

**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**  
**November 14, 2016**  
**7:00 PM**

**Milford High School**  
**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**
    - 1. U.S. Servicemen and Servicewomen
    - 2. Huron Valley Highlights – Showcasing Kurtz and Heritage Elementary Schools
  
- III. Items from Board**
  - A. Board Secretary**
  - B. Board Treasurer**
  - C. Board Members**
  
- IV. Items from the Superintendent**
  - A. Audit Report**
  
- 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 to purchase furniture for the Muir Middle School Media Center funded through donations (Mgt. Issue) Exhibit "A-4"**
  - E. Approval of Pool HVAC Renovation Increased Project Scope (Mgt. Issue) Exhibit "A-5"**
  - F. Approval of Increase cost for expansion of MAP testing to more grades (Mgt. Issue) Exhibit "A-6"**
  - G. Acceptance of 2015/16 Audited Financial Statements (Mgt. Issue) Exhibit "A-7"**

*Recommended Motion:*  
*"I move that the Board of Education approve Exhibits "A-1" through "A-6" and accept Exhibit "A-7" as shown in the Consent Agenda."*
  
- VIII. Unfinished Business**
  - A. NSBA – Exhibit "B"**
  
- IX. New Business**
  - A. Enrollment History – Exhibit "C"**
  
- 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: November 14, 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 October 24, 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:** November 14, 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 August 1, 2016 through September 30, 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: November 14, 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  
                   X Item for Action  
                   Item for Discussion

**Presenter:** Ed Okuniewski

**Date:** November 14, 2016

**Topic: Muir Middle School  
 Furniture Purchase**

Management Issue  
 X Board Communication  
 Dates: 11/8/16 – Email  
 11/11/16 - Board Notes

### BACKGROUND

The Muir Middle School Parent Council worked with Martin Lindberg to fundraise for a Collaborative Learning Space for Muir Middle School's Media Center. Their efforts resulted in just over \$40,000 in donated funds with approximately \$38,200 dedicated to this purchase.

### CURRENT STATUS

Muir Middle School is seeking approval for the purchase of media center furniture. Using a state competitively bid contract, MiDEAL, the District received a bid from Interphase Office Interiors for \$38,195. The furniture purchase includes technology embedded tables with computer displays, 3-2-1 tables, and ergonomic seating to name a few of the items. Purchases over the bid limit are required to be approved by the Board of Education per Board Policy.

### FUTURE DIRECTION

Following approval by the Board of Education, the Muir Middle School media center furniture will be purchased. The media center space will be transformed into a 21st Century learning environment. Current furniture will be repurposed per Board Policy.

## Board Information/Action Item

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

**Presenter:** Donna Welch  
Allen Gigliotti

**Topic: Pool HVAC Renovation  
Increased Project Scope**

**Date:** November 14, 2016

Management Issue  
 Board Sub Committee

Date: Aux/Finance 3/25/15, 4/13/15, 3/2/16

Board Communication Date: 4/17/15, 3/6/16,  
3/7/16, 11/4/16, 11/7/16, 11/11/16

### 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. The mechanical equipment was 10 years old. These four units control the ventilation and air conditioning for the Lap and Leisure pools at Lakeland and Milford High Schools. In March 2016, the Board authorized an additional \$25K to cover unforeseen conditions including mechanical repairs and additional masonry work.

### CURRENT STATUS

Renovations thus far have resulted in a significant improvement in the humidity of the pools and the mechanical rooms. There are two remaining items (specifically specialized filters to remove humidity from return air and replacing air conditioning compressors) to be completed.

In order to complete the final two items, there are some additional parts and work that should be completed above the original bid and scope.

### 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 \$35,000 to complete the work on the Lakeland Leisure Pool unit.

At the December 19<sup>th</sup> Board Meeting, we will request additional funds for the other three Pool Pak Units after the specific parts are identified. We anticipate that the total cost of the project will be under \$750,000 and will summarize expenditures for the Board with that request.

## Board Information/Action Item

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

**Presenter(s):** Ed Okuniewski

**Date:** November 14, 2016

**Topic:** Northwest Evaluation Association  
 Program (NWEA) MAP Testing

Management Issue  
 Board Sub Committee  
 Board Communication

Date: 5-16-16 Board Meeting  
 11-11-16 Board Notes

### BACKGROUND

At the May 16, 2016 Board of Education meeting, the Board approved the re-authorization of the Measurement of Academic Progress (MAP) Test for \$62,284. The assessment package was for kindergarten, first and second grades in math and reading and third through seventh grades, in math, reading and language usage, and also for selected students in grades eight through twelve, during the 2016-17 school year.

### CURRENT STATUS

In order to better document student success for eighth grade, the testing has been expanded from Tier 2 eighth grade students to all eighth grade students. This adds 605 students at \$11.25, which adds \$6,806.25 to the total. Administration seeks approval from the Board of Education for this increase.

### FUTURE DIRECTION

Once approved, all K-8 students will utilize the MAP Assessment testing.

### Board Information/Action Item

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

**Presenter:** Donna Welch  
Sandy Elka  
Geoffrey VanGoethem  
**Date:** November 14, 2016

**Topic: Report of 2015/16 Audited Financial Statements**

Management Issue  
 Board Committee  
Date: Dialogue 11/7/16  
 Board Communication  
Date: 11/4/16, 11/11/16

#### BACKGROUND

Each year, the State of Michigan requires the District to be audited by an independent public accounting firm. Board Policy states the Board should accept the audit reports, once complete.

#### CURRENT STATUS

The District's auditors, Plante Moran, PLLC, completed their audit of the District's financial records in October. Plante Moran reviewed the results of its audit with the Board, on November 7, 2016.

#### FUTURE DIRECTION

This evening, Plante Moran's auditors will present a short presentation summarizing the District's audit results and will highlight key financial information. The audit reports will be distributed to State and Federal agencies and other interested parties. The Financial Report and the Federal Awards will be posted on the District's website under the Transparency Reporting icon.

## Board Information/Action Item

Purpose     Item for Information                      Presenter: Nancy Coratti  
               Item for Action  
               Item for Discussion                      Date: November 14, 2016

Topic:            National School Board Association (NSBA) Federal Relations Network (FRN) Conference

### **BACKGROUND**

NSBA is a not-for-profit organization representing state associations of school boards and their member districts across the United States. NSBA achieves its mission by representing the school board perspective in working with federal government agencies and national organizations that impact education, and provides vital information and services to state associations of school boards throughout the nation.

NSBA advocates local school boards as the ultimate expression of grassroots democracy. NSBA supports the capacity of each school board, acting on behalf of and in close concert with the people of its community, to envision the future of education in its community, to establish a structure and environment that allow all students to reach their maximum potential, to provide accountability to the community on performance in the schools, and to serve as the key community advocate for children and youth and their public schools.

### **CURRENT STATUS**

At the Huron Valley School Board of Education June 13, 2016 Annual Organizational meeting the Board approved membership in the National School Board Association. At the October 24, 2016, Board of Education meeting the members discussed the benefits of participation in the NSBA Federal Relations Network (FRN) and annual conference.

The NSBA FRN involves local school board members from every congressional district in the country who are committed to grassroots advocacy for public education to make a difference in the education of our nation's public schoolchildren. The ultimate goal of your FRN advocacy is to make public education a top priority of the federal government.

### **FUTURE DIRECTION**

The Board is recommending approval of participation in the NSBA Federal Relations Network annual conference.

## Board Information/Action Item

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

**Presenter(s):** John Tavernier

**Date:** 11/14/16

**Topic:** Student Enrollment History

Management Issue  
 Board Sub Committee    Date:  
 Board Communication    Date: 9/16/16,  
11/11/16

### BACKGROUND

Pupil count data is submitted to the Department of Education in the fall and spring each year.

Fall pupil count data is used to calculate 90% of the blended count with the spring data accounting for the remaining 10%.

The fall count for the 2016-17 school year was on Wednesday, October 5, 2016.

### CURRENT STATUS

As a result of the fall count, 9,143 students were enrolled in Huron Valley Schools, with a total of 9,079.92 FTE. This represents a decline of 305 students, or 293.11 FTE from the fall 2015 count.

Incoming kindergarten classes continue to be smaller than outgoing senior classes with an incoming kindergarten class this fall of 507 students or 499.19 FTE and a senior class of 825 students or 781.83 FTE.

While the district continues to attract students through the Schools of Choice program, we saw a slight decline in SOC enrollment this fall. A total of 904.90 FTE schools of choice students are enrolled in Huron Valley Schools for the 2016-17 school year compared to 935.37 FTE in 2015-16.

### FUTURE DIRECTION

The spring count for 2016-17 school year will be Wednesday, February 8, 2017.