







**WATERFORD SCHOOL DISTRICT**  
**Regular Meeting of the Board of Education**  
**Thursday, November 15, 2018 - 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 action item and have completed a public comment card will be called upon at the beginning of the meeting. Those who have comments on non-action 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. 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. Election Results
  - b. Policy Updates
  - c. Head Start Reports - October 2018
6. Audience Comments on Action Items
7. Approval of Minutes
  - a. October 18, 2018 Regular Meeting
  - b. October 18, 2018 Closed Session
8. Accounts Payable – October 2018
9. School District Financial Statement
10. New Business
  - a. Superintendent's Recommendations
    - (1) Recommendation 44-18-19 Relative to Resignations/Retirements
    - (2) Recommendation 45-18-19 Relative to Teaching Contract Changes/Appointments
    - (3) Recommendation 46-18-19 Relative to Head Start Budget
  - b. Consideration of Certain Purchases
    - (1) Recommendation 47-18-19 Relative to Contract Award: Cafeteria Point of Sale Computers/Registers
    - (2) Recommendation 48-18-19 Relative to Contract Award: School Bus Leases 2019 – Transportation
11. Audience Comments on Non-Action Items
12. Discussion Items
  - a. Future Items
    - (1) Information – School of Choice Resolution 2019-2020
    - (2) Action – Policy Updates
  - b. Board of Education Reports
13. Superintendent's Reports
14. Recess to Closed Meeting  
By Roll Call Vote the Board will move to a Closed Meeting for the purpose of discussing a written legal opinion from legal counsel.
15. Reconvene
16. Adjournment

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

ITEM NO.: 5.a.	Information Item
TOPIC:	2018 Election Results

Following are the unofficial results of the November 6, 2018 Waterford School District Board of Education election.

Margaret Bryce		20.62%	9,182
Kent Douglas		16.39%	7,299
John Himmelspach		20.57%	9,158
Julie Josselyn		21.02%	9,361
Joan Sutherland		20.99%	9,349
Rejected write-ins		0.00%	0
Unassigned write-ins		0.41%	181
			44,530

Resource Persons: William Holbrook, Assistant Superintendent, Business & Operations

Date of Board of Education Meeting: November 15, 2018

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

ITEM NO:	5.b.	Information Item
TOPIC:		Policy Updates: Social Media and Technology

The Board is in receipt of proposed updates to the policies listed below. Revisions are recommended by Neola, the District's policy service provider. A recommendation for approval will be presented December 6, 2018.

0100	Definitions (Revised)
0143.1	Public Expression of Board Members (Revised)
7530	Lending of Board-Owned Equipment (Revised)
7530.02	Staff Use of Personal Communication Devices (New)
7540	Technology (Revised)
7540.02	Web Accessibility, Content, Apps and Services (Replacement)
7540.04	Staff Technology Acceptable Use and Safety (Revised)
7542	Access to District Technology Resources and/or Information Resources from Personal Communication Devices (Revised)
7544	Use of Social Media (New)

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

Date of Board of Education Meeting: November 15, 2018

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

ITEM NO.: 5.c Information

TOPIC: Head Start Monthly and Budget Report October 2018

The OLHSA Governing Body, OLHSA Policy Council, Delegate School Board and Delegate Policy Committee must use ongoing monitoring results, data on programmatic and school readiness goals and other information described in the Head Start Program Performance Standards and Head Start Act to conduct its responsibilities.

Accordingly, the Head Start monthly report and budget report for October 2018 are provided for Board of Education review.

Resource Person: Lisa McFee, Director of Curriculum and Accountability

Board of Education Meeting: November 15, 2018

# Waterford Head Start Monthly Report

October 2018

Funded enrollment:	85
Current enrollment:	85
# of families on the wait list	7
# of vision tests completed	100%
# of hearing tests completed	100%
# of heights completed	100%
# of weights completed	100%
# of meals served	3,230
Student attendance	93.6%
Teacher attendance	97.2%
# of students with disabilities	10
# of staff vacancies	0

## October 2018/Waterford Head Start MTD Budget

TEACHING SALARY	27,112.00
AIDES SALARY	13,433.68
LIFE INSURANCE	30
DISABILITY INSURANCE	56.92
HEALTH INSURANCE	7,236.06
DENTAL INSURANCE	460.66
VISION INSURANCE	82.58
RETIREMENT	10,319.52
FICA	2,707.44
WORKERS COMPENSATION	405.49
INSTRUCTIONAL SERVICES	87.74
TEACHING/TESTING SUPPLIES	294.66
CHILD FOOD CARE	83.88
PARENT ACTIVITY FUND	910
PUPIL SERVICES	1,490.86
PROF & TECH SERVICES	3,377.78
TEMP TEACHER ASST SALARY	1,591.20
RETIREMENT	423.34
FICA	119.89
WORKERS COMPENSATION	15.92
EARLY CHILDHOOD SPECIALIST	1,800.00
OFFICE SUPPLIES	-2.79
<b>Total Expenditures</b>	<b>72,036.83</b>

## **WATERFORD BOARD OF EDUCATION – MINUTES**

**Regular Meeting  
October 18, 2018**

### **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 Himmelspach at 6:00 PM.

### **PLEDGE**

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

### **ROLL CALL**

Present: Members Halls, Sutherland, Himmelspach, Torres, Piggott and Petrusha (arrived after opening)  
Absent: Member Barghahn  
Others: Keith Wunderlich, Bill Holbrook, Lisa McFee, Danielle Corbeil, Darin Holley, Carly Stone, Janet McLeod, Lisa Goyette, John Ball, Mary Craite, Jessica Pumfrey, Margaret Bryce, Michele Wareck, Sally Hart, Deb Cramer, Larry Spiece, Yvette Latimer, Mark Herne, Dave Latimer and others not registered.

### **APPROVAL OF THE AGENDA**

The agenda was approved as presented with flexibility in the order of items as the presenter of the External Audit was in route.

### **CELEBRATIONS OF LEARNING**

a. Celebrate Hope

Celebrate Hope presented information on the partnership they have entered into with Student Support Services. They provided an overview of the programs that they have engaged the district with in terms of offering support for parents and educators to create an environment of social and emotional health.

Members of the Board commended the presenters on this positive program and asked clarifying questions.

### **INFORMATION ITEMS**

a. External Audit Report for the 2017-2018 School Year (presented following New Business

The presentation of the audit occurred following Recommendation 41-18-19.

b. Partial Roof Replacement: Durant HS and Pierce MS

Waterford School District Administration is seeking proposals for the partial roof replacement projects at Durant High School and Pierce Middle School. Requests for proposals were posted and were due October 10, 2018. A recommendation is presented under New Business. Funding source is the 2016 Bond Series II.

## **INFORMATION ITEMS**

### **c. Point of Sale System Computers/Registers**

Administration is seeking proposals for twenty-seven (27) new Dell computers and monitors for the cafeteria Point of Sale System Registers. A recommendation to award a contract will be presented for Board approval on November 1, 2018. Funding source: Food & Nutrition Services.

### **d. Head Start Budget**

The OLHSA Governing Body, OLHSA Policy Council, Delegate School Board and Delegate Policy Committee must use ongoing monitoring results, data on programmatic and school readiness goals and other information described in the Head Start Program Performance Standards and Head Start Act to conduct its responsibilities. Accordingly, the Head Start Budget was provided for Board of Education review, as approved by the Waterford Head Start Policy Committee. A recommendation for approval will be presented November 1, 2018.

## **AUDIENCE COMMENTS ON ACTION ITEMS**

There were no audience comments on action items.

## **APPROVAL OF THE MINUTES**

### **a. September 20, 2018, Regular Meeting**

Moved by Member Piggott and supported by Member Sutherland that the Board of Education approve the minutes of the September 20, 2018 Regular Meeting.

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

Nays: None

Motion carried. (6-0)

## **ACCOUNTS PAYABLE**

Moved by Member Sutherland and supported by Member Halls that the Board of Education approve the accounts payable for the month of September 2018, per the reports included in the October 18, 2018 materials.

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

Nays: None

Motion carried. (6-0)

## **FINANCIAL STATEMENT**

The Board of Education is in receipt of the statement of revenues and expenditures ended September 30, 2018.

## **NEW BUSINESS**

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

#### **(1) Recommendation 37-18-19 Relative to Retirements/Resignations/Leave of Absence Expirations**

Moved by Member Piggott and supported by Member Tores that the Board of Education approve the following resignations:



## NEW BUSINESS

### a. Superintendent's Recommendations

#### (1) Recommendation 37-18-19 Relative to Retirements/Resignations/Leave of Absence Expirations

Bellmore, Lauren – Special Education Teacher  
Kingsley Montgomery  
Resignation  
Effective: October 12, 2018

Lawson, Erin – Psychologist  
Resignation  
Effective: August 20, 2018

Morrison, Nancy – Special Education Teacher  
Houghton Elementary  
Resignation  
Effective: October 5, 2018

Nolan, Anne – Speech/Language Pathologist  
Retirement  
Effective: October 26, 2018

Ossewaarde, Anne – Social Worker  
Kingsley Montgomery  
Resignation  
Effective: September 28, 2018

Valles, Cierra – Teacher  
Children's Village  
Resignation  
Effective: September 28, 2018

Welch, Lisa – Teacher  
Mason Middle School  
Resignation  
Effective: October 12, 2018

Yates, Jonnie - Teacher  
Mason Middle School  
Retirement  
Effective: October 25, 2018

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

Nays: None

Motion carried. (6-0)

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (2) Recommendation 38-18-19 Relative to Teaching Contract Changes/Appointments

Moved by Member Piggott and supported by Member Sutherland that the Board of Education approve the following teaching contract changes/appointments for the 2018-2019 school year:

Hudson, Ashley – Teacher  
Mason Middle School  
Probationary Contract  
Effective: October 29, 2018

Lajcaj, Anton - Teacher  
Kettering High School  
Probationary Contract  
Effective: October 1, 2018

Makidon, Travis – Special Education Teacher  
Mott High School  
Probationary Contract  
Effective: October 1, 2018

Matosz, Katherine – Special Education Teacher  
Houghton Elementary  
Probationary Contract  
Effective: October 9, 2018

Primo, Michelle – Interventionist Counselor  
Mott High School  
Probationary Contract  
Effective: September 24, 2018

Ross, Jacqueline – Teacher  
Mason Middle School  
Probationary Contract  
Effective: September 19, 2018

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

#### (3) Recommendation 39-18-19 Relative to National School Lunch Week Resolution

Moved by Member Piggott and supported by Member Halls that the Board of Education approve the following resolution in recognition and support of National School Lunch Week, October 15-19, 2018.

WHEREAS the National School Lunch Program has served our nation admirably for over 60 years through advanced practices and nutrition education; and

WHEREAS the National School Lunch program is dedicated to the health and well-being of our nation's children, and

## NEW BUSINESS

### a. Superintendent's Recommendations

#### (3) Recommendation 39-18-19 Relative to National School Lunch Week Resolution (continued)

WHEREAS the National School Lunch Program has been joined through the years by many other excellent child feeding programs; and there is evidence of continued need for nutrition education and awareness of the value of school nutrition programs.

NOW THEREFORE, the Waterford Board of Education does hereby proclaim the week of October 15-19 2018, as National School Lunch Week and encourages all residents to become aware and concerned about their children's and their own nutrition habits, in hope of achieving a more healthful citizenry for today and the future.

Members of the Board commended the Waterford School District's Food Service Department.

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

Nays: None

Motion carried. (6-0)

#### (4) Recommendation 40-18-19 Relative to National School Bus Safety Week Resolution

Moved by Member Piggott and supported by Member Sutherland that the Board of Education approve the following resolution in recognition and support of School Bus Safety Week, October 22-26, 2018.

WHEREAS, the Waterford Board of Education recognizes that the importance of protecting the safety of Waterford's school children extends beyond the classroom walls and the school building; and

WHEREAS, the Board has great respect for the accomplishments of school bus drivers, mechanics, supervisors, and all school transportation personnel in providing the safest transportation possible for children to and from school and home; and

WHEREAS, coordinating the countless routes over so many miles and supervising the dozens of students on each vehicle, requires an outstanding effort put forth by these exemplary professionals who have devoted their careers to transporting our children safely; and

WHEREAS, the Board continues to recognize and to take great pleasure in commending the men and women who accept and meet the challenge of school transportation; now therefore, be it

RESOLVED, that the week of October 22-26, 2018, is recognized as Nation School Bus Safety Week; and be it further

RESOLVED, that this week be devoted to the recognition of everyone who contributes to the successful operation of our nation's school buses; and be it finally

RESOLVED, that this special week serve as a fitting time to urge all Waterford drivers to become more aware of school bus safety regulations and encourage all citizens to be alert and drive carefully near school buses.

Members of the Board offered comments and accolades for our staff and the importance of transportation services.

## NEW BUSINESS

### a. Superintendent's Recommendations

- (4) Recommendation 40-18-19 Relative to National School Bus Safety Week Resolution (continued)

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

Nays: None

Motion carried. (6-0)

- (5) Recommendation 41-18-19 Relative to National Principals Month Resolution

Moved by Member Piggott and supported by Member Sutherland that the Board of Education approve the following resolution in recognition and support of National Principals Month, October 2018.

WHEREAS October 2018 is declared National Principals Month; in coordination with the efforts of the National Association of Elementary School Principals, the American Federation of School Administrators, and the National Association of Secondary School Principals, working with the U.S. Congress, to designate "National Principals Month" and resolutions thereof;

WHEREAS the vision, dedication, and determination of a principal provides the mobilizing force behind any school reform effort;

WHEREAS principals are expected to be educational visionaries, instructional leaders, assessment experts, disciplinarians, community builders, public relations experts, budget analysts, facility managers, special programs administrators, and guardians of various legal, contractual, and policy mandates and initiatives, as well as being entrusted with the education and development of young people, the most valuable resource;

WHEREAS principals will play a vital role in successful implementation of the Every Student Succeeds Act (ESSA);

WHEREAS principals set the academic tone for their schools and work collaboratively with teachers to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives for schools to achieve educational excellence;

WHEREAS to honor and recognize the contribution of all school principals and assistant principals at all grade levels to the success of students in Waterford School District's elementary and secondary schools; and to encourage residents to observe "National Principals Month" with appropriate ceremonies and activities that promote awareness of school leadership's role in ensuring that every child has access to a high-quality education.

BE IT RESOLVED, in honor of the service of all elementary, middle and high school principals, and to recognize the importance of their school leadership so that every child has access to a high-quality education, and to celebrate school leader accomplishments, the month of October 2018 is hereby recognized as "National Principals Month."

Members of the Board expressed appreciation for the important role of the school principal and the leadership they provide.

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

Nays: None

Motion carried. (6-0)

## INFORMATION ITEM

### a. External Audit Report for the 2017-2018 School Year

David Youngstrom, Yeo & Yeo, presented the Audited Financial Statements for the 2017-2018 fiscal year. The Audited Financial Statements are a public document and are available for review at the Kurzman Administrative Services Crary Campus, Office of the Assistant Superintendent of Business and Operations, as well as the District's website.

Members of the Board thanked the external auditor, spoke to the good news presented and acknowledged the contributions of the staff, administration and Board of Education.

## NEW BUSINESS

### b. Consideration of Certain Purchases

#### (1) Recommendation 42-18-19 Relative to Contract Award: PAES Lab for Lifetracks Program

Moved by Member Sutherland and supported by Member Halls that the Board of Education award a contract for the purchase of the Practical Assessment Exploration System (PAES) Lab. Bids were processed through Oakland Schools as a county-wide initiative.

The system will provide curriculum and equipment to the Lifetracks Program providing development in the following career pathways:

- Consumer/Service
- Construction/Industrial
- Processing/Production
- Business Marketing
- Computer Technology

Recommended Contract Award – Talent Assessment, Inc

Total Contract Award: \$25,672

Funding Source: 2018-19 IDEA Federal Grant - passed through Oakland Schools

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

Nays: None

Motion carried. (6-0)

#### (2) Recommendation 43-18-19 Relative to Contract Award: Partial Roof Replacement Durant High School and Pierce Middle School

Moved by Member Sutherland and supported by Member Halls that the Board of Education award a contract for the partial roof replacements at Durant High School and Pierce Middle School funded by the 2016 Bond Series II.

Company	Durant HS	Pierce MS	Award Amount
LaDuke Roofing	\$ 268,400	N/A	\$ 268,400
<b>*Newton Crane Roofing</b>	<b>\$ 246,000</b>	<b>\$ 161,500</b>	<b>\$ 407,500</b>
Quality Roofing	\$ 370,272	\$ 275,517	\$ 645,789

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

Nays: None

Motion carried. (6-0)

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

Sally Hart addressed the Board regarding transportation, the superintendent's evaluation and voting.

Yvette Latimer and Dave Latimer spoke regarding Team 3098.

Deb Cramer spoke about inspire, educate and empowering.

Larry Spiece continued the statements on behalf of Sally Hart relative to the superintendent's evaluation.

## **DISCUSSION ITEMS**

### **a. Future Items**

- (1) Celebration of Learning – Kettering Musical
- (2) Information – Social/Emotional Learning
- (3) Information – Honor Community Health
- (4) Action – Cafeteria Point of Sale Computers/Registers

### **b. Board of Education Reports**

Member Petrusha welcomed Mr. Holbrook back to the District.

Member Torres talked about the OCSBA Cyber Security presentation he attended, the Waterford Library's 1000 Book Challenge and the upcoming MASB Conference and Delegate Assembly.

Member Sutherland discussed the Waterford Foundation, the Mary Lou Simmons Legacy Endowment. Information on the upcoming fundraiser at Heroe's was also shared. She wished our students preparing for the ACT and addressed concerns and corrective action.

Member Himmelspach spoke about Houghton Elementary Watch DOGS (Dads of Great Students) event and his attendance as a guest griller at the Riverside Go Green, Go Blue event.

## **SUPERINTENDENT'S REPORT**

Superintendent Wunderlich addressed public comments regarding the evaluation process and Team 3098. He also discussed the schedule of elementary summer bond work, the Anti-Bullying Task Force, performing arts shows, Homecoming events and Waterford Rotary/MNFCU Reading Awards. He also thanked Diana from Media Network for covering the meeting tonight.

## **RECESS TO CLOSED SESSION**

Moved by Member Piggott and supported by Member Torres that the Board of Education moved to Closed Session pursuant to section 8(h) of the Open Meetings Act to consider the written opinion of Clark Hill, PLC.

## **ROLL CALL VOTE**

Torres	Aye	Petrusha	Aye
Himmelspach	Aye	Sutherland	Aye
Halls	Aye	Piggott	Aye

## **RECONVENE/ADJOURNMENT**

The meeting was reconvened and adjourned by President Himmelspach at 8:22 PM.

A video recording is on file with the official minutes.

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Secretary, Board of Education

/mr

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

ITEM NO:	
TOPIC:	Accounts Payable for October 2018.

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of October 2018 as listed on pages 1-193, and Fifth Third Account Statement listed on pages 1-4.

<u>General Fund/Pooled Cash</u>	
Vendor Checks/Electronic Transfers	\$ 2,139,991.30
<u>Special Ed Center Program</u>	
Vendor Checks/Electronic Transfers	\$ 11,331.14
<u>Community Service Fund</u>	
Vendor Checks/Electronic Transfers	\$ 30,290.31
<u>Food Service</u>	
Vendor Checks/Electronic Transfers	\$ 214,682.05
<u>Debt Service Fund</u>	
Vendor Checks/Electronic Transfers	\$ 1,125.00
<u>Bond Capital Projects – Series II</u>	
Vendor Checks/Electronic Transfers	\$ 2,387,239.33
<u>Purchasing Cards – 5/3 Acct Statement</u>	\$ 21,869.47

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

BUDGETARY INFORMATION: All within prescribed budget allocations.

EXHIBITS: Attached schedule.

Resource Person(s) William Holbrook, CPA, Assistant Superintendent of Business Services  
Danielle Corbeil, Director of Finance & Budget  
Doreen Simonds, Director of Nutrition & Purchasing Services

Date of Board of Education Meeting: November 15, 2018



**WATERFORD SCHOOL DISTRICT  
STATEMENT OF REVENUES AND EXPENDITURES  
GENERAL FUND  
FOR THE FOUR MONTHS ENDED OCTOBER 2018**

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 11,834,768	\$ 10,370,745	87.6%
OTHER	2,195,191	325,284	14.8%
TOTAL	14,029,959	10,696,029	76.2%
STATE			
MEMBERSHIP AID	55,778,011	9,016,515	16.2%
CATEGORICAL AID	16,864,370	2,726,125	16.2%
TOTAL	72,642,381	11,742,640	16.2%
FEDERAL	7,436,949	1,467,882	19.7%
INCOMING TRANSFER	5,170,139	1,723,380	33.3%
TOTAL REVENUE	\$ 99,279,428	\$ 25,629,931	25.8%
<b><u>EXPENDITURES</u></b>			
INSTRUCTION:			
ELEMENTARY	\$ 9,752,823	\$ 1,908,841	19.6%
MIDDLE SCHOOL	4,705,937	860,990	18.3%
HIGH SCHOOL	6,631,888	1,288,187	19.4%
SUMMER SCHOOL	130,278	89,664	68.8%
EARLY CHILDHOOD	1,825,891	342,874	18.8%
SPECIAL ED	10,392,915	2,148,678	20.7%
COMP ED	3,115,187	616,619	19.8%
VOC ED	990,735	170,434	17.2%
TOTAL INSTRUCTION	37,545,654	7,426,287	19.8%
SUPPORT SERVICE:			
PUPIL SERVICE	7,123,526	1,390,534	19.5%
INSTR STAFF	2,137,411	723,449	33.8%
GENERAL ADM	1,338,914	447,464	33.4%
SCHOOL ADM	3,898,954	1,152,393	29.6%
BUSINESS	10,683,333	5,001,412	46.8%
CENTRAL	24,842,076	6,106,611	24.6%
TOTAL SUPPORT	50,024,214	14,821,863	29.6%
OTHER:			
ATHLETICS	1,576,614	435,127	27.6%
COMMUNITY SERVICE	101,984	27,754	27.2%
FEDERAL PROGRAMS	7,823,995	1,544,276	19.7%
DEBT	1,078,000	995,925	92.4%
TEACHER RETIREMENT SAVINGS	(300,000)	(100,000)	33.3%
INTERFUND TRANSFERS	190,170	63,390	33.3%
TOTAL OTHER	10,470,763	2,966,472	28.3%
TOTAL EXPENDITURES	\$ 98,040,631	\$ 25,214,622	25.7%
REV. OVER/(UNDER) EXP.	\$ 1,238,797	\$ 415,309	

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

ITEM NO.: 10.a.(1)	NEW BUSINESS Superintendent's Recommendation 44-18-19
TOPIC :	Retirements/Resignations/Leave of Absence Expirations

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

Bellairs, Jeffrey – Social Worker  
Kingsley Montgomery  
Resignation  
Effective: November 9, 2018

Burke, Julie – Special Education Teacher  
Beaumont Elementary  
Resignation  
Effective: October 12, 2018

Cole, Hannah – Special Education Teacher  
Houghton & Schoolcraft  
Resignation  
Effective: November 23, 2018

Lessel, Rhonda – Director  
School and Community Services  
Retirement  
Effective: January 18, 2019

Simpson, Juliana – Teacher  
Donelson Hills Elementary  
Resignation  
Effective: October 19, 2018

Ruhl, Ryan – Teacher  
Pierce Middle School  
Resignation  
Effective: November 9, 2018

Yates, Jonnie – Teacher  
Mason Middle School  
Retirement  
Effective: October 25, 2018

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

Date of Board of Education Meeting: November 15, 2018

WATERFORD SCHOOL DISTRICT  
Board of Education  
501 N Cass Lake Road  
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ITEM NO.: 10.a(2) NEW BUSINESS  
Superintendent's Recommendation 45-18-19  
TOPIC: Teaching Contract Changes/Appointments

It is recommended that the Board of Education approve the following teaching contract changes and appointments for the 2018-2019 school year:

Askew, Sarah – Speech & Language Pathologist  
Beaumont Elementary  
Annual Contract  
Effective: October 24, 2018

Buchler, LeeAnn – Special Education Teacher  
Houghton & Schoolcraft Elementary  
Annual Contract  
Effective: November 11, 2018

Cocagne, Andrew – Teacher  
Kettering High School  
Probationary Contract  
Effective: October 15, 2018

Kleven, Vera – Speech & Language Pathologist  
Stepanski (.80 FTE)  
Annual Contract  
Effective: November 16, 2018

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

Date of Board of Education Meeting: November 15, 2018

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

ITEM NO.: 10.a.(3) NEW BUSINESS  
Superintendent's Recommendation 46-18-19  
TOPIC: Head Start Budget

The OLHSA Governing Body, OLHSA Policy Council, Delegate School Board and Delegate Policy Committee must use ongoing monitoring results, data on programmatic and school readiness goals and other information described in the Head Start Program Performance Standards and Head Start Act to conduct its responsibilities.

Accordingly, it is recommended that the Board of Education approve the Head Start Budget as approved by the Waterford Head Start Policy Committee.

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

Board of Education Meeting: November 15, 2018

Org Key	Key Description	Object	Object Description	2018 Budget	2019 Budget
110-118-0000-7230-046-0950-51240000	OEO HEADSTART STEPANSKI ECC	51240000	TEACHING SALARY	220,100.00	218,000.00
110-118-0000-7230-046-0950-51630000	OEO HEADSTART STEPANSKI ECC	51630000	AIDES SALARY	80,000.00	96,500.00
110-118-0000-7230-046-0950-51870000	OEO HEADSTART STEPANSKI ECC	51870000	TEMPORARY TEACHING SALARY	500.00	500.00
110-118-0000-7230-046-0950-52110000	OEO HEADSTART STEPANSKI ECC	52110000	LIFE INSURANCE	975.00	1,189.00
110-118-0000-7230-046-0950-52120000	OEO HEADSTART STEPANSKI ECC	52120000	DISABILITY INSURANCE	1,951.00	1,784.00
110-118-0000-7230-046-0950-52130000	OEO HEADSTART STEPANSKI ECC	52130000	HEALTH INSURANCE	35,112.00	63,029.00
110-118-0000-7230-046-0950-52140000	OEO HEADSTART STEPANSKI ECC	52140000	DENTAL INSURANCE	7,803.00	4,460.00
110-118-0000-7230-046-0950-52150000	OEO HEADSTART STEPANSKI ECC	52150000	VISION INSURANCE	390.00	1,982.00
110-118-0000-7230-046-0950-52820000	OEO HEADSTART STEPANSKI ECC	52820000	RETIREMENT	122,890.00	101,580.00
110-118-0000-7230-046-0950-52830000	OEO HEADSTART STEPANSKI ECC	52830000	FICA	21,457.00	21,803.00
110-118-0000-7230-046-0950-52840000	OEO HEADSTART STEPANSKI ECC	52840000	WORKERS COMPENSATION	2,536.00	2,378.00
110-118-0000-7230-046-0950-52850000	OEO HEADSTART STEPANSKI ECC	52850000	UNEMPLOYMENT	1,951.00	-
110-118-0000-7230-046-0950-53110000	OEO HEADSTART STEPANSKI ECC	53110000	INSTRUCTIONAL SERVICES	12,000.00	12,000.00
110-118-0000-7230-046-0950-53190000	OEO HEADSTART STEPANSKI ECC	53190000	PROF & TECH SERVICES	2,500.00	3,000.00
110-118-0000-7230-046-0950-53210000	OEO HEADSTART STEPANSKI ECC	53210000	TRAVEL COSTS	1,000.00	1,000.00
110-118-0000-7230-046-0950-54121000	OEO HEADSTART STEPANSKI ECC	54121000	MAINTENANCE AGREEMENT	1,000.00	1,000.00

110-118-0000-7230-046-0950-55110000	OEO HEADSTART STEPANSKI ECC	55110000	TEACHING/TESTING SUPPLIES	7,437.00	8,775.00
110-118-0000-7230-046-0950-56410000	OEO HEADSTART STEPANSKI ECC	56410000	NEW EQUIP/FURNITURE-DEPR	-	-
110-118-0000-7230-046-0950-57410000	OEO HEADSTART STEPANSKI ECC	57410000	DUES AND FEES	1,000.00	2,000.00
110-118-0000-7230-046-0950-57901000	OEO HEADSTART STEPANSKI ECC	57901000	MISC FEDERAL EXPENSE	2,400.00	2,400.00
110-118-0000-7230-046-0950-57908001	OEO HEADSTART STEPANSKI ECC	57908001	CHILD FOOD CARE	8,000.00	12,000.00
110-118-0000-7230-046-0950-57931000	OEO HEADSTART STEPANSKI ECC	57931000	PARENT ACTIVITY FUND	2,400.00	2,400.00
110-213-0000-7230-046-0950-53130000	OEO HEADSTART HEALTH	53130000	PUPIL SERVICES	7,000.00	7,000.00
110-213-0000-7230-046-0950-53131001	OEO HEADSTART HEALTH	53131001	HEALTH NURSE-FEDERAL	15,000.00	15,000.00
110-213-0000-7230-046-0950-53170000	OEO HEADSTART HEALTH	53170000	LEGAL SERVICES	-	-
110-213-0000-7230-046-0950-53190000	OEO HEADSTART HEALTH	53190000	PROF & TECH SERVICES	-	-
110-216-0000-7230-046-0950-51440000	OEO HEADSTART SOC. WORK	51440000	SOCIAL WORKER SALARY	37,500.00	46,600.00
110-216-0000-7230-046-0950-52110000	OEO HEADSTART SOC. WORK	52110000	LIFE INSURANCE	122.00	199.00
110-216-0000-7230-046-0950-52120000	OEO HEADSTART SOC. WORK	52120000	DISABILITY INSURANCE	244.00	298.00
110-216-0000-7230-046-0950-52130000	OEO HEADSTART SOC. WORK	52130000	HEALTH INSURANCE	4,388.00	10,521.00
110-216-0000-7230-046-0950-52140000	OEO HEADSTART SOC. WORK	52140000	DENTAL INSURANCE	975.00	744.00
110-216-0000-7230-046-0950-52150000	OEO HEADSTART SOC. WORK	52150000	VISION INSURANCE	49.00	331.00
110-216-0000-7230-046-0950-52820000	OEO HEADSTART SOC. WORK	52820000	RETIREMENT	15,356.00	16,957.00

110-216-0000-7230-046-0950-52830000	OEO HEADSTART SOC. WORK	52830000	FICA	2,681.00	3,639.00
110-216-0000-7230-046-0950-52840000	OEO HEADSTART SOC. WORK	52840000	WORKERS COMPENSATION	316.00	397.00
110-216-0000-7230-046-0950-52850000	OEO HEADSTART SOC. WORK	52850000	UNEMPLOYMENT	244.00	-
110-219-0000-7230-046-0950-51639000	OEO HEADSTART PUPIL SUP	51639000	TEMP TEACHER ASST SALARY	11,000.00	15,000.00
110-219-0000-7230-046-0950-52110000	OEO HEADSTART PUPIL SUP	52110000	LIFE INSURANCE	36.00	41.00
110-219-0000-7230-046-0950-52120000	OEO HEADSTART PUPIL SUP	52120000	DISABILITY INSURANCE	72.00	61.00
110-219-0000-7230-046-0950-52130000	OEO HEADSTART PUPIL SUP	52130000	HEALTH INSURANCE	1,287.00	2,147.00
110-219-0000-7230-046-0950-52140000	OEO HEADSTART PUPIL SUP	52140000	DENTAL INSURANCE	286.00	152.00
110-219-0000-7230-046-0950-52150000	OEO HEADSTART PUPIL SUP	52150000	VISION INSURANCE	14.00	68.00
110-219-0000-7230-046-0950-52820000	OEO HEADSTART PUPIL SUP	52820000	RETIREMENT	4,504.00	3,459.00
110-219-0000-7230-046-0950-52830000	OEO HEADSTART PUPIL SUP	52830000	FICA	787.00	743.00
110-219-0000-7230-046-0950-52840000	OEO HEADSTART PUPIL SUP	52840000	WORKERS COMPENSATION	92.00	81.00
110-219-0000-7230-046-0950-52850000	OEO HEADSTART PUPIL SUP	52850000	UNEMPLOYMENT	72.00	-
110-226-0000-7230-046-0950-51160000	OEO HEADSTART S/DIR-INS	51160000	SUPERVISION/DIRECTION-INSTRUCT	26,100.00	-
110-226-0000-7230-046-0950-52110000	OEO HEADSTART S/DIR-INS	52110000	LIFE INSURANCE	68.00	-
110-226-0000-7230-046-0950-52120000	OEO HEADSTART S/DIR-INS	52120000	DISABILITY INSURANCE	136.00	-
110-226-0000-7230-046-0950-52130000	OEO HEADSTART S/DIR-INS	52130000	HEALTH INSURANCE	2,440.00	-

110-226-0000-7230-046-0950-52140000	OEO HEADSTART S/DIR-INS	52140000	DENTAL INSURANCE	542.00	-
110-226-0000-7230-046-0950-52150000	OEO HEADSTART S/DIR-INS	52150000	VISION INSURANCE	27.00	-
110-226-0000-7230-046-0950-52820000	OEO HEADSTART S/DIR-INS	52820000	RETIREMENT	8,538.00	-
110-226-0000-7230-046-0950-52830000	OEO HEADSTART S/DIR-INS	52830000	FICA	1,490.00	-
110-226-0000-7230-046-0950-52840000	OEO HEADSTART S/DIR-INS	52840000	WORKERS COMPENSATION	176.00	-
110-226-0000-7230-046-0950-52850000	OEO HEADSTART S/DIR-INS	52850000	UNEMPLOYMENT	136.00	-
110-226-0000-7230-046-0950-53190001	OEO HEADSTART S/DIR-INS	53190001	EARLY CHILDHOOD SPECIALIST	6,500.00	16,200.00
110-226-0000-7230-046-0950-53410000	OEO HEADSTART S/DIR-INS	53410000	TELEPHONE	1,000.00	1,000.00
110-226-0000-7230-046-0950-53610000	OEO HEADSTART S/DIR-INS	53610000	PRINTING & BINDING	1,500.00	1,500.00
110-226-0000-7230-046-0950-55910000	OEO HEADSTART S/DIR-INS	55910000	OFFICE SUPPLIES	2,000.00	2,000.00
110-226-0000-7230-046-0950-57901000	OEO HEADSTART S/DIR-INS	57901000	MISC FEDERAL EXPENSE	-	-
110-261-0000-7230-046-0950-53192000	OEO HEADSTART PUP OPS	53192000	CONTRACTED CUSTODIAN	-	-
110-261-0000-7230-046-0950-55520000	OEO HEADSTART PUP OPS	55520000	ELECTRICITY	-	-
110-271-0000-7230-046-0950-53310000	OEO HEADSTART PUP TRANS	53310000	PUPIL TRAN BY CONTR CARRIER	-	2,000.00
				<u>686,080.00</u>	<u>703,918.00</u>
					-



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

ITEM NO.: 10.b.(1)	NEW BUSINESS: Consideration of Certain Purchases Superintendent's Recommendation 47-18-19
TOPIC:	COMPUTERS/REGISTERS: 2018-2019 School Year

The Administration is seeking to purchase twenty-seven (27) new Dell computers and monitors for the cafeteria Point of Sale System Registers from Dell through MiDeal, the Michigan state contract purchasing program.

Pricing Summary			
Item	Qty	Unit Price	Subtotal
OptiPlex 3060 MFF	27	\$686.22	\$18,527.94
Elo 2201L Projected Capacitive 22 Inch LED monitor – Widescreen 60Hz Monitor	27	\$435.15	\$11,749.05
OptiPlex 3050 MT	7	\$564.38	\$3,950.66
Dell USB SoundBar - AC511	7	\$20.00	\$140.00
Dell 22 Monitor - E2216H	7	\$98.00	\$686.00
Total			\$35,053.65

Funding: Food & Nutrition Services

Resource Person: William Holbrook, Assistant Superintendent, Business and Operations  
Doreen Simonds, Director Nutrition and Purchasing

Date of Board of Education Meeting: November 15, 2018

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

ITEM NO.: 10.b. (2) NEW BUSINESS: Consideration of Certain Purchases  
Superintendent's Recommendation 48-18-19

TOPIC: School Bus Leases 2019 - Transportation

The Administration recommends the award of a contract for School Bus Leases for a Thirty Six (36) month period with Unlimited Miles per the following bids submitted.

Vendor	Three (3) 54 Passenger Ortho Lift-Diesel Annual Per Unit	Two (2) 54 Passenger Conv-No Lift-Diesel Annual Per Unit	Nine (9) 77 Passenger Conv-No Lift-Diesel Annual Per Unit
Holland Bus Company*	\$16,147.00 Unlimited Miles	\$14,785.00 Unlimited Miles	\$13,788.00 Unlimited Miles
Propane (ALT)	\$17,072.00 Unlimited Miles	\$15,679.00 Unlimited Miles	\$14,810.00 Unlimited Miles
Hoekstra Transportation	\$18,253.96 Unlimited Miles	\$17,751.65 Unlimited Miles	\$16,834.55 Unlimited Miles
Propane (ALT)	No Bid	No Bid	No Bid
Midwest Transit Equipment (Did not quote Unlimited Miles)	\$18,100.00 20K Miles .35/Mile Overage	\$15,973.00 20K Miles .35/Mile Overage	\$13,844.00 20K Miles .35/Mile Overage
Propane (ALT)	No Bid	No Bid	No Bid

\*Recommended Award – Holland Bus Company

Total Contract Award: \$202,103.00 Diesel Buses - 36 Month Lease with Unlimited Miles  
Requested Bumper to Bumper Warranty and Delivery between July 1<sup>st</sup> and 13<sup>th</sup>, 2019.

Funding Source: General Fund

Resource Persons: William Holbrook, Assistant Superintendent, Business and Operations  
Danielle Corbeil, Director of Finance and Budget  
Doreen Simonds, Director of Nutrition and Purchasing Services  
Jim Beaver, Director of Operations, Transportation and Security

Date of Meeting: November 15, 2018