380.1249b and may not replace the annual evaluation.
The evaluation system shall ensure that if the Superintendent is rated as minimally effective or ineffective prior to July 1, 2024 or needing support or developing after July 1, 2024, the person(s) conducting the evaluation shall develop and require the Superintendent to implement an improvement plan to correct the deficiencies. The improvement plan shall recommend professional development opportunities and other measures designed to improve the rating of the Superintendent on the Superintendent'shis/her next annual year-end evaluation. A Superintendent rated as ineffective prior to July 1, 2024 and/or needing support after July 1, 2024"ineffective" on three (3) consecutive year-end evaluations must be dismissed from employment with the District.

The evaluation program shall aim at the early identification of specific areas in which the Superintendent needs help so that appropriate assistance may be provided or arranged for. The Board shall not release the Superintendent from the responsibility to improve. If the Superintendent, after receiving a reasonable degree of assistance, fails to perform his/her assigned responsibilities in a satisfactory manner, dismissaldismissal, or non-renewal procedures may be invoked. In such an instance, all relevant evaluation documents may be used in the proceedings.

Evaluations shall be conducted of each administrator as stipulated in the revised School Code, the employment contract, the Superintendent's administrative guidelines, and as directed by the Michigan Department of Education. An administrator shall be given a copy of any documents relating to the administrator'shis/her performance which are to be placed in the personnel file.

All contracts governing the employment of the Superintendent entered into, extended, renewed, or modified on or after July 1, 2024 must include an appeal process concerning the evaluation process and rating received.

This policy shall not deprive an administrator of any rights provided by State law or any contractual rights consistent with State law.

As an outcome of the evaluation of the Superintendent's performance, the Board should be prepared to judge the advisability of retention of the Superintendent and be prepared better to:

(X) determine the Superintendent's salary;
(X) identify strengths and weaknesses in the operation of the District and determine means by which weaknesses can be reduced and strengths are maintained;
(X) establish specific objectives, the achievement of which will advance the District toward its goals;
(X) improve its own performance as the public body ultimately charged with the educational responsibility of this District.

Revised 6/29/15

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Book	Policy Manual
Section	5-13-24 DISCUSSION
Title	Vol. 38, No. 2 - February 2024 New PREVAILING WAGE
Code	po6350
Status	
Legal	M.C.L. 480.1101, et seq.

New Policy - Vol. 38, No. 2

6350 - **PREVAILING WAGE**

X] The Superintendent shall designate a Prevailing Wage Coordinator for the District who shall be tasked with ensuring compliance with State and Federal regulations concerning prevailing wage rate. **[END OF OPTION]**

[DRAFTING NOTE: If a District selects the above option, the District should also select "Prevailing Wage Coordinator" in the two (2) options below. If the District did not select the above option, select "Superintendent" in the two (2) options below. As a reminder, Superintendent includes the Superintendent's designee by definition. See po0100.]

The **( )** Superintendent **(X)** Prevailing Wage Coordinator **[END OF OPTION]** shall oversee the District's obligations under M.C.L. 480.1101, et seq. including, but not limited to, ensuring the following:

A. A contract for a State Project, entered into pursuant to advertisement and invitation to bid, which requires or involves the employment of Construction Mechanics shall not be approved unless the wage and fringe benefits rate in the contract are not less than the prevailing rates in the Locality in which the work is to be performed.

B. Before advertising for bids on a State Project, the **( )** Superintendent **(X)** Prevailing Wage Coordinator **[END OF OPTION]** shall ask the Commissioner to determine the prevailing rates of wages and fringe benefits for all classes of Construction Mechanics called for in the contract.

C. A schedule of these rates shall be made part of the specifications for the work to be performed and shall be printed on the bidding forms.

D. If a contract is not awarded or construction is not undertaken within ninety (90) days of the date of the Commissioner's determination of prevailing rates, the Commissioner must make a redetermination before the contract is awarded.

E. Every contractor and subcontractor must fulfill its obligations under the statute relating to prevailing wages on State Projects.

F. Every contract for a State Project must contain the statutory language providing that Construction Mechanics are intended beneficiaries of the contractual prevailing wage, fringe benefit, and non-discrimination, non-retaliation requirements, and provide that any Construction Mechanic aggrieved by the failure of a contractor or subcontractor to pay prevailing wages or benefits as specified in the contract or retaliation associated therewith, may bring an action in a court of competent jurisdiction against the contractor or subcontractor for damages or injunctive relief along with other remedies prescribed by statute.

G. The District shall maintain certified payroll records and other records required by law for a minimum of three (3) years.

Contracts on State Projects which contain provisions regarding payment of prevailing wages as determined by the United States Secretary of Labor or which contain minimum wage schedules which are the same as prevailing wages in the Locality as determined by collective bargaining agreements or understandings between bona fide organizations of Construction Mechanics and their employers are exempt from the above requirements.

Additionally, the above requirements do not apply to a State Project if it was paid for, in whole or in part, from revenues from a millage or bond that was authorized under the revised school code, if the millage was authorized before February 13, 2024.

Definitions

Commissioner means the Department of Labor and Economic Opportunity.

Construction Mechanic means a skilled or unskilled mechanic, laborer, worker, helper, assistant, or apprentice working on a State Project but shall not include executive, administrative, professional, office, or custodial employees.

Locality means the county, city, village, township, or school district in which the physical work on a State Project is to be performed.

State Project means new construction, alteration, repair, installation, painting, decorating, completion, demolition, conditioning, reconditioning, or improvement of public buildings, schools, works, bridges, highways, or roads authorized by a contracting agent.

M.C.L. 480.1101, et seq.

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Book	Policy Manual
Section	5-13-24 DISCUSSION
Title	PAYROLL DEDUCTIONS
Code	po6520
Status	
Legal	M.C.L. 380.1224, 408.477; 423.210 (2012 P.A. 53) M.E.A. v. Secretary of State, (on rehearing) 489 Mich. 104 (2011) Mich. OAG 7187 (2006)
Adopted	January 28, 2008
Last Revised	November 25, 2013

6520 - **PAYROLL DEDUCTIONS**

The Board of Education authorizes, in accordance with the provisions of law or upon proper authorization on the appropriate form, that deductions be made from an employee's paycheck for the following purposes:

A. Federal and State income tax

B. Social Security

C. Public School Employees Retirement System

D. Michigan Public School Employment Retirement System (MPSERS) Tax Deferred Payment (TDP) plan

E. other legally permissible deductions established through an applicable collective bargaining agreement

F. Section 125 deductions (cafeteria plans)

G. direct deposit in a chartered credit union and/or bank

H. contributions to charitable corporations, not-for-profit, and community fund organizations

I. payment of group insurance premiums for a plan as approved by the Superintendent

J. payment for benefits of part-time employees who elect to participate in benefits provided to full-time staff

K. court ordered judgments

~~Deductions are not allowed for dues or service fees for a labor organization or for contributions to political action committees.~~

To the extent permitted by law and in accordance with the procedures set forth below the Board declares its willingness to enter into an agreement with any of its employees whereby the employee agrees to take a reduction in salary with respect to amounts earned after the effective date of such agreement in return for the Board's agreement to use a corresponding

amount to purchase an annuity for such employee (or group of employees desiring the same annuity company) from any company authorized to transact the business as specified in law in accordance with Section 403(b) of the Internal Revenue Code, and in accordance with the District's administrative guidelines. However, it shall be clearly understood that the Board's only function shall be the deduction and remittance of employee funds.

In any case where the employee designates the agent, broker, or company through whom the Board shall arrange for the placement or purchase of the tax-sheltered annuity, the agent, broker, or company must execute a reasonable service agreement, an information sharing agreement, and/or other similar agreements as determined at the discretion of the District. The service agreement shall include a provision that protects, indemnifies, and holds the District harmless from any liability attendant to procuring the annuity in accordance with provisions of the Internal Revenue Code and other applicable Federal or State law.

The Board may limit the number of participating providers and select approved providers.

The Board, by providing employees with payroll deduction services for annuities, is not providing any financial advice to employees, and is not vouching for the suitability of any investment or any annuity provider. The District assumes no responsibility or liability for any investment decisions or losses with respect to employee annuity purchases.

Said agreement shall comply with all of the provisions of law and may be terminated as said law provides upon notice in writing by either party. Employees shall notify the Superintendent's Office in writing if they wish to participate in such a program.

M.C.L. 380.1224, 408.477

Revised 7/29/08

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Book	Policy Manual
Section	5-13-24 DISCUSSION
Title	RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES
Code	po8800
Status	
Legal	M.C.L. 380.1347, 380.1347a, 380.1565 20 U.S.C. 4071 et seq. Gregoire vs. Centennial School District 907 F2d 1366, (3rd Circuit, 1990) Lee vs. Weisman, 112 S. Ct 2649, 120 L. Ed. 2d 467 (1992)
Adopted	January 28, 2008
Last Revised	May 13, 2013

8800 - **RELIGIOUS/PATRIOTIC CEREMONIES AND OBSERVANCES**

The Board of Education acknowledges that the U.S. Constitution prohibits it from adopting any policy or rule promoting or establishing a religion or any policy that unlawfully restricts any person's free exercise of the individual right to free exercise of religion enjoyed by all persons. Within the confines of this legal framework, the Board adopts the following policy to address the scope of these rights and the District's authority within its own facilities or during events.~~Decisions of the United States Supreme Court have made it clear that it is not the province of a public school to advance or inhibit religious beliefs or practices. Under the First and Fourteenth Amendments to the Constitution, this remains the inviolate province of the individual and the church of his/her choice. The rights of any minority, no matter how small, must be protected. No matter how well intended, either official or unofficial sponsorship of religiously-oriented activities by the school are offensive to some and tend to supplant activities which should be the exclusive province of individual religious groups, churches, private organizations, or the family.~~

As public employees, while on duty and acting within the scope of employment or pursuant to official duties, d~~D~~istrict staff members shall not use prayer, religious readings, or religious symbols as a devotional exercise or in an act of worship or celebration. Staff are expected to avoid circumstances where the staff member's expression of religious views could be reasonably construed as an endorsement or approval of the message by the school or District. Nothing in this policy or its application shall serve to prohibit or interfere with any staff member's free exercise of their religious views in circumstances not covered by this policy. ~~The District shall not function as a disseminating agent for any person or outside agency for any religious or anti-religious document, book, or article. Distribution of such materials on District property by any party shall be in accordance with Policy 7510 and AG 7510A - Use of District Facilities and Policy 9700 - Relations with Special Interest Groups.~~

Nothing in this policy prohibits teaching about various religions and religious practices in a manner consistent with any adopted District course curriculum. This instruction may include discussion of religious holidays and customs in a manner related to the curriculum that does not give the appearance of an endorsement of one religion over other religions or favoring either a system or religious beliefs or of other beliefs, such as atheism or agnosticism. Observance of religious holidays through devotional exercises or acts of worship is also prohibited.

Distribution of any outside organization's materials, including a request by any person wishing to facilitate dissemination of materials on District property, may make a request in accordance with Policy 7510 and AG

7510A - Use of District Facilities and Policy 9700 - Relations with Non-School Affiliated Groups and AG 9700A – Distribution of Materials to Students.

Students are not prohibited by this~~The Board acknowledges that it is prohibited from adopting any~~ policy or any guideline promulgated pursuant to this policy, from engaging in~~rule respecting or promoting an establishment of religion or prohibiting any person from~~ the free, individual, and voluntary exercise or expression of the individual's/person's religious beliefs.

However, such exercise or expression may be limited to lunch periods or other non-instructional time periods when individuals are free to associate, or on an individual basis in a manner that does not disrupt the educational process..

~~Observance of religious holidays through devotional exercises or acts of worship is also prohibited. Acknowledgement of, explanation of, and teaching about religious holidays of various religions is encouraged.~~ Celebration activities involving nonreligious decorations and use of secular works are permitted, but it is the responsibility of all faculty members to ensure that such activities are strictly voluntary, do not place an atmosphere of social compulsion or ostracism on ~~minority~~ groups or individuals, and do not interfere with the regular school program.

~~The Board shall not conduct or sanction a baccalaureate service in conjunction with graduation ceremonies. The Board shall not include religious invocations, benedictions, or formal prayer at any school sponsored event.~~

PATRIOTIC ACTIVITIES AND OBSERVANCES~~The United States Flag and Pledge of Allegiance~~

The flag of the United States shall be raised above each public school building operated by the District at all times during school hours, weather permitting. This flag shall measure at least four (4) feet two (2) inches by eight (8) feet. A United States flag shall also be displayed in every classroom or other instructional site in which students recite the Pledge of Allegiance.

All students in attendance at school will be provided an opportunity to recite the Pledge each day that school is in session. However, no student shall be compelled to recite the Pledge of Allegiance. No student shall be penalized for failure to participate in the Pledge and the professional staff shall protect any such students from bullying as a result of their not participating in the Pledge.

The building principal or administrator shall be responsible for determining the appropriate time and manner for reciting the Pledge, with due regard to the need to protect the rights and the privacy of a nonparticipating student.

The District may offer students and staff a Moment of Silence to commemorate a significant event that has a significant impact on the community. The decision to offer a moment of silence shall be the building principal's and/or the Superintendent's decision. No moment of silence shall be described by school officials with reference to religious symbolism or activity.

M.C.L. 2.91, 380.1347, 380.1347a, 380.1565
20 U.S.C. 4071 et seq.
29 C.F.R. 1910.1030
Gregoire vs. Centennial School District 907 F2d 1366, (3rd Circuit, 1990)
Lee vs. Weisman, 112 S. Ct 2649, 120 L. Ed. 2d 467 (1992)

[Cross Reference
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Food Service Equipment & Kitchen Upgrades
Prepared by: Rachel Bois
May 13, 2024

On April 17, 2024, the District issued 3 separate requests for proposal (RFP's) for various equipment and upgrades within the High School and Middle School kitchens. The detailed list of items included in the RFP's is attached for reference. These items will replace existing kitchen equipment that has reached the end of its useful life.

The RFP's were reviewed and evaluated by Lisa Archey, Student Nutrition Director, and me. The evaluation process included an analysis of pricing, vendor reputation and experience, and the ability to meet project specifications.

A summary of the bids received and purchase recommendations are as follows:

High School Kitchen Equipment

Great Lakes Hotel Supply Company	$263,079.00
Stafford Smith	$271,074.00

Based on review of the proposals for the High School Kitchen equipment, I recommend we award the purchase to **Great Lakes Hotel Supply Company** in the amount of **$263,079**.

High School Walk-In Cooler/Freezer

Fizz Industries	$138,886.14
Great Lakes Hotel Supply Company	$153,744.00
Stafford Smith	$154,005.00

Based on review of the proposals for the High School Walk-In Cooler/Freezer, I recommend we award the purchase to **Great Lakes Hotel Supply Company** in the amount of **$153,744**. Fizz Industries did not provide a bid within the scope of the project specified in the RFP, and therefore, their proposal was rejected.

Middle School Walk-In Cooler/Freezer

Chef's Deal	$60,424.19
Stafford Smith	$63,768.00
Great Lakes Hotel Supply Company	$64,502.00

Based on review of the proposals for the High School Walk-In Cooler/Freezer, I recommend we award the purchase to **Chef's Deal** in the amount of **$60,424.19**.

Funding for the items above have been accounted for in the Food Service budget, which has built up an excess fund balance due to the various State and Federal programs that have provided free lunch over the past few years. These purchases will return our Food Service fund balance to the level required under federal guidelines.

High School Kitchen Eqipment Listing:

Item #	Manufacturer	Model	Description	Quantity
1	Structural Concepts	CO55R	Open Display Merchandiser	1
2	Multiteria	ULS54	Serving Counter, Utility	1
2.1	Hatco	GR2SDS-42D	Display Merchandiser, Heated for Multi-Product	1
3	Multiteria	ULS48	Serving Counter, Utility	1
4	Multiteria	CLS36	Serving Counter, Utility	1
5	Multiteria	CS30	Cash Register Stand	1
6	Multiteria	CS30	Cash Register Stand	1
7	Multiteria	CLS36	Serving Counter, Utility	1
8	Structural Concepts	CO35R	Open Display Merchandiser	1
9	Multiteria	CLS60	Serving Counter, Cold Food	1
10	Multiteria	HLS66	Serving Counter, Hot Food	1
11	Ovention	CONVEYOR C2000	Conveyor Oven, Electric	3
12	Vulcan	ABC7G-NAT	Convection Oven, Gas	2

High School Walk-in Cooler/Freezer:

School	Item #	Qty	Model	Description	Manufacturer Spec
Hartland HS	1	1	209113	Walk-in Cooler/Freezer	American Panel Corp.

Middle School Walk-in Cooler/Freezer:

School	Item #	Qty	Model	Description	Manufacturer Spec
Ore Creek Middle School	1	1	CUSTOM	Walk-in Cooler/Freezer	American Panel Corp.