

**WATERFORD SCHOOL DISTRICT**  
**Interim Meeting of the Board of Education**  
**Thursday, August 3, 2017 - 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](http://www.waterford.k12.mi.us).
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Information Items
  - a. NWEA
  - b. Negotiations Update
  - c. Bid Package 17-5: Supplemental Cooling – Technology Closets
6. Audience Comments on Action Items
7. Approval of Minutes
  - a. July 20, 2017 Regular Meeting
  - b. July 20, 2017 Closed Session
8. New Business
  - a. Superintendent's Recommendations
    - (1) Recommendation 16-17-18 Relative to Resignations/Retirements/Leave of Absence Expirations
    - (2) Recommendation 17-17-18 Relative to Teaching Contract Changes/Appointments
    - (3) Recommendation 18-17-18 Relative to NEOLA Policies
    - (4) Recommendation 19-17-18 Relative to Head Start Policies
    - (5) Recommendation 20-17-18 Relative to Head Start COLA Increase
    - (6) Recommendation 21-17-18 Relative to Short Term Borrowing
    - (7) Recommendation 22-17-18 Relative to Letter of Understanding – International Academy
    - (8) Recommendation 23-17-18 Relative to School Meal Prices 2017-2018
9. Discussion Items
  - a. Future Items
    - (1) Action – Tentative Agreements
    - (2) Action – Bid Package 17-5
  - b. Board of Education Reports
10. Audience Comments on Non-Action Items
11. Superintendent Reports
12. Adjournment

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

ITEM NO.: 5.a. Information Item

TOPIC: Northwest Evaluation Association (NWEA) Assessment Results

Lisa McFee, Assistant Superintendent, Teaching and Learning Services, will provide information on the Waterford School District's 2016-2017 NWEA results.

Resource Person: Lisa McFee, Assistant Superintendent, Teaching and Learning Services

Board of Education Meeting: August 3, 2017

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

ITEM NO.: 5.b. Information Item  
TOPIC: Negotiations Update

Janet McLeod, Director, Human Resources, will provide an update on negotiations.

Resource Person: Janet McLeod, Director, Human Resources

Board of Education Meeting: August 3, 2017

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

ITEM NO.: 5.c. Information Item

TOPIC: Bid Package 17-5: Supplemental Cooling - Technology Closets

Waterford School District administration is seeking proposals for the following projects for Bid Package 17-5, Supplemental Cooling - Technology Closets at the following locations:

- Beaumont, Donelson, Grayson, Haviland, Houghton, and Knudsen Elementary
- Mason Middle School
- Stepanski Early Childhood Center
- Waterford Durant and Waterford Kettering High Schools
- Kingsley Montgomery School
- Leggett Center and Waterford Village

Requests for proposals were posted July 19, 2017. A recommendation is expected to be presented to the Board of Education on August 17, 2017

Founding Source: 2016 Bond Series I and II

Resource Persons: William Holbrook, Executive Director, Business & Operations  
Doreen Simonds Director, Nutrition & Purchasing Services

Date of Board of Education Meeting: August 3, 2017

# WATERFORD BOARD OF EDUCATION – MINUTES

## Regular Meeting July 20, 2017

### OPENING

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

### PLEDGE

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

### ROLL CALL

Present: Members Halls, Himmelspach, Sutherland, Barghahn, Piggott, Petrusa and Torres  
(Member Torres arrived after Roll Call)

Absent: None

Others: Keith Wunderlich, William Holbrook, Danielle Corbeil, Janet McLeod, Darin Holley, Nadine Milostan, Becky Lesh, Toni Weddle, Jessica Pumfrey, Dee Alessi, Steve Thomas, Gyla Demetriak, Toni Metz, Jr., Pat Thomas, Megan Roberts and others that did not register.

### APPROVAL OF THE AGENDA

President Petrusa approved the agenda.

### INFORMATION ITEMS

#### a. 2017-2018 School Meal Prices

A recommendation establish the following school meal prices for the 2017-2018 school year will be presented on August 3, 2017. Prices remain the same as the 2016-2017 school year.

<u>Breakfast</u>	<u>16-17</u>	<u>17-18</u>
Elementary	\$1.75	\$1.75
Secondary	\$1.75	\$1.75
Adult	\$2.50	\$2.50
<u>Lunch</u>	<u>16-17</u>	<u>17-18</u>
Elementary	\$2.75	\$2.75
Secondary	\$3.00	\$3.00
Adult	\$3.75	\$3.75

#### b. 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 Waterford School District's Board of Education has received as information the new Head Start Policies: Staff Qualifications, Staff Health and Wellness, Program Goals, Disclosure for Parents, Vehicle Operations, Training and Professional Development, Management Systems, Confidentiality, Maintaining Records, Transportation Services and Children with Disabilities. A recommendation to approve these policies will be presented on August 3, 2017.

## INFORMATION ITEMS

### c. Head Start COLA Increase

A recommendation to approve the following resolution will be presented on July 20, 2017.

The Board of Education has received information relative to the Waterford School District Head Start COLA increase of 1% to be used to offset the cost of retirement fringes. A recommendation for approval will be presented on August 3, 2017.

Member Sutherland clarified that this is a 1% increase in money that comes to the District through the Head Start program from the federal government.

### d. Short Term Borrowing for the 2017-2018 Fiscal Year

Based on cash flow projections, 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 2017-18 fiscal year will be repaid September of 2018.

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. On August 3, 2017, a resolution authorizing the borrowing not to exceed \$15,000,000 will be recommended for approval.

Member Petrusha inquired about the cost to the District and commented on the importance of compensating employees. Mr. Holbrook responded that we anticipate it will cost less than \$165,000 in interest expenses and the primary reason for borrowing is due to the timing of State Aid payments.

Member Barghahn inquired about the need to borrow and the size of the fund balance. Mr. Holbrook discussed the combination of fund balance and other dynamics that go into borrowing.

Member Barghahn asked what percentage the fund balance must be at to avoid borrowing. Mr. Holbrook explained that it would be a year by year calculation but approximately 17% would be necessary to cover the State Aid.

Member Barghahn clarified that the projected fund balance is 4.5% and expressed concern with the fund balance being low. Member Barghahn further discussed the history of short term borrowing in Waterford and practices in surrounding districts. Mr. Holbrook discussed employee salary increases and the structural surplus that accounts for the increases and spoke to the factors that impact the needs of surrounding districts relative to cash flow.

Member Petrusha asked Mr. Holbrook what would happen if we didn't borrow and Mr. Holbrook responded that we wouldn't make payroll. Member Himmelspach clarified that we would make payroll as of today and that doesn't include any increases we may be negotiating.

### e. Letter of Understanding – International Academy

A recommendation to approve the five year agreement of the Letter of Understanding with the teachers at the International Academy will be presented August 3, 2017.

Member Barghahn asked how many students we have enrolled. Mr. Holley explained that we are permitted a number of slots and students are selected through a lottery to take an aptitude test. Member Himmelspach stated that the good news is that the numbers are going down because they are choosing to stay in the programs we are offering.

## INFORMATION ITEMS

f. Tentative Agreement: WFSP/Letter of Agreement-Wages: MESPA III

Janet McLeod, Director of Human Resources, presented information relative to the Tentative Agreement with the Waterford Federation of Support Personnel (WFSP) and the Letter of Agreement – Wages, with MESPA III. A recommendation for approval is presented under New Business.

g. NEOLA Policy Updates

The Board of Education is in receipt of proposed updates to the policies listed in the packet. These policies have been prepared, reviewed and recommended by NEOLA's legal counsel for statutory compliance. A recommendation for approval will be presented at the August 3, 2017 Board of Education meeting. A list of policy updates is attached.

Member Sutherland asked for clarification that these were new and/or updated policies and that the changes are noted and requested a hard copy for review.

Member Barghahn asked for an explanation of what NEOLA is and why we use them. Dr. Wunderlich explained that NEOLA is a policy provider, through MASB, that analyze law and ensure that school districts have policies that comply with statute. Member Himmelspach explained that this service is timelier.

h. Request for Proposals for Transportation Services

Dr. Keith Wunderlich, Superintendent of Schools, presented an update relative to the request for proposals for Transportation Services. Five companies attended the pre-bid meeting in May and two submitted bids. Interviews were conducted and the bids were further analyzed by administration and legal counsel. The bids received were higher than expected. The decision was made to continue with our drivers, which requires no action from the Board. A recommendation relative to the MESPA III contract, providing new pay rate for all drivers, will be presented under New Business. This new pay rate is proposed in an effort to attract more drivers to Waterford School District. Dr. Wunderlich and administration will be meeting with union leadership to collaboratively plan for a successful school year.

Member Torres inquired and Dr. Wunderlich spoke to the glitch in the consortium's centralized application system, which has been addressed.

Member Barghahn inquired further about the suggestion in the bids to increase staffing in Transportation administration and expressed concerns with conflict of interest having an administrator within our Transportation Services from one of the bidders. Member Barghahn expressed her thoughts that there are internal candidates that could do the job without the conflict. Member Barghahn asked why we are keeping the bids open and Dr. Wunderlich explained it was to have an option in the event that issues don't improve. She further inquired as to who would be accountable if this doesn't work out and expressed concerns with transparency in the process.

Member Torres stated the accountability lies with the Board and talked about the importance of communication.

Member Halls stated that this is not an issue exclusive to Waterford. There is a shortage throughout the state and nationally.

Member Himmelspach concurred with Member Halls and spoke to our efforts to attract drivers with increased compensation.

## **INFORMATION ITEMS**

### **i. Bond Authorizing Resolution**

The Board received a proposed resolution providing for authorizing the issuance of School District Bond, 2016 Series II, not to exceed \$50,000,000. The original resolution was approved by the Board of Education on May 18, 2017. To comply with changes in state law, it has been recommended by legal counsel that the term “notice of sale” replace “request for proposal” throughout the document. A recommendation to adopt this resolution will be presented under New Business.

## **AUDIENCE COMMENTS ON ACTION ITEMS**

Charles Schott addressed the Board of Education requesting, under the Freedom of Information Act, a copy of the letter issued from the Waterford School District to Liz Smith.

## **APPROVAL OF THE MINUTES**

### **a. June 15, 2017, Public Hearing/Regular Meeting**

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education adopt the minutes of the June 15, 2017 Board of Education meeting.

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

Nays: None

Motion carried. (7-0)

## **ACCOUNTS PAYABLE**

Moved by Member Torres and supported by Member Himmelspach that the Board of Education approve the accounts payable for the month of June 2017, per the reports included in July 20, 2017 materials.

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

Nays: None

Motion carried. (7-0)

## **FINANCIAL STATEMENT**

The June 30, 2017 financial statements will be presented by Yeo & Yeo as part of the audit at the October 19, 2017 Board meeting.

## **NEW BUSINESS**

### **a. Superintendent's Recommendations**

- (1) Recommendation 01-17-18 Relative to Designation of Area Newspaper to Publish Official Board Notices

Moved by Member Piggott and supported by Member Halls that the Board of Education designate The Oakland Press for publication of legal notices for the Board of Education for the 2017-2018 school year.

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

Nays: None

Motion carried. (7-0)



## NEW BUSINESS

### a. Superintendent's Recommendations

#### (2) Recommendation 02-17-18 Relative to Appointment of Legal Counsel

Moved by Member Piggott and supported by Member Halls that the Board of Education hereby recognize and appoint the following law firms as 2017-2018 legal counsel for the Waterford School District to be utilized as determined by the Superintendent of Schools or designee:

- Lusk & Albertson, P.L.C.
- Thrun Law Firm
- Clark Hill P.L.C.
- Richard E. Kroopnick, PLC

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

Nays: None

Motion carried. (7-0)

#### (3) Recommendation 03-17-18 Relative to External Auditor

Moved by Member Torres and supported by member Piggott that the Board of Education extend the auditing engagement between Waterford School District and Yeo & Yeo, P.C., for three years, 2018-2020.

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

Nays: None

Motion carried. (7-0)

#### (4) Recommendation 04-17-18 Relative to Designee to Represent the Board in Elections

Moved by Member Piggott and supported by Member Halls 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.*

#### CONSTITUTIONAL OATH OF OFFICE

*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.  
Superintendent of Schools*

*William Holbrook  
Executive Director, Business and Operations*

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

Nays: None

Motion carried. (7-0)

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (5) Recommendation 05-17-18 Relative to Authorization to Represent the Board in Property Matters

Moved by Member Piggott and supported by Member Halls 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.

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

Nays: None

Motion carried. (7-0)

#### (6) Recommendation 06-17-18 Relative to School District Legal Reference Note

Moved by Member Piggott and supported by Member Himmelspace that the Board of Education add the following note to the minutes of the July 20, 2017 meeting of the Board of Education as a legal reference status of our school district.

This note is added (or attached) to the minutes of the July 20, 2017, 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, 2017 and the expiration of their current terms are listed below:
3. 

Mary Barghahn	term expires 2022
Heather Halls	term expires 2020
John Himmelspace	term expires 2018
Robert Petrusha, Jr.	term expires 2022
Bob Piggott	term expires 2022
Joan Sutherland	term expires 2018
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

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

Nays: None

Motion carried. (7-0)

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (7) Recommendation 07-17-18 Relative to District Memberships

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education authorize the administration to renew Waterford School District memberships for the 2017-2018 school year in the following organizations:

- Metropolitan Detroit Bureau of School Studies, Inc.
- 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

Member Halls commented on the due diligence in paring the list down to essential memberships.

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

Nays: None

Motion carried. (7-0)

#### (8) Recommendation 08-17-18 Relative to Designation of Depositories

Moved by Member Torres and supported by Member Halls that the Board of Education approve the following resolution designating legal depositories of District money for the 2017-2018 school year.

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.

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (8) Recommendation 08-17-18 Relative to Designation of Depositories (*continued*)

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 and Operations  
Lisa McFee, Assistant Superintendent, Teaching and Learning Services

Member Halls requested an explanation of why we utilize so many banks. Mr. Holbrook explained that at the building level they have choices due to location, etc.

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

#### (9) Recommendation 09-17-18 Relative to Summer Tax Collection Resolution

Moved by Member Torres and supported by Member Halls that the Board of Education approve the following summer tax collection 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 2018 (2018-19 school year),

BE IT FURTHER RESOLVED, that the President of the Board prior to January 1, 2018, 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.

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

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (10) Recommendation 10-17-18 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.

Doyle, Jessica, Teacher  
Schoolcraft Elementary School  
Resignation, Effective July 20, 2017

Hartz, Lauren, Teacher  
Pierce Middle School  
Resignation, Effective July 12, 2017

Keesling, Alex, Special Education Teacher  
Houghton Elementary School  
Resignation, Effective June 30, 2017

Laskowski, Alexandra, Teacher  
Riverside Elementary School  
Resignation, Effective August 29, 2017

Leach, Danielle, Special Education Teacher  
Mott High School  
Resignation, Effective August 1, 2017

McClain, Elissa, Teacher  
Grayson Elementary School  
Resignation, Effective August 29, 2017

Post, Breahn, School Social Worker  
Knudsen Elementary School  
Resignation, Effective July 1, 2017

Reece, Gwyn, Teacher  
Mason Middle School  
Resignation, Effective July 21, 2017

Member Barghahn asked if we have lost teachers to surrounding districts. Mrs. McLeod responded that we have for various reasons, including location, calendar, family issues, and pay.

Member Piggott clarified that there are still four teachers on layoff and they are able to fill these positions.

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

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (11) Recommendation 11-17-18 Relative to Teaching Contract Changes/Appointments

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

Clinton-Barnett, Lindsay, Special Education Teacher  
Houghton Elementary School  
100% Probationary Contract  
Effective August 24, 2017

D'Ambrosi, Michelle, Special Education Teacher  
Kettering High School  
100% Probationary Contract  
Effective August 24, 2017

Fisher, Kaitlin, Teacher  
Kettering High School  
100% Probationary Contract  
Effective August 24, 2017

Glowacki, Lindsay, Special Education Teacher  
Mott High School  
100% Probationary Contract  
Effective August 24, 2017

Kendziuk, Elizabeth, Special Education Teacher  
Riverside Elementary School  
100% Probationary Contract  
Effective August 24, 2017

Lake, Daniel, Behavior Specialist Teacher  
Kingsley Montgomery School  
100% Annual Contract  
Effective August 24, 2017

Neal, Heather, Teacher  
Mott High School  
100% Probationary Contract  
Effective August 24, 2017

Schaeffer, John, Teacher  
Mott High School  
100% Probationary Contract  
Effective August 24, 2017

Sedulovski, Alexandra, Teacher  
Mason Middle School  
100% Probationary Contract  
Effective August 24, 2017

## NEW BUSINESS

### a. Superintendent's Recommendations

- (11) Recommendation 11-17-18 Relative to Teaching Contract Changes/Appointments (*continued*)

Sliwinski, Ronald, Special Education Teacher  
Mott High School  
100% Probationary Contract  
Effective August 24, 2017

Stateczny, Michele, School Social Worker  
Houghton Elementary School  
100% Annual Contract  
Effective August 24, 2017

Stephan, Norman, Teacher  
Kettering High School  
100% Probationary Contract  
Effective August 24, 2017

Taplin, Stacey, Counselor  
Pierce Middle School  
100% Annual Contract  
Effective August 24, 2017

Member Himmelspach clarified that those on the layoff list did not fit the qualifications necessary for these positions.

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

- (12) Recommendation 12-17-18 Relative to Tentative Agreement: Waterford Federation of Support Personnel

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education approve the Tentative Agreement with the Waterford Federation of Support Personnel (WFSP) as ratified by its membership on June 21, 2017.

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

- (13) Recommendation 13-17-18 Relative to Letter of Agreement-Wages: MESPA III

Moved by Member Piggott and supported by Member Himmelspach that the Board of Education approve the Letter of Agreement-Wages (Appendix A – Salary Schedule) with the Michigan Education Support Personnel Association III (MESPA III) as agreed to on July 14, 2017, pending Board approval.

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

## NEW BUSINESS

### a. Superintendent's Recommendations

- (14) Recommendation 14-17-18 Relative to Bond Authorizing Resolution, School District Bond, 2016 Series II

Moved by Member Torres and supported by Member Himmelspach that the Board of Education approve the attached resolution authorizing the issuance of School District Bond, 2016 Series II, not to exceed \$50,000,000. The original resolution was approved by the Board of Education on May 18, 2017. To comply with changes in state law, it has been recommended by legal counsel that the term "notice of sale" replace "request for proposal" throughout the document.

Member Barghahn clarified that these are for future projects and inquired about the timeline, requesting the revised plan/timeline with community input as we work through the process.

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

Nays: None

Motion carried. (7-0)

### b. Consideration of Certain Purchases

- (1) Recommendation 15-17-18 Relative to Contract Award: Partial Roof Replacement - Knudsen

Moved by Member Torres and supported by Member Himmelspach that the Board of Education approve a contract award for the partial roof replacement at Knudsen Elementary School:

Vendor	Part 1	Part 2	Amount
<b>Newton Crane</b>	<b>\$ 134,600</b>	<b>\$ 6,500</b>	<b>\$ 141,100*</b>
Bloom	\$ 160,000	\$,10,000	\$ 170,000

Funding Source: 2016 Bond Series I

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

Nays: None

Motion carried. (7-0)

## DISCUSSION ITEMS

### a. Future Items

- (1) Action – School Meal Prices
- (2) Action – NEOLA Policy Updates
- (3) Action – Head Start Policies
- (4) Action – Head Start COLA Increase
- (5) Action – Short Term Borrowing
- (6) Action – Letter of Understanding – International Academy

### b. Board of Education Reports

Member Halls announced that the Waterford Coalition for Youth in partnership with Birmingham Bloomfield Credit Union are hosting Project Backpack. School supplies can be donated at any of the 11 drop-off locations throughout the Township now through August 18.



## **DISCUSSION ITEMS**

### **b. Board of Education Reports (*continued*)**

Member Sutherland provided comments regarding the study session referenced previously, clarifying that it was a public meeting and public notice was issued and also spoke regarding transparency. She further addressed the discussion relative to fund balance stressing the importance of a balanced approach and acknowledged administration for keeping the best interest of the District at heart. She also expressed concern with members reaching out to other districts to seek data relative to district specific decisions.

Member Barghahn responded to concerns about reaching out to other districts. She further stated that we need a bold plan of cuts to be financially healthy and requested multiple scenarios for cuts to be considered now and throughout the year at public meetings to get us to a 10% fund balance. Member Barghahn congratulated bus drivers and thanked them for their communications.

Member Torres stated that a clear line of communication is healthy and good things happen from collaboration.

## **AUDIENCE COMMENTS ON NON-ACTION ITEMS**

Charles Schott addressed the Board with questions regarding fund balance.

## **SUPERINTENDENT'S REPORT**

Superintendent Wunderlich responded to the questions raised during audience comments. He also spoke about the start of Summer SLAM at Riverside and the STEAM camps being offered. A YouTube drone racing channel will be visiting our drone camp to film. Dr. Wunderlich also provided an update of summer construction work.

## **RECESS TO CLOSED SESSION (7:29 PM)**

Moved by Member Petrusha that the Board of Education, by Roll Call Vote, recess to closed session to discuss written attorney-client communications. The regular meeting will reconvene at the conclusion of the closed session.

Members Himmelspach (Aye), Barghahn (Aye), Piggott (Aye), Petrusha (Aye), Torres (Aye), Sutherland (Aye) and Halls (Aye)

Motion carried. (7-0)

## **RECONVENE REGULAR MEETING**

President Petrusha reconvened the meeting at 8:40 PM

## **CONSIDERATION OF FOIA APPEAL**

The Waterford School District Board of Education has received an appeal of a Freedom of Information Act denial received from B. Dannewitz. Having reviewed the appeal and consulting with legal counsel, it was moved by Member Piggott and supported by Member Himmelspach, that the Board of Education grant the appeal in part and deny in part, providing records responsive to the request, subject to redaction in accordance with applicable law.

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

Nays: None

Motion carried. (7-0)

## ADJOURNMENT

The meeting was adjourned by President Petrusha at 8:41 PM.

---

Secretary, Board of Education

/mr

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

ITEM NO.: 8.a.(1)	NEW BUSINESS Superintendent's Recommendation 16-17-18
TOPIC :	Retirements/Resignations/Leave of Absence Expirations

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

Bache, Colleen, Teacher  
Houghton Elementary School  
Resignation  
Effective August 24, 2017

Berry, Kathryn, Teacher  
Grayson, Haviland and Riverside Elementary Schools  
Resignation  
Effective July 21, 2017

Graves, Steve, Teacher  
Riverside Elementary School  
Resignation  
Effective August 24, 2017

Janower Goldman, Nicole, Teacher  
Mason Middle School  
Resignation  
Effective July 22, 2017

Lynch, Grace, Speech Pathologist  
Student Support Services  
Resignation  
Effective July 23, 2017

Reichert, Brooke, Teacher  
Mott High School  
Resignation  
Effective June 16, 2017

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

Date of Board of Education Meeting: August 3, 2017

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

ITEM NO.: 8.a(2)	NEW BUSINESS Superintendent's Recommendation 17-17-18
TOPIC:	Teaching Contract Changes/Appointments

It is recommended that the Board of Education approve the following teaching contract changes and appointments for the 2017-2018 school year:

Appointments/Changes:

Heilig, Courtney, Social Worker  
Knudsen Elementary School  
100% Annual Contract  
Effective August 24, 2017

Hlywa, Kaitlyn, Teacher  
Durant High School  
40% Probationary Contract  
Effective Date August 24, 2017

Lindsay, Shelby, Special Education Teacher  
Riverside Elementary School  
100% Probationary Contract  
Effective August 24, 2017

Naish, Katherine, Special Education Teacher  
Kingsley Montgomery School  
100% Probationary Contract  
Effective August 24, 2017

Wills, Christina, Teacher  
Kettering High School  
100% Probationary Contract  
Effective August 24, 2017

Zatkoff, Caitlin, School Social Worker  
Riverside Elementary School  
100% Annual Contract  
Effective August 24, 2017

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

Date of Board of Education Meeting: August 3, 2017

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

ITEM NO.: 8.a.(3)	<b>NEW BUSINESS</b> Superintendent's Recommendation 18-17-18
TOPIC:	NEOLA Policy Updates

It is recommended that the Board of Education approve updates to the following policies. These policies have been prepared, reviewed and recommended by NEOLA's legal counsel for statutory compliance.

0175.1            School Board Conferences, Conventions, and Workshops

Revisions are required by Public Act 477 of 2014 with regard to board member expense reimbursement and public reporting requirements. The law requires the board to adopt a policy regarding allowable expenses. These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

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3120            Employment of Professional Staff  
4120            Employment of Support Staff

Language has been updated to reflect current "Highly Qualified" certification requirements. This revision reflects the current state of the law and regulations and should be adopted to maintain accurate policies.

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1240            Evaluation of Superintendent  
1420            School Administrator Evaluation  
3220            Professional Staff Evaluation

Revisions reflect changes to the Revised School Code on the topic of administrator evaluations. Some of the mandated changes require adjustments to the evaluation process. All revisions to the statute are included in this change. These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

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1630.01/3430.01/4430.01            FMLA

These policies have been revised to incorporate the US Department of Labor's final regulations issued in February 2015. The new regulation provides further clarification regarding leave for pregnancy or the birth of a child. The new regulation also provides a definition of spouse that covers all person lawfully entered into marriages provided the marriages were lawful in the location they occurred at the time they were entered into – this is known as the "place of celebration" rule. These regulations are consistent with the US Supreme Court's decision in Obergefell v Hodges (2015), in which the Court held that the US Constitution requires States to license a marriage between two people of the same sex and to recognize marriage between two people of the same sex when the marriage was lawfully licensed.

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3121/4121 Criminal History Record Check

These policies have been revised in order to be consistent with compliance requirements of the Michigan State Policy/Federal Bureau of Investigations (MSP/FBI) requirements for access and handling of criminal record information.

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2623 Student Assessment

This policy has been revised to bring specific references up to date with current requirements, including the assessments required by the new third grade reading legislation. The reference to Michigan promise grants has been left in on page 5 because the reference has not been deleted in statute. These revisions reflect the current state of the law and should be adopted to maintain accurate policies.

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ESSA Policies

The Elementary and Secondary Education Act (ESEA) was reauthorized by the US Congress in December 2015 with the passage of the Every Student Succeeds Act. Since passage, each state has been working on its plan for the implementation of Federal requirements. State plans, once developed and adopted by the state, must be submitted to the US Department of Education for approval. Overall implementation is targeted to begin July 1, 2017.

The following policies reflect the current state of federal regulations (ESSA) and should be adopted to maintain accurate policies.

- 5111.01 Homeless Students (Replacement
  - 5111.03 Children and Youth in Foster Care (New)
  - 8340 Letters of Reference
- 

5112 Entrance Age

Revisions are necessary due to the passage of Public Act 479 of 2014. Entrance age has been revised to September 1. Revisions reflect the current state of the law and should be adopted to maintain accurate policies.

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5114 Foreign and Exchange Students

The revisions proposed address the requirements set forth in current Federal law pertaining to nonimmigrant students who have citizenship in countries other than the US and who enter the US on either a J-1 or F-1 Visa to attend high school in the US. Students who have a J-1 Visa are what we have traditionally thought of as foreign exchange students. The District can also chose to sponsor nonimmigrant students who have citizenship in countries other than the US who seek admission to the US to study for up to one academic year. If the District agrees to sponsor a nonimmigrant student who has citizenship in a country other than the US so that student is able to apply for an F-1 Visa. Revisions reflect the current state of the law and should be adopted to maintain accurate policies.

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5320 Immunizations

The Joint Committee on Administrative Rules approved an educational requirement for Michigan parents seeking a non-medical waiver from the vaccination requirements for their children. The rule requires parents/guardians to speak with a health educator from their local health department regarding the benefits of vaccination and the risks to the department regarding the benefits of vaccination and the risks to the individual and the community from not getting vaccinated. The county health department will provide the non-medical waiver form to the parent, which the school district must honor.

Additionally, the Department of Health and Human Services is duly noted in the policy in recognition that the Michigan Department of Community Health and the Department of Human Services have been consolidated.

These revisions reflect the current state of the law and regulations and should be adopted to maintain accurate policies.

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#### 5517.02 Sexual Violence (NEW)

Guidance from the Office for Civil Rights directs federal funding recipients to take very specific steps in investigating and responding to sexual violence allegations. Although OCR's regulations appear to focus on postsecondary learning institutions, they apply to public school districts as well. The guidance does not explicitly mandate a separate policy dealing with sexual violence, but the level of detailed compliance OCR demands compels a separate policy. Further, several high-profile OCR decisions imposing liability on university emphasized missing or inaccurate policy elements. This policy is not specifically required by law but is recommended by NEOLA.

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#### 5610 Emergency Removal, Suspension, and Expulsion of Nondisabled Students

The revisions to this policy require consideration of specific factors when making decisions relating to suspensions and expulsions. The revisions are mandated by newly enacted MCL 380.1310d and should be adopted, to be effective as of August 1, 2017, by the District to maintain accurate policies.

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#### 5610.01 Expulsions/Suspensions – Required by Statute

The revisions are also based on MCL 380.1310d and include the consideration of specific factors as in Policy 5610 and standards for assessing weapons violations, to be effective as of August 1, 2017. See note regarding Policy 5610.

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#### 5630.01 Student Seclusion and Restraint (Replacement)

In December 2016, the Michigan Legislature adopted new law restricting the use of seclusion and restraint in schools (MCL 380.1307). The Michigan Department of Education (MDE) and the State Board of Education were charged with developing a model policy regarding the use of seclusion and restraint in the public schools that includes all of the components of the intended objectives, along with appropriate guidance. Not later than the beginning of the 2017-2018 school year, the Board of a school district or ISD shall adopt and implement a local policy that is consistent with the state model policy. Failure to comply with this section or any of the requirements of the state model policy is considered to have failed to comply with and to have violated the revised school code.

The replacement policy reflects the current state of the law and the model policy adopted by the State Board of Education on March 14, 2017 and should be adopted to maintain accurate policies.

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#### 8390 Animals on Property (New for WSD)

As it relates to service animals, pursuant to guidance issued by the Department of Justice, public entities may only ask: 1) is the dog a service animal required because of a disability, and 2) what work or task has the dog been trained to perform. Thus, while service animals in general may be subject to state and county laws, regulations, and ordinances pertaining to their licensing, vaccination and veterinary requirements, a public entity may not inquire about these topics. Additionally, while a service animal may, in some limited circumstances, be a component of an IEP or 504 Plan, those processes cannot serve as a mechanism to limit a student's ability to be accompanied by a service animal if required because of the student's disability and has been trained to perform work or a task specific to the disability. Finally, the policy continues to reflect that employees who wish to utilize a service animal remain subject to the reasonable accommodation provisions of Title I of the ADA.

The policy reflects the Department of Justice's strict interpretation of this limitation. Additionally, while a service animal may, in some limited circumstances, be a component of a student's individualized education program (IEP) or Section 504 Plan, those processes cannot serve as a mechanism to limit a student's ability to be accompanied by a service animal if the animal is required because of the student's disability and has been trained to perform work or a task specific to the student and his/her disability. Finally, the policy continues to reflect that employees who wish to utilize a service animal remain subject to the reasonable accommodation provisions of Title I of the ADA.

The policy reflects the current state of the law and should be adopted to maintain accurate policies.

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8321 Criminal Justice Information Security

This policy continues to undergo revision by the State Police. These revisions reflect the language and implementation expectations of the enforcement agency and should be adopted to maintain accurate policies.

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8330 Student Records

The revisions were made to comply with the new MCL 380.1136 which prohibits the sale of personally identifiable information that is part of a student's education record (with noted exceptions), provisions of information to parents about disclosure of personally identifiable information upon request, compilation of a list of data and disclosures and provision of notices, and provision of an opt-out form (form 8330F17) for disclosure of directory information on an annual basis.

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8400 School Safety Information

The revision to this policy was made to reflect the change to MCL 380.1308, which was made in conjunction with changes to suspension/expulsion.

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9800 Diploma to Veterans

This policy has been revised to include Vietnam Era veterans to those eligible for awarding of a high school diploma, according to the provisions of the Department of Military and Veteran Affairs, Veterans Affairs Directorate, as provided by Public Act 55 of 2014.

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

Date of Board of Education Meeting: August 3, 2017



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

ITEM NO.: 8.a.(4)	NEW BUSINESS Superintendent's Recommendation 19-17-18
TOPIC:	New Head Start Policies: Staff Qualifications, Staff Health and Wellness, Program Goals, Disclosure for Parents, Vehicle Operations, Training and Professional Development, Management Systems, Confidentiality, Maintaining Records, Transportation Services, Children with Disabilities

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.

It is recommended that the Board of Education approve the following Head Start Policies as approved by the Head Start Policy Committee: Staff Qualifications, Staff Health and Wellness, Program Goals, Disclosure for Parents, Vehicle Operations, Training and Professional Development, Management Systems, Confidentiality, Maintaining Records, Transportation Services and Children with Disabilities.

Resource Person: Lisa McFee, Assistant Superintendent, Teaching and Learning Services

Board of Education Meeting: August 3, 2017

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

ITEM NO.: 8.a.(5)    NEW BUSINESS  
                                 Superintendent's Recommendation 20-17-18

TOPIC:                    Head Start COLA Increase

It is recommended that the Board of Education approve the Waterford School District Head Start COLA increase of 1% to be used to offset the cost of retirement fringes.

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

Board of Education Meeting:                                  August 3, 2017

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

ITEM NO: 8.a.(6)	NEW BUSINESS Superintendent's Recommendation 21-17-18
TOPIC:	Short Term Borrowing for the 2017-18 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 2017-18 fiscal year will be repaid September of 2018.

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.

It is recommended that the Board of Education adopt the attached resolution authorizing the borrowing not to exceed \$15,000,000.

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

Date of Board of Education Meeting: August 3, 2017

July 13, 2017

**VIA E-MAIL**

Mr. William Holbrook  
Executive Director, Business &  
Operations  
Waterford School District  
501 N. Cass Lake Road  
Waterford, MI 48328

**Re: Not to exceed \$15,000,000 Waterford School District  
2017 State Aid Notes**

Dear Bill:

Attached hereto please find the Resolution Authorizing  
Issuance of 2017 State Aid Notes.

If you have any questions, please feel free to give me a call.

Very truly yours,

John R. Axe

Enclosures

cc: Keith Wunderlich

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**RESOLUTION AUTHORIZING ISSUANCE  
OF 2017 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 \_\_\_\_\_, 2017, 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, 2018 which will not be received prior to December 1, 2017 (the "State Aid"), is approximately \$47,368,060; and

WHEREAS, 64% of \$47,368,060 to be paid between December 1, 2017 and June 30, 2018 is \$30,315,558 (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, 2018.

2. The notes shall be designated "2017 State Aid Notes"; shall be dated September 28, 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; 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 26, 2018 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, 2018 or 50% of the amount of the anticipated State Aid to be received if the Notes are issued after March 1, 2018 but before June 30, 2018.

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  
2017 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, 2017, and an irrevocable appropriation of a sufficient amount of the anticipated unpaid State Aid for the period beginning December 1, 2017 and ending June 30, 2018 (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, 2018, 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 authorizes its Note counsel to publish an official Notice of Sale at least seven days prior to the date fixed for receipt of bids for the purchase of the notes. The Notice of Sale shall be in substantially the form to be provided by Note counsel as is consistent with this resolution and as is approved by the Executive Director, Business & Operations. The Financial Consultant is hereby designated to act for and on behalf of the School District to receive bids for the purchase of the notes and to take all other steps necessary in connection with the sale and delivery thereof.

12. The Superintendent or the Executive Director, Business & Operations shall select a purchaser for the notes and shall approve the rate of interest to be borne by the notes. The Superintendent or the Executive Director, Business & Operations 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 Clark Hill PLC, attorneys of Detroit, 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, Detroit, 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 \_\_\_\_\_, 2017, 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

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

ITEM NO.: 8.a.(7)	NEW BUSINESS Superintendent's Recommendation 22-17-18
TOPIC:	Letter of Understanding – International Academy

*I move that the Board of Education approve the attached five year agreement of the Letter of Understanding with the teachers at the International Academy.*

Background Information:

A tentative agreement has been reached with the teachers at the International Academy for a successor Letter of Understanding. The agreement was reached on March 9, 2017 but was not actually concluded until May 31, 2017. The International Academy teachers ratified the agreement on June 8, 2017. The school districts that participate in the International Academy are: Avondale, Berkley, Birmingham, Bloomfield Hills, Clawson, Huron Valley, Lake Orion, Rochester, Royal Oak, Troy, Waterford and West Bloomfield.

The administrative team representing the school districts are: Lynne Gibson (principal of the IA), Sarah Fairman (IB Coordinator), Christopher Smith (associate principal--IA Central), Ryan Brinks (associate principal--IA East), Ryan Parrott (associate principal--IA West), Jordan Harris (Assistant Superintendent, Employee Services--Troy) and Christine Barnett (Assistant Superintendent for Human Resources and Labor Relations--Bloomfield Hills). The team representing the teachers were: Dave McGuire (IA-East), Jeff DeMoss (IA-East), Kayla McCabe (IA-Okma), and Kelly Paterson (IA-East).

A copy of the Tentative Agreement is attached. The Agreement includes the following:

Article 1--Term: 5 years from July 1, 2017 to June 30, 2022

Article 2(b)--Selection of Personnel: The article was revised to clarify that the administration of the IA determines the qualification of the applicants for teaching positions at the IA, not the Joint Steering Committee.

Article 2(d)--Termination: If a teacher is recommended for termination, the Letter of Understanding currently refers to the process in the home district's collective bargaining agreement and the Michigan Teacher's Tenure Act for this purpose. However, under changes made to the Public Employment Relations Act in 2011, decisions regarding discipline or discharge of teachers, is now a prohibited subject of bargaining. Accordingly, the "home district's policies and procedures and applicable law" are now included in this article.

Article 4--Supplemental Activities Pay: The process for determining what new clubs or organizations will be paid was revised to include a "tri-campus club committee" consisting of teachers and administrators.

Article 5--Department Chairs (new): Department Chairs have been identified for the following: literature, history, math, theory of knowledge, French/German, Spanish, chemistry, physics, biology, economics, art, music, physical education/ health, and counseling.

Article 9(c) (NEW)--Teaching Schedule: The new language provides that every effort will be made to provide preparation periods on C Day, Interdisciplinary Day and Outside Evaluation day, however, not every teacher will have a preparation period on these days.

Article 9(d) (New)--Teaching Schedule: Non music teachers assigned to five or more preparations per semester will be provided with an extra planning period for at least one semester, if possible. If not possible, teachers will be compensated 1/16 of the salary for the additional instruction block.

Article 11(g)--Standing Committee: The representation on the Standing Committee is changed from "representatives of the current negotiation team" to "up to five teacher and administration representatives". The reason for the change is that during the five years of this contract, not all representatives of the current negotiation team will be available for the entire 5 year term of the contract.

Appendix A--Stipend for longer school day and longer school year: The current Letter of Understanding bases the stipend on whether a teacher had less than 5 years experience or 5 years or more of teaching experience. The two tiered stipend has been replaced with the same stipend provided for all teachers. There is also a one-time bonus of under \$150.00 in 2017-18 for teachers who were at the top of the 5+ years of experience in the 2014 to 2017 Letter of Understanding.

Appendix B--Supplemental Pay: Minor changes were made regarding clubs. They are outlined in bold print in Appendix B.

Appendix C--Calendars: Calendars for the 2017-18 through 2021-22 are in Appendix C.

Appendix D--Daily Schedules: Daily schedules for all three campuses are included Appendix D.

Middle Years Programme Teacher Leader Job Description: This job description had been attached to the Letter of Understanding for information purposes only. It has not been deleted as this position no longer exists.

Appendix F--Department Head Chair Job Description: This job description is attached to the Letter of Understanding for informational purposes and is not part of the contract. The job description has been updated.

Administration recommends that the successor Letter of Understanding with the teachers at the International Academy be approved as presented.

Resource Person: Janet McLeod, Director, Human Resources

Board of Education Meeting: August 3, 2017

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

ITEM NO.:	8.a(8)	NEW BUSINESS	Superintendent's Recommendation 23-17-18
TOPIC:	Meal Prices: 2017-2018		

It is recommended that the Board of Education establish the following school meal prices for the 2017-2018 school year. Prices remain the same as the 2016-2017 school year.

<u>Breakfast</u>	<u>16-17</u>	<u>17-18</u>
Elementary	\$1.75	\$1.75
Secondary	\$1.75	\$1.75
Adult	\$2.50	\$2.50
<u>Lunch</u>	<u>16-17</u>	<u>17-18</u>
Elementary	\$2.75	\$2.75
Secondary	\$3.00	\$3.00
Adult	\$3.75	\$3.75

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

Date of Board of Education Meeting: August 3, 2017