



**Waterford School District
Board of Education**

A G E N D A

Organizational/Regular Meeting

January 15, 2026

6:30 PM

Town Hall Auditorium

Opening

Pledge of Allegiance

Roll Call

Approval of the Agenda

Public Comments on Action Items

Organization Items

- a. President's Update
- b. Election of Officers
- c. Board of Education Appointments
- d. Board of Education Operating Norms
- e. 2026-2027 Board of Education Meeting Schedule

Consent Agenda

- a. Minutes
 - 1. December 4, 2025, Regular Meeting
 - 2. December 30, 2025, Special Meeting
- b. Accounts Payable for November and December 2025
- c. Financial Statement
- d. Support Staff Reports
- e. Resignations
- f. Teaching Contract Changes/Appointments

Information Items

- a. Strategic Plan Update
- b. Summer 2026 Roofing Projects
- c. BP 26-02 Elementary Water Coolers
- d. BP 26-02 Mason Media Center HVAC

New Business

- a. Superintendent's Recommendations
 - 1. Recommendation 28-25-26 Relative to PH Homes – Hermana Property Extension

Public Comment on Non-Action Items

Board of Education Reports

Superintendent's Report

Closed Session – By Roll Call Vote the Board will move to Closed Session in accordance with Section 8(1)(h).

Adjournment

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 WSD website, www.waterford.k12.mi.us.

ORGANIZATION

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

ITEM: Organizational Item (a)

TOPIC: President's Update

President Wagner will provide an update on the role and direction of the Board of Education.

Resource Persons: Board of Education

Date of Board of Education Meeting: January 15, 2026

ORGANIZATION

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

ITEM: Organizational Item (b)

TOPIC: Election of Officers

2026

- (1) PRESIDENT (2025 Kristen Wagner)
- (2) VICE PRESIDENT (2025 John Paul Torres)
- (3) SECRETARY (2025 Michael Ristich)
- (4) TREASURER (2025 Pat Donohue)

Resource Person: Board of Education

Date of Board of Education Meeting: January 15, 2026

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

ITEM: Organizational Item (c)

TOPIC: Board Appointments

**BOARD OF EDUCATION
 Appointments**

	<u>2025</u>	<u>2026</u>
Oakland Schools		
Representative:	Member Wagner	
Alternate:	Member McGregor	
Oakland County School Boards Association Government Relations Network		
Representative:	Member Torres	
Alternate:	Member McGregor	
Waterford Township Recreation Board		
Representative:	Member Petrusha	
Alternate:	Member Donohue	
Hess/Hathaway Advisory Board		
Representative:	Member Ristich	
Alternate:	Member Petrusha	
Waterford Youth Assistance		
Representative:	Member Soncrainte	
Alternate:	Member Petrusha	
Head Start Policy Committee		
Representative:	Members Wagner	
Alternate:	Member Ristich	
Drayton Plains Nature Center		
Representative:	Member Donohue	
Alternate:	Member Torres/Ristich	

Resource Person: Board of Education

Date of Board of Education Meeting: January 15, 2026

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

ITEM:	Organizational Item (c)
TOPIC:	Board Operating Norms

It is recommended that the Board of Education reaffirm the following Operating Norms, previously adopted by the Board.

We will...

- Speak with one voice once decisions are made.
- Serve as the community's "eyes and ears" and communicate information that may not be well known to the administration in the form of a non-directive "heads up."
- Be visible in the community.
- Ask questions, be willing to learn.
- Be prepared.
- Govern in an atmosphere that encourages and respects free expressions of opinions and ideas, whether in the minority or majority.
- Not surprise one another.
- Admit what we don't know.
- Keep our minds open to change.
- Remain responsible to all students and members of the community.
- Communicate openly, honestly and constructively.
- Maintain confidentiality.
- Model civility.
- Demonstrate a clear distinction between the roles of the board and the administration.
- Speak as one voice, not as individuals, when giving direction to the superintendent.
- As individuals, not direct actions or request information that requires significant amounts of additional work or time from the superintendent or staff.
- Actively listen to complaints or concerns regarding District activities and then advise the individual on how best to proceed.
- Communicate officially with the staff through the superintendent as much as possible.
- Delegate to the superintendent responsibility for all administrative functions, except those specifically reserved to the Board through Board policy.

Resource Person: Board of Education

Date of Board of Education Meeting: January 15, 2026

ORGANIZATION

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

ITEM: Organizational Item (e)

TOPIC: Board Meeting Schedule 2026-2027

It is recommended that the Board of Education approve the following 2026-2027 schedule for Regular Meetings and Committee of the Whole Meetings. Regular Meetings are held at 6:30 PM, at the Waterford Township Hall Auditorium, 5200 Civic Center Drive, Waterford, Michigan, unless posted otherwise. Committee of the Whole Meetings are held at 6:30 PM, at the Kurzman Administration Services – Crary Campus, 501 N. Cass Lake Road, Waterford, Michigan, unless posted otherwise.

COW MEETINGS

No July COW Meeting
August 6, 2026
September 3, 2026
October 1, 2026
November 5, 2026
No December COW Meeting
No January COW Meeting
February 4, 2027
March 4, 2027
No April COW Meeting
May 6, 2027
June 3, 2027

REGULAR MEETINGS

July 16, 2026
August 20, 2025
September 17, 2026
October 15, 2026
November 19, 2026
December 3, 2026
January 21, 2027
February 18, 2027
March 18, 2027
April 15, 2027
May 20, 2027
June 17, 2027

Resource Person: Board of Education

Date of Board of Education Meeting: January 15, 2026



Regular Meeting December 4, 2025

OPENING

The Regular Meeting of the Waterford Board of Education, held at Waterford Township Hall, 5200 Civic Center Drive, Waterford, Michigan, was called to order by President Wagner at 6:31 p.m.

PLEDGE

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

ROLL CALL

Present:	Members Petrusha, McGregor, Ristich, Torres, Soncrainte, Wagner, and Donohue
Absent:	None
Others:	Adam Martin, Nadine Milostan, Steve Wolf, Darin Holley, Mike Suratt, Sarah Davis, Susan File, Karen Hildebrandt, Elizabeth Kutchey, Jessica Ristich, Shane Hynes, Allison Sartorius Megan Roberts, and others who did not register.

APPROVAL OF THE AGENDA

The agenda was approved as printed.

PUBLIC COMMENTS ON ACTION ITEMS

There were no public comments on action items.

CONSENT AGENDA

- a. Minutes
 - 1. November 20, 2025, Regular Meeting/Closed Session

Seeing no objection, the consent agenda was approved as presented.

INFORMATION ITEMS

- a. Waterford Together Festival

The Waterford Together Festival was held on Nov. 6, 2025 at Mott High School. The goal of the event was to celebrate the variety of cultures rooted in the WSD community. At the event, we had representation from 18 countries, 13 community organizations, nine different music and dance performances and eight interactive language lessons.

Sarah Davis and Jessica Ristich presented event highlights and introduced a special musical performance by the band Los Ahijados, which includes three students from Mott High School and a Donelson Hills Elementary student:

- 1. Damian Olea Garcia – 9th grade
- 2. Emanuel Olea Garcia – 12th grade
- 3. Eduardo Felix – 9th grade
- 4. Angela Olea Garcia – 5th grade

Many thanks to the incredible staff, students and community who came together to celebrate our community and one another. Our staff and student volunteers, plus our festival sponsors, truly made this event possible.

- b. WSD Athletics

Allison Sartorius, Kettering High School Assistant Athletic Director, and Shane Hynes, Mott High School Athletic Director, provided an update on Fall athletics and provided a look into the Winter season.

c. Tentative Agreements: MESPA I and MESPA III

Susan File, Executive Director of Human Resources, provided information relative to the Tentative Agreements, ratified by MESPA I and MESPA III. A recommendation for approval is presented under New Business.

NEW BUSINESS

a. Superintendent's Recommendations

1. Recommendation 19-25-26 Relative to Resolution: 31aa Funding Opt-In Subject to Rescission

Moved by Member Donohue and supported by Member Petrusha that the Board of Education approve the following resolution relative to 31aa Funding opt-in, subject to rescission. .

WHEREAS:

1. Public Act 15 of 2025 amends the State School Aid Act Section 31aa, MCL 3881631aa, to allocate funding for fiscal year 2025-2026 to support school safety and student mental health initiatives, as well as to provide certain competitive grant funding ("31aa Funding");
2. To receive 31aa Funding, the District must agree to receive the funding in the form and manner established by the Michigan Department of Education ("MDE") and either formally opt in or seek competitive grant; and
3. As a condition of receiving either type of 31aa Funding, the District must agree in advance that, in the event of a "mass casualty event," as defined in MCL 388.1631aa: (1) the District will be subject to and comply with a comprehensive investigation following such an event, and (2) the District will waive any privilege that may otherwise protect related information from disclosure; and
4. Litigation challenging the legality and enforceability of the privilege-waiver requirement is currently pending; and
5. The opt-in deadline for 31aa Funding is currently December 4, 2025, at 11:59 p.m., and it may be subject to further extension (the "Opt-In Deadline"); and
6. The litigation parties have stipulated that a district may later rescind its opt in by providing notice to MDE no later than December 30, 2025, at 11:59 p.m., as may be subject to further extension (the "Rescission Deadline"), in the form and manner established by MDE; and
7. The Board has been fully advised of the legal and practical implications of the privilege-waiver requirement, including its potential effect on attorney-client privilege and other applicable privileges; and
8. The Board desires to preserve the District's eligibility for 31aa Funding while avoiding any present waiver of privilege and while allowing time for the courts to determine the legality and enforceability of the privilege-waiver requirement.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board hereby authorizes the Superintendent of Schools, or designee, to submit the District's opt-in form to MDE on or before the Opt-In Deadline, solely for the purpose of preserving the District's eligibility for 31aa Funding, and only on a conditional basis, as provided in this Resolution. Submission of the opt-in form shall not constitute a present waiver of the attorney-client privilege or any other privilege.

2. The District's conditional opt in shall be automatically rescinded without further action of the Board, unless, on or before the Rescission Deadline: (a) the Legislature removes, substantively amends, or otherwise eliminates the privilege-waiver requirement such that acceptance of 31aa Funding would not require waiver of attorney-client privilege or any other applicable privilege; or (b) a court of competent jurisdiction rules that the privilege-waiver requirement is unlawful, unenforceable, or otherwise not applicable to the District. If neither (a) or (b) occurs by the Rescission Deadline, the Superintendent of Schools, or designee, shall notify MDE, in the form and manner required by MDE and no later than the Rescission Deadline, that the District's opt in is rescinded.
3. If the privilege-waiver requirement remains in effect as of the Rescission Deadline, the Superintendent of Schools, or designee, shall have no authority or obligation to accept 31aa Funding.
4. Nothing in this Resolution shall be construed as a waiver of attorney-client privilege or any other applicable privilege.
5. The District's participation in the opt-in or rescission process shall not be construed as a waiver of the Board's or District's right to challenge the legality or enforceability of any condition imposed by MCL 388.1631aa or related administrative guidance.
6. If after the Rescission Deadline, the privilege-waiver requirement is removed, amended, or invalidated, the Board may take further action as it deems appropriate to pursue 31aa Funding consistent with applicable law.
7. This Resolution does not apply to any "mass casualty event" occurring prior to the Opt-In Deadline.
8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same are hereby rescinded.

Ayes: Members Torres, McGregor, Ristich, Petrusha, Donohue, Wagner, and Soncrainte
Nays: None

Motion carried. (7-0)

2. Recommendation 20-25-26 Relative to School of Choice Resolution 26-27

Moved by Member Ristich and supported by Member Wagner that the Board of Education approve the following 2026-2027 School of Choice Resolution:

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

WHEREAS, it has the option, for purposes of sections 105 and 105c, to accept applications of nonresident students from outside the district, who reside in the Oakland Intermediate School District and/or a contiguous intermediate school district, which this district is a constituent district for the enrollment in our district for the 2026-2027 school year; and

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

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

RESOLVED, the Waterford School District chooses to participate in the aforementioned Schools of Choice Program for 2026-2027; and

BE IT FURTHER RESOLVED, that the Waterford School District will accept applications for the 2026-2027 school year for the Junior Kindergarten/Kindergarten grade level (Section 105) and up to twenty (20) students entering grades 9-12 and accepted into the Waterford STEM Academy through the application process, based on available seats (Section 105).

Ayes: Members Torres, Ristich, Petrusha, Donohue, Wagner, and Soncrainte

Nays: Member McGregor

Motion carried. (6-1)

3. Recommendation 21-25-26 Relative to Proposed Student Travel

Moved by Member Ristich and supported by Member Wagner that the Board of Education approve the proposed international trip to Turkey, February 28-March 9, 2026, for the Waterford Kettering High School Destination Imagination team to participate in the DI Mediterranean Invitational.

Ayes: Members Torres, McGregor, Ristich, Petrusha, Donohue, Wagner, and Soncrainte

Nays: None

Motion carried. (7-0)

4. Recommendation 22-25-26 Relative to Tentative Agreement: MESPA I

Moved by Member Ristich and supported by Member Donohue that the Board of Education approved the Tentative Agreement with MESPA I as ratified by its membership.

Ayes: Members Torres, McGregor, Ristich, Petrusha, Donohue, Wagner, and Soncrainte

Nays: None

Motion carried. (7-0)

5. Recommendation 23-25-26 Relative to Tentative Agreement: MESPA II

Moved by Member Ristich and supported by Member Donohue that the Board of Education approved the Tentative Agreement with MESPA III as ratified by its membership.

Ayes: Members Torres, McGregor, Ristich, Petrusha, Donohue, Wagner, and Soncrainte

Nays: None

Motion carried. (7-0)

b. Consideration of Certain Purchases

1. Recommendation 24-25-26 Relative to Wireless Infrastructure E-Rate Project

Moved by Member Donohue and supported by Member Petrusha that the Board of Education award a bid to Moss in the total amount of \$208,776.83 for wireless infrastructure replacement access points, controllers and UPSs. Funding source is 2020 Bond and E-Rate.

Ayes: Members Torres, McGregor, Ristich, Petrusha, Donohue, Wagner, and Soncrainte

Nays: None

Motion carried. (7-0)

c. President's Recommendations

1. Recommendation 25-25-26 Relative to Superintendent's Evaluation Rating

Moved by President Wagner and supported by Member Ristich that the Board of Education approve the 2025 evaluation of Superintendent Adam Martin as completed on November 18, 2025, resulting in an Effective rating.

Ayes: Members Torres, McGregor, Ristich, Petrusha, Donohue, Wagner, and Soncrainte

Nays: None

Motion carried. (7-0)

2. Recommendation 26-25-26 Relative to OCSBA Resolutions

Moved by President Wagner and supported by Member Donohue that the Board of Education approve the two new resolutions proposed by the Oakland County School Boards Association.

Ayes: Members Torres, McGregor, Ristich, Petrusha, Donohue, Wagner, and Soncrainte

Nays: None

Motion carried. (7-0)

PUBLIC COMMENT ON NON-ACTION ITEMS

Robin McGregor spoke regarding Taste of Waterford, Fueling Kids Futures, and the Parks.

BOARD REPORTS

- Member Donohue wished everyone happy holidays.
- Member Torres spoke about the Holiday Extravaganza and the Township Tree Lighting event.
- Member Petrusha extended holiday wishes and acknowledged former superintendents.
- Member Ristich talked about the middle school orchestra festival and ski clubs, along with wishing all happy holidays.
- Member McGregor shared about the Kettering Senior Citizens Dinner, Taste of Waterford and OS Government Relations Committee.
- Member Wagner talked about holiday concerts, the Mott Dance Team donation to the food pantry and the upcoming Winter Wishes Festival.

SUPERINTENDENT REPORT

Superintendent Martin reported on the Holiday Extravaganza, Student Gallery Art Walk, Kettering Senior Citizens Dinner and wished everyone happy holidays.

ADJOURNMENT

The Regular meeting was adjourned by President Wagner at 8:10 p.m.

:mr

Board Secretary



BOARD OF EDUCATION
MEETING MINUTES

SPECIAL MEETING

December 30, 2025

OPENING

The special meeting of the Waterford Board of Education, held at the Kurzman Administration Services – Crary Campus, 501 N. Cass Lake Road, Waterford, Michigan, was called to order by President Wagner at 6:59 p.m.

PLEDGE

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

ROLL CALL

Present: Members Torres, Soncrainte, Wagner, Petrusha, Ristich, and McGregor
Absent: Member Donohue
Others: Megan Roberts and Robin McGregor

APPROVAL OF THE AGENDA

The agenda was approved as printed.

PUBLIC COMMENTS

Robin McGregor spoke about the 31aa ruling and school safety.

NEW BUSINESS

President's Recommendation 27-25-26 Relative to 31aa Funding Resolution

Moved by President Wagner and supported by Member Petrusha that the Board of Education approve the following resolution:

WHEREAS, Section 31aa of the State School Aid Act of 2025 offers funding to support school safety and mental health, and

WHEREAS, Section 31aa(9) conditions the receipt of this funding on the following criteria: (1) affirmative agreement to be subject to a comprehensive investigation into a mass casualty event; (2) affirmative agreement to waive any privilege that may otherwise protect information from disclosure, and; (3) agree to comply with a comprehensive investigation.

NOW, THEREFORE BE IT RESOLVED THAT:

1. This Board of Education, to the extent required by Section 31aa(9), hereby agrees to be subject to a comprehensive investigation into a mass casualty event, to waive any privilege that may otherwise protect information from disclosure with respect to the Governor-appointed investigation into said mass casualty event, and to comply with the Governor-appointed comprehensive investigation;
2. The waiver of privilege is prospective and should not be construed to waive privilege prior to the acceptance of funds pursuant to Section 31aa of the State School Aid Act of 2025. The waiver of privilege shall be in effect only until the funds subject to Section 31aa(9) of the State School Aid Act of 2025 are exhausted or as such later date as may be required by law, and should be narrowly construed to be the minimum waiver of privilege required to qualify for such funding, and;
3. The Board of Education hereby accepts funding pursuant to Section 31aa of the State School Aid Act of 2025 to support school safety and student mental health.

Ayes: Members Ristich, Wagner, Soncrainte, Torres, and Petrusha

Nays: Member McGregor

Motion carried. (5-1)

ADJOURNMENT

At 7:28 p.m., the special meeting was adjourned by President Wagner.

:mr

Board Secretary

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

ACTION

ITEM NO:	
TOPIC:	ACCOUNTS PAYABLE FOR NOVEMBER 2025

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of November 2025 as listed on pages 1-178, and the P-Card Account Statement listed on the last 5 pages.

EXPENDITURES BY DISBURSEMENT TYPE:

1. ACCOUNTS PAYABLE (CHECKS)

General Fund	\$ 3,309,639.40
Special Ed Center Program	8,291.99
Community Service Fund	30,618.90
Food Service Fund	310,109.86
Student Activity	83,277.84
2020 Series II Cap X	1,179,830.42
2020 Series III	50,466.12
TOTAL ACCOUNTS PAYABLE	\$ 4,972,234.53

2. PAYMENTS BY WIRE OR ACH:

11/3/2025	Merchant-5/3 Bankcard Cred Fees	5.99
11/3/2025	Merchant- FRST BK MRCH SVC SVCS FEE	10.75
11/3/2025	Child Care - FST BK MRCH SVE Discount	1,126.87
11/3/2025	Child Care - FST BK MRCH SVE FEE	41.25
11/3/2025	Merchant-FRST BK MRCH SVC DISCOUNT	175.87
11/4/2025	General -Authnet Gateway Billing	31.00
11/4/2025	Food Service- PayPal Payment Fees	25.00
11/5/2025	Child Care - ACHQ ACHPYMNT	222.35
11/5/2025	Merchant-ACHQ ACHPYMNT	28.55
11/10/2025	Food Service -Magic Wrighter	34.95
11/12/2025	Merchant -WORLDPAY ACH Billing	114.47
11/12/2025	Food Service -WORLDPAY ACH Billing	62.45
11/12/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 10-31-2025	148,873.21
11/12/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 10-31-2025	729,267.19
11/14/2025	General- Edustaff Contracted Substitute/Staff	139,079.82
11/17/2025	ECE SUBHUB	1,120.60
11/24/2025	General -Arbiterpay-Mott HS	4,000.00
11/24/2025	General - Arbiterpay - Kettering HS	7,000.00
11/25/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 11-14-2025	142,359.36
11/25/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 11-14-2025	709,091.81
11/25/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 11-14-2025	1,695,215.71
11/26/2025	General - COMMERCIAL CARD AUTO PAY	17,415.85
11/28/2025	General- Edustaff Contracted Substitute/Staff	201,924.54

TOTAL WIRES OR ACH	\$ 3,797,227.59
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TOTAL DISBURSEMENTS NOVEMBER 2025	\$ 8,769,462.12
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RATIONALE: Invoices have been processed by Accounts Payable and Purchasing per requisitions submitted by various departments.

BUDGETARY

INFORMATION: All within prescribed budget allocations.

EXHIBITS:

Attached Schedule.

RESOURCE PERSON(S): Karen Hildebrandt, Assistant Superintendent of Business & Operations

Amy Dagenhardt, Director of Finance & Budget

Date of Board of Education Meeting: January 15, 2026

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

ACTION

ITEM NO:	
TOPIC:	ACCOUNTS PAYABLE FOR DECEMBER 2025

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of December 2025 as listed on pages 1-109, and the P-Card Account Statement listed on the last 5 pages.

EXPENDITURES BY DISBURSEMENT TYPE:

1. ACCOUNTS PAYABLE (CHECKS)

General Fund	\$ 1,377,688.97
Special Ed Center Program	15,478.99
Community Service Fund	32,239.86
Food Service Fund	202,743.90
Student Activity	66,877.86
Debt Service Fun	(247.52)
2020 Series II Cap X	461,995.00
2020 Series III	69,194.49
TOTAL ACCOUNTS PAYABLE	\$ 2,225,971.55

2. PAYMENTS BY WIRE OR ACH:

12/2/2025	Merchant-5/3 Bankcard Cred Fees	20.84
12/2/2025	General -Authnet Gateway Billing	30.70
12/3/2025	Merchant- FRST BK MRCH SVC SVCS FEE	35.50
12/3/2025	Child Care - FST BK MRCH SVE Discount	755.94
12/3/2025	Child Care - FST BK MRCH SVE FEE	41.75
12/3/2025	Merchant-FRST BK MRCH SVC DISCOUNT	169.35
12/3/2025	Food Service- PayPal Payment Fees	25.00
12/4/2025	Child Care - ACHQ ACHPYMNT	193.60
12/4/2025	Merchant-ACHQ ACHPYMNT	24.20
12/9/2025	Merchant -WORLDPAY ACH Billing	341.63
12/9/2025	Food Service -WORLDPAY ACH Billing	261.45
12/10/2025	Food Service -Magic Wrighter	34.95
12/10/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 11-28-2025	148,789.52
12/10/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 11-28-2025	723,364.90
12/12/2025	General- Edustaff Contracted Substitute/Staff	129,289.07
12/12/2025	General -Arbiterpay-Mott HS	5,000.00
12/12/2025	General -Arbiterpay - Kettering HS	5,000.00
12/16/2025	General- Edustaff Contracted Substitute/Staff	5,186.16
12/23/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 12-12-2025	144,205.94
12/23/2025	Payroll -MIORSPAYMT-Office of Retirement Service Payroll 12-12-2025	699,744.83
12/24/2025	General - COMMERCIAL CARD AUTO PAY	23,873.66
12/26/2025	General- Edustaff Contracted Substitute/Staff	143,964.57

TOTAL WIRES OR ACH	\$ 2,030,353.56
TOTAL DISBURSEMENTS DECEMBER 2025	\$ 4,256,325.11

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): Karen Hildebrandt, Assistant Superintendent of Business & Operations
Amy Dagenhardt, Director of Finance & Budget
Date of Board of Education Meeting: January 15, 2026



Memorandum

To: Waterford School District Board of Education

From: Amy Dagenhardt, Director of Finance & Budget

Subject: December 31, 2025 Financial Statement

Date: January 8, 2025

Attached are the December 31, 2025 Financial Statements. These reports are generated directly from our financial system. Each report shows the data in a different format. The first report is by function (instruction, support service, and other), the second report is by object (salaries, benefits, purchased services, supplies, etc.).

Important Notes for December 2025 Data:

- **Revenue:**
 - **Federal Sources:** Due to the federal government shut down and the delay of grant allocations, many federal grants have not been fully approved or were just approved in December.
- **Expenditures:**
 - **Encumbrances:** These are estimated expenses to be paid during the current fiscal year. Encumbrances will be reduced as expenses are paid in the current month.
 - **Expenditures:**
 - Support Service – Business: Percentage spent higher than expected for this period. Reasons include insurance paid in full at beginning of year and self-insured benefits such as Worker's Compensation, Dental and Vision credit budget will be redistributed by function at amendment.
 - Facilities Acquisition: Expenditure approved by Oakland Schools GSRP, expansion of cement pad, will add budget at amendment.

Waterford School District
Budget to Actual by St Revenue and St Function
As of 12/31/2025

St Revenue/Function	Description	Working Budget	Encumbrance	Actual	Balance	Percent
Type: 4 REVENUE						
St Revenue: 100	REVENUE FROM LOCAL	Total: 18,786,017.00	0.00	15,267,433.91	3,518,583.09	81.27%
St Revenue: 300	REV FROM STATE SOURCES	Total: 89,558,054.00	0.00	30,202,362.64	59,355,691.36	33.72%
St Revenue: 400	REV FROM FEDERAL SOURCES	Total: 5,732,416.00	0.00	220,470.78	5,511,945.22	3.84%
St Revenue: 500	INCOMING TRANSFER/OTH	Total: 7,858,049.00	0.00	5,338,621.45	2,519,427.55	67.93%
St Revenue: 600	FUND MODIFICATIONS	Total: 626,965.00	0.00	0.00	626,965.00	0.00%
Type: 4	REVENUE	Total: 122,561,501.00	0.00	51,028,888.78	71,532,612.22	41.63%
Type: 5 EXPENSE						
St. Function: 110	BASIC PROGRAMS	44,183,716.00	26,607.22	17,269,818.33	26,887,290.45	39.14%
St. Function: 120	ADDED NEEDS	24,750,016.00	22,907.57	9,158,198.22	15,568,910.21	37.09%
St. Function: 210	SUPPORT SERVICES-PUPIL	14,842,821.00	209,239.18	5,457,709.40	9,175,872.42	38.17%
St. Function: 220	SUPPORT SERVICES-INSTR	4,850,847.00	36,408.23	2,507,739.96	2,306,698.81	52.44%
St. Function: 230	SUPPORT SERVICES-GENERAL	1,682,897.00	0.00	854,169.63	828,727.37	50.75%
St. Function: 240	SUPPORT SERVICES-SCHOOL	6,512,203.00	11,718.38	2,949,999.34	3,550,485.28	45.47%
St. Function: 250	SUPPORT SERVICES-BUSINESS	896,998.00	5,000.00	630,155.02	261,842.98	70.80%
St. Function: 260	OPERATIONS AND	12,313,992.00	1,002,608.85	5,645,792.50	5,665,590.65	53.99%
St. Function: 270	PUPIL TRANSPORTATION	6,115,164.00	775,591.45	2,603,049.49	2,736,523.06	55.25%
St. Function: 280	SUPPORT SERVICES-CENTRAL	3,360,482.00	297,186.78	1,858,959.01	1,204,336.21	64.16%
St. Function: 290	SUPPORT SERVICES-OTHER	2,041,610.00	6,491.34	765,291.81	1,269,826.85	37.80%
St. Function: 320	COMMUNITY RECREATION	0.00	0.00	0.00	0.00	0.00%
St. Function: 330	COMMUNITY ACTIVITIES	126,655.00	0.00	29,062.40	97,592.60	22.94%
St. Function: 350	CUSTODY AND CARE OF	0.00	0.00	0.00	0.00	0.00%
St. Function: 360	WELFARE ACTIVITIES	7,675.00	0.00	259.61	7,415.39	3.38%
St. Function: 370	NON-PUBLIC SCHOOL PUPILS	69,523.00	0.00	11,186.51	58,336.49	16.09%
St. Function: 390	OTHER COMMUNITY	12,350.00	0.00	8,036.36	4,313.64	65.07%
St. Function: 440	PYMTS TO OTHER GOVNMT	10,275.00	0.00	0.00	10,275.00	0.00%
St. Function: 450	FACILITIES ACQUISITION	0.00	0.00	2,250.00	-2,250.00	0.00%
St. Function: 510	DEBT SERVICES - LONG TERM	295,183.00	0.00	0.00	295,183.00	0.00%
St. Function: 610	TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00%
St. Function: 620	TRANSFERS OUT	1,040,636.00	0.00	0.00	1,040,636.00	0.00%
Type: 5	EXPENSE	Total: 123,113,043.00	2,393,759.00	49,751,677.59	70,967,606.41	42.35%
Grand Total: -551,542.00				1,277,211.19		
End of Report						

Waterford School District
Budget to Actual w MTD Actual by Fund-Type-St.RevX00-St.ObjX000
As of 12/31/2025

Code	Description	WB Budget	MTD Actual	Actual	Encumbrance	Balance	% of Utilization
Fund 110	GENERAL FUND						
Type: 4	REVENUE						
St. Revenue X00: 100	REVENUE FROM LOCAL	Total: 18,786,017.00	175,991.72	15,267,433.91	0.00	3,518,583.09	81.27%
St. Revenue X00: 300	REV FROM STATE SOURCES	Total: 89,558,054.00	8,908,213.59	30,202,362.64	0.00	59,355,691.36	33.72%
St. Revenue X00: 400	REV FROM FEDERAL	Total: 5,732,416.00	10,770.57	220,470.78	0.00	5,511,945.22	3.84%
St. Revenue X00: 500	INCOMING TRANSFER/OTH	Total: 7,858,049.00	2,827,928.24	5,338,621.45	0.00	2,519,427.55	67.93%
St. Revenue X00: 600	FUND MODIFICATIONS	Total: 626,965.00	0.00	0.00	0.00	626,965.00	0.00%
Type: 4	REVENUE	Total: 122,561,501.00	11,922,904.12	51,028,888.78	0.00	71,532,612.22	41.63%
Type: 5	EXPENSE						
St. Object X000: 1000	SALARIES	Total: 60,072,387.00	4,866,281.37	22,846,902.98	0.00	37,225,484.02	38.03%
St. Object X000: 2000	EMPLOYEE BENEFITS	Total: 40,697,678.00	3,039,692.69	16,377,439.28	5,000.00	24,315,238.72	40.25%
St. Object X000: 3000	PURCHASED SERVICES	Total: 9,061,428.00	566,561.05	4,979,980.29	1,066,984.29	3,014,463.42	66.73%
St. Object X000: 4000	PURCHASED SERVICES	Total: 5,036,672.00	461,657.65	2,486,547.33	491,923.96	2,058,200.71	59.13%
St. Object X000: 5000	SUPPLIES AND MATERIALS	Total: 5,793,411.00	424,137.94	2,630,063.51	722,364.66	2,440,982.83	57.86%
St. Object X000: 6000	CAPITAL OUTLAY	Total: 236,253.00	3,837.13	314,180.81	94,667.00	-172,594.81	173.05%
St. Object X000: 7000	OTHER EXPENDITURES	Total: 656,593.00	-5,595.59	53,413.39	12,819.09	590,360.52	10.08%
St. Object X000: 8000	OUTGOING TRANSFERS/OTH	Total: 1,558,621.00	0.00	63,150.00	0.00	1,495,471.00	4.05%
St. Object X000: 9000	INDIRECT COST RECOVERY	Total: 0.00	0.00	0.00	0.00	0.00	4.05%
Type: 5	EXPENSE	Total: 123,113,043.00	9,356,572.24	49,751,677.59	2,393,759.00	70,967,606.41	42.35%
Fund: 110	GENERAL FUND	Total: -551,542.00	2,566,331.88	1,277,211.19	-2,393,759.00	565,005.81	202.44%

**WATERFORD SCHOOL DISTRICT
SUPPORT STAFF REPORT
DECEMBER 2025/JANUARY 2026**

CONTRACT CHANGES/RESIGNATIONS

Bragg, Lori – Food Service (MESPA III)
Houghton Elementary School
Resignation Effective: November 7, 2025

Kreski, Emily – Special Education Paraprofessional (NAE)
Stepanski Early Childhood Center
Resignation Effective: November 7, 2025

Kochish, Gary – Transportation Aide (MESPA III)
Transportation Department
Passed away Effective: November 16, 2025

Smyth, Heather – Child Care Coordinator (NAE)
Grayson Elementary School
Resignation Effective: November 25, 2025

Valden, Alisa – Social Worker Resource Associate (NAE)
Beaumont Elementary School
Resignation Effective: November 25, 2025

Pointer, Rhonda – Custodial Maintenance (MESPA III)
Mason Middle School
Termination Effective: October 14, 2025

Schumacher, Tina – Secretary (MESPA I)
Kurzman-Crary Campus / Central Enrollment
Retirement Effective: February 27, 2026

CONTRACT CHANGES/APPOINTMENTS

Crumit, Rebecca – Special Education Paraprofessional (NAE)

Mason Middle School

Effective Date: November 6, 2025

Hamilton, Shari – Pool & Fitness Center Associate

Manager (NAE)

Covert

Effective Date: November 7, 2025

Mason, Kaylee – Building Support (NAE)

Grayson Elementary School

Effective Date: November 7, 2025

Bernard, Jordan – Building Computer Technician (NAE)

Covert

Effective Date: November 10, 2025

Broadway, Sherry – Special Education Paraprofessional (NAE)

Stepanski Early Childhood Center

Effective Date: November 14, 2025

Harnack, Jeremy – Instructional Technician (NAE)

Kettering High School

Effective Date: November 24, 2025

Resource Person(s): Susan K. File, Executive Director of Human Resources

Date of Board of Education Meeting: January 15, 2026

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

ITEM: Consent Agenda

TOPIC: Retirements/Resignations/Leave of Absence Expirations

The Board of Education hereby accepts the following resignation(s)/retirement(s):

Birko, Marta – Special Education Teacher

Location: Haviland Elementary

Resignation

Effective: January 16, 2026

Bratton, Andrea – Principal

Location: Stepanski Early Childhood Center

Resignation

Effective: December 19, 2025

Centala, Adam - Teacher

Location: Children's Village School

Retirement

Effective: December 19, 2025

DeLeeuw, Kristin – Program Coordinator

Location: Kingsley Montgomery School

Retirement

Effective: February 19, 2026

Franke, Ashley – Special Education Teacher

Location: Knudsen Elementary

Resignation

Effective: December 12, 2025

Gregory, John – Principal

Location: Kingsley Montgomery School

Retirement

Effective: February 27, 2026

Jones, Shannon – Special Education Teacher

Location: Mott High School

Resignation

Effective: December 12, 2025

Person, Monica - Psychologist

Location: Multiple

Resignation

Effective: January 23, 2026

Poole, Aafrika - Teacher
Location: Mott High School
Resignation
Effective: December 15, 2025

Ragan, Kelly – Speech & Language Pathologist
Location: Multiple
Resignation
Effective: January 23, 2026

Robinson, Kristen – Special Education Coordinator
Location: District-Wide
Retirement
Effective: December 31, 2025

Walsh, Leslie – Principal
Location: Beaumont Elementary
Retirement
Effective: February 27, 2026

Walton, Kevin – Special Education Teacher
Location: Kingsley Montgomery School
Resignation
Effective: December 19, 2025

CONSENT

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

ITEM: Consent Agenda

TOPIC: Teaching Contract Changes/Appointments

The Board of Education hereby approves the following teaching contract changes and appointments for the 2025-2026 school year:

Black, Leah – Speech & Language Pathologist

Location: Houghton Elementary School

Effective: January 5, 2026

Annual Contract

Replacing: Christy Pham

Girgis, Mariham – School Psychologist

Location: Multiple Schools

Effective: January 12, 2026

Annual Contract

Replacing: Monica Person

Maxfield, Amy – Special Education Teacher

Location: Mason Middle School

Effective: January 5, 2026

Probationary Contract

Replacing: Maria Schlund

Resource Person(s): Susan K. File, Executive Director of Human Resources

Date of Board of Education Meeting: January 15, 2026

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

TOPIC: Information Item (a)

ITEM: Strategic Plan Update

The Waterford School District Board of Education and administration is working through the process to develop district's next five-year strategic plan. An important part of the strategic plan process is to garner feedback from all district stakeholders. Waterford School District values our community and we want to hear from you regarding how we can better achieve shared goals.

Participation was available through two different avenues. The first was through a community survey. The 10-minute survey was available on our website starting in November through January 9. The public was also invited to participate in one of our scheduled stakeholder input sessions. Sessions were held for staff, students, and community members.

A Strategic Planning Team has been created, consisting of various stakeholders, including board members, administrators, union leaders, parents, Township officials and community partners. Led by Michigan Association of School Boards Consultant Greg Janicki, this team will update the district's mission, vision and goals for the future.

I would like to thank everyone who shared input through the survey or by attending a community forum. By contributing your voice, you will help define the district's future, ensuring this strategic plan is truly a shared commitment to the success and well-being of every student in our community.

Resource Person: Adam Martin, Superintendent

Date of Board of Education Meeting: January 15, 2026

INFORMATION

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

ITEM NO.:	Information Item (b)
TOPIC:	Roof Replacements Summer 2026

As part of the 2020 Bond, approved by voters on August 4, 2020, roof replacements were included. The District's roof consultant, SME, annually assesses all of the District's roofs to determine which areas need replacing each year.

This year, two buildings will have roof replacements: Mason (7,500 sq. ft. over the Café') and Transportation (26,500 sq. ft. – entire building). Additional information about the work being completed, the bid tab, and aerial pictures of the buildings with the roof sections identified are attached.

All roofs experience issues with lap seams and flashing failures. The PVC roof is brittle and exhibits cracks and splits. Additionally, the membrane overlay has deteriorated, becoming very fragile and exposes. Constant temperature fluctuations cause seams to open and close, leading to leakage into the building's interior. Both Mason and Transportation are on the WSD Master Roof Assessment from 2024.

All existing roofs will be completely removed down to the decking. New vapor barriers and fully tapered insulation will be installed to improve drainage on the flat roofs. The roofs will then be covered with a fully adhered 60 mil reinforced rubber membrane. All flashing, pipe penetrations, roof sumps, and edge metal will be produced and supplied by the roof system manufacturers.

A 20-year full system warranty will be included in the replacement package and a 2-year contractor's warranty.

Attached are the Roof Replacement Recommendation from SME, Bid Tabulation, and Drawings

A recommendation to award the bid to William Molnar Roofing in the amount of \$588,958 will be presented at the February 19, 2026 Board meeting.

Funds for these projects are in the 2020 Bond.

Resource Persons: Karen Hildebrandt, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance and Budget
Sidney Tippett, Director of Maintenance and Operations

Date of Board of Education Meeting: January 15, 2026



MEMORANDUM

TO: Sidney Tippett
Director of Maintenance and Operations
Waterford School District
501 North Cass Lake Road Waterford, Michigan 48328
Via E-mail: TippeS01@wsdmi.org

FROM: Kyle M. Damerow, PE, RRC – SME
Eric A. Murrell, RA, BECxP, CxA+BE, CABS – SME

DATE: January 9, 2026

SUBJECT: 2026 WSD Roofing Replacement Recommendation for Award
Transportation Building and Mason Middle School
Waterford, Michigan
SME Project No. 101547.00

Following the public bid opening on January 6, 2026, SME conducted separate post bid interviews with the three lowest bidders Sterling Construction (SC), Four Seasons Kanga Roof (FSKR), and William Molnar Roofing (WMR) on January 7, 8, and 9, 2026. Key findings from the post bid interviews included:

- SC stated they could not provide the specified warranty.
- FSKR stated their bid did not include fees for drain replacement, interior protection, and tapered engineered blocking. Additionally, FSKR stated mechanical subcontracting fees provided were approximately \$20,000 less than required to complete the work.
- WMR stated they included fees to provide the specified roofing assemblies/warranties. WMR also stated they had included fees for interior protection and tapered engineered blocking in their bid.
- WMR stated that fees to disconnect/ reconnect mechanical units, abandon mechanical units/vents, replace mechanical vents, adjust or relocate utilities, replace drains and respective piping, and raise curbs at no additional cost to owner were included in their bid.
- WMR stated they had a plan to address asbestos per the project specifications and would provide a written copy of their plan for review by WSD, SME, and Nova (Waterford School District's Environmental Consultant) prior to roofing replacement.
- SME spoke with two references from WMR. Both references stated that their overall experience with WMR was good and that they would work with them again granted the opportunity.

Based on post-bid answers and the results of the public bid opening, SME recommends **William Molnar Roofing** be awarded the 2026 WSD Roofing Replacement project at Mason Middle School and Transportation Building.

SME also recommends that a \$50,000 contingency be added to the overall base bid price to account for unforeseen conditions uncovered during replacement. For your convenience, we have included a tabulation of the bids opened.

SME

PREPARED BY:

A handwritten signature in blue ink that appears to read "Kyle Damerow".

Kyle M. Damerow, PE, RRC
Senior Project Engineer

Attachment: Bid Tabulation

REVIEWED BY:

A handwritten signature in blue ink that appears to read "Jessica M. Thiebout".

Jessica M. Thiebout, RA REWC, FMPC
Senior Project Architect

Firm Name	Base Bid	Bid Bond	Bid Guarantee	Completion Date	Addenda Acknowledgement	Subcontractors	Bidder Qualifications	References	Familial Disclosure	Certificate of Compliance
Butcher & Butcher	\$592,600.00	Yes	5%	Aug 1, 2026	No	Mech: Ecker Mech.	Yes	Two	None	Yes
Sterling Construction	\$309,500.00	Yes	5%	Aug 1, 2026	No	Mech: Ecker Mech + others*	Yes	Two	None	Yes
Division 7 (Royalty Roofing USA)	\$589,980.00	Yes	5%	Aug 1, 2026	Yes	Mech/Plumbing: Ecker Mech.	No	Two	None	Yes
Lutz Roofing	\$683,000.00	Yes	5%	Aug 1, 2026	Yes	Mech: Ecker Mech. + others**	Yes	Two	None	Yes
KJP Roofing & Sheet Metal	\$612,500.00	Yes	5%	Aug 1, 2026	Yes	Mech: Ecker Mech.	Yes	Two	None	Yes
Quality Roofing	\$873,375.00	Yes	1%	Aug 1, 2026	No	Mech: Ecker Mech + others***	Yes	Two	None	Yes
Unlimited Construction	\$713,000.00	Yes	1%	Aug 1, 2026	Yes	Mech/Elec: Ecker Mech.	Yes	Two	None	Yes
William Molnar Roofing	\$538,958.00	Yes	5%	Aug 1, 2026	Yes	Mech: Ecker Mech. + others****	Yes	Two	None	Yes
Four Seasons Kanga Roof	\$497,000.00	Yes	5%	Aug 1, 2026	Yes	Mech: Ecker Mech.	Yes	Two	None	Yes

*SC

Elec: White Light Electric

Plumbing: Halligan Plumbing

Asbestos: Certified Abatement Services

**LR

Interior Protection: Alliance Coating or Lutz

***QR

Asbestos: Great lakes environmental

Elec: Ecker Mech.

Plumbing: Shoner plumbing

****WMR

Elec: Precision Electric

Unit Prices										
Firm Name	Repair Steel Deck	Replace Steel Deck	Gypsum Deck Repairs	Coat Deck Corrosion	Wood Nailers 2x4	Wood Nailers 2x6	Wood Nailers 2x8	Wood Nailers 2x10	Wood Nailers 2x12	Other
Butcher & Butcher	\$9.50	\$15.95	Varies	\$2.95	\$4.00	\$6.00	\$7.00	\$8.50	\$8.75	N/A
Sterling Construction	\$18.00	\$38.00	\$22.00	\$9.00	\$8.50	\$10.50	\$13.00	\$15.50	\$18.50	N/A
Division 7 (Royal Roofing)	\$5.00	\$14.00	\$30.00	\$4.00	\$3.50	\$4.00	\$6.00	\$10.00	\$13.00	N/A
Lutz Roofing	\$4.00	\$12.50	\$10.00	\$1.50	\$3.50	\$4.50	\$5.50	\$6.50	\$7.50	N/A
KJP Roofing & Sheet Metal	\$7.00	\$16.50	\$22.00	\$7.00	\$3.50	\$4.25	\$5.00	\$5.75	\$6.50	N/A
Quality Roofing	\$12.00	\$17.00	\$17.00	\$6.00	\$3.50	\$4.25	\$4.75	\$5.50	\$7.25	N/A
Unlimited Construction	\$12.00	\$15.00	\$17.00	\$5.00	\$2.50	\$3.00	\$3.50	\$4.25	\$5.50	N/A
William Molnar Roofing	\$3.00	\$11.75	\$3.00	\$2.75	\$1.80	\$2.10	\$2.65	\$3.00	\$3.25	N/A
Four Seasons Kanga Roof	\$4.00	\$14.00	\$12.00	\$4.00	\$2.50	\$3.50	\$4.00	\$5.00	\$5.75	N/A

INFORMATION

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

ITEM: Information Item (c)

TOPIC: BP 26-02 Elementary Water Coolers

This item provides an update on the district-wide initiative to comply with the Michigan Clean Drinking Water Access Act. To meet state mandates, the district is transitioning from traditional drinking fountains to approved filtered bottle-filling stations and filtered faucets. While the units have been procured, additional construction and plumbing services are required to finalize the installations, particularly at the elementary level.

Background and Progress

On July 17, 2025, the Board approved the purchase of water filling stations. The district successfully leveraged \$58,452.29 in grant funding through a consortium bid to offset these costs. With the grant allocation of \$64,750 now fully utilized, the district is moving into the final implementation phase.

Key Project Details

To ensure full compliance with the state mandate, the following actions are being taken:

- Elementary School Upgrades: Traditional, non-filtered drinking fountains are being replaced with modern electric water coolers and filtered filling stations.
- Infrastructure Requirements: Several locations require specialized plumbing and construction services to modify existing alcoves and piping to support the new units.
- Mandate Compliance: All non-filtered drinking outlets must be permanently disabled to meet the Michigan K-12 requirements for filtered water access.

The initial hardware was funded by grants; however, the labor for installation and necessary site modifications will require funding from the 2020 Bond Funds. The Award Recommendation, Scope of Work and Bid Tabs are attached as additional support.

- **Final Recommendation:** A formal recommendation for the award with contingency in the amount of \$203,112.80 to be presented on February 19, 2026.

Resource Persons: Karen Hildebrandt, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance and Budget
Sidney Tippett, Director of Maintenance and Operations

Date of Board of Education Meeting: January 15, 2026



BP 26-02 Elementary Water Coolers

Scope of Work

Elementary Schools

- Electric water coolers installation
 - Remove existing drinking fountains, where required
 - Rework and install piping, as needed
 - Modify walls, as needed
 - Wall tile replacement, where required
 - Install water cooler, where required



1/9/26

Mrs. Karen Hildebrandt
Assistant Superintendent of Business and Operations
Waterford School District
501 N. Cass Lake Rd.
Waterford, MI 48328

RE: Waterford School District
BP 26-02 Elementary Water Coolers

Dear Mr./Ms./Mrs. Owner Name,

On 11/19/25, bid proposals were received and read publicly concerning BP 26-02 Elementary Water Coolers. Barton Malow Builders has reviewed the proposals with the Project Architect/Engineer, French. The attached bid tabulation lists all of the bid proposals received. After a review of all bid proposals, post bid reviews were conducted to verify the proposals were inclusive of the scope of work and schedule. Based upon the evaluation of the project team, we present the following companies for consideration by the administration and the Board of Education:

Bid Category	Contractor	Base Bid	Allowance	Total Recommended Contract Amount
09 3000 Tiling	Premier Tile Design Inc.	\$24,100.00	-	\$24,100.00
22 0000 Plumbing	Dickerson Mechanical, Inc.	\$89,000.00	\$20,000.00	\$109,000.00
26 0000 Electrical	Doublejack Electric Co., Inc.	\$51,548.00	-	\$51,548.00
TOTAL CONTRACTOR DIRECT COST				\$184,648.00
CM CONTINGENCY				\$18,464.80
TOTAL CONSTRUCTION COST				\$203,112.80

Please feel free to contact me should have any questions or comments regarding this award presentation.

Sincerely,

Carla Ramirez
Project Manager
Barton Malow Builders

Attachment; BP 26-02 Elementary Water Coolers Bid Tabulation



BP#26-02 Elementary Water Coolers

19-Nov-25

Bid Tabulation

Contractor	Elementaries	Bid Bond	Iran Sanctions	Familial Disclosure
09 3000 Tiling				
Premier Tile Design Inc.	\$24,100.00	Y	Y	Y
Omega Floors Inc.	\$46,300.00	Y	Y	Y
Continental Contracting Company, LLC	\$87,290.00	Y	Y	Y
22 0000 Plumbing				
Dickerson Mechanical, Inc.	\$89,000.00	Y	Y	Y
Danboise Mechanical, Inc.	\$109,973.00	Y	Y	Y
26 0000 Electrical				
Doublejack Electric Co., Inc.	\$51,548.00	Y	Y	Y

INFORMATION

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

ITEM: Information Item (d)

TOPIC: BP 26-02 Mason Media Center HVAC

As part of the 2020 Bond approved by voters on August 4, 2020, HVAC improvements to the Mason Middle School media center are included in the project scope. These upgrades will ensure improved air quality and enhanced comfort for students and staff.

The HVAC unit in the Mason Middle School Media Center involves removing and replacing mechanical equipment, removing and replacing piping; and disconnecting and reconnection of the electrical access. Pricing was received through a competitive bid. The scope of work and bid tabulation for this project are attached as additional support.

A recommendation in the amount of \$217,215.90 covering the responding bid pricing and contingency will be submitted for Board approval at the February 19, 2026, Board meeting.

Resource Persons: Karen Hildebrandt, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance and Budget
Sidney Tippett, Director of Maintenance and Operations

Date of Board of Education Meeting: January 15, 2026



1/9/26

Mrs. Karen Hildebrandt
Assistant Superintendent of Business and Operations
Waterford School District
501 N. Cass Lake Rd.
Waterford, MI 48328

RE: Waterford School District
BP 26-02 Mason Middle School Media Center HVAC

Dear Mr./Ms./Mrs. Owner Name,

On 11/19/25, bid proposals were received and read publicly concerning BP 26-02 Mason Middle School Media Center HVAC. Barton Malow Builders has reviewed the proposals with the Project Architect/Engineer, French. The attached bid tabulation lists all of the bid proposals received. After a review of all bid proposals, post bid reviews were conducted to verify the proposals were inclusive of the scope of work and schedule. Based upon the evaluation of the project team, we present the following companies for consideration by the administration and the Board of Education:

Bid Category	Contractor	Base Bid	Total Recommended Contract Amount
23 0000 Mechanical	Dickerson Mechanical, Inc.	\$168,700.00	\$168,700.00
26 0000 Electrical	Doublejack Electric Co., Inc.	\$28,769.00	\$28,769.00
TOTAL CONTRACTOR DIRECT COST			\$197,469.00
CM CONTINGENCY			\$19,746.90
TOTAL CONSTRUCTION COST			\$217,215.90

The as-read second low bidder for Mechanical bid category #23 0000, Danboise Mechanical, Inc., has requested a withdrawal of their bid because full scope of work was not included.

Please feel free to contact me should have any questions or comments regarding this award presentation.

Sincerely,

Carla Ramirez
Project Manager
Barton Malow Builders

Attachment; BP 26-02 Mason Middle School Media Center HVAC Bid Tabulation



BP#26-02 Mason Media Center HVAC

19-Nov-25

Bid Tabulation

Contractor	Mason	Bid Bond	Iran Sanctions	Familial Disclosure
		(Y/N)	(Y/N)	(Y/N)
23 0000 Mechanical				
Danboise Mechanical, Inc.	\$133,706.00	Y	Y	Y
Dickerson Mechanical, Inc.	\$168,700.00	Y	Y	Y
26 0000 Electrical				
Doublejack Electric Co., Inc.	\$28,769.00	Y	Y	Y



BP 26-02 Mason Media Center HVAC

Scope of Work

Mason Middle School Media Center

- Unit ventilators and condensing units installation
 - Remove and replace mechanical equipment
 - Remove and replace piping
 - Electrical disconnect and connect

ACTION

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

ITEM:	New Business a(1) Superintendent's Recommendation 28-25-26
TOPIC:	Purchase Agreement Amendment (PH Homes, Inc.)

Background

On December 23, 2024, the Waterford School District (the "Seller") entered into a Real Estate Purchase Agreement with PH Homes, Inc. (the "Purchaser") for the sale of a 12.00 +/- acre parcel (Tax Parcel I.D. No. 18-05-226-002) for the purchase price of \$675,000.00.

Under the original agreement:

- The Purchaser completed a 90-day Inspection Period.
- The Purchaser subsequently exercised two (2) 150-day Governmental Approval Periods to seek rezoning, site plan approval, and financing.
- The last of these approval periods is currently scheduled to expire on January 26, 2026.

The Purchaser has diligently pursued these approvals; however, due to circumstances beyond their control, final approvals will not be secured by the current deadline. Consequently, the Purchaser has requested an additional extension to ensure the project can move forward to closing.

Financial Impact

The District will receive an immediate, non-refundable payment of \$15,000.00. This is in addition to the \$25,000.00 Earnest Money Deposit already held by the District through the Title Company, which has been used to satisfy fees for previous extension periods but remains applicable to the purchase price at closing.

Legal Review

The First Amendment has been prepared and reviewed by legal counsel. All other terms and conditions of the original Agreement dated December 23, 2024, remain in full force and effect.

Recommendation

It is recommended that the Board of Education approve the First Amendment to the Real Estate Purchase Agreement with PH Homes, Inc.. This amendment grants the Purchaser an additional extension of time to secure necessary Governmental Approvals for the development of approximately 12.00 acres of vacant land.

Resource Persons: Karen Hildebrandt, Assistant Superintendent, Business & Operations

Date of Board of Education Meeting: January 15, 2026