

**Huron Valley Schools**  
2390 S. Milford Rd. \* Highland, MI 48357  
248-684-8000 \* FAX 248-684-8235 \* [www.hvs.org](http://www.hvs.org)  
**Regular Board of Education Meeting**  
**December 12, 2016**  
**7:00 PM**

**Milford High School-Cafeteria**  
**2380 S. Milford Rd**  
**Highland, MI 48357**

- I. Meeting Called to Order**
  - A. Roll Call**
  - B. Pledge of Allegiance**
  
- II. Information from the Board President**
  - A. Approval of Agenda**
    - Recommended Motion:*
    - "I move that the Board of Education approve the agenda as presented."*
  - B. Board President Comments**
  - C. Recognitions**
  
- III. Items from Board**
  - A. Board Secretary**
  - B. Board Treasurer**
  - C. Board Members**
  
- IV. Items from the Superintendent**
  - A. Budget Update**
  
- V. Student Leadership**
  
- VI. Association Comment**
  
- VII. Public Comment**
  
- VIII. Consent Agenda**
  - A. Approval of the Minutes (Mgt Issue) Exhibit "A-1"**
  - B. Approval of Summary of Bills Paid (Mgt Issue) Exhibit "A-2"**
  - C. Approval of Personnel Report (Mgt Issue) Exhibit "A-3"**
  - D. Approval of Elementary Math Expressions Activity Books (Mgt. Issue) Exhibit "A-4"**
  - E. Approval of Department of Learning Services Goals and Measures of Success (Mgt. Issue) Exhibit "A-5"**
  - F. Approval of ONE Network (Mgt. Issue) Exhibit "A-6"**
  - G. Approval of Security Two-way Radio Purchase (Mgt. Issue) Exhibit "A-7"**
  - Recommended Motion:*
  - "I move that the Board of Education approve Exhibits "A-1" through "A-7" as shown in the Consent Agenda."*
  
- VIII. Unfinished Business**
  
- IX. New Business**
  - A. Schools of Choice Update**
  
- X. Additional Public Comment (In accordance with Board Policy)**
- XI. Good and Welfare**
- XII. Adjournment**

*If you are an individual with a disability who needs accommodations for participation in this meeting contact the Superintendent's Office at 248-684-8244 at least one week prior to the meeting or as soon as possible to request assistance. The official minutes of the Huron Valley Schools Board of Education Meeting are stored and available for inspection at the Huron Valley Schools Board Office and website.*

## Board Information/Action Item

**Purpose:**  Item for Information  
 Item for Action  
 Item for Discussion

**Presenter:** Donna Welch

**Date:** December 12, 2016

**Topic:** 2016 Audit Results and  
FY17- FY18 Budget Data

Management Issue  
 Board Committee  
Date: Dialogue 11/7/16  
 Board Communication  
Date: 11/4/16, 11/11/16, 11/14/16,  
11/18/16, 12/9/16

### BACKGROUND

Each year the District implements a strategic budget process. The budget process is designed to provide opportunities for stakeholder input and communication of budget decisions. The process began with the completion of the prior year's financial audit and will continue through the final budget approval by the Board of Education in June of this year.

### CURRENT STATUS

The 2017/18 budget process began with the analysis of the final results of operations for the school year ending June 30, 2016. Plante Moran reviewed the results of its audit with the Board, on November 7, and November 14, 2016. The next step in the budget process is to continue to discuss components of the Comprehensive Cost Containment Plan, stakeholder input received regarding budget changes, and prepare preliminary budget projections. The budget projections will be revised in January and February as new information is determined (Governor's proposed budget, health care/retirement rate increases, foundation revenue, staffing, pupil count etc.). We will continue to provide revised budget projections with the Board.

### FUTURE DIRECTION

This evening Donna Welch, Assistant Superintendent Administrative Services, will present a review of the 2016 audit results as well as, budget items and their related dollar amounts that can impact future budgets.

## Board Information/Action Item

Purpose  Item for Information  
 Item for Action  
 Item for Discussion

Presenter: Board Secretary

Date: December 12, 2016

Board Communication:  
 Management Issue  
 Board Subcommittee

Topic: Minutes

### BACKGROUND

The Open Meetings Act (OMA) requires that minutes be kept of all School Board meetings. While every Board of Education is authorized to adopt bylaws prescribing the style of its meeting minutes, the minute must also be recorded in a way that meets all requirements specified by the OMA.

### CURRENT STATUS

OMA prescribe that the minimum contents for minutes of School Board meetings are:

1. Date of meeting
2. Time of meeting
3. Place of meeting
4. Board members present and absent
5. Every decision made by the Board
6. All roll call votes
7. Purpose of a closed session
8. Corrections (if any)

### FUTURE DIRECTION

Attached are the minutes from the November 14, 2016, Regular Board of Education Meeting. School Board Meeting minutes are public record and approved minutes are posted on the Huron Valley School website.

Board Information/Action Item

**Purpose:**  Item for Information  
 Item for Action  
 Item for Discussion

**Presenter:** Donna Welch  
Geoffrey VanGoethem  
Cindy LeMarbe

**Topic:** Summary of Bills Paid

**Date:** December 12, 2016  
 Management Issue  
 Board Committee:  
 Board Communication      Date:

**BACKGROUND**

Huron Valley Schools, in the normal course of business, incurs expenditures. The expenditures are paid through the accounts payable and payroll systems and through wire transfers. Accounts payable and wire transfer payments are made periodically throughout the month and payroll is made twice a month.

Approximately once a month a report of the expenditures, entitled Summary of Bills Paid, is prepared and presented to the board.

**CURRENT STATUS**

Attached is the Summary of Bills Paid for the period October 1, 2016 October 31, 2016.

**FUTURE DIRECTION**

It is recommended that the Board of Education approve the Summary of Bills Paid reports, as presented.

Board Information/Action Item

- Purpose
- Item for Information
  - Item for Action
  - Item for Discussion

Presenter: Scott Lindberg

Date: December 12, 2016

- Board Communication:
- Management Issue
- Board Subcommittee

Topic: Personnel Report

**BACKGROUND**

It is the responsibility of the Executive Director of Human Resources to see that persons recommended for employment shall meet all qualifications established by law and by the Board of Education for the type of position for which the recommendation is made.

All newly hired, terminated and all other employee status changes will be presented to the Board of Education each month for their approval.

**CURRENT STATUS**

All newly hired, terminated and all other employee status changes have been processed through the Human Resources Department and will be submitted to the Huron Valley Schools Board of Education, monthly for approval.

**FUTURE DIRECTION**

Recommendation: "I move that the Huron Valley Schools Board of Education approve the appointments, terminations and all other employee status changes as presented"

## Board Information/Action Item

**Purpose:**  Item for Information  
 Item for Action  
 Item for Discussion

**Presenters:** Ed Okuniewski

**Date:** December 12, 2016

**Topic:** Elementary Math Expressions  
Activity Books

Management Issue  
 Board Sub Committee:  
 Board Communication      Date: 12-2-16

### BACKGROUND

Over the last three years, Huron Valley investigated a variety of new math resources for the elementary. After a year-long pilot, it was determined that Math Expressions best matched our needs. This resource uses individual activity books for students to utilize during lessons and to allow for student reflection on math. Each year, students will need an activity book. The purchase of the books includes whiteboards that students use during lessons. In addition, the online component is included with this purchase. Teachers have access to interactive whiteboard lessons for each unit, and students have access to their activity book and homework online as well as activities which directly align to the day's lesson at home.

### CURRENT STATUS

In accordance with Board Policy, the Learning Services Department seeks approval to purchase K – 5<sup>th</sup> grade student Math Expressions Student Activity books with Online Interactive Bundle for the 2017-2018 school year. This also includes the whiteboards necessary for students.

Publisher Houghton Mifflin Harcourt at a cost of approximately \$79,918.00.

### FUTURE DIRECTION

Following approval by the Board of Education, activity books will be purchased for elementary teachers for the 2017-18 school year. Student activity books will be a recurring yearly cost.

Board Information/Action Item

**Purpose:**  Item for Information  
 Item for Action  
 Item for Discussion

**Presenter(s):**  
Ed Okuniewski, Deputy Superintendent

**Date:** December 12, 2016

**Topic: 2016/17 AAA District Goals and Metrics**

Management Issue  
 Board Meeting Date: 7/25/16  
 Board Communication Date: 7/11/16  
7/22/16  
Bd. Notes 11/18/16

**BACKGROUND**

AAA Goals were shared at the July 25<sup>th</sup> Board Meeting.

**CURRENT STATUS**

The five proposed goals are as follows:

1. Students will increase proficiency in reading state standards as measured by multiple metrics.
2. Students will increase proficiency in writing state standards as measured by multiple metrics.
3. Students will increase proficiency in math state standards as measured by multiple metrics.
4. Students will increase proficiency in science state standards as measured by multiple metrics.
5. Systems and programming will be enhanced to improve student achievement.

Metrics were discussed at several meetings, including the October 11<sup>th</sup> AAA subcommittee, and have been added to each of the goals. Goals and metrics were shared with the Board in the November 18<sup>th</sup> Board Notes.

**FUTURE DIRECTION**

It is recommended that the Board approve the 2016/17 AAA Goals with Metrics.

## Board Information/Action Item

**Purpose:**  Item for Information  
 Item for Action  
 Item for Discussion

**Presenter(s):** John Tavernier

**Date:** 12/12/16

**Topic:** ONE Network Consortium Fees

Management Issue  
 Board Sub Committee  
 Board Communication      Date: 12/9/16

### BACKGROUND

Huron Valley Schools is a member of the ONE Network Consortium which provides shared Internet access and other data services using a fiber-optic network installed and maintained by Oakland Schools. This consortium of local school districts was created in 2000 and HVS has been a member since that time. The ONE Network provides local school districts with Internet access and allows efficient collaboration with other districts and the ISD.

### CURRENT STATUS

The ONE Network fees include Internet Services, Equipment and Maintenance fees. For 2016, DDoS protection services were added. Huron Valley Schools pays fees each year of the agreement and is seeking approval for the 2016 payment in the amount of \$32,530.50. The current consortium agreement expires June 30, 2017.

### FUTURE DIRECTION

It is recommended that the Board approve the ONE Network Consortium fees for 2016-17, which includes Internet service, DDoS protection, network capital and maintenance fees, at a cost of \$32,530.50.

Funds for these fees are budgeted in the Technology Services General Fund.



Board Information/Action Item

**Purpose:**  Item for Information  
 Item for Action  
 Item for Discussion

**Presenter(s):** John Tavernier

**Date:** 12/19/16

**Topic:** Handheld Radio Purchase

Management Issue  
 Board Committee      Date:  
 Board Communication      Date: 10/28/16,  
12/2/16

**BACKGROUND**

Electrocomm Michigan Inc., based in Pontiac, has provided two-way radio services for the district for several years. In 2014, the district upgraded equipment at the Bogie Lake campus that provides analog and digital radio coverage for the east side of the district. In addition, analog repeater equipment is leased from Electrocomm at Milford High School. Electrocomm provides equipment and services to the district through the GSA Federal Acquisition Service Contract (also known as GSA Schedule Contract).

**CURRENT STATUS**

Three models of digital multi-channel two-way radios ranging in price from \$284.48 - \$662.47 have been selected to provide a consistent and comprehensive communication platform across the district. These radios will provide the ability to have multiple channels of communication at each of our buildings and provide staff the ability to switch channels if students and staff are relocated to another facility in the event of a power failure or other emergency. The system will also allow central office administrators to monitor and communicate on any channel district-wide in the event of an emergency. Through our lease agreement with Electrocomm, the repeater and antenna equipment at Milford High School will be upgraded to accommodate the new digital spectrum and provide coverage on the west side of the district. With future funding, the district is also planning to install communications equipment compatible with these radios in the main office at each school and infrastructure to enable district-wide connectivity. We have allocated \$3000 to each Pool & Fitness Center, \$5000 to each elementary, Apollo Center, IA West & central office, \$7500 to each middle school and \$10,000 to each high school.

**FUTURE DIRECTION**

It is recommended the Board Approve the purchase for configuration and setup of two-way radios from Electrocomm Michigan Inc. through the GSA Schedule Contract for an amount not to exceed \$108,500.

Funds for this purchase have been budgeted in the 2001 and 2012 Bond Funds.