

**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*  
May 22, 2017  
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**
  - Approval of Agenda**
    - Recommended Motion:*  
*“I move that the Board of Education approve the agenda as presented.”*
  
- III. Board President Comments**
  - A. Recognitions**
    - 1. Teacher Tenure
    - 2. MHS AP Scholars
    - 3. Social Worker of the Year
    - 4. Counselor of the Year
  - B. Huron Valley Hero - Optimists**
  - C. Huron Valley Highlights – Oxbow and Spring Mills**
  
- IV. Items from Board**
  - A. Board President**
  - B. Board Vice President**
  - C. Board Treasurer**
  - D. Board Secretary**
  - E. Board Members**
  
- V. Items from the Superintendent**
  
- VI. Student Leadership**
  
- 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 Pool HVAC Renovation Increased Project Scope – Exhibit “A-4”
  - E. Approval of Milford Chiller Replacement – Exhibit “A-5”
  - F. Approval of Accounts Payable Credit Card Payments – Exhibit “A-6”
  - G. Approval of 2017/18 Oakland ISD Budget – Exhibit “A-7”
  - H. Approval of Line of Credit Request – Exhibit “A-8”

*Recommended Motion:*

*“I move that the Board of Education approve Exhibit “A-1” through “A-8” as shown in the Consent Agenda.”*

**XI. Unfinished Business**

**A. 2017 Bond Refinancing**

**B. Vacant Land**

**XII. New Business**

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

**XIV. Good and Welfare**

**XV. 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:** Scott Lindberg

**Date:** May 22, 2017

Management Issue  
 Board Sub Committee  
Date:  
 Board Communication

Topic: Recognition of Tenure

### BACKGROUND

Michigan Law requires all non-tenured teachers hired before July 19, 2012 to serve a four-year probationary period if they have not previously achieved Michigan tenure. During this time, new teachers must demonstrate successful teaching by setting goals, creating an individual development plan, undergoing a rigorous evaluation process and participating in an additional 90 hours of professional development. New Huron Valley Schools' teachers, who have previously achieved tenure in Michigan, must serve a two-year probationary period.

### CURRENT STATUS

Probationary teachers are evaluated annually. Each year, successful probationary teachers achieve continued probation. Teachers that successfully complete their four or two year probation period are recognized as achieving tenured status. The teachers listed on the attachment having completed their required probationary period are being recognized as attaining tenure.

### FUTURE DIRECTION

We ask that the following motion be considered by the Huron Valley Schools Board of Education:

"I move that the Huron Valley Schools Board of Education recognize, as noted on the attached list, the probationary teachers who have achieved tenure status."

## Board Information/Action Item

Purpose  Item for Information  
 Item for Action  
 Item for Discussion

Presenter: Board Secretary

Date: May 22, 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 April 24, 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** May 22, 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 April 1, 2017 to April 30, 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: May 22, 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:** Donna Welch  
Allen Gigliotti

**Date:** May 22, 2017

**Topic: Pool HVAC Renovation  
Request for Additional Funds**

Management Issue  
 Board Sub Committee Date: Fin/Aux  
3/25/15, 4/13/15, 3/2/16, 3/22/17, 4/20/17  
 Board Communication Date: 4/17/15, 3/6/16,  
3/7/16, 11/4/16, 3/24/17, 4/28/17, 5/19/17

### BACKGROUND

In 2015, the Board authorized a project to renovate four Pool Pak units for approximately \$575K in lieu of a full replacement cost of \$2M. These four units control the ventilation and air conditioning for the Lap and Leisure pools at Lakeland and Milford High Schools.

In 2016, the Board authorized an additional \$25K to cover unforeseen conditions including mechanical repairs and additional masonry work. At the November, 2016 Board Meeting, an additional \$35K was approved to complete needed work beyond the original scope for the Lakeland Leisure Pool unit. At that time, it was expected that the total project cost would be \$740,000.

### CURRENT STATUS

The original scope of the project included nine major items. The first seven have been completed successfully for all four of the Pool Pak units. These have resulted in a significant improvement in the humidity of the mechanical rooms.

In order to complete the final two items, there are additional parts and work that should be completed above the original bid and scope. This additional work has been completed for the Lakeland Leisure Pool unit, but is also needed for the three other units (Lakeland Lap Pool, Milford Leisure Pool and Milford Lap Pool).

### FUTURE DIRECTION

Considering the significant savings over purchasing new (\$2M) and the bid of the second lowest bidder of \$830K (which would not have included this additional scope), we recommend Board approval for \$105,000 to complete the needed work beyond the original scope of the project on the three remaining units.

The request for the Board approval of \$105,000 will bring the total project cost to \$740K, as projected at the November, 2016 Board Meeting. The project is funded from the Building and Site Sinking Fund (BSSF).

Board Information/Action Item

**Purpose:**

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

**Presenter:** Donna Welch  
Mike Hill

**Date:** May 22, 2017

**Topic: Milford High School Chiller  
Replacement Project**

- Management Issue
- Board Committee: Fin/Aux: 5/9/17
- Board Communication: 5/12/17, 5/19/17

**BACKGROUND**

Each year Huron Valley Schools budgets BSSF funds for mechanical projects. This year, one of the items being replaced is the Milford High School main chiller. It was installed in 1994 and serves nearly all classrooms for the building. It is planned for replacement in the fall of 2017 due to age, escalating repair costs, low reliability, and reduced efficiency. The proposed new chiller will be more energy efficient and incorporate the entire building into one system.

**CURRENT STATUS**

Five bids to replace the MHS chiller were received on May 8, 2017. An alternate was added to the bid to replace 3 undersized chiller pumps at this time as well. CSM Mechanical was low bidder with a cost of \$359,680 including the alternate.

HVS and Larkin Engineering conducted a post-bid interview with CSM and have determined their bid to be complete. Larkin Engineering recommends CSM Mechanical be awarded the contract.

**FUTURE DIRECTION**

It is recommended that the Board approve the MHS Chiller Replacement Project to CSM Mechanical in the amount of \$359,680 plus a 5% contingency for a project total of \$377,664.

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

This project is funded from the Building and Site Sinking Fund (BSSF).





Board Information/Action Item

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

Presenter: Donna Welch

Date: May 22, 2017

**Topic: 2017/18 Oakland ISD Budget**

- Management Issue
- Board Committee Date: Fin/Aux  
5/9/17
- Board Communication Date:  
4/13/17, 4/21/17, 4/28/17, 5/12/17,  
5/19/17

**BACKGROUND**

Local school boards are required by law to annually approve or disapprove the intermediate school district general fund budget. The Oakland Schools Intermediate School District (OS) also provides budgetary information for their special education, career focused, special revenue funds, debt service and enterprise budgets. All of the budgets were sent to Huron Valley Schools, along with an executive summary for each fund.

Geoffrey VanGoethem and Sandra Elka attended the OS informational budget meeting for Business Officials on April 19<sup>th</sup> and reviewed highlighted budget information with OS personnel. The OS is projected to reduce general fund balance by \$857,900, increase special education fund balance by \$1,207,200 and reduce career focused education fund balance by \$1,096,100. The general fund balance is expected to continue to see reductions until 2020-21, when its fund balance will be at approximately 5.7% of general fund expenditures.

The local impact to HVS is expected to be an increase of \$230,000 for the 2017-18 school year and relates to special education funding (PA-18 Millage).

**CURRENT STATUS**

The OS budget was summarized and discussed with the Board Finance/Auxiliary Committee on May 09, 2017.

**FUTURE DIRECTION**

It is recommended that the Board of Education support the attached resolution in support of the OS 2017-2018 budget, as required by law.

Board Information/Action Item

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

**Presenter: Donna Welch  
Geoffrey VanGoethem**

**Date:** May 22, 2017

**Topic: Line of Credit Request**

- Management Issue  
 Board Committee: Aux/Fin Date: 5/9/17  
 Board Communication Date: 5/19/17

**BACKGROUND**

For the FY 15-16, the District expended \$3.5M more than it received in revenues. The District anticipates expending a minimum of \$3.5 M more than revenues for the FY 16-17 school year. The District has reviewed its weekly cash flow (revenues coming in vs. expenditures going out) and has determined that cash flow may be tight the week of June 5<sup>th</sup>. The District wants to make sure that payroll expense is met during times when the revenues and expenditures do match up directly. (Note, the State Aid is received on the 20<sup>th</sup> of the month, however, the District has a June 10<sup>th</sup> payroll.)

**CURRENT STATUS**

The District has contacted 3 financial institutions regarding obtaining a line of credit to have in place for possible future use. The District will seek a Line of Credit under \$5 M so that the District will not be subject to Arbitrage rules. The District may not need to draw on the line, but will have as an option as a preventative measure if cash flow concerns materialize.

**FUTURE DIRECTION**

It is recommended that the Board of Education delegate authority to Donna Welch, Assistant Superintendent of Administrative Services to obtain a line of credit to have in place for possible future use. Prior to drawing on the Line of Credit, the terms of the Line will be shared with the Board.

### Board Information/Action Item

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

**Presenter:** Donna Welch  
Geoffrey VanGoethem  
Sandra Elka

**Date:** May 22, 2017

**Topic:** 2017 Bond Refinancing

Management Issue  
 Board Committee: Fin/Aux: 3/22, 5/9/17  
 Board Committee: 3/24, 5/12/17, 5/19/17

#### BACKGROUND

Like all Michigan school districts, Huron Valley Schools relies on proceeds from the sale of bonds to make significant capital improvements to District facilities. In the past, the District has passed several bond issues which have helped to enhance our environment for student, staff and community use. When interest rates are lower than the original interest rate when the bonds were sold, the District can refinance the existing bonds for a lower interest rate, within Internal Revenue Service guidelines. Huron Valley Schools has taken advantage of this a number of times in the past. The savings in interest cost created from bond refunding results in a direct savings to the taxpayer.

Recently, \$9.06M of our 2006 Bonds were available for refunding at a potentially significant savings.

#### CURRENT STATUS

The sale of \$9,060,000 refi bonds was approved by the Board April 24, 2017. The bond sale took place Wed, May 10, 2017 @ 1:30pm. Four bids were received. The lowest bid received from Robert W. Baird & Co. was accepted. The Total Interest Cost (TIC) is 2.44% which will result in significant (\$1M+) savings to the taxpayers.

#### FUTURE DIRECTION

It is recommended that the Board of Education approve, by roll call vote, the attached resolution ratifying the sale of bonds. The sale of the bonds will be completed (closed) on June 8, 2017.