

WATERFORD SCHOOL DISTRICT
Fiscal/Regular Meeting of the Board of Education
Thursday, July 21, 2016 - 6:00 PM
A G E N D A

1. Opening – Audience participation is scheduled at the beginning and end of the agenda. Only those who want to speak on an agenda item and have completed a public comment card will be called upon at the beginning of the meeting. Those who have comments on non-agenda items and have completed a public comment card will be called upon before the conclusion of the meeting. The President of the Board is responsible for recognizing all speakers. Cell phone use is prohibited during live broadcasts as it interferes with equipment. Board packets are available on the website, www.waterford.k12.mi.us.
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda for the Regular Meeting
5. Recognition of Achievements
6. Information Item
 - a. 2016-2017 School Meal Prices
 - b. Short Term Borrowing
 - c. Policy Updates: EDGAR Edition
 - d. Head Start Policies
7. Audience Comments on Action Items
8. Approval of Minutes
 - a. June 16, 2016 Regular Meeting
9. Accounts Payable – June 2016
10. School District Financial Statement
11. New Business
 - a. Superintendent’s Recommendations
 - (1) Recommendation 01-16-17 Relative to Designation of Newspaper to Publish Official Board Notices
 - (2) Recommendation 02-16-17 Relative to Appointment of Legal Counsel
 - (3) Recommendation 03-16-17 Relative to Appointment of External Auditors
 - (4) Recommendation 04-16-17 Relative to Designee to Represent the Board in Elections
 - (5) Recommendation 05-16-17 Relative to Authorization to Represent the Board in Property Matters
 - (6) Recommendation 06-16-17 Relative to School District Legal Reference Note
 - (7) Recommendation 07-16-17 Relative to District Memberships
 - (8) Recommendation 08-16-17 Relative to Depository of Funds
 - (9) Recommendation 09-16-17 Relative to Summer Tax Collection Resolution
 - (10) Recommendation 10-16-17 Relative to Resignations
 - (11) Recommendation 11-16-17 Relative to Teaching Contract Changes/Appointments
 - (12) Recommendation 12-16-17 Relative to Administrative Contract Changes/Appointments
12. Discussion Items
 - a. Future
 - (1) Information – Food and Nutritional Services, August 4
 - (2) Action – School Meal Prices, August 4
 - (3) Action – Policy Updates: EDGAR Edition, August 4
 - (4) Action – Head Start Policies, August 4
 - b. Board of Education Reports
13. Audience Comments on Non-Action Items
14. Superintendent Reports

15. Adjournment – Following the adjournment of the meeting, the President, Members of the Board, Superintendent, and appropriate personnel will meet with members of the audience to discuss issues they may wish to examine.

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO: 5. Accolades

TOPIC: Recognition of Achievements

Rhonda Lessel, Director, School and Community Services

- Project Backpack

Resource Person: Keith D. Wunderlich, Ed.D., Superintendent of Schools

Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 6.a.	Information Item
TOPIC:	MEAL PRICES: 2016-2017 School Year

The Administration recommends that the Board of Education establish the following school meal prices for the 2016-2017 school year. Price increases are required to meet USDA Paid Lunch Equity regulation.

<u>Breakfast</u>	<u>15-16</u>	<u>16-17</u>
Elementary	\$1.50	\$1.75
Secondary	\$1.50	\$1.75
Adult	\$2.25	ala carte
<u>Lunch</u>	<u>14-15</u>	<u>15-16</u>
Elementary	\$2.50	\$2.75
Secondary	\$2.75	\$3.00
Adult	\$3.50	ala carte

Adult choices will be offered ala carte instead of a meal to insure affordable pricing.
A recommendation to approve these meal prices will be presented on August 4.

Resource Person: William Holbrook, Executive Director, Business and Operations
Doreen Simonds, Associate Director Nutrition & Purchasing

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Rd
Waterford, MI 48328

ITEM NO: 6.b. Information Item
TOPIC: Short Term Borrowing for the 2016-17 Fiscal Year

Based on cash flow projections the Administration has determined it is necessary to borrow up to \$15,000,000 to meet short term cash flow obligations. These projections have been reviewed and supported by the Michigan School Investment Association. This short term borrowing for the 2016-17 fiscal year will be repaid September of 2017.

Historically the District has borrowed for short term obligations based on the timing of receiving state aid funds. The borrowing will be accomplished through brokerage firms and banking institution bids.

The administration recommends the Board of Education adopt the attached resolution on August 4, 2016 authorizing the borrowing not to exceed \$15,000,000.

Resource Persons: William Holbrook, Executive Director, Business & Operations
Danielle Corbeil, Director, Finance & Budget

Date of Board of Education Meeting: July 21, 2016

**RESOLUTION AUTHORIZING ISSUANCE
OF 2016 STATE AID NOTES**

At a _____ meeting of the Board of Education of the Waterford School District, Oakland County, Michigan (the "School District"), held on the ___ day of _____, 2016, at ___:___ .m., Eastern Daylight Savings Time.

PRESENT: _____

ABSENT: _____

The following preamble and resolution was offered by _____ and seconded by _____:

WHEREAS, under the terms of Section 1225 of Act 451, Public Acts of Michigan, 1976, as amended (the "Act"), a school district is authorized to borrow money for school operations and issue its notes therefor and to pledge for the payment thereof money to be received by it from state school aid, which notes shall be full faith and credit obligations of the school district; and

WHEREAS, the estimated amount of such state aid appropriations to be allocated to the School District for the fiscal year ending June 30, 2017 which will not be received prior to December 1, 2016 (the "State Aid"), is approximately \$45,900,000; and

WHEREAS, 64% of \$45,900,000 to be paid between December 1, 2016 and June 30, 2017 is \$29,376,000 (the "Anticipated Unpaid State Aid"); and

WHEREAS, the School District has need to borrow the sum of not to exceed \$15,000,000 to pay current operating expenses, which amount is not more than 70% of the Anticipated Unpaid State Aid.

NOW, THEREFORE, BE IT RESOLVED:

1. The School District, pursuant to Section 1225 of the Act, shall borrow for the above purpose the sum of not to exceed \$15,000,000 and issue the general obligation notes of the School District therefor in anticipation of the distribution of the Anticipated Unpaid State Aid for the fiscal year ending June 30, 2017.

2. The notes shall be designated "2016 State Aid Notes"; shall be dated September 27, 2016 or any other date as approved by the Executive Director, Business & Operations or Superintendent of the School District in the Award Proceedings for the Notes; shall be numbered from 1 upwards; shall be in

denominations of \$5,000 or more at the option of the original purchaser thereof; shall bear interest at a rate to be determined upon the sale thereof not exceeding 6% per annum payable at maturity; shall mature on September 25, 2017 or any other date as approved by the Executive Director, Business & Operations or Superintendent of the School District in the Award Proceedings for the Notes; and shall not be subject to redemption prior to maturity.

3. The notes shall be payable to the bearer in lawful money of the United States of America at a bank or trust company in the State of Michigan qualified to act as a paying agent as shall be designated by the original purchaser of the notes.

4. The School District hereby appropriates a sufficient amount of the Anticipated Unpaid State Aid (the "Pledged State Aid") to repay the principal of and interest on the notes. In addition, the full faith and credit of the School District are hereby pledged irrevocably for payment of principal of and interest on the notes, and in case of the insufficiency of the Pledged State Aid, the School District shall pay the notes from any funds legally available therefor and, if necessary, shall levy sufficient taxes on all taxable property in the School District for the payment thereof, subject to applicable constitutional and statutory tax rate limitations.

5. The School District reserves the right to issue additional notes or other obligations of equal standing with the notes as to the Pledged State Aid. The School District further agrees that the amount payable as to principal and interest on the notes plus the amount payable as to principal and interest on or prior to the maturity date of the notes or any additional notes or other obligations of equal standing with the notes as to payment from anticipated State Aid to be received will not exceed 70% of the amount of anticipated State Aid to be received to be received if the Notes are issued before March 1, 2017 or 50% of the amount of the anticipated State Aid to be received if the Notes are issued after March 1, 2017 but before June 30, 2017.

6. The President and Secretary of the Board of Education shall execute the notes on behalf of the School District, and the executed notes shall be delivered to the Director of Business Services who shall cause the notes to be delivered to the purchaser thereof upon the receipt of the purchase price therefor. The Vice President, the Treasurer or the Superintendent may execute the notes instead of either the President or the Secretary. The foregoing officials are hereby authorized to execute and deliver a temporary note or notes and exchange, when available, final printed notes therefor at the request of the purchaser.

7. The notes shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF OAKLAND

WATERFORD SCHOOL DISTRICT
2016 State AID NOTE

The WATERFORD SCHOOL DISTRICT, County of Oakland, State of Michigan (the "School District"), promises to pay to the bearer hereof the sum of _____ Dollars (\$_____) on the _____ day of _____, _____, with interest thereon from the date hereof until paid at the rate of _____ percent (_____%) per annum based upon a 360-day year, comprised of twelve 30 day months, upon presentation of this note at _____, Michigan, and for the prompt payment of the principal of and interest on this note, the full faith and credit of the School District are hereby pledged.

This note was authorized by a resolution of the Board of Education of the School District adopted _____, (the "Resolution"), and is issued in anticipation of moneys to be received by it from state school aid for the fiscal year beginning July 1, 2016, and an irrevocable appropriation of a sufficient amount of the anticipated unpaid State Aid for the period beginning December 1, 2016 and ending June 30, 2017 (the "Pledged State Aid") has been made for the payment of the principal of and interest on this note. This note and the interest hereon are payable, as a first budget obligation, from any funds of the School District available therefor or from general ad valorem taxes imposed on all taxable property in the School District subject to applicable constitutional and statutory tax rate limitations. The School district has reserved the right to issue additional notes of equal standing with the notes of this issue as to the Pledged State Aid for the fiscal year ending June 30, 2017, subject to the limitations provided by law and subject to the limitations set forth in the Resolution.

This note is not subject to redemption prior to maturity.

It is hereby certified and recited that all acts, conditions and things required by law, precedent to and in the issuance of this note have been done, exist and have happened in regular and due time and form as required by law, and that the total indebtedness of the School District, including this note, does not exceed any constitutional or statutory limitation.

IN THE WITNESS WHEREOF, the Waterford School District, by its Board of Education, has caused this note to be signed in the name of the School District by the undersigned as of the ___ day of _____, ____.

WATERFORD SCHOOL DISTRICT

By: _____
Its: President

And: _____
Its: Secretary

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8. The School District covenants for the benefit of all holders of the notes to comply with all requirements of the Internal Revenue Code of 1986, as amended (the "Code") that must be satisfied subsequent to the issuance of the notes in order that the interest thereon be or continue to be excluded from gross income for federal income taxation purposes, including, but not limited to, requirements relating to the rebate of arbitrage earnings, if applicable, and the expenditure and investment of note proceeds and moneys deemed to be note proceeds. The notes are designated as qualified tax exempt obligations for the purpose of the deduction of interest expense by financial institutions under Section 265(b)(3)(B) of the Code unless at the time the notes are offered for sale it is determined that they are ineligible for such designation, in which event the Request for Proposal for the notes shall be so modified.

9. The Superintendent of the School District or Bond Counsel is authorized to file with the Michigan Department of Treasury for and on behalf of the School District such documentation as is required by Act No. 34 of the Michigan Public Acts of 2001, as amended, after the issuance of the notes and to pay the fee therefor.

10. The President, the Vice President, the Secretary, the Treasurer, the Superintendent, the Executive Director, Business & Operations, the Director of Business Services and the Assistant Director of Budget and Finance are authorize to execute any documents or certificates necessary to complete the transaction including, but not limited to, any certificates relating to federal or state securities, laws, rules or regulations.

11. The School District hereby determines that in order to save the cost of publication of an official Notice of Sale that it will sell the notes at a negotiated sale after solicitation of proposals from prospective purchasers by its Financial Consultant. The School District's Financial Consultant is authorized to solicit proposals from at least twenty-five prospective purchasers and to circulate a Request for Proposal at least seven days prior to the date fixed for receipt of proposals for the purchase of the notes. The Request for Proposal shall be in substantially the form as approved by the Superintendent or Executive Director, Business & Operations and which form shall not be inconsistent with this resolution. The Financial Consultant is hereby designated to act for and on behalf of the School District to receive proposals for the purchase of the notes and to take all other steps necessary in connection with the sale and delivery thereof.

12. The Superintendent shall select a purchaser for the notes and shall approve the rate of interest to be borne by the notes. The Superintendent by order may determine that the notes

shall be payable to the registered owner thereof instead of to the bearer as provided in Section 3 hereof. In such case the form of the note shall be modified accordingly.

13. The firm of Axe & Ecklund, P.C., attorneys of Grosse Pointe Farms, Michigan is hereby retained to act as bond counsel for the School District in connection with the issuance, sale and delivery of the notes.

14. Municipal Financial Consultants Incorporated, Grosse Pointe Farms, Michigan, is hereby retained to act as financial consultant and advisor to the School District in connection with the sale and delivery of the notes.

15. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution, are hereby rescinded.

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

RESOLUTION DECLARED ADOPTED

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned duly qualified and acting Secretary of the Board of Education of the Waterford School District, County of Oakland, State of Michigan, hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Education at a _____ meeting held on ____ day of _____, 2016, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the Open Meetings Act.

Secretary, Board of Education
Waterford School District

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Rd.
Waterford, Michigan 48328

ITEM NO.:	6 .	Information
TOPIC:		Policy Updates: EDGAR Edition

In December 2014, the U.S. Department of Education released the newly updated Education Department General Administrative Regulations (EDGAR). This major rewrite of the regulations was issued after nearly 40 years of very little change in the compliance measures that federally funded programs must meet. The regulations cover the application process, financial management, procurement, inventory management, time and effort accountability, cost allowability, record retention, and program oversight.

These new regulations require some revision to current policies and the addition of several new policies. The greatest focus, however, is on compliant written procedures relative to many of the financial and program management functions. These procedures will necessarily be district-specific, providing a clear picture of how these functions are carried out in the District.

NEOLA has conducted a thorough review and has provided appropriate revisions and additions and will continue to do so in future updates to assist districts in meeting compliance standards put forth by EDGAR. Policy documents in this release – The EDGAR Collection – have been reviewed by Brustein & Manasevit, PLLC Attorneys at Law and by Varnum, LLP (Grand Rapids) for consistency with Federal and State law, respectively.

Bylaw 0144.6	Conflict of Interest
Policy 1130/3110/4110	Conflict of Interest
Policy 6110	Grant Funds
Policy 6111	Internal Controls
Policy 6112	Cash Management of Grants (NEW)
Policy 6114	Cost Principles-Spending Federal Funds (NEW)
Policy 6116	Time & Effort Reporting (NEW)
Policy 6146	Post-Issuance Compliance for Tax-Exempt and Tax-Advantaged Obligations
Policy 6325	Procurement – Federal Grants/Funds (NEW)
Policy 6424	Purchasing Cards
Policy 6550	Travel Payment & Reimbursement
Policy 7300	Disposition of Real Property
Policy 7310	Disposition of Surplus Property
Policy 7450	Property Inventory
Policy 8500	Food Service

A recommendation to approve the proposed revisions will be presented to the Board of Education on August 4.

Resource Person: Keith D. Wunderlich, Ed.D., Superintendent of Schools

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N Cass Lake Road
Waterford, Michigan 48328

ITEM NO.:	6. .	Information Items
TOPIC:		Head Start Policies

The Head Start program is required by the federal government to have a Policy Committee. This Committee meets monthly for the purpose of developing and approving policies for the Head Start program. All policies developed and approved by this Committee also require Board of Education approval.

The Board of Education is in receipt of the following Head Start policies as approved by the Policy Committee:

- Hiring/Termination of the Director
- Personnel
- Service Plan
- Strategic Plan 2016-2017

A recommendation for approval will be presented on August 4, 2016.

Resource Person: Carly Stone, Director of Curriculum, Instruction, and Assessments

Board of Education Meeting: July 21, 2016

WATERFORD BOARD OF EDUCATION - MINUTES

June 16, 2016

OPENING

The Waterford School District Board of Education meeting, held at the Waterford Township Hall Auditorium, 5200 Civic Center Drive, Waterford, Michigan, was called to order by President Seeterlin at 6:00 PM.

PLEDGE

The audience joined the Board of Education in the Pledge of Allegiance.

ROLL CALL

Present: Members Piggott, Halls, Sutherland, Seeterlin, Himmelspach, Petrusha, and Torres
Absent: None
Others: Keith Wunderlich, William Holbrook, Janet McLeod, Carly Stone, Lisa McFee, Darin Holley, Nadine Milostan, Allison Sartorius, Ginger Roehr, Eric Lindemier, Madeline Downs, Jane Sawyers, Laura Riddell, Traci Nickolopoulos, Kristiana Nickolopoulos, Marcy Felegy, Troy Beasley, Dee Alessi, Alicia Hennemann, Mary Craite, Sue Bauman, Donna Phillips, Sandy Feltzer, Nikki Lawrence, Jan Lawrence, Becky Lesh, Bonnie Pittaway, Matt McClure, Christine Dabrowski, Ken VanHorn, Maribeth Stretten, Erin Kjoller, Bridget Whipple, Megan Roberts and others that did not register.

PUBLIC HEARING: 2016-2017 BUDGET/MILLAGE RATE

The Board of Education opened a public hearing relative to the 2016-2017 proposed Waterford School District budget and millage rate at 6:00 PM. The following audience members addressed the Board:

- Madeline Downs
- Kristiana Nickolopoulos
- Traci Nickolopoulos
- Laura Riddell
- Eric Lindemier
- Marcy Felegy
- Ken VanHorn

The public hearing was closed and the Board of Education moved to the regular meeting at 6:19 PM.

APPROVAL OF THE AGENDA

The agenda was approved as presented.

INFORMATION ITEM

a. Graduation Report

A video highlighting the Class of 2016 was shared.

b. Athletics Report

Allison Sartorius, Director of Athletics, provided the Board of Education with an update relative to athletics.

INFORMATION ITEM

c. Summer Tax Collection Resolution

A recommendation to approve the following summer tax collection resolution will be presented for Board of Education approval on July 21, 2016.

WHEREAS, the Waterford School District currently receives 100% of the school taxes during the summer from the Charter Townships of Waterford, Independence, White Lake, West Bloomfield and the City of Lake Angelus, and

WHEREAS, the school district operates on a fiscal year basis from July 1 through June 30, and

WHEREAS, 1982 Public Act No. 333 sets forth certain procedures whereby a school district may avail itself of summer tax collections, and

WHEREAS, on December 19, 1996 the board adopted a resolution to institute a 100% summer property tax levy for the entire Waterford School District, to remain in effect until revoked by the Board,

NOW, THEREFORE BE IT RESOLVED, that a summer property tax levy of 100% of the school property taxes be adopted for Waterford School District, for the year of 2017 (2017-18 school year),

BE IT FURTHER RESOLVED, that the President of the Board prior to January 1, 2017, forward a copy of this resolution to the Charter Townships of Waterford, Independence, White Lake, West Bloomfield and the City of Lake Angelus and request that they continue collecting the summer property tax levy,

BE IT FURTHER RESOLVED, that the Superintendent is empowered to initiate any alternate means necessary to secure summer tax collection for the school district as set forth in 1982 Public Act No. 333.

AUDIENCE COMMENTS ON ACTION ITEMS

There were no audience comments on action items.

APPROVAL OF THE MINUTES

a. June 2, 2016, Interim Meeting

Moved by Member Halls and supported by Member Himmelpach that the Board of Education adopt the minutes of the June 2, 2016 Board of Education meeting.

Ayes: Members Halls, Piggott, Himmelpach, Sutherland, Seeterlin, Torres, and Petrusha

Nays: None

Motion carried. (7-0)

ACCOUNTS PAYABLE

Moved by Member Himmelpach and supported by Member Piggott that the Board of Education approve the accounts payable for the month of May 2016.

Ayes: Members Halls, Piggott, Himmelpach, Sutherland, Seeterlin, Torres, and Petrusha

Nays: None

Motion carried. (7-0)

FINANCIAL STATEMENT

The Board is in receipt of the statement of revenues and expenditures ending May 2016.

NEW BUSINESS

a. Superintendent's Recommendation

(1) Recommendation 102-15-16 Relative to Teaching Contract Changes/Appointments

Moved by Member Halls and supported by Member Himmelspach that the Board of Education approve the following teaching contract changes/appointments:

Beck, Jessica, Teacher
Mott High School
100% Probationary Contract
Effective August 25, 2016

Fraze, Nicholas, Teacher
Mott High School
100% Probationary Contract
Effective August 25, 2016

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusha
Nays: None
Motion carried. (7-0)

(2) Recommendation 103-15-16 Relative to Reduction of Teaching Personnel

Moved by Member Halls and supported by Member Himmelspach that the Board of Education approve the reduction in teaching personnel on the list below consistent with the applicable provisions of the Michigan Teachers' Tenure Act and Board Policy 3131. Accordingly, the teacher listed below shall be notified in writing of the layoff, effective June 30, 2016.

Michael Erskine

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusha
Nays: None
Motion carried. (7-0)

(3) Recommendation 104-15-16 Relative to Continuing Employment of Teaching Personnel for 2016-2017

Moved by Member Himmelspach and supported by Member Halls that the Board of Education approve the reemployment of teaching personnel for the 2016-2017 school year per the attached list.

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusha
Nays: None
Motion carried. (7-0)

(4) Recommendation 105-15-16 Relative to Continuing Employment of Administrative Personnel

Moved by Member Halls and supported by Member Petrusha that the Board of Education approve the re-employment of administrative personnel on a non-administrative tenure basis, for a period of two years, July 1, 2016 through June 30, 2018, subject to appropriate written notice of termination prior to June 30, 2016, due to conditions requiring probation, layoff, reassignment and/or personnel reduction and termination. The following are the administrators so re-employed:

NEW BUSINESS

a. Superintendent's Recommendation

(4) Recommendation 105-15-16 Relative to Continuing Employment of Administrative Personnel (*continued*)

Ayotte, JoAnn	Human Resources Coordinator
Batten, Michael	Elementary Principal
Beaver, James	Director, Operations, Transportation, and Security
Behrendt, Diane	Principal, Children's Village School
Bergstrom, Donna	Data Technician
Bigelman, Lynn	Elementary Principal
Blaine, Tanya	Middle School Assistant Principal
Blomquist, Craig	High School Principal
Corbeil, Danielle	Director, Finance and Budget
Davis, Jennifer	Elementary Principal
Dixon, Yvonne	Middle School Principal
Force, Catherine	Elementary Principal
Frankowiak, Jeffrey	High School Principal
Grambush, Suzanne	Elementary Principal
Gregory, John	Principal, Kingsley Montgomery School
Grimes, Valerie	Elementary Principal
Harding, Christina	High School Assistant Principal
Holbrook, William	Executive Director, Business and Operations
Holley, Darin	Director, Instructional Services and Technology
Jarois, Irene	Administrative Assistant, Superintendent's Cabinet
Kilyk, Cheri	Administrative Assistant, Human Resources
Knipper, Jennifer	Elementary Principal
Kokoszka, Kevin	Dean of Students, Academic Center
Kruse, Ann	Middle School Assistant Principal
Lee, Monica	High School Assistant Principal
Lessel, Rhonda	Director, School and Community Services
McFee, Lisa	Assistant Superintendent, Teaching and Learning Services
McKay, Jennifer	Director, Payroll and Benefits
McLeod, Janet	Director, Human Resources
Milch, Kenneth	High School Assistant Principal
Milostan, Nadine	Executive Director, Student Support Services
Opsommer, Roger	Middle School Principal
Pocius, Cheryl	Elementary Principal
Riggs, Jason	High School Principal
Roberts, Megan	Administrative Assistant, Board/Superintendent
Sartorius, Allison	Director, Athletics
Simonds, Doreen	Director, Nutrition and Purchasing Services
Smith, Laura	Elementary Principal
Spencer, Jeffrey	Computer Programmer and Analyst
Steaban, Andrea	Dean of Students, Academic Center
Stone, Carly	Director, Curriculum, Instruction, and Assessment
Sullivan, Michelle	Elementary Principal
Turney-Hartman, Joy	Administrative Assistant, Nutrition and Purchasing Services
Werthman, Shelley	Assistant Principal

Ayes: Members Halls, Piggott, Himmelpach, Sutherland, Seeterlin, Torres, and Petrusha

Nays: None

Motion carried. (7-0)

NEW BUSINESS

a. Superintendent's Recommendation

(5) Recommendation 106-15-16 Relative to Millage Rate

Moved by Member Himmelspach and supported by Member Piggott that the Board of Education certify the following tax levy to the Charter Townships of Waterford, Independence, White Lake, West Bloomfield, and the City of Lake Angelus for the 2016-17 School District Tax Collection.

General Operating: (Non Homestead)

Voted 2004	<u>18.00</u>	Mills	
Total Authorized	18.00	Mills	
Compound Reduction Fraction *	<u>1.00</u>	Based on \$2,204,566,079	
Total to be Levied	<u>18.00</u>	Mills	Taxable Value
<u>Debt Retirement: (All Property)</u>			
Total to be Levied	<u>7.00</u>	Mills	
<u>Total Levy:</u>			
Total Tax Levy Homestead	7.00	Mills	
Total Tax Levy Non-Homestead	<u>25.00</u>	Mills	

The total levy (100%) is to be made in July 2016.

* The 18 mill Non-Homestead property tax is subject to the Headlee Rollback calculation (Compound Reduction Fraction). The reduction fraction is calculated by Oakland County and is provided to Districts annually prior to June 1.

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusha

Nays: None

Motion carried. (7-0)

(6) Recommendation 107-15-16 Relative to 2015-2016 Final Budget

Moved by Member Himmelspach and supported by Member Halls that the Board of Education approve the the following 2015-2016 Final Budget Resolution.

RESOLVED, that this resolution shall be the general appropriations, Waterford School District for fiscal year 2015-2016. A resolution to make appropriations; and to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Waterford School District. The property tax rate will be 18 mills on non-homestead property. The proceeds will be used to pay General Fund operating expenses.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance available for appropriations in the General Fund of the Waterford School District for fiscal year 2015-2016 is as follows:

NEW BUSINESS

a. Superintendent's Recommendation

(6) Recommendation 107-15-16 Relative to 2015-2016 Final Budget (*continued*)

GENERAL FUND

REVENUE

Local	\$ 15,126,734
State	75,235,496
Federal	7,995,330
Incoming Transfers and Other Transactions	<u>5,385,506</u>
Total Revenue	\$ 103,743,066
Fund Balance July 1, 2015	<u>\$ 2,001,188</u>
Total Available to Appropriate	<u><u>\$ 105,744,254</u></u>

BE IT FURTHER RESOLVED, that \$102,885,465 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction:	
Basic Programs	\$ 25,752,611
Added Needs	12,831,594
Instruction - Employee Benefits	14,012,534
Support Services:	
Pupil Services	8,211,666
Instructional Services	2,126,842
General Administration	1,222,793
School Administration	3,896,019
Business Services	10,149,335
Central Services	4,068,947
Support Services - Employee Benefits	9,341,690
Athletics	1,508,675
Community Services	102,171
Federal Programs	8,375,388
Debt Service	1,130,900
Outgoing Transfers	154,300
Teacher Retirement Savings	-
Total Expenditures	<u>\$ 102,885,465</u>
Fund Balance Unassigned	\$ 2,858,789
Non Spendable - Prepaids	-
Fund Balance June 30, 2016	<u><u>\$ 2,858,789</u></u>

NEW BUSINESS

a. Superintendent's Recommendation

(6) Recommendation 107-15-16 Relative to 2015-2016 Final Budget (*continued*)

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the School Service Fund of the Waterford School District for fiscal year 2015-2016 is as follows:

SCHOOL SERVICE FUND

REVENUE

Local	\$ 6,043,526
State	110,000
Federal	3,090,787
Incoming Transfers and Other Transactions	<u>154,300</u>
Total Revenues and Incoming Transfers	\$ 9,398,613
Fund Balance July 1, 2015	\$ 206,848
Less Appropriated Fund Balance (Reserve for Inventory)	<u>23,526</u>
Fund Balance Available to appropriate	\$ 183,322
Total Available to appropriate	<u>\$ 9,581,935</u>

BE IT FURTHER RESOLVED, that \$9,398,613 of the total available to appropriate in the School Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Food Service	\$ 5,589,838
Performing Arts Centers	211,906
Pool & Fitness Centers	911,326
Childcare	1,694,696
Senior Citizens	<u>990,847</u>
Total Expenditures	\$ 9,398,613
Unassigned Fund Balance - Child Care	\$ -
Restricted Fund Balance - Food Service	183,322
Non Spendable - Food Serv Inventory	<u>23,526</u>
Fund Balance June 30, 2016	<u>\$ 206,848</u>

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the Special Education Center Program Fund of the Waterford School District for fiscal year 2015-2016 is as follows:

NEW BUSINESS

a. Superintendent's Recommendation

(6) Recommendation 107-15-16 Relative to 2015-2016 Final Budget (*continued*)

SPECIAL EDUCATION CENTER PROGRAMS

REVENUE

State	\$ 1,395,881
Incoming Transfers and Other Transactions	<u>3,250,759</u>
Total Revenues and Incoming Transfer	\$ 4,646,640
Fund Balance July 1, 2015	<u>\$ -</u>
Total Available to Appropriate	<u><u>\$ 4,646,640</u></u>

BE IT FURTHER RESOLVED, that \$4,646,640 of the total available to appropriate in the Special Education Center Program Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction	\$ 2,424,391
Support Services - Pupils	1,028,104
Support Services - Instructional Staff	1,696,443
Transportation	270,562
Oakland Schools Resident Tuition	188,744
Redistributed Indirect Expenditures	(699,592)
Redistributed Rent Expenditure	<u>(262,012)</u>
Total Expenditures	<u>\$ 4,646,640</u>
Restricted Fund Balance June 30, 2016	<u><u>\$ -</u></u>

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the Debt Retirement Fund of the Waterford School District for fiscal year 2015-2016 is as follows:

DEBT RETIREMENT FUND

REVENUE

Local Property Taxes	<u>\$ 15,145,606</u>
Total Revenue	\$ 15,145,606
Fund Balance July 1, 2015	<u>\$ 1,762,129</u>
Total Available to Appropriate	<u><u>\$ 16,907,735</u></u>

BE IT FURTHER RESOLVED, that \$15,157,742 of the total available to appropriate in the Debt Retirement Fund is hereby appropriated in the amounts and for the purposes set forth below:

NEW BUSINESS

a. Superintendent's Recommendation

(6) Recommendation 107-15-16 Relative to 2015-2016 Final Budget (*continued*)

EXPENDITURES

Redemption of Bond Principal	\$ 11,865,000
Interest on Bonded Debt	3,291,242
Other	1,500
Total Expenditures	<u>\$ 15,157,742</u>
Restricted Fund Balance June 30, 2016	<u>\$ 1,749,993</u>

FUTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any fund or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusa

Nays: None

Motion carried. (7-0)

(7) Recommendation 108-15-16 Relative to 2016-2017 Original Budget

Moved by Member Himmelspach and supported by Member Seeterlin that the Board of Education approve the following 2016-2017 Original Budget Resolution.

RESOLVED, that this resolution shall be the general appropriations, Waterford School District for fiscal year 2016-2017. A resolution to make appropriations; and to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Waterford School District. The property tax rate will be 18 mills on non-homestead property. The proceeds will be used to pay General Fund operating expenses.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance available for appropriations in the General Fund of the Waterford School District for fiscal year 2016-2017 is as follows:

GENERAL FUND

REVENUE

Local	\$ 14,963,567
State	73,616,828
Federal	7,340,779
Incoming Transfers and Other Transactions	5,484,734
Total Revenue	<u>\$ 101,405,908</u>
Fund Balance July 1, 2016	<u>\$ 2,858,789</u>
Total Available to Appropriate	<u>\$ 104,264,697</u>

NEW BUSINESS

a. Superintendent's Recommendation

(6) Recommendation 108-15-16 Relative to 2016-2017 Original Budget (*continued*)

BE IT FURTHER RESOLVED, that \$100,562,331 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction:	
Basic Programs	\$ 24,879,507
Added Needs	13,102,559
Instruction - Employee Benefits	14,197,516
Support Services:	
Pupil Services	7,712,891
Instructional Services	1,982,293
General Administration	1,176,867
School Administration	3,870,334
Business Services	10,008,042
Central Services	3,882,036
Support Services - Employee Benefits	9,465,010
Athletics	1,498,423
Community Services	108,058
Federal Programs	7,714,394
Debt Service	1,115,650
Outgoing Transfers	148,751
Teacher Retirement Savings	<u>(300,000)</u>
Total Expenditures	\$ 100,562,331
Fund Balance Unassigned	\$ 3,702,366
Non Spendable - Prepaids	<u>-</u>
Fund Balance June 30, 2017	<u><u>\$ 3,702,366</u></u>

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the School Service Fund of the Waterford School District for fiscal year 2016-2017 is as follows:

SCHOOL SERVICE FUND

REVENUE

Local	\$ 5,676,838
State	110,000
Federal	3,089,492
Incoming Transfers and Other Transactions	<u>148,751</u>
Total Revenues and Incoming Transfers	\$ 9,025,081
Fund Balance July 1, 2016	\$ 206,848
Less Appropriated Fund Balance (Reserve for Inventory)	<u>23,526</u>
Fund Balance Available to Appropriate	<u>\$ 183,322</u>
Total Available to Appropriate	<u><u>\$ 9,208,403</u></u>

NEW BUSINESS

a. Superintendent's Recommendation

(6) Recommendation 108-15-16 Relative to 2016-2017 Original Budget (*continued*)

BE IT FURTHER RESOLVED, that \$9,025,081 of the total available to appropriate in the School Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Food Service	\$ 5,278,118
Performing Arts Centers	209,814
Pool & Fitness Centers	907,869
Childcare	1,646,380
Senior Citizens	982,900
Total Expenditures	<u>\$ 9,025,081</u>
Unassigned Fund Balance - Child Care	\$ -
Restricted Fund Balance - Food Service	183,322
Non Spendable - Food Serv Inventory	23,526
Fund Balance June 30, 2017	<u><u>\$ 206,848</u></u>

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the Special Education Center Program Fund of the Waterford School District for fiscal year 2016-2017 is as follows:

SPECIAL EDUCATION CENTER PROGRAMS

REVENUE

State	\$ 1,452,536
Incoming Transfers and Other Transactions	<u>3,285,010</u>
Total Revenues and Incoming Transfer	\$ 4,737,546
Fund Balance July 1, 2016	<u>\$ -</u>
Total Available to Appropriate	<u><u>\$ 4,737,546</u></u>

BE IT FURTHER RESOLVED, that \$4,737,546 of the total available to appropriate in the Special Education Center Program Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction	\$ 2,463,405
Support Services - Pupils	1,071,230
Support Services - Instructional Staff	1,688,134
Transportation	287,864
Oakland Schools Resident Tuition	188,744
Redistributed Indirect Expenditures	(699,819)
Redistributed Rent Expenditure	<u>(262,012)</u>
Total Expenditures	<u>\$ 4,737,546</u>
Restricted Fund Balance June 30, 2017	<u><u>\$ -</u></u>

NEW BUSINESS

a. Superintendent's Recommendation

(6) Recommendation 108-15-16 Relative to 2016-2017 Original Budget (*continued*)

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the Debt Retirement Fund of the Waterford School District for fiscal year 2016-2017 is as follows:

DEBT RETIREMENT FUND

REVENUE

Local Property Taxes	\$ 15,431,963
Total Revenue	\$ 15,431,963
Fund Balance July 1, 2016	\$ 1,749,993
Total Available to Appropriate	<u>\$ 17,181,956</u>

BE IT FURTHER RESOLVED, that \$15,754,964 of the total available to appropriate in the Debt Retirement Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Redemption of Bond Principal	\$ 12,525,000
Interest on Bonded Debt	3,228,464
Other	<u>1,500</u>
Total Expenditures	<u>\$ 15,754,964</u>
Restricted Fund Balance June 30, 2017	<u>\$ 1,426,992</u>

FUTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any fund or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

Ayes: Members Halls, Himmelpach, Sutherland, Seeterlin, and Petrusa

Nays: Members Piggott and Torres

Motion carried. (5-2)

Members Seeterlin and Himmelpach disclosed that they have family members on staff.

(8) Recommendation 109-15-16 Relative to Resolution: Sandburg Property

Moved by Member Himmelpach and supported by Member Halls that the Board of Education approve the resolution for the sale of Sandburg property.

Ayes: None

Nays: Members Halls, Piggott, Himmelpach, Sutherland, Seeterlin, Torres, and Petrusa

Motion fails. (0-7)

NEW BUSINESS

a. Superintendent's Recommendation

(9) Recommendation 110-15-16 Relative to Resolution: Schools of Choice

Moved by Member Halls and supported by Member Himmelspach that the Board of Education approve the following 2016-2017 Schools of Choice Resolution.

WHEREAS, the Waterford Board of Education has the option permitted by section 105 of the State School Aide Act of 1979, as amended by Public Act 300 of 1998; and

WHEREAS, it has the option, for purposes of sections 105 and 105c, to accept applications of nonresident students from outside the District, who reside in the Oakland Intermediate School District and/or a contiguous intermediate school district, which this district is a constituent district for the enrollment in our district for the 2016-2017 school year; and

WHEREAS, the Waterford School District has the option to operate a Schools of Choice Program in the Waterford School District for second semester in compliance with the statutory requirements of Section 105 and 105c; and

WHEREAS, the Waterford School District has outstanding school programs and there may be room for students from other districts to participate in these high quality schools, now therefore be it

RESOLVED, the Waterford School District chooses to participate in the aforementioned Schools of Choice Program for 2016-2017; and

BE IT FURTHER RESOLVED, that the Waterford School District will accept applications for the 2016-2017 school year for the Kindergarten grade level (section 105) and grades 6-12 enrolled in the Cyber Academy only (section 105 and 105c) until the deadline established by law.

BE IT FURTHER RESOLVED, that the Waterford School District will accept applications for the 2016-17 school year for limited Schools of Choice (section 105) for a total of 60 seats in grades 1-12 (based on open seats available at specific grades levels as of August 1, 2016) for a period of 21 days beginning August 1, 2016 and ending August 21, 2016.

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusha

Nays: None

Motion carried. (7-0)

b. President's Recommendation

(1) Recommendation 111-15-16 Relative to Superintendent's Contract of Employment

Moved by President Seeterlin and supported by Member Petrusha that the Board of Education approve the Superintendent's Contract of Employment, with revisions, extending the contract through June 30, 2019, to maintain a three year contract.

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusha

Nays: None

Motion carried. (7-0)

NEW BUSINESS

c. Consideration of Certain Purchases

(1) Recommendation 112-15-16 Relative to Contract Award: Waste Removal

Moved by Member Himmelspach and supported by Member Halls that the Board of Education approve a three year Solid Waste Removal services contract in consortium with Huron Valley Schools and Walled Lake Consolidated School District to the low bidder, Rizzo Environmental Services, with an option to renew the contract by up to two (2) additional years at the District’ Discretion. The contract commences July 1, 2016.

Year 1 (16-17)	Rizzo Environmental Services	Waste Management	Advanced Disposal Services	Allied Waste Services	Synergy Environmental
UNIT PRICING					
2 Cu. Yd. Container	\$ 3.00	\$ 3.10	\$ 3.30	\$ 6.36	\$ 9.00
4 Cu. Yd. Container	6.00	6.20	6.60	7.63	9.00
6 Cu. Yd. Container	9.00	9.30	9.90	9.54	12.95
8 Cu. Yd. Container	12.00	12.40	13.20	12.57	16.95
30 Cu. Yd. Container	260.00	320.00	300.00	325.00	345.00
EXTRA PICK UPS					
2 Cu. Yd. Container	\$ 10.00	\$ 3.10	\$ 20.00	\$ 15.00	\$ 45.00
4 Cu. Yd. Container	15.00	6.20	25.00	18.00	45.00
6 Cu. Yd. Container	20.00	9.30	30.00	21.00	50.00
8 Cu. Yd. Container	25.00	12.40	35.00	24.00	55.00
30 Cu. Yd. Container	260.00	320.00	300.00	325.00	345.00
ROLL OFF PRICING					
20 yd. Container	\$ 250.00	\$ 310.00	\$ 275.00	\$ 350.00	\$ 325.00
30 yd. Container	260.00	320.00	300.00	375.00	345.00
40 yd. Container	275.00	330.00	325.00	425.00	395.00

Contract Award

Funding Source: General Fund

Ayes: Members Halls, Piggott, Himmelspach, Sutherland, Seeterlin, Torres, and Petrusha

Nays: None

Motion carried. (7-0)

DISCUSSION ITEMS

a. Future Items – July 21

1. Designation of Newspaper to Publish Official Notices
2. Appointment of Legal Counsel
3. Appointment of Auditors
4. Designee to Represent the Board in Elections
5. Designee to Represent the Board in Elections
6. Authorization to Represent the Board in Property Matters
7. School District Legal Reference Note
8. District Memberships

b. Board of Education Reports

Members of the Board spoke regarding the budget and staff reductions.

AUDIENCE COMMENTS ON NON-ACTION ITEMS

Bridget Whipple addressed the Board regarding the library techs.

Ken Van Horn spoke regarding the restraint and seclusion bill.

SUPERINTENDENT'S REPORT

Dr. Wunderlich discussed the budget and staff reductions as well as the state of public schools.

ADJOURNMENT

The meeting was adjourned by President Seeterlin at 7:22 PM.

Secretary, Board of Education

/mr

WATERFORD SCHOOL DISTRICT
Board of Education
501 North Cass Lake Road
Waterford, MI 48328

ITEM NO:	
TOPIC:	Accounts Payable for June 2015-2016

RECOMMENDATION: It is recommended that the Board of Education approve the Check Register for the month of June 2015-16, as listed on Pages 1-132 and Fifth Third Account Statement per the attached reports of the July 21, 2016 Board materials.

<u>General Fund</u>	
Electronic Transfers (Pgs.3-9)	\$ 1,314,814.66
Vendor Checks (Pgs.15-132)	<u>\$ 2,821,680.82</u>
Total General Fund	\$ 4,136,495.48
 <u>Bond Capital Projects</u>	
Series V (Pg.1-3)	\$ 342,257.97
 <u>Food Service</u>	
Electronic Transfers (Pgs.9-11)	\$ 129,435.01
Vendor Checks (Pgs.11-15)	<u>\$ 109,542.88</u>
Total Food Service	\$ 238,977.89
 <u>Purchasing Cards</u>	 \$ 5,162.53

RATIONALE: Invoices have been processed by Accounts Payable and Purchasing per requisitions submitted by various departments.

BUDGETARY INFORMATION: All within prescribed budget allocations.

EXHIBITS: Attached schedule.

Resource Person(s) William Holbrook, CPA, Executive Director
Business & Operations
Doreen Simonds, Associate Director
Food, Nutrition & Purchasing Services

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(1)	NEW BUSINESS Superintendent's Recommendation 01-16-17
TOPIC:	Designate Area Newspaper to Publish Official Board Notices

It is recommended that the Board of Education designate The Oakland Press for publication of legal notices for the Board of Education for the 2016-2017 school year.

Resource Person: Keith D. Wunderlich, Ed.D., Superintendent of Schools

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(2) NEW BUSINESS

Superintendent's Recommendation 02-16-17

TOPIC: Appointment of Legal Counsel

It is recommended that the Board of Education hereby recognize and appoint the following law firms as 2016-2017 approved legal counsel for the Waterford School District to be utilized as determined by the Superintendent of Schools or designee.

- Law Offices of Stanley W. Kurzman, P.L.L.C.
- Lusk & Albertson, P.L.C.
- Thrun Law Firm
- Clark Hill P.L.C.
- Richard E. Kroopnick, PLC

Resource Person: Keith D. Wunderlich, Ed.D., Superintendent of Schools

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(3)	NEW BUSINESS Superintendent's Recommendation 03-16-17
TOPIC:	Appointment of External Auditor

It is recommended that the Board of Education designate Yeo & Yeo, P.C., as the official external auditor for the Waterford School District for the 2016-2017 school year.

Resource Person: Keith D. Wunderlich, Ed.D., Superintendent of Schools

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(4)	NEW BUSINESS Superintendent's Recommendation 04-16-17
TOPIC:	RESOLUTION - Appointment of Superintendent or Designee to Represent the Board of Education in all Elections

Motion:

RESOLVED, That the Board of Education appoint Keith D. Wunderlich, Ed.D., Superintendent of Schools, or his designee, William Holbrook, Executive Director of Business and Operations, to represent the Board in all elections.

The School Code of 1976 (as amended) provides that, "The secretary of a school district, a local act district, or an intermediate school district, shall be the chief election officer of the respective district with authority to delegate election duties to a member of the district's administrative staff". (380.1001(2).

Therefore, I, secretary of the Waterford School District Board of Education, do hereby appoint Keith D. Wunderlich, Ed.D., Superintendent of Schools, or his designee William Holbrook, Executive Director of Business and Operations, to perform the regular duties of the secretary in the administration of all school elections in the district.

The appointment and the accompanying Constitutional Oath of Office shall be incorporated as a part of the official minutes of the Board of Education.

CONSTITUTIONAL OATH OF OFFICE

State of Michigan)

SS

County of Oakland)

I do solemnly swear, or affirm, that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the election duties of the Secretary of the Waterford School District Board of Education in all school district elections to the best of my ability.

*Keith D. Wunderlich, Ed.D. William Holbrook
Superintendent of School Executive Director of Business and Operations*

Taken, subscribed and sworn to before me this 21st day of July, 2016.

Resource Person: Keith D. Wunderlich, Superintendent of Schools

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(5)	NEW BUSINESS Superintendent's Recommendation 05-16-17
TOPIC:	Authorization to Represent Waterford School District in Property Matters

It is recommended that the Board of Education authorize William Holbrook, Executive Director Business and Operations, to represent the Waterford School District Board of Education in all property matters, enabling him to sign Board approved purchase, sale and lease agreements on the Board's behalf.

Resource Person: Keith D. Wunderlich, Ed.D., Superintendent of Schools

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(6) NEW BUSINESS
Superintendent's Recommendation 06-16-17
TOPIC: School District Legal Reference Note

This note is added (or attached) to the minutes of the July 21, 2016, Regular meeting of the Board of Education as a legal reference status of our school district:

- 1. Legal name of school district: Waterford School District
- 2. This district is a general powers school district by operation of law.
 - The Board of Education is comprised of seven (7) members, who are elected for terms of six (6) years.
 - Members holding office on July 1, 2016 and the expiration of their current terms are listed below:
- 3.
 - Bob Piggott term expires 2016
 - Robert Seeterlin term expires 2016
 - Robert Petruscha, Jr. term expires 2016
 - John Himmelspach term expires 2018
 - Joan Sutherland term expires 2018
 - Heather Halls term expires 2020
 - John Paul Torres term expires 2020
- 4. Members of the Board of Education are elected in the November election, even years.
Legal Citation: MCL 380.11a, 380.1031

Resource Person: Keith D. Wunderlich, Ed.D, Superintendent of Schools
Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(7)	NEW BUSINESS Superintendent's Recommendation 07-16-17
TOPIC:	Renewal of Memberships

It is recommended that the Board of Education authorize the administration to renew Waterford School District memberships for the 2016-2017 school year in the following organizations:

- Michigan Association of School Boards
- Michigan Association of School Boards Legal Trust Fund
- Michigan High School Athletic Association
- Michigan School Investment Association
- Middle Cities Educational Management
- Michigan Association of School Administrators

Resource Person: Keith D. Wunderlich, Ed.D., Superintendent of Schools

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N. Cass Lake Road
Waterford, MI 48328

ITEM NO.: 11.a.(8) New Business
 Superintendent's Recommendation 08-16-17

TOPIC: Resolution: Designation of Depositories

It is recommended that the Board of Education approve the following resolution designating legal depositories of District money for the 2016-2017 school year.

DESIGNATION OF DEPOSITORIES

BE IT RESOLVED, that the following list of financial institutions are designated as legal depositories of the moneys belonging to Waterford School District:

- Comerica Bank
- Chase Bank
- Clarkston State Bank
- Fifth Third Bank
- Huntington National Bank
- Birmingham Bloomfield Credit Union
- Metro North Federal Credit Union

These financial institutions are hereby authorized to accept for its credit and/or collection, any and all checks, drafts and other negotiable instruments when endorsed in its name by rubber stamp or otherwise; and

BE IT FURTHER RESOLVED, THAT

Comerica Bank, Chase Bank, Clarkston State Bank, Fifth Third Bank and Metro North Federal Credit Union be authorized depositories for internal school funds of the district; and

BE IT FURTHER RESOLVED, THAT

The Board of Education Treasurer is hereby authorized to sign for Certification/Declaration of signatures and/or names of Authorized Signers and Authorized Agents for all accounts opened under such captions as may be necessary or desirable; and

BE IT FURTHER RESOLVED, THAT

Any and all funds credited to such accounts with the depositories may be paid out or withdrawn upon checks drawn against the respective accounts when signed by the Superintendent, Keith Wunderlich.

In the absence of the Superintendent, the lines of authority in decision making and signing will be as follows and the Superintendent informed:

- William Holbrook Executive Director, Business & Operations
- Lisa McFee Assistant Superintendent, Teaching & Learning Services

Resource Person: William Holbrook, Executive Director of Business and Operations

Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 North Cass Lake Road
Waterford, MI 48328

ITEM NO: 11.a.(9) NEW BUSINESS
Superintendent's Recommendation 09-16-17

TOPIC: Summer Tax Collection – Board Resolution

WHEREAS, the Waterford School District currently receives 100% of the school taxes during the summer from the Charter Townships of Waterford, Independence, White Lake, West Bloomfield and the City of Lake Angelus, and

WHEREAS, the school district operates on a fiscal year basis from July 1 through June 30, and

WHEREAS, 1982 Public Act No. 333 sets forth certain procedures whereby a school district may avail itself of summer tax collections, and

WHEREAS, on December 19, 1996 the board adopted a resolution to institute a 100% summer property tax levy for the entire Waterford School District, to remain in effect until revoked by the Board,

NOW, THEREFORE BE IT RESOLVED, that a summer property tax levy of 100% of the school property taxes be adopted for Waterford School District, for the year of 2017 (2017-18 school year),

BE IT FURTHER RESOLVED, that the President of the Board prior to January 1, 2017, forward a copy of this resolution to the Charter Townships of Waterford, Independence, White Lake, West Bloomfield and the City of Lake Angelus and request that they continue collecting the summer property tax levy,

BE IT FURTHER RESOLVED, that the Superintendent is empowered to initiate any alternate means necessary to secure summer tax collection for the school district as set forth in 1982 Public Act No. 333.

Resource Person: William Holbrook, Executive Director of Business & Operations

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N Cass lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(10) NEW BUSINESS
Superintendent's Recommendation 10-16-17
TOPIC : Retirements/Resignations/Leave of Absence Expirations

It is recommended that the Board of Education accept the following resignation(s)/retirement(s):

Abramson, Crystal, Counselor
Kingsley Montgomery School
Resignation
Effective August 29, 2016

Davis, Jennifer, Principal
Donelson Hills Elementary School
Resignation
Effective June 30, 2016

Gillett, Andrea, Special Education Teacher
Schoolcraft Elementary School
Resignation
Effective August 31, 2016

Karim, Qiana, Speech & Language Pathologist
Student Support Services
Resignation
Effective June 17, 2016

Maes, Heather, Teacher
Haviland Elementary School
Resignation
Effective June 30, 2016

Morgan, Monica, Administrative Assistant
Transportation Department
Retirement
Effective June 30, 2016

Natzke, Stephanie, Special Education Teacher
Pierce Middle School
Resignation
Effective June 30, 2016

Persin, Lauren, Social Worker
Student Support Services
Resignation
Effective June 27, 2016

Tepper, Jodi, Teacher
Cooley Elementary School
Resignation
Effective August 30, 2016

Wells, Bonita, Teacher
Children's Village School
Retirement
Effective June 17, 2016

Resource Person(s): Janet McLeod, Director, Human Resources

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a(11) NEW BUSINESS
Superintendent's Recommendation 11-16-17
TOPIC: Teaching Contract Changes/Appointments

It is recommended that the Board of Education approve the following teaching contract changes and appointments for the 2016-2017 school year:

Appointments/Changes:

Bienenfeld, Anna, Speech & Language Pathologist
Haviland Elementary School
100% Annual Contract
Effective August 25, 2016

Bonney, Shannon, Speech & Language Pathologist
Schoolcraft Elementary School & Crary Campus/Life Tracks
100% Annual Contract
Effective August 25, 2016

Brisker, Brandi, Social Worker
Kingsley Montgomery School
100% Annual Contract
Effective August 25, 2016

Keesling, Alex, Special Education Teacher
Houghton Elementary School
100% Probationary Contract
Effective August 25, 2016

Lumetta, Michelle, School Nurse
Kingsley Montgomery School
100% Annual Contract
Effective August 25, 2016

McAllister, Kyle, Special Education Teacher
Children's Village School
100% Probationary Contract
Effective August 25, 2016

Smith, Alyssa, Special Education Teacher
Haviland Elementary Teacher
100% Probationary Contract
Effective August 25, 2016

Stacks, Lauren, Special Education Teacher
Pierce Middle School
100% Probationary Contract
Effective August 25, 2016

Vires, Kelly, Occupational Therapist
Student Support Services
100% Annual Contract
Effective August 25, 2016

Resource Person(s): Janet McLeod, Director of Human Resources

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Board of Education
501 N Cass Lake Road
Waterford, Michigan 48328

ITEM NO.: 11.a.(12) NEW BUSINESS
Superintendent's Recommendation 12-16-17
TOPIC : Administrative Contract Changes and Appointments

It is recommended that the Board of Education approve the following administrative appointment for the 2016-2017 school year:

Appointments/Changes:

Kruse, Anne, Elementary Principal
Donelson Hills Elementary School
100% Administrator Contract
Effective July 1, 2016

Resource Person(s): Janet McLeod, Director, Human Resources

Date of Board of Education Meeting: July 21, 2016

WATERFORD SCHOOL DISTRICT
Coming Attractions for the 2016-2017 School Year
Board of Education Agenda Items

August 4	Interim Meeting Information – Food & Nutritional Services	D. Simonds
August 18	Regular Meeting Celebration of Learning – Summer of STEAM	
September 1	Interim Meeting Information – Construction Update	C. Stone
<i>September 5</i>	<i>Labor Day</i>	
<i>September 6</i>	<i>Students Report</i>	
September 15	Regular Meeting Information – Back to School Report	Leadership Team
October 6	Interim Meeting	
October 20	Regular Meeting Information – External Audit	W. Holbrook
November 3	Interim Meeting	
November 17	Regular Meeting Information – Election Results	W. Holbrook
<i>November 23-25</i>	<i>Thanksgiving Break</i>	
December 1	Interim Meeting	
December 15	Regular Meeting Celebration of Learning – Choir Performance Information – Establish Board Meeting Date/Time/Location Information – School of Choice Resolution	C. Stone Board Board
<i>December 22-January 2</i>	<i>Winter Break</i>	
January 7	No Board Meeting Scheduled	
<i>January 16</i>	<i>MLK Day</i>	
January 21	Regular Meeting Oath of Office to Newly Elected Members Election of Officers Board Appointments Information - Head Start Policies Action – Establish Board Meeting Date/Time/Location Action – School of Choice Resolution	Board Board Board C. Stone Board Board

February 2	Interim Meeting Action – Head Start Policies	C. Stone
February 16	Regular Meeting	
<i>February 23-24</i>	<i>Mid-Winter Break</i>	
March 2	Interim Meeting Celebration of Learning – Houghton Elementary School Information – Revised 2016-2017 Budget	C. Stone W. Holbrook
March 16	Regular Meeting Action – Revised 2016-2017 Budget	W. Holbrook
April 6	NO MEETING SCHEDULED	
<i>April 3-7</i>	<i>Spring Break</i>	
April 14-17	Good Friday/Easter Monday	
April 20	Regular Meeting	
May 4	Interim Meeting Information – Oakland ISD Budget Resolution	C. Stone
May 18	Regular Meeting Information – Millage Rate Information – 2017-2018 Original Budget Resolution Information – Summer Tax Collection Fees Information – Continuing Employment of Teaching Personnel Information – Continuing Employment of Administrative Personnel Information – Superintendent’s Contract Action – Oakland ISD Budget Resolution	W. Holbrook W. Holbrook W. Holbrook W. Holbrook Board Board
<i>May 26-29</i>	<i>Memorial Day</i>	
June 1	Interim Meeting PUBLIC HEARING ON PROPOSED 2017-2018 BUDGET Action – Summer Tax Collection Fees Action – Continuing Employment of Teaching Personnel Action – Continuing Employment of Administrative Personnel Action – Superintendent’s Contract Action – Resolution: 2017-2018 Original Budget Action – Millage Rate Action – Summer Tax Collection Fees	W. Holbrook W. Holbrook W. Holbrook Board W. Holbrook W. Holbrook W. Holbrook
June 15	Regular Meeting Information – Graduation Report Information –Athletic Report Information – Summer Tax Collection Resolution Information – School Meal Prices 2017-2018	L. McFee A. Sartorius W. Holbrook W. Holbrook
<i>June 16</i>	<i>Last Day for Students</i>	