

# WATERFORD BOARD OF EDUCATION - MINUTES

June 1, 2017

## 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 Petrusha at 6:00 PM.

## PLEDGE

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

## ROLL CALL

Present: Members Sutherland, Himmelspach, Petrusha, Piggott, Barghahn, Halls, and Torres  
Absent: None  
Others: Keith Wunderlich, William Holbrook, Lisa McFee, Darin Holley, Janet McLeod, Danielle Corbeil, Mary Craite, Renee Sinoglia, Susan Calarco, Lynette Bright, Twila Stottlemeyer, Sherry Rinke, Scott Munroe, Troy Beasley, Art Wielch, Robert Meston, Deb McFarland, Vanesa Jennings, Becky Lesh, Drew Campbell, Toni Weddle, Lori Tunick, Melissa Conner, Glenn Morrison, Christy Ward, Jo Schoonover, Sue Kittridge, Susan Montross, Dave Arthurs, Kim Close, Kathy Ondusky, Susie Abrams, Heather Madigan, Marta Robak, Kylee Molina, Grant Smith, Joanne Hill, Dylan Peel, Marty Vespie, Dan Krompatic, Nancy Haller, Jessica Pumfrey, Christi Simiele, Robert Craner, Kim Casagrande, Marcy Felegy, Marnie McKnight-Tomioka, Ross Grossman, Megan Roberts and others that did not register.

## APPROVAL OF THE AGENDA

President Petrusha addressed concerns raised by Member Barghahn at the last Board of Education meeting. It was requested that curriculum and finance presentations be added to every agenda. A schedule of presentations is being developed.

It was further requested that Central Office staff be presented separately as it relates to item 6.d. relative to Continuing Employment of Administrative Personnel. Member Barghahn expressed concerns that Central Office administrators evaluate building administrators and they should be presented separately. President Petrusha explained that all administrators are represented by the same contract negotiated by the Waterford Association of School Administrators (WASA) and that would require negotiations with WASA. If there is Board support, President Petrusha will direct the superintendent to begin negotiations relative to the split.

The agenda was approved as presented.

## RECOGNITION OF ACHIEVEMENTS

Congratulations to **Beaumont Elementary Teacher Brian Wenzell** for being named “**Applebee’s 2017 Teacher of the Year**”! Brian is one of only five winners selected from over 200 nominations from across the state. Representatives from Applebee’s headquarters presented the award at a surprise presentation during Beaumont’s school-wide community circle. Brian received an “Applebee’s Teacher of the Year” certificate and a prize package that includes Applebee’s gift cards, Visa gift cards, and other surprises totaling \$400 in value.

## RECOGNITION OF ACHIEVEMENTS

**Mott High School Teacher Sharon Spencer** has been selected for the prestigious **LiftOff Summer Institute** to be held at NASA's Johnson Space Center in Houston, Texas this summer! This nationally competitive program sponsored by NASA's Texas Space Grant Consortium selects teachers who will increase their knowledge of science, technology, engineering and math through space education. Congratulations to Sharon on this rare and unique opportunity to spend a week working with professional scientists and engineers at the cutting edge of space exploration.

Best of luck to **Mott Track and Field State qualifiers Rylee Robinson, Katie Osika, Mathias Dahl, Noah Fuerst, and Michael Hardie**. These student athletes will compete in the MHSAA State Finals this weekend at East Kentwood High School in Grand Rapids. Go Corsairs!

## INFORMATION ITEMS

a. Kettering Student Trip to Spain and France

Kettering High School is requesting approval for a Spanish class trip to Spain and France, February 20 – March 2, 2019. A recommendation to approve the proposal will be presented on June 15, 2017. Approval would be rescinded if the area to be visited is issued a travel warning.

b. Head Start Policies

The Head Start Program is required to have a Policy Committee for the purpose of developing and approving policies for the program. All policies approved by the Committee also require Board of Education approval. The Board is in receipt of proposed Head Start policies as approved by the Policy Committee. A recommendation for approval will be presented at the next Board of Education meeting.

c. Continuing Employment of Teaching Personnel for the 2017-2018 School Year

A recommendation to approve the re-employment of teaching personnel for the 2017-2018 per the attached list will be presented for action on June 15, 2017.

d. Continuing Employment of Administrative Personnel

A recommendation will be presented on June 15, 2017, for the re-employment of administrative personnel on a non-administrative tenure basis, for a period of two years, July 1, 2017 through June 30, 2019, subject to appropriate written notice of termination prior to June 30, 2019, due to conditions requiring probation, layoff, reassignment and/or personnel reduction and termination.

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
Dixon, Yvonne	Middle School Principal
Force, Catherine	Elementary Principal
Frankowiak, Jeffrey	High School

## INFORMATION ITEMS

### d. Continuing Employment of Administrative Personnel (*continued*)

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	High School Assistant
Principal Kruse, Anne	Elementary 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
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
Schultz, Kyle	Middle School Assistant Principal
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	High School Assistant Principal

### e. Reduction of Teaching Personnel

Administration recommends that due to the projected financial condition of the School District and the proposed budget reductions for the 2017-2018 fiscal year, the Board of Education approve the reduction of teaching personnel on the list below consistent with the applicable provisions of the Michigan Teachers' Tenure Act and Board Policy 3131. Accordingly, the teachers listed below shall be notified in writing of the layoff effective June 30, 2017. A recommendation for approval will be presented on June 15, 2017.

Sara Andrieux  
Cierra Mixdorf  
Karen Oliverio  
Lainie Sacks  
Dawn Sanford

## INFORMATION ITEMS

### Board Discussion

Member Barghahn expressed concerns that the list of administrators to be re-employed hold different jobs that require different contracts and that WASA is not a union. Janet McLeod clarified that those contracts have previously been negotiated through WASA and it would require discussion with the group.

Member Barghahn clarified that there would be a total reduction of 12FTE through attrition, retirements and layoffs and stated that if administrative reductions are off limits to cuts she will vote no on reductions at the building level.

Member Himmelspach expressed his opinion that, as a Board member, he gets more out of discussions at study sessions than in a brief presentation at the Board of Education meetings. He went on to state that he is against all layoffs. He also commented on the re-employment of administrative personnel and feels they are appropriately assigned and that he prefers to vote the way the Board has previously.

Member Sutherland added comments in disagreement with Member Barghahn, stating that administrators have not been off limits but that the Board has already cut administration to the bone. She further stated that while the District is 20<sup>th</sup> in size in the State in terms of student population, in terms of administrative staff we rank 550<sup>th</sup>.

Member Piggott clarified that the recommendation on layoffs is subject to change pending resignations and retirements of teaching personnel.

#### f. Superintendent's Contract of Employment

A recommendation to approve the Superintendent's Contract of Employment, with revisions, extending the contract through June 30, 2020 to maintain a three year contract, will be presented on June 15, 2017.

Member Himmelspach commented that changes only impact the dates of the contract, there are no increases to salary or benefits.

#### g. Schools of Choice Resolution

A recommendation to approve the following Schools of Choice resolution for the 2017-2018 school year will be presented for action on June 15, 2017.

**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 2017-2018 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 2017-2018; and

**INFORMATION ITEMS**

g. Schools of Choice Resolution (*continued*)

***BE IT FURTHER RESOLVED***, that the Waterford School District will accept applications for the 2017-2018 school year for the Kindergarten grade level (section 105) and twenty (20) students entering grades 11 or 12 and accepted into the Waterford STEM Academy through the application process (section 105).

In response to board member comments and questions, Dr. Wunderlich addressed the additional 20 seats available through the STEM program and discussed the qualifications for acceptance.

h. Summer Tax Collection Fees

A recommendation to approve the following summer tax collection fees for 2017-2018 will be presented on June 15, 2017.

	<u>2016-2017</u>		<u>2017-2018</u>		TURN OVER OF TAX MONEY
	TOTAL COLLECTION COST	PER PARCEL COST	TOTAL COLLECTION COST	PER PARCEL COST	
Waterford *	\$66,500.70	\$2.10	\$79,132.50	\$2.50	Once a Week
White Lake **	\$8,385.30	\$4.95	\$8,385.30	\$4.95	Every Friday
Independence ***	\$2,265.65	\$4.01	\$2,265.65	\$4.01	Every Friday
City of Lake Angelus****	\$320.00	\$4.00	\$320.00	\$4.00	Once a week
West Bloomfield*****	\$250.00	Flat Fee	\$250.00	Flat Fee	Every two weeks

- \* The contract for summer tax collection is for three years (summer 2017, 2018, 2019). The cost for each year is \$79,132.50.
- \*\* The contract for summer tax collection is for three years (summer 2017, 2018, 2019, 2020, and 2021). The cost for each year is \$4.95, \$5.15, 5.25, 5.35, and \$5.40, respectively, per parcel.
- \*\*\* The contract for summer tax collection is for 2017.
- \*\*\*\* The contract for summer tax collection is for three years (summer 2017, 2018, and 2019). The cost for each year is \$4.00 per parcel.
- \*\*\*\*\* The contract for summer tax collection is a flat fee of \$250.00.

i. Millage Rate

A recommendation to certify the following tax levy to the Charter Townships of Waterford, Independence, White Lake, West Bloomfield, and the City of Lake Angelus for the 2017-18 School District Tax Collection will be presented June 15, 2017.

General Operating: (Non Homestead)

Voted 2012	<u>18.00</u>	Mills
Total Authorized	18.00	Mills
Compound Reduction Fraction *	<u>1.00</u>	Based on \$2,275,337,826
Total to be Levied	<u>18.00</u>	Mills Taxable Value

Debt Retirement: (All Property)

Total to be Levied 7.00 Mills

Total Levy:

Total Tax Levy Homestead 7.00 Mills

Total Tax Levy Non-Homestead 25.00 Mills The total levy (100%) is to be made in July 2017.

## INFORMATION ITEMS

i. Millage Rate (*continued*)

\*The 18 mill Non-Homestead property tax is subject to the Headlee Rollback calculation). The reduction fraction is calculated by Oakland County and is provided to Districts annually prior to June 1<sup>st</sup>.

j. Original Budget 2017-2018

William Holbrook, Executive Director, Business and Operations, presented the 2017-2018 original budget. A recommendation to approve the following summer tax collection fees for 2017-2018 will be presented at the regular meeting on June 15, 2017, following the public hearing on the topic.

Mr. Holbrook addressed questions and comments from board members regarding the importance of growing the fund balance. In addition to the structural surplus within the budget, there is also a contingency line within the budget that would allow the fund balance to grow if it remains unused.

Member Himmelspach extended appreciation to Mr. Holbrook for presenting a budget that gives back to our employees.

k. Request for Proposals for Transportation Services

The Waterford School District has issued a request for proposals (RFP) for transportation services.

June 2, 2017 – Deadline for intent to respond

June 3, 2017 – Bus garage tour

June 9, 2017 – Due date for written request for clarification.

June 15, 2017 – Due date/Bid opening

Week of June 19 – Contractor interviews

Week of June 26 –Board of Education action

## AUDIENCE COMMENTS ON ACTION ITEMS

There were no audience comments on action items.

## APPROVAL OF THE MINUTES

a. May 18, 2017, Regular Meeting and Executive Session

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education adopt the minutes of the May 18, 2017 Regular Meeting and Executive Session.

Member Barghahn expressed concerns that comments made at the previous meeting relative to the agenda were not reflected in the meeting minutes under *Approval of the Agenda*. President Petrusha stated that there was no change to the agenda.

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

Nays: Members Barghahn

Motion carried. (6-1)

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (1) Recommendation 85-16-17 Relative to Resignations/Retirements/Leave of Absence Expirations

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education accept the following resignations, retirements and leave of absence expirations:

Broughton, Lori, Teacher  
Waterford Mott High School  
Retirement – Effective August 1, 2017

Bryce, Margaret, Counselor  
Waterford Kettering High School  
Retirement – Effective June 30, 2017

Carlton, John, Teacher  
Mason Middle School  
Retirement – Effective June 30, 2017

Fletcher, Alonda, Social Worker  
Houghton Elementary School  
Resignation – Effective June 30, 2017

Hamilton, Jennifer, Teacher  
Leave of Absence Expiration  
Effective June 16, 2017

McDonald, Chelsea, Teacher  
Leave of Absence Expiration  
Effective June 16, 2017

Oberman, Stacey, Special Education  
Teacher  
Haviland Elementary School  
Resignation – Effective June 30, 2017

Phillips, Kristin, School Psychologist  
Student Support Services  
Resignation – Effective August 29,  
2017

Samson, Jill, Teacher  
Knudsen Elementary School  
Retirement  
Effective October 31, 2017

Schroeder, Krista, Teacher  
Riverside Elementary School  
Resignation – Effective June 30, 2017

Thomas, Maria, Teacher  
Leave of Absence Expiration Effective  
June 16, 2017

Weemaes, Shalyn, Teacher  
Donelson Hills Elementary School  
Resignation – Effective June 30, 2017

Wood, Gerald, Teacher  
Mason Middle School  
Retirement – Effective August 29, 2017

Zuschlag, Dirk, Teacher Leave of  
Absence  
Effective June 16, 2017

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

Nays: None

Motion carried. (7-0)

#### (2) Recommendation 86-16-17 Relative to Teaching Contract Changes/Appointments

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education approve the following teaching changes and appointments for the 2017-2018 school year:

Indianer, Stacy, Special Education Teacher  
Haviland Elementary School  
100% Probationary Contract  
Effective August 24, 2017

**NEW BUSINESS**

a. Superintendent's Recommendations

- (2) Recommendation 86-16-17 Relative to Teaching Contract Changes/Appointments (*continued*)

Warila, Angela, Speech & Language Pathologist  
Schoolcraft Elementary School  
100% Annual Contract  
Effective August 24, 2017

Wojack, Jeffery, Special Education Teacher  
Mason Middle School  
100% Probationary Contract  
Effective August 24, 2017

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

- (3) Recommendation 87-16-17 Relative to Administrative Contract Changes/Appointments

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education approve the following administrative appointment for the 2017-2018 school year:

Lori Taylor, Dean of Students, Academic Center,  
Mott High School  
100% Administrative Contract – Effective July 1, 2017

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

- (4) Recommendation 88-16-17 Relative to Kettering French Class Trip to France and Italy

Moved by Member Piggott and supported by Member Halls that the Board of Education approve the Kettering High School French class trip to France and Italy, June 25-July 6, 2018. Approval will be rescinded if the area to be visited is issued a travel warning.

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

- (5) Recommendation 89-16-17 Relative to Policy Updates

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education approve the revisions to Policy 8500-Food Service and Policy 6325-Procurement – Federal Grants/Funds.

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



## DISCUSSION ITEMS

- a. Future Items –June 15, 2017
1. Public Hearing on Proposed Budget/Millage Rate
  2. Information – Graduation Report
  3. Information – Athletics Report
  4. Information – Summer Tax Collection Resolution
  5. Action – Kettering Spanish Class Trip to Spain and France
  6. Action – Head Start Policies
  7. Action – Schools of Choice Resolution
  8. Action – Summer Tax Collection Fees
  9. Action – Millage Rate
  10. Action – Original Budget 2017-2018
  11. Action – Reduction of Teaching Personnel
  12. Action – Continuing Employment of Teaching Personnel
  13. Action – Continuing Employment of Administrative Personnel
  14. Action – Superintendent’s Contract
- b. Board of Education Reports

Member Halls talked about the Lifetracks Ceremony of Completion.

Member Petrusha discussed the completion ceremonies at Lifetracks and Kingsley Montgomery School.

Member Piggott talked about commencements and the many senior events, wishing the Class of 2017 the best of luck.

Member Petrusha addressed public comments made at the May 18, 2017 meeting regarding Pool and Fitness Center memberships.

## AUDIENCE COMMENTS ON NON-ACTION ITEMS

The following audience members spoke in opposition of the privatization of Transportation:

- Lynette Bright
- Gar Kochish
- Twila Stottlemyer
- Becky Lesh
- Dave Arthurs
- Kylee Molina
- Drew Campbell
- Lori Tunick
- Scott Monroe
- Marnie McKnight
- Jerry Riley

## SUPERINTENDENT’S REPORT

Dr. Wunderlich addressed public comments relative to Transportation. He also spoke about the KMS and Lifetracks ceremonies of completion, commencement ceremonies on Sunday, June 4, as well as Haviland’s Leadership Night and the 4<sup>th</sup> grade visit to the STEM Academy.

## ADJOURNMENT

The meeting was adjourned by President Petrusha at 7:31 PM.

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Secretary, Board of Education

/mr