

**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*  
*July 25, 2016*

**Lakeland High School**  
1630 Bogie Lake Rd  
White Lake, MI 48383

- 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
  
- III. Items from Board**
  - A. Board Secretary
  - B. Board Treasurer
  - C. Board Members
  
- IV. Items from the Superintendent**
  
- V. Association Comment**
  
- VI. Public Comment**
  
- VII. Consent Agenda**
  - A. Approval of the Minutes (Mgt Issue) Exhibit "A-1"
    - Special Board Meeting – June 13, 2016
    - Annual Organizational Meeting – June 27, 2016
    - Regular Board Meeting- June 13 and June 27, 2016
  - B. Approval of Personnel Report (Mgt Issue) Exhibit "A-2"
  - C. Approval of HVESP Agreement (Mgt Issue) – Exhibit "A-3"
  - D. Approval of Early Literacy Grant 4-5 Literacy Kits" (Mgt Issue)- Exhibit "A-4"

*Recommended Motion:*  
*"I move that the Board of Education approve Exhibits "A-1" through "A-4" as shown in the Consent Agenda."*
  
- VIII. Unfinished Business**
  - A. Board Policy 1000 – Exhibit "B"
  - B. Board Policy 3000 – Exhibit "C"
  - C. Board Policy 6000 – Exhibit "D"
  - D. Finance and Technology Goals – Exhibit "E"
  - E. MASB Superintendent Evaluation Goals – Exhibit "F"
  
- IX. New Business**
  - A. Strategic Planning Presentation - Exhibit "G"
  - B. Academics, Arts and Athletic Goals – Exhibit "H"
  - C. Grade Configuration Dialogue – Exhibit "I"
  
- 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: Board Secretary

Date: July 25, 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 June 13, Special Board of Education Meeting; June 13, Regular Meeting; June 27, Annual Organization and June 27, 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: Scott Lindberg

Date: July 25, 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

**Presenter:** Scott Lindberg, Executive  
Director of Human Resources

**Date:** July 25, 2016

Management Issue

Board

Date:

Board Communication

Dates: 5/16/16 – Board Closed Session  
5/6/16, 6/17/16, 6/24/16, 7/1/16 – Board  
Notes

**Topic: 2016-17 HVESP (Secretaries) Wage Re-Opener of the 2015-17 Collective Bargaining Agreement & 2017-18 One-Year Contract Extension Agreement**

**BACKGROUND**

Negotiations were held between the HVESP and the Board management teams on 6/16/16, 6/21/16 and 6/27/16.

**CURRENT STATUS**

After three bargaining session, a Tentative Agreement for the 2016-17 wage re-opener of the 2015-17 contract and a one-year extension agreement for 2017-18 was reached on June 27, 2016. The Tentative Agreement was ratified by the HVESP membership on July 21, 2016. The terms of the agreement are attached.

**FUTURE DIRECTION**

The Board's negotiation's team recommends the following motion:

"I move that the Huron Valley Schools Board of Education approve the 2016-2017 wage re-opener of the 2015-17 collective bargaining agreement of the HVESP (Secretarial) employees and the one-year 2017-18 extension agreement per the District negotiating team's recommendation.

Board Information/Action Item

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

**Presenter:**  
**Ed Okuniewski, Deputy Superintendent**

**Date:** July 25, 2016

**Topic: Early Literacy Grant  
4-5 Literacy Kits**

Management Issue  
 Board Sub Committee:  
 Board Communication      Date: 6-3-16  
7-22-16

**BACKGROUND**

This past school year, the Department of Learning Services received the MDE Early Literacy Grant for Targeted Literacy Instruction and Interventions totaling \$107,580. With it, in part, we were able to purchase the Book Source K-3 leveled fiction and nonfiction text kits at approximately one kit for every two teachers. These resources support students at all levels with rich, engaging literature.

**CURRENT STATUS**

In order to provide consistent materials for all elementary students and teachers, we are seeking approval to purchase the Booksource leveled fiction and nonfiction text kits for grades 4 and 5. This purchase will complement the earlier K-3 purchase so that rich and engaging literature is available to all elementary students. We would like to purchase at the same ratio as with grades K-3: approximately one kit for every two teachers. This purchase will be funded out of the general instruction fund. The cost of the resource kits should not exceed \$56,000.

**FUTURE DIRECTION**

Following approval by the Board of Education, the Booksource 4 & 5 leveled fiction and nonfiction text will be ordered for the 2016-17 school year.

## Board Information/Action Item

Purpose     Item for Information  
            Item for Action  
            Item for Discussion

Presenter: Kim Root

Date: July 25, 2016

- Management Issue
- Board Committee: Ex. Comm.  
6/6/16
- Board Communication: 6/10/16  
6/24/16, 7/18/16

Topic: Board Policy 1000

#### **BACKGROUND**

Board Policy is reviewed every five (5) years. At that time policies are updated to comply with current legislative changes.

#### **CURRENT STATUS**

On June 6, 2016, the Executive Committee reviewed the proposed changes to Board Policy 1000. The committee recommended the proposed changes be presented at the June 27, 2016, Board meeting where no action was taken.

Further discussion took place at the 7/18/16, Board Dialogue with the decision to move Board Policy 1000 to the July 25, 2016, Board meeting.

#### **FUTURE DIRECTION**

It is recommended that the Board of Education approve the changes with the following motion:

*"I move that the Board of Education approve Board Policy 1000 Series revisions as presented."*

## Board Information/Action Item

Purpose     Item for Information  
 Item for Action  
 Item for Discussion

Presenter: Donna Welch

Date: July 25, 2016

- Management Issue
- Board Committee: Fin/Aux Comm.:  
1/21, 1/3, 3/2, 3/17, 5/10, 6/2/16
- Board Communication Date: 1/22,  
2/5, 3/14, 3/18, 5/13, 6/3, 6/10,  
7/18/16

Topic: Board Policy 3000

#### BACKGROUND

Board Policy is reviewed every five (5) years. At that time policies are updated to comply with current legislative changes.

#### CURRENT STATUS

On January 21, 2016 the Finance/Auxiliary Committee began to review the proposed changes to Board Policy 3000 Series, excluding 3150 (Fund Balance) and 3542/3543 (Food Service/Wellness) which will be presented to the Board at a future meeting. On June 2, 2016, the Finance/Auxiliary Committee met to review the proposed policy changes and recommended the proposed changes be presented at the June 13, 2016, Board of Education meeting and approved a the next regularly scheduled Board meeting on June 27, 2016, where no action was taken. They were then moved forward to the July 25, 2016, meeting.

Further discussion took place at the 7/18/16, Board Dialogue with the decision to move Board Policy 3000 to the July 25, 2016, Board meeting.

#### FUTURE DIRECTION

It is recommended that the Board of Education approve the changes with the following motion:

*"I move that the Board of Education approve Board Policy 3000 Series revisions as presented."*

## Board Information/Action Item

Purpose  Item for Information  
 Item for Action  
 Item for Discussion

Presenter: Ed Okuniewski

Date: July 25, 2016

- Management Issue
- Board Committee:  
AAA Com.: 6/15/16
- Board Communication: 6/24 and  
7/18/16

Topic: Board Policy 6000

**BACKGROUND**

Board Policy is reviewed every five (5) years. At that time policies are updated to comply with current legislative changes.

**CURRENT STATUS**

On June 15, 2016, the Academics, Arts and Athletics Committee reviewed the proposed changes to Board Policy 6000.

Further discussion took place at the 7/18/16, Board Dialogue with the decision to move Board Policy 6000 to the July 25, 2016, Board meeting.

**FUTURE DIRECTION**

It is recommended that the Board of Education approve the changes with the following motion:

*"I move that the Board of Education approve Board Policy 6000 Series revisions as presented."*

## Board Information/Action Item

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

**Presenter(s):**  
 Donna Welch, Asst. Superintendent  
 John Tavernier, Ex. Director of Technology

**Topic: 2016/17 Finance and Technology  
 District Goals**

**Date:** July 25, 2016

- Management Issue  
 Board Sub Committee Date: Tech: 5/26/16  
 Finance/Aux: June 23, 2016  
 Board Communication Date: July 15, 2016  
 July 18, 2016

### BACKGROUND

The Finance and the Technology Goals were developed in their respective committees prior to the end of the 2015/16 school year. These goals are developed each year for the following school year.

### CURRENT STATUS

Finance and Technology Goals were presented in Board Notes on July 15 and presented at the Board Dialogue Meeting on July 18, 2016. At the July 18 meeting the Board recommended that the 2016/17 Finance and Technology Goals be placed on the July 25, 2016 Agenda under Old Business.

### FUTURE DIRECTION

Recommended Motion:

“I recommend that the Board of Education approve the 2016/17 Finance District Goals and Technology District Goals.”

Board Information/Action Item

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

**Presenter:** Jim Baker, Superintendent

**Date:** July 25, 2016

- Management Issue
- Board Subcommittee:
- Board Communication: 7/15/16 and 7/18/16

**Topic: MASB Superintendent Evaluation Goals**

**BACKGROUND**

The Revised School Code requires school boards to evaluate their superintendent’s job performance annually as part of a comprehensive performance evaluation system that takes into account student growth data and requires certain additional factors.

**CURRENT STATUS**

Michigan Association of School Boards (MASB) has created a comprehensive evaluation tool that exceeds the requirements the State has set forth.

There was discussion at the Board Dialogue on July 18, 2016 and the Board recommended moving this forward to Regular Board Meeting Agenda on July 25, 2016, under Unfinished Business.

**FUTURE DIRECTION**

Recommend motion:

*“I recommend the Board of Education approve the Michigan Association of School Boards Superintendent Evaluation Tool for use beginning with the 2016/17 school year.”*

## Board Information/Action Item

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

**Presenter:** Jim Baker, Superintendent

**Date:** July 25, 2016

- Management Issue
- Board Subcommittee: Exec. Com.  
7/6/15, 8/3/15, 10/5/15, 4/14/16,  
5/9/16
- Board Communication: 7/15/16 and  
7/18/16

**Topic: Strategic Plan Phase IV**

### BACKGROUND

In 2009, a group of 27 individuals representing different District stakeholders, including students, met to develop the third Strategic Plan for the District. The three-year plan provided a blueprint for renewed successes that guided the decision making within the District. In the spring of 2013, then Deputy Superintendent, Dr. Coratti, presented to the Board of Education the plan to extend the third Strategic Plan for an additional two years.

### CURRENT STATUS

During the 2015/16 goal setting process it was recognized that there was a need to identify the next Strategic Plan process for our school district. The Superintendent was to research which process would be best used next that would involve stakeholders and communities to move progressively forward in the development and implementation of the next Strategic Plan, Phase IV.

Tonight we will have two facilitators from Oakland ISD presenting on Strategic Planning. The purpose of their presentation is to answer the following main themes in regards to the possibility of starting the next strategic plan process in Huron Valley:

- What is the definition and purpose of a strategic plan
- What does a strategic plan do and what does it not do
- What do typical strategic planning processes look like
- What are the next steps if considering a strategic plan
- When is the best time to start a new strategic plan considering board turn over, current board members going off the board and new members being elected

### FUTURE DIRECTION

The Board of Education and the Central Office Administration Team will determine next steps.

## Board Information/Action Item

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

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

**Date:** July 25, 2016

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

Management Issue  
 Board Sub Committee Date:  
 Board Communication Date: July 18, 2016  
 July 22, 2016

### BACKGROUND

AAA Goals were discussed at the July 18<sup>th</sup> Board Dialogue meeting. A science goal has been added to the goals list. At tonight's Board meeting, the proposed goals will be shared with the group as a new agenda item.

### 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.

### FUTURE DIRECTION

After tonight's discussion, if supported by the Board of Education, the goals will be submitted for approval at the next meeting. The accompanying metrics for each goal will also be shared at a later date.

Board Information/Action Item

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

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

**Date:** July 25, 2016

**Topic: Grade Configuration**

Management Issue  
 Board Sub Committee      **Date:**  
 Board Communication      **Date:**

**BACKGROUND**

A request was made for grade configuration and grade level transition information and research.

**CURRENT STATUS**

Grade level configuration and grade level transition information and research will be presented at the July 25 Board of Education meeting,

**FUTURE DIRECTION**

This information will aid in developing the Huron Valley Schools comprehensive plan.