

Huron Valley Schools
2390 S. Milford Rd. * Highland, MI 48357
248-684-8000 * FAX 248-684-8235 * www.hvs.org
Regular Board of Education Meeting
June 26, 2017
Immediately following the Annual Organizational Meeting

Milford High School - LGI
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**

Approval of Agenda
Recommended Motion:
"I move that the Board of Education approve the agenda as presented."

- III. Board President Comments**

- IV. Items from Board**
 - A. Board Treasurer**
 - B. Board Secretary**
 - C. Board Members**

- V. Items from the Superintendent**

- VI. Student Advisory**

- VII. Association Comment**

- VIII. Public Comment**

- IX. Reports from Board Committees**
 - A. Standing Committees: Academics, Athletics, Art and Technology, Finance & Auxiliary, Executive**

- X. 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 Administration Recommendation for Expulsion (Mgt Issue) Exhibit "A-4"
 - E. Approval of 2018 Summer Property Tax Collection Resolution (Mgt Issue) Exhibit "A-5"
 - F. Approval of Electronic ACH Transaction Vendors (Mgt Issue) Exhibit "A-6"
 - G. Approval of Extension of Energy Procurement Services (Mgt Issue) Exhibit "A-7"
 - H. Approval of LHS Science Room Project (Mgt Issue) Exhibit "A-8"
 - I. Approval of AP Environmental Science (Mgt Issue) Exhibit "A-9"
 - J. Approval of AP Human Geography (Mgt Issue) Exhibit "A-10"
 - K. Approval of Classroom & Office Supply Bids (Mgt Issue) Exhibit "A-11"
 - L. Approval of Purchase from Cooperative Bids (Mgt Issue) Exhibit "A-12"
 - M. Approval of Food Service Pizza Bid Extension 2017/18 (Mgt Issue) Exhibit "A-13"
 - N. Approval of Milk Bid Extension 2017/18 (Mgt Issue) Exhibit "A-14"

- O. Approval of Bread Purchase Bid Extension 2017/18 (Mgt Issue) Exhibit “A-15“
- P. Approval of International Academy Letter of Understanding (Mgt Issue) Exhibit “A-16“
- Q. Approval of HVAA Handbook Agreement (Mgt Issue) Exhibit “A-17“
- R. Approval of HVSMC Handbook Agreement (Mgt Issue) Exhibit “A-18“
- S. Approval of HVFMT Handbook Agreement (Mgt Issue) Exhibit “A-19“
- T. Approval of Executive Assistants Handbook Agreement (Mgt Issue) Exhibit “A-20“
- U. Approval of Executive Administrative Assistants Contract (Mgt Issue) Exhibit “A-21“
- V. Approval of Athletic Trainer Services Contract (Mgt Issue) Exhibit”A-22”

Recommended Motion:

“I move that the Board of Education approve Exhibit “A-1” through “A-22” as shown in the Consent Agenda.”

XI. Unfinished Business

- A. Approval of 3rd and 4th Quarter Budget Amendments Options A & B - Exhibit B**
- B. Approval of 2017-2018 Budget – Exhibit C**
- C. Approval of Strategic Plan Facilitators – Exhibit D**

XII. New Business

XIII. Additional Public Comment (In accordance with Board Policy)

XIV. Good and Welfare

XV. Closed Session –Negotiations

Recommended Motion:

“I move that the meeting go to closed session for negotiations.”

XVI. 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: June 26, 2017

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 12, 2017, 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 June 26, 2017
 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 May 1, 2017 to May 31, 2017.

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: June 26, 2017

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: Dr. Nancy Coratti, Superintendent

Date: June 26, 2017

- Board Communication: 5/31&6/5/17
- Management Issue
- Board Subcommittee

Topic: Student Hearing

BACKGROUND

Due to an incident on May17, 2017 a HVS student was questioned and admitted to possession and intent distribution of a controlled substance on school property, the administration is recommending expulsion of the student

CURRENT STATUS

The parent was contacted by the Superintendent's office and informed of the process and date of the hearing. The student's guardian cancelled the hearing and failed to return phone calls. A certified letter was sent to the parent giving three days to appeal this decision. The parent has not called to file an appeal.

FUTURE DIRECTION

The administration is recommending that in recognition of the responsibility to the total student body and in accordance with the adopted Student Code of Conduct, the student be expelled from the Huron Valley Schools.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
 Geoffrey G. VanGoethem

Date: June 26, 2017

**Topic: 2018 Summer Property Tax Collection
Resolution**

Management Issue
 Board Committee: Fin/Aux 6/6/17
 Date: Original Board Approval 11/20/2003
 Board Communication Date: 6/9/17, 6/23/17

BACKGROUND

On November 20, 2003, a public hearing was held and the Board of Education approved a 100% summer property tax collection. Prior to that date, the District levied 50% of the school taxes July 1st and December 1st, respectively. This 100% summer collection reduces the need to borrow for short-term cash flow purposes.

CURRENT STATUS

Currently, the District has an agreement with the five townships over the cost to collect summer property taxes on behalf of the District. The agreement is for the collection of taxes for the 2017/2018, 2018/2019, 2019/2020, 2020/2021 and 2021/2022 school years.

However, an annual resolution by the Board of Education is required to authorize the collection of summer property taxes prior to January 1st. Although the original resolution approved dated 11/20/03 indicates that the declaration continues from year to year, we are required by statute to reaffirm our agreement every year.

FUTURE DIRECTION

It is recommended that the Board of Education approve the collection of the 2018 summer property taxes. Upon approval, a copy of this resolution will be forwarded to each of the townships within the District as notification to levy 100% of the school's taxes in the summer.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
 Geoffrey G. VanGoethem
 Sandra Elka

Date: June 26, 2017

Topic: Electronic ACH Transaction Vendors

Management Issue
 Board Committee: Fin/Aux 6/6/17
 Board Communication Date: 6/9/17, 6/23/17

BACKGROUND

June 24, 2010, the Board of Education adopted a resolution as part of the updated board policies to authorize electronic transactions and provide a written ACH (automated clearing house) policy. An ACH transaction is an electronic payment, debit or credit transfer processed through an automated clearing house (i.e. national automated clearing house association and the Federal Reserve System). The ACH policy, which is part of the Fund Management board policies (#3270, Section D.) outlines and describes the procedures and internal controls for these types of transactions.

CURRENT STATUS

The Board of Education is required to approve a list of vendors authorized to be paid by an ACH transaction. All ACH vendors are required to be authorized.

FUTURE DIRECTION

It is recommended that the Board of Education approve the attached list of authorized Electronic ACH Transaction Vendors for FY 2017-2018.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
Allen Gigliotti

Date: June 26, 2017

**Topic: Extension of Energy
Procurement Services**

Management Issue
 Board Committee: Aux/Fin 6/6/17
 Board Communication: 6/23/17

BACKGROUND

In late 2013, Huron Valley Schools issued a bid for a vendor to assist the District in purchasing electricity and natural gas (Energy Procurement Services). In April, 2014, the District entered into a contract with Executive Energy Services, LLC to assist in making energy purchases, assess account setup and rates, develop a purchasing strategy to reduce the costs, and analyze usage of electricity and natural gas.

In that bid it stated that the intent of Huron Valley Schools was to utilize the services of the chosen vendor for a period of not less than three years with the option of extending the contract further each year given satisfactory service.

CURRENT STATUS

In the first three years providing Energy Procurement Services for the District, Executive Energy Services, LLC saved Huron Valley Schools an average of \$121,000 each year. It is forecast that savings over the next three years will be \$148,000 each year.

Executive Energy Services fees are based primarily on commissions (approximately \$33,000 per year) from the electric and natural gas suppliers with which the District contracts. These contracts are scheduled to run through October and December, 2019, respectively.

Executive Energy also offers the use of an online software product, Utility Master, to analyze utility rates, usage and cost. The charge for this \$3,600 per year. The District has been using this software for the last three years and would like to continue to use it for in-house analyzing of usage and cost.

FUTURE DIRECTION

It is recommended that the Board extend the contract with Executive Energy Services, LLC through June, 2019.

It is further recommended that the Board authorize Donna Welch, Assistant Superintendent of Administrative Services, to sign any necessary contracts.

These services are funded from the General Fund.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
Allen Gigliotti

Date: June 26, 2017

Topic: Lakeland High School
Science Room Project

Management Issue
 Board Committee: 6/6/17
 Board Communication: 6/23/17

BACKGROUND

In order to more efficiently utilize existing space, the Lakeland High School Science Office (B203) can be reconfigured into two Special Needs classrooms and a small work room. This will free up a full-size science lab that is currently being used for a Special Needs classroom. The International Academy West has requested such a science lab to meet their needs for additional classrooms.

Architectural drawings have been produced and are being reviewed by the state. Bids were sought from general contractors to provide necessary carpentry, electrical, HVAC, fire suppression and fire alarm labor and materials to complete the project.

CURRENT STATUS

Five bids for the Lakeland High School Science Room Project were received. The Base Bids ranged from \$39,523 and \$76,850. The lowest bidder proposed an alternate for the HVAC portion of the construction that reduced the bid by more than \$10,000 from the original specifications.

The low bidder, Hittle Construction Co., is a local vendor. Their owner lives within the District and his daughter teaches in Huron Valley Schools.

FUTURE DIRECTION

Following a post-bid interview with the low bidder, reference checks, and review of the alternate HVAC technology proposed by the low bidder, it is recommended that the Board approve the contract to Hittle Construction Company for the Base Bid at \$39,523 plus a contingency of 10% for a total of \$43,475.30.

It is further recommended that the Board authorize Donna Welch, Assistant Superintendent of Administrative Services, to sign any necessary contracts.

This project will be funded from the I/AWest Special Revenue Fund and the Building and Site Sinking Fund (BSSF).

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter(s): Mr. Ed Okuniewski

Date: June 26, 2017

**Topic: AP Environmental Science
Textbooks**

Management Issue
 Board Sub Committee:
 Board Communication: June 16, 2017 Bd. Notes

BACKGROUND

After a review of textbooks recommended by College Board for AP Environmental Science, stakeholders from each high school selected Environmental Science for AP Science. Teachers feel this textbook would be a wonderful addition to the class. It is well organized with small modules of larger concepts, fits within the new framework of the AP Environmental Science test, and designed the critical thinking questions to NGSS standards. The resource also includes online components to enhance the students' learning. Both Milford and Lakeland have looked over the resource and are excited to use this new resource.

CURRENT STATUS

The Department of Learning Services requests approval to purchase MacMillan Learning's "*Environmental Science for AP*" by Friedland and Relyea 2015© for AP Environmental Science course for the 2017-2018 school year at an approximate cost of \$27,387.00.

FUTURE DIRECTION

Once approved, the Department of Learning Services will order necessary resources that will be utilized in the 2017-2018 school year.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter(s): Mr. Ed Okuniewski

Date: June 26, 2017

Topic: AP Human Geography Textbooks

Management Issue
 Board Sub Committee:
 Board Communication: June 16, 2017 Bd. Notes

BACKGROUND

After a review of textbooks recommended by College Board for AP Human Geography, stakeholders from each high school selected the "*The Cultural Landscape, An Introduction to Human Geography*" by James M. Rubenstein. Teachers determined that overall this resource has; more updated case studies, such as comparing effects of population policies globally; better graphics, maps (large focus) charts and tables; most closely follows course description; and most user-friendly. The resource also includes online components to enhance the students' learning.

CURRENT STATUS

The Department of Learning Services requests approval to purchase Pearson's "*The Cultural Landscape, An Introduction to Human Geography*" 12th Edition, 2017© for the AP Human Geography course for the 2017-2018 school year at an approximate cost of \$27,625.

FUTURE DIRECTION

Once approved, the Department of Learning Services will order necessary resources that will be utilized in the 2017-2018 school year.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
Sandra Elka

Date: June 26, 2017

Topic: Classroom & Office Supply Bids

Management Issue
 Board Committee: 6/22/17
 Board Communication Date: 6/23/17

BACKGROUND

On June 27, 2016, the Board approved Huron Valley Schools' use of local, state and national cooperative bids. The District has successfully used cooperative bids for their office and classroom supplies for several years. This year, as in the past several years, Huron Valley Schools has combined with Birmingham Public Schools (BPS) to get better pricing, with a higher combined spend, using a cooperative bid done by NJPA (National Joint Powers Alliance), a cooperative for government buyers, and REMC, a State of Michigan bid.

Both Huron Valley and Birmingham use the E-Cat on-line catalog to streamline ordering and payment of office and classroom supplies.

CURRENT STATUS

Last fiscal year, the District used the REMC bid for classroom supplies which was won by School Specialty. For next year, the District again recommends using School Specialty via the REMC bid. By using the REMC bid and School Specialty's own Michigan Marketplace program, the District will receive competitive prices and an additional discount of at least 6% based on Educator priced products because of the total spend of the District.

Last fiscal year, the District used the NJPA bid for office supplies which was won by Staples. For next year, the District recommends using Staples via the NJPA contract, which was extended, and therefore had no price increases, except for manufacturer increases. The NJPA contract also allows the District to receive a rebate on the amount of annual spent at an estimated 3%. The District is therefore recommending using the NJPA bid for office supplies.

The District also negotiated to continue receiving free shipping on all E-Cat on-line catalog orders.

FUTURE DIRECTION

It is recommended that the Board award the classroom supply bid to School Specialty in the amount not to exceed \$80,000, and the office supply bid to Staples, in the amount not to exceed \$250,000.

It is also recommended that the Board authorize Donna Welch, Assistant Superintendent of Administrative Services, or her designee, to sign any necessary contracts.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
Sandra Elka

Date: June 26, 2017

Topic: Purchase from Cooperative Bids

Management Issue
 Board Committee:
 Board Communication Date: 6/23/17

BACKGROUND

School code requires that competitive bids be obtained for purchases over the State allowable maximum and that the purchase of those items be approved by the School Board.

Administration is requesting authorization to purchase products for the 2017/2018 school year from National, State, County, Michigan School Consortiums and Intermediate School District Cooperative Bids. For many years, Huron Valley Schools have taken advantage of sizable discounts, resulting in considerable savings of both time and money by purchasing from cooperative bids.

CURRENT STATUS

The Purchasing Department is requesting authorization to purchase routine items, such as computer supplies, software, road salt and audio-visual equipment, from National, State, County, Michigan School, Intermediate School Consortiums and /or Cooperative bid programs. Purchases would be approved with funds from available departmental budgets. Expenditures over the State allowed maximum of \$23,417 (or the FY 17/18 bid amount) will be bought to the Board for approval before they are made. (\$23,417 is the 2016/17 State bid amount. The 2017/18 bid amount will be released in September.)

FUTURE DIRECTION

Administration is requesting authorization to purchase from National, State, County, Michigan School Consortiums and Intermediate School District Cooperative bids during the 2017/2018 school year.

Funds for these expenditures will be paid from the 2017/2018 approved budget.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
Sara Simmerman

Date: June 26, 2017

**Topic: Food Service Pizza Bid
Extension 2017/18**

Management Issue
 Board Committee: 9/12/2016, 4/20/17, 6/22/17
 Board Communication
Date: 9/23/2016, 9/26/17, 4/21/17, 4/24/17, 6/23/17

BACKGROUND

One of the ways that the Food Service department increases participation in their lunch programs is by offering different food options to students. During the 2015/16 school year, the Food Service department brought in brand-name fresh-made pizza for lunch. Due to the success of these special pizza lunches, the program was expanded to once a week at all buildings for the 2016/17 school year.

CURRENT STATUS

A bid was put together for local pizza vendors to bid on providing the fresh-made pizzas for the District that comply with federal meal regulations (100% lowfat cheese, size of slice and number of pepperoni per slice). This bid included delivery to each school in a specific time frame so the pizza would be fresh for each lunch period. The bid was for one year with two optional one-year extensions.

Three bids were received. The two lowest bidders' pizzas were subjected to a taste test at the secretarial in-service held on August 18, 2016 and both vendors were rated well. Because of the size the district, Food Service and the bidders agreed to split the district between the two lowest bidders, which was allowed by the bid. Splitting the District between two bidders will allow for a fresher product to be delivered to each building.

Once per week each school will be served freshly made pizza that complies with federal meal regulations.

FUTURE DIRECTION

It is recommended that the Board award the first one-year extension of the Fresh-Made Pizza bid to the two lowest bidders in the following amounts:

Papa John's Pizza - not to exceed \$66,000
Little Caesar's Pizza – not to exceed \$62,000

It is further recommended that the board authorize Donna Welch, Assistant Superintendent of Administrative Services to sign any necessary contracts.

These purchases are budgeted in the Food Services Fund

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
Sara Simmerman

Date: June 26, 2017

Topic: Milk Bid Extension 2017/18

Management Issue
 Board Committee: Aux/Fin 7/6/15, 6/23/16, 6/22/17
 Board Communication Date: 7/10/15, 7/13/15,
6/24/16, 6/23/17

BACKGROUND

Huron Valley Schools participates in various consortiums and cooperatives for Food Service products. For the last several years, Huron Valley has participated with the Walled Lake and Farmington Public Schools Districts, comprising the Western Oakland County Bid for milk and dairy products. In 2015/16, the consortium expanded and was renamed as the Oakland County Multi District Bid for milk and dairy products. The districts in this consortium are Huron Valley, Walled Lake, Farmington, Waterford, Redford Union, Lamphere, and Madison School Districts.

CURRENT STATUS

The bid documents were written for a one year bid (2015/16) with two one-year extensions possible (2016/17 and 2017/18). Three vendors submitted bids. The lowest apparent bidder was recommended for the award. Prices for the lowest apparent bidder were approximately 10% lower than the current milk prices for the consortium.

None of the bidders were Huron Valley taxpayers nor did they self-identify as having employees in the district.

The consortium is recommending that the bid be extended again for 2017/18, using the second and last of the one-year optional extensions.

FUTURE DIRECTION

It is recommended that the Board of Education award the milk bid for 2017/2018 to Berkshire Dairy Company in the estimated amount of \$185,000 for the bid, based on 2016/2017 usage. It is also recommended that a 10% contingency be approved for additional usage.

It is further recommended that the Board authorize Donna Welch, Assistant Superintendent of Administrative Services, to sign any necessary contracts.

Funds for these purchases are part of the Food Service budget.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch
Sara Simmerman

Date: June 26, 2017

**Topic: Bread Purchases 2017/18
Bid Extension**

Management Issue
 Board Committee: 6/22/17
 Board Communication Date: 8/14/15, 6/23/17

BACKGROUND

Huron Valley Schools participates in various consortiums and cooperatives for Food Service products. In 2015/16, a consortium was created and named as the Oakland County Multi District Bid for bread products. The districts in this consortium are Huron Valley, Walled Lake, Farmington, Waterford, Redford Union, Lamphere, and Madison School Districts.

CURRENT STATUS

The bid documents were written for a two year bid (2015/16 and 2016/17) with two one-year extensions possible (2017/18 and 2018/19). Four vendors submitted bids. The lowest apparent bidder had indicated that they only wanted to serve two of the districts and the consortium decided it wanted to recommend only one vendor for all of the districts, so this bidder was deemed non-responsive and disqualified. The next lowest bidder did not have any bid exceptions and they were known to all of the districts in the consortium. The bidder also meets the delivery requirements in the RFP.

None of the bidders were Huron Valley taxpayers nor did they self-identify as having employees in the district.

The consortium is recommending that the bid be extended for 2017/18, using the first of two one-year extensions.

FUTURE DIRECTION

It is recommended that the Board of Education award the bread products bid for 2017/18 to Aunt Millie's Bakeries in the estimated amount of \$40,000 for the bid, based on 2016/17 usage. It is also recommended that a 10% contingency be approved for additional usage.

It is further recommended that the Board authorize Donna Welch, Assistant Superintendent of Administrative Services, to sign any necessary contracts.

Funds for these purchases are part of the Food Service budget.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Dr. Nancy Coratti, Superintendent

Date: June 26, 2017

- Management Issue
- Board Sub Committee: Exec. Comm.
5/22 & 6/14/17
- Board Communication: 6/16/17

Topic: Strategic Plan Approval of LUO with the International Academy

BACKGROUND

An agreement was reached with the teachers at the International Academy for a successor Letter of Understanding. The international Academy teachers ratified the agreement on June 8, 2017. The school districts that participate in the International Academy are: Avondale, Berkley, Birmingham, Bloomfield Hills, Clawson, Huron Valley, Lake Orion, Rochester, Royal Oak, Troy, Waterford and West Bloomfield. The agreement focuses on topics such as processes, personnel issues, supplemental pay not salaries and schedules.

CURRENT STATUS

The board of education of each district must approve the agreement. Therefore, Administration seeks Board approval of the Letter of Understanding with the International Academy.

FUTURE DIRECTION

After Board approval the signature page will be forwarded to the International Academy.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Scott Lindberg, Executive
Director of Human Resources

Date: June 26, 2017

Management Issue
 Board
Date:
 Board Communication
Dates: 4/24/17 and 5/15/17 – Board
Closed Sessions
6/16/17 – Board Notes

Topic: 2017-2019 HVAA-Administrators Handbook

BACKGROUND

Negotiations were held between HVAA and the Board management team on 5/15/17, 5/22/17, 6/5/17 and 6/16/17.

CURRENT STATUS

After four bargaining sessions, a Tentative Agreement for a two-year handbook agreement was reached on June 16, 2017. The Tentative Agreement was ratified by their membership. The terms of the 2017-19 agreement are attached.

FUTURE DIRECTION

The Board's negotiation's team recommends the approval of the 2017-2019 Handbook Agreement for the HVAA employee group.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Scott Lindberg, Executive
Director of Human Resources

Date: June 26, 2017

Management Issue
 Board
Date:
 Board Communication
Dates: 4/24/17 and 5/15/17 – Board
Closed Sessions
6/16/17 – Board Notes

Topic: 2017-2019 HVSMC-Supervisors/Coordinators Handbook

BACKGROUND

Negotiations were held between HVSMC and the Board management team on 5/11/17, 5/30/17 and 6/14/17.

CURRENT STATUS

After three bargaining sessions, a Tentative Agreement for a two-year handbook agreement was reached on June 14, 2017. The Tentative Agreement was ratified by their membership. The terms of the 2017-19 agreement are attached.

FUTURE DIRECTION

The Board's negotiation's team recommends the approval of the 2017-2019 Handbook Agreement for the HVSMC employee group.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Scott Lindberg, Executive
Director of Human Resources

Date: June 26, 2017

Management Issue
 Board
Date:
 Board Communication
Dates: 4/24/17 and 5/15/17 – Board
Closed Sessions
6/16/17 – Board Notes

Topic: 2017-2019 HVFMT-Foremen/Café Managers/Technicians/Recreation & Community
Education Handbook

BACKGROUND

Negotiations were held between HVFMT and the Board management team on 5/11/17, 5/30/17, and 6/14/17.

CURRENT STATUS

After three bargaining sessions, a Tentative Agreement for a two-year handbook agreement was reached on June 14, 2017. The Tentative Agreement was ratified by their membership. The terms of the 2017-19 agreement are attached.

FUTURE DIRECTION

The Board's negotiation's team recommends the approval of the 2017-2019 Handbook Agreement for the HVFMT employee group.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Scott Lindberg, Executive Director of Human Resources

Date: June 26, 2017

Management Issue
 Board
Date:
 Board Communication
Dates: 4/24/17 and 5/15/17 – Board Closed Sessions
6/16/17 – Board Notes

Topic: 2017-2019 Executive Assistants Handbook

BACKGROUND

Negotiations were held between Executive Assistants and the Board management team on 5/31/17 and 6/14/17.

CURRENT STATUS

After two bargaining sessions, a Tentative Agreement for a two-year handbook agreement was reached on June 14, 2017. The Tentative Agreement was ratified by their membership. The terms of the 2017-19 agreement are attached.

FUTURE DIRECTION

The Board's negotiation's team recommends the approval of the 2017-2019 Handbook Agreement for the Executive Assistants employee group.

Board Information/Action Item

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

Presenter: Scott Lindberg, Executive Director of Human Resources

Date: June 26, 2017

- Management Issue
 Board
Date:
 Board Communication
Dates: 6/23/17 – Board Notes

Topic: 2017-2018 Superintendent's Executive Administrative Assistant's Contract

BACKGROUND

Negotiations were held between the Superintendent's Executive Administrative Assistant and the Board management team on 6/14/17.

CURRENT STATUS

A Tentative Agreement was reached on June 14, 2017 for a one-year renewal of her contract. The terms of the 2017-18 agreement are attached.

FUTURE DIRECTION

The Board's negotiation's team recommends the approval of the 2017-2018 Contract with the Superintendent's Executive Administrative Assistant.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: John Tavernier
Sandy Elka

Date: June 26, 2017

Topic: Athletic Trainer Services Contract

Management Issue
 Board Committee:
 Board Communication Date: 6/23/17

BACKGROUND

From 2003 to 2007 the District had bid out the athletic trainer services. There was only one bidder, Excel Rehabilitation (now ATI Physical Therapy) for each bid. In 2008, the annual amount for each high school fell below the bid limit and the District decided not to bid out the services but to compare the pricing from Excel to other local districts' athletic trainer costs. Consistently, HVS's costs were far less for similar services.

In 2011, in an effort to reduce costs, the Athletic Fund and Rec/Community Schools, worked together to create a partnership opportunity to receive athletic trainer services in exchange for in-lieu of services. Despite trying for a year to cultivate vendors interested in this opportunity, it was not successful.

CURRENT STATUS

This year, ATI has offered to lock in pricing for 3 years. Pricing for services was compared with surrounding districts and quotes were obtained from Novi, Northville and Okemos.

The district is satisfied with ATI and has complete confidence in the trainers they have provided for both Lakeland and Milford.

The amount for the 3 year contract for both schools is above the bid limit.

FUTURE DIRECTION

It is recommended that the Board of Education approve a 3 year contract to ATI Physical Therapy for \$24,000 per year (\$48,000 for both Lakeland and Milford High Schools) through the 2019-2020 school year.

It is further recommended that the Board authorize John Tavernier, Assistant Superintendent of Technology and Learning Services, to sign any necessary contracts.

Funds for this expense have been allocated in the Athletic Fund.

Board Information/Action Item

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

Presenter: Donna Welch
Geoffrey VanGoethem
Sandra Elka
Cindy LeMarbe

Topic: Third and Fourth Quarter Amendments
2016/2017 Option A

Date: June 26, 2017

- Management Issue
- Board Committee: Finance/Auxiliary
- Board Communication Date: 6/23/17

BACKGROUND

Huron Valley Schools is required by State law and Board policies to have a balanced budget. The Board of Education approved the 2016/2017 Budgets for the General Fund at the June 13, 2016 Board Meeting.

Board policy requires deviations from the original General Appropriations Resolution shall only be made through amendments to that Resolution approved by the Superintendent or his/her designee and approved by the Board.

CURRENT STATUS

The attached resolution describes the amendments proposed for the Board to approve for the General Fund, Athletic Fund, Special Revenue Fund, and the Grant Fund.

FUTURE DIRECTION

It is recommended that the Board of Education approve the attached resolutions for the General Fund, Athletic Fund, Special Revenue Fund, and the Grant Fund Budgets.

The General Fund Third Quarter resolution is increasing revenue appropriations by \$156,013 and increasing expenditure appropriations by \$86,013 for a net change of \$70,000.

The General Fund Fourth Quarter resolution is increasing revenue appropriations by \$0 and increasing expenditure appropriations by \$0 for a net change of \$0.

The Athletic Fund budget is increasing revenue appropriations by \$77,166 and increasing expenditure appropriations by \$76,521 for a net change of \$645.

The Special Revenue Fund budget is increasing revenue appropriations by \$274,026 and increasing expenditure appropriations by \$230,195 for a net change of \$43,831.

The Grant Fund budget is increasing revenue appropriations by \$629,028 and increasing expenditure appropriations by \$629,028 for a net change of \$0.

Board Information/Action Item

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

Presenter: Donna Welch
Geoffrey VanGoethem
Sandra Elka
Cindy LeMarbe

Topic: Third and Fourth Quarter Amendments **Date:** June 26, 2017
2016/2017 Option B

- Management Issue
- Board Committee: Finance/Auxiliary
- Board Communication Date: 6/23/17

BACKGROUND

Huron Valley Schools is required by State law and Board policies to have a balanced budget. The Board of Education approved the 2016/2017 Budgets for the General Fund at the June 13, 2016 Board Meeting.

Board policy requires deviations from the original General Appropriations Resolution shall only be made through amendments to that Resolution approved by the Superintendent or his/her designee and approved by the Board.

CURRENT STATUS

The attached resolution describes the amendments proposed for the Board to approve for the General Fund, Athletic Fund, Special Revenue Fund, and the Grant Fund.

FUTURE DIRECTION

It is recommended that the Board of Education approve the attached resolutions for the General Fund, Athletic Fund, Special Revenue Fund, and the Grant Fund Budgets.

The General Fund Third Quarter resolution is increasing revenue appropriations by \$156,013 and increasing expenditure appropriations by \$86,013 for a net change of \$70,000.

The General Fund Fourth Quarter resolution is increasing revenue appropriations by \$0 and increasing expenditure appropriations by \$0 for a net change of \$0.

The Athletic Fund budget is increasing revenue appropriations by \$178,166 and increasing expenditure appropriations by \$76,521 for a net change of \$101,645.

The Special Revenue Fund budget is increasing revenue appropriations by \$274,026 and increasing expenditure appropriations by \$230,195 for a net change of \$43,831.

The Grant Fund budget is increasing revenue appropriations by \$629,028 and increasing expenditure appropriations by \$629,028 for a net change of \$0.

Board Information/Action Item

Purpose: Item for Information
 Item for Action
 Item for Discussion

Presenter: Donna Welch

Date: June 26, 2017

Topic: Approval of 2017/18 Budget

Management Issue
 Board Committee: Fin/Aux 3/22, 4/20, 5/9, 6/6/17
 Board Communication Date: 1/17, 4/18/17,
4/24/17, 5/12/17, 5/15/17, 6/9/17, 6/12/17, 6/23/17

BACKGROUND

On May15th, a Board budget work session was held to discuss the proposed 2017/18 General Fund budget. At the time, Administration presented to and discussed the budget process, enrollment forecast, and budget projections. On June 1st, the Notice of Public Hearing was published in the Oakland Press and in the Milford Times. This is required by the General Appropriations Act and the Truth in Budgeting Act.

CURRENT STATUS

The Board is required to hold a public hearing and approve the balanced budget prior to June 30th. A public hearing on the proposed budget for fiscal year 2017/18 was held June 12, 2017 at Milford High School at 6:45 PM. The budget approval needs to be completed prior to the start of the new fiscal year July 1, 2017.

FUTURE DIRECTION

This evening, Administration is requesting approval of the 2017/18 Annual Budget of the Huron Valley School District. The resolutions for the General Fund, Athletics, Special Revenue Fund, Debt Fund, and the Building and Site Sinking Fund are attached.

Board Information/Action Item

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

Presenter: Dr. Nancy Coratti, Superintendent

Date: June 26, 2017

- Management Issue
- Board Subcommittee: Exec. Com.
5/22 & 6/14/17
- Board Communication: 6/16/17

Topic: **Strategic Plan Phase IV**

BACKGROUND

In the past HVS created and implemented four multi-year strategic plans that were developed by the Board of Education, HVS staff, community members, parents and students. The strategic planning process provides a blueprint for renewed success and also guides District decision-making.

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. A representative from Michigan Association of School Boards (MASB) presented their Strategic Plan model at the May 2, 2016 Board meeting.

MASB has offered to waive the cost increase for the 17/18 school year and is also offering a 10% discount if we sign up by June 30, 2017.

FUTURE DIRECTION

Recommended Motion:

"I move that the Board of Education approve the use of MASB to facilitate our Strategic Plan"