

WATERFORD SCHOOL DISTRICT
Regular Meeting of the Board of Education
Thursday, November 17, 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. Celebrations of Learning
 - a. Technology and Teaching/Learning
7. Information Item
 - a. Athletics Report
 - b. Election Results
8. Audience Comments on Action Items
9. Approval of Minutes
 - a. November 3, 2016 Interim Meeting
 - b. November 3, 2016 Executive Session
10. Accounts Payable – October 2016
11. School District Financial Statement
12. New Business
 - a. Superintendent’s Recommendations
 - (1) Recommendation 39-16-17 Relative to Resignations/Retirements
 - b. Consideration of Certain Purchases
 - (1) Recommendation 40-16-17 Relative to Contract Award: Dump Trucks
13. Discussion Items
 - a. Future
 - (1) Celebration of Learning – STEM Program, December 1
 - b. Board of Education Reports
14. Audience Comments on Non-Action Items
15. Superintendent’s Report
16. 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

William Holbrook, Executive Director, Business and Operations

- Mason 7th Grade Football Undefeated
- Kettering Senior Signs Letter of Intent
- Senior Center Hosts Veteran's Day Luncheon

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

Board of Education Meeting: November 17, 2016

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

ITEM NO.: 6.a. Celebration of Learning
TOPIC: Technology and Teaching/Learning

This fall the Waterford School District installed and prepared each elementary classroom with five computers which has allowed for the direct use of technology alongside our daily learning. This evening elementary teacher Jessica Doyle and her students from Schoolcraft will share how they are using the computer in reading, we will hear information from elementary teacher Sue Case and her students from Grayson on how they are utilizing Kidblog within writing and elementary teacher Blair Schwartz and a group of students from Beaumont have composed a video to showcase their school news.

Resource Person: Carly Stone, Director, Curriculum, Instruction and Assessment

Date of Board of Education Meeting: November 17, 2016

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

ITEM NO.: 7.a. Information Item

TOPIC: Athletics Report

Allison Sartorius, Director of Athletics, will provide the Board of Education with an update relative to Waterford School District athletics.

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

Date of Board of Education Meeting: November 17, 2016

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

ITEM NO.: 7.b.	Information Item
TOPIC:	Election Results

Below are the unofficial results of the Waterford School District Board of Education election, conducted on Tuesday, November 8, 2016.

Mary Barghahn		17.24%	10,816
Paul J. Greenawalt		7.09%	4,449
Jon Knapp		13.71%	8,603
Eric M. Lindemier		11.65%	7,307
Robert Petrusha, Jr.		19.49%	12,230
Bob Piggott		15.83%	9,929
Robert J. Seeterlin		14.49%	9,090
WRITE-IN		0.51%	318
			62,742

Resource Persons: William Holbrook, CPA, Executive Director, Business and Operations

Date of Board of Education Meeting: November 17, 2016

WATERFORD BOARD OF EDUCATION - MINUTES

November 3, 2016

OPENING

The Waterford School District Board of Education interim 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 Sutherland, Himmelspach, Torres, Piggott, Petrusha, and Seeterlin
Absent: Member Halls
Others: Keith Wunderlich, William Holbrook, Janet McLeod, Lisa McFee, Darin Holley, Rhonda Lessel, Danielle Corbeil, Jennifer Janczarek, Vanessa Garcia, Becky Lesh, Amy Lutey, Renee Tenaglia, Drew Campbell, Sandi List, Mary Craite, Anne Kruse, Susan Calareo, Annita Abner, Kylee Molina, Maude and Tim Spitznas, Avio Clifford, Sue Kittridge, Heather Madigall, Bob Craner, Kathy Ondusky, Eric Longuski, Vanesa Jennings, Deb Maas, Joy Hartman, Troy Beasley, Lauren Baltazar, Vicky Nurenberg, Glenn Morrison, Annette Noble-Farmibe, Jane Sawyers, Michelle Mendez, Jessica Ghishain, Karen Smith, Barb Nelson, Jodi Curry, Jamie Scheett, Collin McGran, Sarah Yates, Susan Stemple, Kathleen Robinson, Renee Ciennik, Amy McNulty, Carolyn Landott, Jeff Eisenhart, Megan Saletta, Sharon Adams, Scott Kortland, Lisa Czys, Alex Laskowski, Susan Montross, Kim Close, Jason Pratt, Katie Muhleck, Twila Stottlemeyer, Dianna Schick, Kelli Lathwell, David Lesh, Jessica Lesh, Megan Roberts and others that did not register

APPROVAL OF THE AGENDA

The agenda was approved as presented with two amendments:

- Celebrations of Learning will be presented in reverse order.
- Removal of Item 10.a.(3) relative to reinstatement.

RECOGNITION OF ACHIEVEMENTS

The School Nutrition Association of Michigan (SNAM) announced that Doreen Simonds, Waterford School District Food and Nutrition Services Director, has been awarded the 2016 Michigan Director of the Year Award.

Doreen was selected for this award for her tireless efforts to ensure all children in the Waterford School District have access to healthy, flavorful food, which has led to increases in both breakfast and lunch participation. She is active in SNAM, regularly presenting at conferences, sharing her experiences and expertise for the benefit of other school food professionals across the State. Doreen has worked in the Food and Nutrition Services Department for 31 years, six as an administrator. Under her leadership, every building in the District has received either a bronze, silver or gold HUSSC Award from USDA. In 2011, Simonds attended the HUSSC celebration at the White House where the Waterford School District received the Gold award from Michelle Obama. She successfully led her team in implementing the Michigan Nutrition Standards and all buildings now participate in the Smarter Lunchrooms Movement program. Simonds was given this award the SNAM 2016 Annual Conference on October 28 during an award ceremony dinner.

CELEBRATIONS OF LEARNING

a. Kettering High School: Phantom of the Opera

The Waterford Kettering Drama Club and Thespian Troupe 2244 are proud to share a sneak peek this evening of their 2016 musical, *The Phantom of the Opera*. The production will run for just one weekend, and will open on Friday, November 18 and Saturday, November 19 at 7:00 p.m. with a matinee performance on Sunday, November 20 at 2:00 p.m. Tickets are \$10 for adults, \$8 for students/senior citizens, and \$5 for all matinee seats and can be purchased in advance at www.waterfordPAC.com or at the box office one hour prior to the start of the show.

b. Leader in Me

Waterford School District is proud to have six elementary schools recognized as Stephen Covey *The Leader in Me* schools, with Beaumont Elementary named the first The Leader in Me Lighthouse School in the Midwest. Leader in Me Schools encourage students to discover and practice a set of leadership and life skills from Stephen Covey's book *The 7 Habits of Highly Effective People*. These schools receive national recognition for their emphasis on developing leadership in young children and fostering a school climate that promotes everyday greatness.

Our 6 Leader in Me Schools welcome this opportunity to share how we incorporate the 7 habits into our lives. We will first see a demonstration on learning how to set our priorities or what is known as ...Habit 3 putting first things first .We will then see how this is exemplified in the other five schools.

INFORMATION ITEM

a. AG 5460: Graduation Requirements

Lisa McFee, Assistant Superintendent, Teaching and Learning Services, presented further revisions to Administrative Guideline 5460: Graduation Requirements.

AUDIENCE COMMENTS ON ACTION ITEMS

There were no audience comments on action items.

APPROVAL OF THE MINUTES

a. October 20, 2016, Regular Meeting

Moved by Member Sutherland and supported by Member Piggott that the Board of Education adopt the minutes of the October 20, 2016, Board of Education meeting.

Ayes: Members Sutherland, Torres, Himmelspach, Piggott, Seeterlin, and Petruscha

Nays: None

Motion carried. (6-0)

NEW BUSINESS

a. Superintendent's Recommendations

(1) Recommendation 36-16-17 Relative to Resignations

Moved by Member Sutherland and supported by Member Petrusha that the Board of Education accept the following resignation:

David Wyatt, Teacher
Kettering High School
Effective October 28, 2016

Ayes: Members Torres, Himmelspach, Sutherland, Piggott, Seeterlin, and Petrusha
Nays: None
Motion carried. (6-0)

(2) Recommendation 37-16-17 Relative to Teaching Contract Changes/Appointments

Moved by Member Sutherland and supported by Member Himmelspach that the Board of Education approve the following teaching contract changes/appointments for 2016-2017

Nichol Jackson, Teacher
Children's Village School
100% Probationary Contract
Effective November 14, 2016

Ayes: Members Himmelspach, Torres, Sutherland, Piggott, Seeterlin, and Petrusha
Nays: None
Motion carried. (6-0)

DISCUSSION ITEMS

a. Future Items –November 17, 2016

1. Celebration of Learning- Technology in Teaching/Learning
2. Celebration of Learning – Athletics Report
3. Information – Unofficial Election Results

b. Board of Education Reports

Member Piggott talked about the Leader in Me program.

Member Petrusha acknowledged the student presentations and congratulated the Mott Football team.

Member Seeterlin shared that Mott Girls Cross Country team was heading to the State Championship this weekend.

AUDIENCE COMMENTS ON NON-ACTION ITEMS

There were no audience comments on non-action items.

SUPERINTENDENT'S REPORT

Dr. Wunderlich wished the Mott Cross Country team the best of luck at States. He also discussed Phantom of the Opera, Wilbur's appearance at the Chamber of Commerce, football playoffs, and Kettering Robotics.

EXECUTIVE SESSION

At 6:44 PM, it was moved by President Seeterlin and supported by Member Piggott that by roll call vote, the Board of Education move to Executive Session for the purpose of discussing negotiations.

Himmelspach	Yes	Piggott	Yes
Seeterlin	Yes	Petrusha	Yes
Torres	Yes	Sutherland	Yes

ADJOURNMENT

The meeting was adjourned by President Seeterlin at 7:53 PM.

/mr

Secretary, Board of Education

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

ITEM NO:	
TOPIC:	Accounts Payable for October 2016-2017

RECOMMENDATION: It is recommended that the Board of Education approve the Check Register for the month of October 2016-17 as listed on pages 1-114 and Fifth Third Purchasing Card Account Statement, per the attached reports of the November 17, 2016 Board materials.

General Fund

Electronic Transfers (Pgs.2-9)	\$ 1,270,988.45
Vendor Checks (Pgs.12-114)	<u>\$ 2,482,008.23</u>
Total General Fund	\$ 3,752,996.68

Bond Capital Projects

Series 2015 (Pgs.1-2)	\$ 262,630.71
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Food Service

Electronic Transfers (Pgs.8-9)	\$ 149,399.47
Vendor Checks (Pgs.9-12)	<u>\$ 57,217.92</u>
Total Food Service	\$ 206,617.39

<u>Purchasing Cards</u> – 5/3 Acct Stmt	\$ 7,307.71
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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, C.P.A., Executive Director of Business & Operations
Danielle Corbeil, Director of Finance & Budget
Doreen Simonds, Director of Nutrition & Purchasing Services

Date of Board of Education Meeting: November 17, 2016

**WATERFORD SCHOOL DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
GENERAL FUND
FOR THE FOUR MONTHS ENDED OCTOBER 2016**

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 11,656,425	\$ 5,378,368	46.1%
OTHER	<u>3,307,142</u>	<u>316,750</u>	<u>9.6%</u>
TOTAL	14,963,567	5,695,118	38.1%
STATE			
MEMBERSHIP AID	56,655,374	13,030,736	23.0%
CATEGORICAL AID	<u>16,961,454</u>	<u>3,901,134</u>	<u>23.0%</u>
TOTAL	73,616,828	16,931,870	23.0%
FEDERAL	7,340,779	1,298,286	17.7%
INCOMING TRANSFER	<u>5,484,734</u>	<u>1,809,962</u>	<u>33.0%</u>
TOTAL REVENUE	\$ 101,405,908	\$ 25,735,236	25.4%
<u>EXPENDITURES</u>			
INSTRUCTION:			
ELEMENTARY	\$ 10,379,719	\$ 2,190,701	21.1%
MIDDLE SCHOOL	5,076,786	1,035,784	20.4%
HIGH SCHOOL	7,810,958	1,732,805	22.2%
EARLY CHILDHOOD	1,612,044	315,306	19.6%
SPECIAL ED	9,425,633	1,983,221	21.0%
COMP ED	2,673,141	503,286	18.8%
VOC ED	<u>1,003,785</u>	<u>225,228</u>	<u>22.4%</u>
TOTAL INSTRUCTION	37,982,066	7,986,331	21.0%
SUPPORT SERVICE:			
PUPIL SERVICE	7,712,891	1,663,142	21.6%
INSTR STAFF	1,982,293	666,590	33.6%
GENERAL ADM	1,176,867	573,732	48.8%
SCHOOL ADM	3,870,334	1,227,137	31.7%
BUSINESS	10,008,042	4,887,942	48.8%
CENTRAL	<u>27,544,562</u>	<u>5,622,606</u>	<u>20.4%</u>
TOTAL SUPPORT	52,294,989	14,641,149	28.0%
OTHER:			
ATHLETICS	1,498,423	436,083	29.1%
COMMUNITY SERVICE	108,058	37,255	34.5%
FEDERAL PROGRAMS	7,714,394	1,364,363	17.7%
DEBT	1,115,650	988,775	88.6%
TEACHER RETIREMENT SAVINGS	(300,000)	(99,000)	33.0%
INTERFUND TRANSFERS	<u>148,751</u>	<u>49,088</u>	<u>33.0%</u>
TOTAL OTHER	<u>10,285,276</u>	<u>2,776,564</u>	<u>27.0%</u>
TOTAL EXPENDITURES	\$ 100,562,331	\$ 25,404,044	25.3%
REV. OVER(UNDER) EXP.	<u>\$ 843,577</u>	<u>\$ 331,192</u>	

WATERFORD SCHOOL DISTRICT
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ITEM NO.: 12.a.(1) NEW BUSINESS
Superintendent's Recommendation 39-16-17
TOPIC : Retirements/Resignations/Leave of Absence Expirations

It is recommended that the Board of Education accept the following retirement:

Kaufman, Ann, Special Education Teacher
Mott High School
Retirement
Effective January 27, 2017

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

Date of Board of Education Meeting: November 17, 2016

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

ITEM NO.: 12.b.(1) NEW BUSINESS: Consideration of Certain Purchases
Superintendent’s Recommendation 40-16-17

TOPIC: Dump Truck (Quantity 2)

The Administration recommends the purchase of two (2) plow/dump trucks by means of the District MiDeal membership with the State of Michigan:

Item	Description	Price	Quantity	Total
Chassis	2017 International (w/License, Title)	\$78,292.50 (\$30)	2	\$156,615
Equipment	Plow, Dump Body, Hoist, Oil Tank, Hydraulics, Hitch, Tarp System, etc.	\$51, 302	2	\$102,604
			Total	\$259,219

Funding Source: General Fund & 2016 Series 1

Resource Persons: William Holbrook, Executive Director, Business & Operation

Date of Board of Education Meeting: November 17, 2016

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

<i>November 23-25</i>	<i>Thanksgiving Break</i>	
December 1	Interim Meeting	
	Celebration of Learning – STEM Program	C. Stone
	Information – School of Choice Resolution 2017-2018	Board
December 15	Regular Meeting	
	Celebration of Learning – Choir Performance	C. Stone
	Information – Establish Board Meeting Date/Time/Location	Board
	Action – School of Choice Resolution 2017-2018	Board
<i>December 22-January 2</i>	<i>Winter Break</i>	
January 5	No Board Meeting Scheduled	
<i>January 16</i>	<i>MLK Day</i>	
January 19	Regular Meeting	
	Oath of Office to Newly Elected Members	Board
	Election of Officers	Board
	Board Appointments	Board
	Information - Head Start Policies	C. Stone
	Action – Establish Board Meeting Date/Time/Location	Board
	Celebration of Learning – Kettering HS: The Boys Next Door	C. Stone
	Celebration of Learning – Junior Kindergarten/Kindergarten	C. Stone
February 2	Interim Meeting	
	Celebration of Learning – Mott High School Musical	C. Stone
	Celebration of Learning – WIRED Robotics	C. Stone
	Action – Head Start Policies	C. Stone
February 16	Regular Meeting	
	Celebration of Learning – Elementary Spanish	
<i>February 23-24</i>	<i>Mid-Winter Break</i>	
March 2	Interim Meeting	
	Celebration of Learning –Waterford READS	C. Stone
	Information – Revised 2016-2017 Budget	W. Holbrook
March 16	Regular Meeting	
	Celebration of Learning – Computer Science Google Club for Middle School	C. Stone
	Celebration of Learning – Athletics Report	A. Sartorius
	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 Celebration of Learning – Student Leadership	
May 4	Interim Meeting Celebration of Learning – Visual Arts Information – Oakland ISD Budget Resolution	C. Stone C. Stone
May 18	Regular Meeting Celebration of Learning – Student Travel Opportunities 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	C. Stone W. Holbrook W. Holbrook W. Holbrook W. Holbrook Board Board
May 26-29	Memorial Day	
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
June 16	Last Day for Students	