

WATERFORD SCHOOL DISTRICT
Regular Meeting of the Board of Education
Thursday, April 18, 2019 - 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.
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Audience Comments on Action Items
6. Approval of Minutes
 - a. March 21, 2019, Regular Meeting
 - b. March 27, 2019, Special Meeting
 - c. April 16, 2019, Special Meeting
7. Accounts Payable – March 2019
8. School District Financial Statement
9. Support Staff Report
10. New Business
 - a. Superintendent's Recommendations
 - (1) Recommendation 82-18-19 Relative to Resignations
 - (2) Recommendation 83-18-19 Relative to Administrative Layoffs
 - (3) Recommendation 84-18-19 Relative to Administrative Appointment
 - (4) Recommendation 86-18-19 Relative to 2018-2019 Revised Budget
 - (5) Recommendation 87-18-19 Relative to Cooperative Agreement for Boys Tennis
11. Information Item
 - a. Head Start Reports
 - b. Partial Roof Replacements: Central Warehouse, Beaumont, Cooley, Kettering and Mott
12. 2019-2020 Budget Development
 - a. Balanced Budget
 - b. Closed Session – Negotiations
13. Audience Comments on Non-Action Items
14. Superintendent's Report
15. Discussion Items
 - a. Future
 - (1) Information –All Night Grad Party Police Coverage
 - (2) Information – Oakland ISD Budget 2019-2020
 - (3) Action – Partial Roof Replacement
 - (4) Closed Meeting – Superintendent Evaluation
 - (5) Closed Meeting - Negotiations
16. Board of Education Reports
Adjournment

WATERFORD BOARD OF EDUCATION – MINUTES

**Regular Meeting
March 21, 2019**

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 Piggott at 6:00 PM.

PLEDGE

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

ROLL CALL

Present: Members Barghahn, Petrusha, Sutherland, Josselyn, Torres, Halls and Piggott
Absent: None
Others: Keith Wunderlich, Bill Holbrook, Amy Dagenhardt Mary Craite, Ann Kaschner, Heather Birch, Joseph Humphrey, Tammie Wolfe, Melissa Wolfe, Annie Chachich, Lori McCracken, Lisa Kane, Mark Herne, Riley Vermilya, Jessica Pumfrey, Matt McClure, Sally Hart, Kelly Powell, Valerie Grimes, Dee Alessi, Ken VanHorn, Kent Douglas, Jaret Harrison and others not registered.

APPROVAL OF THE AGENDA

Seeing no changes, the agenda was approved as presented.

AUDIENCE COMMENTS ON ACTION ITEMS

There were no audience comments on action items.

APPROVAL OF THE MINUTES

a. March 7, 2019, Regular Meeting

Moved by Member Halls and supported by Member Petrusha that the Board of Education approve the minutes of the March 7, 2019 Regular Meeting.

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

Nays: None

Motion carried. (7-0)

ACCOUNTS PAYABLE

Moved by Member Barghahn and supported by Member Torres that the Board of Education approve the accounts payable for the month of February 2019, per the reports included in the March 21, 2019 materials.

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

Nays: None

Motion carried. (7-0)

Member Barghahn requested clarification on the names associated with p-cards and Mr. Holbrook explained this information is withheld from the website to protect the District and prevent fraud.

Member Barghahn requested clarification on overtime and where it appears. Mr. Holbrook provided an explanation and examples.

FINANCIAL STATEMENT

The Board of Education is in receipt of the statement of revenues and expenditures for the eight months ended February 2019.

NEW BUSINESS

a. Superintendent's Recommendations

(1) Recommendation 78-18-19 Relative to Reinstatement of Student A

In keeping with Michigan law, a committee consisting of school board members, a school administrator, teacher and parent of a pupil in the district reviewed a petition for the reinstatement of a student previously expelled by the Waterford School District. Moved by Member Halls and supported by Member Sutherland that the Board of Education approve the recommendation of the Reinstatement Committee to not reinstate Student A.

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

Nays: None

Motion carried. (7-0)

(2) Recommendation 79-18-19 Relative to Policy 4120: Employment of Support Staff

Moved by Member Halls and supported by Member Petrusha that the Board of Education approve the proposed language revisions to Policy 4120: Employment of Support Staff.

The Board shall approve the employment **POSITIONS WITHIN EACH SUPPORT STAFF GROUP**, and also, when not covered by the terms of a negotiated, collectively-bargained agreement, fix the compensation, and establish the term of employment for each support staff member **POSITION** employed by **AVAILABLE IN** this District. **CHANGES IN SUPPORT STAFF PERSONNEL SHALL BE BROUGHT TO THE BOARD MONTHLY. ALL NEW SUPPORT STAFF POSITIONS SHALL BE APPROVED BY THE BOARD BEFORE BEING POSTED UNLESS REQUIRED BY STATE OR FEDERAL LAW.**

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

Nays: None

Motion carried. (7-0)

(3) Recommendation 80-18-19 Relative to Resolution for Designation of a School Safety Liaison and Emergency Contact to Attorney General Hotline

Moved by Member Halls and supported by Member Sutherland that the Board of Education approve the following resolution directing the Superintendent to designate the school safety liaison and emergency contact to Attorney General Hotline (OK2SAY).

WHEREAS, Public Act 435 of 2018 establishes the Office of School Safety within the Department of State

Police; the Office of School Safety is tasked with working with the Michigan Department of Education to

create model practices for school safety and offering school safety trainings to school districts;

WHEREAS, Public Act 538 of 2018 requires the Department of State Police to create a School Safety

Commission to review model practices for determining school safety measures and to make policy recommendations to the Office of School Safety;

NEW BUSINESS

a. Superintendent's Recommendations

- (3) Recommendation 80-18-19 Relative to Resolution for Designation of a School Safety Liaison and Emergency Contact to Attorney General Hotline (continued)

WHEREAS, Public Act 549 of 2018 requires the Board to designate a District employee to act as a liaison

to both the newly-created Office of School Safety and the School Safety Commission;

WHEREAS, the District's designated liaison to the Office of School Safety and School Safety Commission

must be a District employee who regularly and continuously works under contract for the District;

WHEREAS, under the Student Safety Act, MCL 752.913(3), the Attorney General is responsible for

operating a hotline that allows the public to submit reports regarding potential self-harm and potential harm

or criminal acts directed at school students, school employees or schools in Michigan; and

WHEREAS, Public Act 670 of 2018 requires the governing body of a school to provide, at least biannually,

to the Department of State Police current emergency contact information for at least one school official to

ensure that the school official is able to receive information submitted through the hotline described above.

NOW, THEREFORE BE IT RESOLVED,

1. That the Superintendent is directed to designate an individual employed by the District or who is assigned to regularly and continuously work under contract for the District to act as a liaison to the Office of School Safety and the School Safety Commission and the Superintendent shall notify the Department of State Police of the designated liaison by March 28, 2019; and

2. That the Superintendent is directed to provide the contact information of at least one school official

within the District to receive information from the Attorney General's hotline, to the Department of State Police by March 28, 2019 as required by Public Act 670.

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

Nays: None

Motion carried. (7-0)

- (4) Recommendation 81-18-19 Relative to Resolution in Support of Governor Whitmer's Proposed Budget

Moved by Member Halls and supported by Member Sutherland that the Board of Education approve the following resolution in support of Governor Whitmer's proposed budget.

WHEREAS, the Michigan Constitution requires the state to support a system of free public elementary and secondary schools as defined by law; and

NEW BUSINESS

a. Superintendent's Recommendations

- (4) Recommendation 81-18-19 Relative to Resolution in Support of Governor Whitmer's Proposed Budget (continued)

WHEREAS, a recent study by researchers at Michigan State University has shown that Michigan ranks last in the nation in providing funding for K-12 schools in recent years; and

WHEREAS, the work of the non-partisan School Finance Research Collaborative (SFRC) has provided Michigan with comprehensive recommendations on how to change our approach to how we fund Michigan's schools to fully prepare all students for jobs and success; and

WHEREAS, the SFRC and Michigan State University study have both pointed to the need for significant new funding for K-12 schools in addition to changing how those dollars are allocated to reflect the unique needs of each individual school district; and

WHEREAS, Governor Gretchen Whitmer has released a proposed 2019-2020 school-aid budget that reflects the work and recommendations of the SFRC; and

WHEREAS, Governor Gretchen Whitmer's proposed 2019-2020 school-aid budget represents a historic investment in schools across Michigan; and

WHEREAS, Governor Gretchen Whitmer's proposed 2019-2020 school-aid budget would provide an additional \$466 dollars per pupil to Waterford Schools and better support the programs our students rely on; and

WHEREAS, Governor Gretchen Whitmer's budget plan emphasizes the need for the state to properly fund early literacy programs, special education programs, career technical education and programs for at-risk students;

THEREFORE BE IT RESOLVED, the Waterford School District believes that Governor Gretchen Whitmer's proposed 2019-2020 school-aid budget puts the needs of our students first and foremost and we encourage our elected legislators to support it as it moves through the legislative process.

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

Nays: None

Motion carried. (7-0)

INFORMATION ITEMS

a. Administrative Layoff

A recommendation to approve the following resolution relative to administrator layoffs will be presented for action on April 18, 2019.

WHEREAS, due to the financial condition and the staffing needs of the School District, the Board of Education has determined that a reduction of administrator positions is necessary; and

WHEREAS, administration has reviewed the present administrative assignments and recommended the elimination of specific position and the layoff of the following administrator:
Donna Bergstrom

INFORMATION ITEMS

a. Administrative Layoff

NOW, THEREFORE, BE IT RESOLVED that the above person is hereby laid-off and her administrative employment with Waterford School District accordingly terminated by reason of necessary reduction in personnel, effective June 30, 2019.

BE IT FURTHER RESOLVED that this Resolution, and resulting layoff, be carried out in a manner that is wholly consistent with any applicable contracts of employment.

BE IT FURTHER RESOLVED that the Superintendent of Schools, or designee, is hereby directed to notify in writing said employees affected by this Resolution of layoff and termination of service prior to April 30, 2019.

Members of the Board engaged in discussion relative to the layoff process.

b. 2018-2019 Revised Budget

William Holbrook, Assistant Superintendent, Business and Operations, and Amy Dagenhardt, Director of Finance and Budget, presented the 2018-2019 revised budget. A recommendation to approve the 2018-2019 revised budget will be presented on April 18, 2019.

2019-2020 BUDGET DEVELOPMENT

Dr. Wunderlich, Superintendent, and William Holbrook, Assistant Superintendent, Business and Operations, provided information relative to the 2019-2020 budget development, including the details of the Governor's budget proposal and the impact on Waterford School District. Options including the service plan for the pools and child care rates were discussed. Further discussion, including optional budget reductions/adjustments, will occur at the next Regular Meeting on April 18, 2019.

AUDIENCE COMMENTS ON NON-ACTION ITEMS

The following audience members addressed the Board of Education:

- Kristen Wagner (Parent Advocacy Day in Lansing)
- Matt McClure (Fund Balance)
- Tammie Wolfe (Parent Advocacy and Superintendent Search)

SUPERINTENDENT'S REPORT

Superintendent Wunderlich spoke regarding parent advocacy, fund balance and the Anti-Bullying Task Force student extension who created slogans to be voted on for use in the PR campaign. He also discussed March is Reading Month and the loss of Margie Arsen. Congratulations to the Select Fifty, honored by the Foundation for academics, leadership and citizenship, Doreen Simonds for working with SNAM on the development of the continuum of all of the great things happening in Michigan and Years of Service recipients. Reminder, it's Severe Weather Awareness Week and the alarm will sound Wednesday and the Waterford Expo is still going on this evening at Mott High School.

DISCUSSION ITEMS

a. Future Items

- (1) *Board Workshop, March 27*
- (2) Spring Break, April 1-5
- (3) No Meeting Scheduled on April 4
- (4) Next Regular Board of Education Meeting, April 18

b. Board of Education Reports

Member Petrusha wished his youngest son a happy 24th birthday.

Member Barghahn thanked the parent advocates for going to Lansing and spoke about the Select Fifty and the impact teachers have on our students.

Member Torres also talked about Select Fifty, parent advocacy and the recent opportunity for our students to visit EMU.

Member Sutherland thanked the Foundation for sponsoring the Select Fifty and recognized Member Halls who will be the honoree at the Waterford Foundation Golf Outing this June. She also discussed the superintendent search as well as advocacy in Lansing and school funding.

ADJOURNMENT

The meeting was adjourned by President Piggott at 7:40 PM.

A video recording is on file with the official minutes.

Secretary, Board of Education

/mr

**WATERFORD SCHOOL DISTRICT
BOARD OF EDUCATION**

Special Meeting

March 27, 2019

OPENING

A Special Meeting of the Waterford School District Board of Education was held in the Kurzman Administrative Offices – Crary Campus, 501 N. Cass Lake Road, Waterford, Michigan. The meeting was called to order by President Piggott at 6:35 PM.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Members Halls, Petrusha, Piggott, Sutherland, Torres (via telephone), and Josselyn
Absent: Member Barghahn
Others: Megan Roberts, Donna Oser, Mary Craite, Vanesa Jennings, Rene Tenaglia, Becky Lesh and others who did not register.

APPROVAL OF THE AGENDA

The agenda was approved as presented.

AUDIENCE COMMENTS

There were no audience comments.

2019 SUPERINTENDENT SEARCH PLANNING

Donna Oser, Director of Executive Search Services-MASB, worked with the Board of Education to review the search process, report stakeholder input and develop selection criteria. The conversation relative to stakeholder input will carry forward to the next workshop on April 16, 2019. By consensus, the Board agreed to move the time of the next workshop to an earlier start time of 6:00 PM.

ADJOURNMENT

The Special Meeting was adjourned at 8:20 PM.

:mr

Board Secretary

**WATERFORD SCHOOL DISTRICT
BOARD OF EDUCATION
Special Meeting/Workshop**

April 16, 2019

OPENING

A Special Meeting/Workshop of the Waterford School District Board of Education was held in Room 104 at the Kurzman Administrative Services – Crary Campus, 501 N. Cass Lake Road, Waterford Michigan. The meeting was called to order by President Piggott at 6:09 PM.

PLEDGE OF ALLEGIANCE

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

ROLL CALL

Present: Members Petrusha, Barghahn, Piggott, Sutherland, Torres, Halls, and Josselyn
Absent: None
Others: Donna Oser,
John Paul Torres arrived at 6:25PM
and others who did not register.

APPROVAL OF AGENDA

Seeing no changes, the agenda was approved as presented.

AUDIENCE COMMENTS

(Check One)

There were no audience comments.

The following audience members addressed the Board of Education
(Name/Topic)

INTERVIEW PREPARATIONS

Donna Oser, Director of Executive Search Services, MASB, facilitated a workshop for the Board of Education in preparation for the upcoming superintendent interviews, April 22-23, 2019. Stakeholder input was discussed and interview questions were developed.

The Board of Education will interview the following candidates identified only by Applicant numbers:

- Applicant Number ___52_____
- Applicant Number ___204_____
- Applicant Number___621_____
- Applicant Number___821_____
- Applicant Number__1020_____
- Applicant Number__1794_____
- Applicant Number__1951_____
- Applicant Number__1970_____

ADJOURNMENT

The Special Meeting was adjourned by President Piggott at _____8:55_____PM.

_____Heather Halls_____
Board Secretary

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

ITEM NO:	
TOPIC:	ACCOUNTS PAYABLE FOR MARCH 2019

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of March 2019 as listed on pages 1-172, and the P-Card Account Statement listed on the last three pages.

EXPENDITURES BY DISBURSEMENT TYPE:

1. ACCOUNTS PAYABLE (CHECKS)

General Fund/Pooled Cash	\$	2,247,712.68
Special Ed Center Program		13,598.51
Community Service		33,166.11
Food Service		192,891.58
Debt Service		500.00
Capital Projects: 2016 Series II		529,162.95
Capital Projects: 2016 Series IV		1,000.00
TOTAL ACCOUNTS PAYABLE	\$	3,018,031.83

2. PAYMENTS BY WIRE OR ACH:

3/1/2019	Edustaff Contracted Benefits	\$	712.25
3/1/2019	Edustaff Contracted Substitutes/Staff	\$	125,273.24
3/4/2019	Food Service Bankcard Credit Fees		1,876.81
3/4/2019	Food Service MI Business Tax		194.62
3/4/2019	5/3 Merchant Bankcard Credit Fees		506.53
3/4/2019	Authnet Gateway Billing		34.50
3/5/2019	Food Service PayPal Payment Fees		210.80
3/7/2019	Food Service Meal Magic Fees		333.72
3/8/2019	Edustaff Contracted Substitutes/Staff		3,499.84
3/8/2019	5/3 Child Care Bankcard Credit Fees		1,100.76
3/11/2019	5/3 Bank Food Service MPS Billing		508.88
3/11/2019	5/3 Merchant MPS Billing		175.55
3/12/2019	5/3 Service Charge-Series III		152.71
3/12/2019	5/3 Service Charge-Series IV		13.00
3/13/2019	Office of Retirement Services Payroll 3/1/19		705,395.80
3/13/2019	ArbiterPay Officials		1,000.00
3/15/2019	ArbiterPay Officials		2,500.00
3/15/2019	Edustaff Contracted Substitutes/Staff		103,485.92
3/22/2019	Edustaff Contracted Substitutes/Staff		3,499.84
3/26/2019	5/3 Bank Purchasing Card-February 2019		12,402.70
3/27/2019	Office of Retirement Services Payroll 3/15/19		687,675.37
3/27/2019	Office of Retirement Services UAAL-March 2019		688,670.25
3/29/2019	ArbiterPay Officials		2,000.00
3/29/2019	Edustaff Contracted Substitutes/Staff		91,962.18

TOTAL WIRES OR ACH	\$	2,433,185.27
--------------------	-----------	---------------------

TOTAL DISBURSEMENTS FOR MARCH 2019	\$	5,451,217.10
------------------------------------	-----------	---------------------

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 and Operations
Amy Dagenhardt, Director of Finance & Budget
Doreen Simonds, Director of Nutrition & Purchasing Services

Date of Board of Education Meeting: April 18, 2019

**WATERFORD SCHOOL DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
GENERAL FUND
FOR THE NINE MONTHS ENDED MARCH 2019**

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 11,834,768	\$ 11,157,357	94.3%
OTHER	2,195,191	503,769	22.9%
TOTAL	14,029,959	11,661,126	83.1%
STATE			
MEMBERSHIP AID	55,778,011	37,884,425	67.9%
CATEGORICAL AID	16,864,370	11,454,280	67.9%
TOTAL	72,642,381	49,338,705	67.9%
FEDERAL	7,436,949	4,243,234	57.1%
INCOMING TRANSFER	5,170,139	3,877,604	75.0%
TOTAL REVENUE	\$ 99,279,428	\$ 69,120,669	69.6%
 <u>EXPENDITURES</u>			
INSTRUCTION:			
ELEMENTARY	\$ 9,752,823	\$ 6,833,958	70.1%
MIDDLE SCHOOL	4,705,937	3,182,397	67.6%
HIGH SCHOOL	6,631,888	4,738,095	71.4%
SUMMER SCHOOL	130,278	93,252	71.6%
EARLY CHILDHOOD	1,825,891	1,184,471	64.9%
SPECIAL ED	10,392,915	6,826,534	65.7%
COMP ED	3,115,187	1,801,592	57.8%
VOC ED	990,735	660,250	66.6%
TOTAL INSTRUCTION	37,545,654	25,320,549	67.4%
SUPPORT SERVICE:			
PUPIL SERVICE	7,123,526	4,708,739	66.1%
INSTR STAFF	2,137,411	1,505,246	70.4%
GENERAL ADM	1,338,914	814,730	60.9%
SCHOOL ADM	3,898,954	2,908,397	74.6%
BUSINESS	10,683,333	9,391,059	87.9%
CENTRAL	24,842,076	17,085,985	68.8%
TOTAL SUPPORT	50,024,214	36,414,156	72.8%
OTHER:			
ATHLETICS	1,576,614	930,279	59.0%
COMMUNITY SERVICE	101,984	55,088	54.0%
FEDERAL PROGRAMS	7,823,995	4,464,067	57.1%
DEBT	1,078,000	1,078,800	100.1%
TEACHER RETIREMENT SAVINGS	(300,000)	(225,000)	75.0%
INTERFUND TRANSFERS	190,170	142,628	75.0%
TOTAL OTHER	10,470,763	6,445,862	61.6%
TOTAL EXPENDITURES	\$ 98,040,631	\$ 68,180,567	69.5%
REV. OVER/(UNDER) EXP.	\$ 1,238,797	\$ 940,102	

**Waterford School District
Support Staff Report
March 2019**

RESIGNATIONS

Adam, Rainie – Secretary 12mth 7hr (MESPAI)
Children’s Village School
Resignation Effective: March 26, 2019

Carter, Thomas – Paraprofessional Special Education (WFSP)
Beaumont Elementary School
Resignation Effective: March 8, 2019

Emerson, Bruce – Bus Aide Paraprofessional (WFSP)
Transportation Department
Resignation Effective: March 7, 2019

Frazier, Kimberly – Noon Attendant (WFSP)
Pierce Middle School
Resignation Effective: March 22, 2019

Green, Jacinda – Student Worker (Bluebook)
Pool and Fitness Center - Mott and Kettering
Age Limitation Effective: March 6, 2019

Knight, Shirley – Night Custodian (MESPAIII)
Kettering High School
Retirement Effective: March 1, 2019

Mercier, Jessica – Student Worker (Bluebook)
Pool and Fitness Center - Mott and Kettering
Age Limitation Effective: March 6, 2019

Nagy, Kathryn– Student Worker (Bluebook)
Performing Arts Center - Mott and Kettering
Age Limitation Effective: March 18, 2019

Nimtz, Lisa – Food Service Assistant/Floater (MESPAIII)
Schoolcraft Elementary School
Resignation Effective: March 8, 2019

Osika, Paul – School Safety Coordinator (Bluebook)
Durant High School
Resignation Effective: March 1, 2019

Vasquez, Christine – Parent Resource Assistant (Bluebook)
Donelson Hills Elementary School
Resignation Effective: March 15, 2019

Villabob, Margaret – Noon Attendant (WFSP)
Beaumont Elementary School
Resignation Effective: March 11, 2019

CONTRACT CHANGES/APPOINTMENTS

Buscemi, Richard – Relief Bus Driver/Trainee (Bluebook)
Transportation Department
Effective: March 25, 2019

Jahn, Cindy – Food Service Assistant/Floater (MESPAIII)
Crary Campus
Effective: March 4, 2019

Japenga, Kirstin – Paraprofessional Special Education (WFSP)
Mott High School
Effective: March 25, 2019

Lowe, Gale – Child Care Assistant (WFSP)
Grayson Elementary School
Effective: March 8, 2019

Rodgers, Douglas – Paraprofessional Special Education (WFSP)
Pierce Middle School
Effective: March 26, 2019

Servello, Joshua – Mechanic (MESPAIII)
Transportation Department
Effective: March 11, 2019

Stewart, Theresa – Noon Attendant (WFSP)
Donelson Hills Elementary School
Effective: March 26, 2019

Stock, Samantha – Paraprofessional Special Education (WFSP)
Haviland Elementary School
Effective: March 11, 2019

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

Date of Board of Education Meeting: April 18, 2019

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

ITEM NO.: 10.a.(1) NEW BUSINESS
Superintendent's Recommendation 82-18-19
TOPIC : Retirements/Resignations/Leave of Absence Expirations

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

Baltazar, Lauren – Teacher
Resignation following Leave of Absence
Effective: March 29, 2019

Beasley, Troy – Teacher
Resignation following Leave of Absence
Effective: March 29, 2019

Hietala, Donald – Teacher
Pierce Middle School
Retirement
Effective: June 30, 2019

Jarois, Irene – Administrative Assistant
Kurzman Administration
Retirement
Effective: June 30, 2019

Mundinger, Sandra – Special Education Teacher
Knudsen Elementary
Retirement
Effective: June 30, 2019

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

Date of Board of Education Meeting: April 18, 2019

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

ITEM NO: 10.a.(2)	NEW BUSINESS Superintendent's Recommendation 83-18-19
TOPIC:	Administrative Layoff

It is recommended that the Board of Education approve the following resolution relative to administrator layoffs.

WHEREAS, due to the financial condition and the staffing needs of the School District, the Board of Education has determined that a reduction of administrator positions is necessary; and

WHEREAS, administration has reviewed the present administrative assignments and recommended the elimination of specific position and the layoff of the following administrator:

Donna Bergstrom

NOW, THEREFORE, BE IT RESOLVED that the above person is hereby laid-off and her administrative employment with Waterford School District accordingly terminated by reason of necessary reduction in personnel, effective June 30, 2019.

BE IT FURTHER RESOLVED that this Resolution, and resulting layoff, be carried out in a manner that is wholly consistent with any applicable contracts of employment.

BE IT FURTHER RESOLVED that the Superintendent of Schools, or designee, is hereby directed to notify in writing said employees affected by this Resolution of layoff prior to April 30, 2019.

Resource Persons: Keith D. Wunderlich, Ed.D., Superintendent
Janet McLeod, Director of Human Resources

Date of Board of Education Meeting: April 18, 2019

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

ITEM NO.: 10.a.(3) NEW BUSINESS
Superintendent's Recommendation 84-18-19
TOPIC : Administrative Contract Changes and Appointments

It is recommended that the Board of Education approve the following administrative appointment for the 2018-2019 school year:

Mozdzierz, Samantha – Director, Food Services
Waterford School District
100% Administrator Contract
Effective: TBD

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

Date of Board of Education Meeting: April 18, 2019

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

ITEM NO: 10.a.(5)	NEW BUSINESS Superintendent's Recommendation 86-18-19
TOPIC:	Resolution: Revised Budget 2018-2019.

RESOLVED, that this resolution shall be the general appropriations, Waterford School District for fiscal year 2018-2019. A resolution to make appropriations; and to provide for the expenditure of the appropriations; and to provide for the disposition of all income received by Waterford School District. The property tax rate will be 18 mills on non-homestead property. The proceeds will be used to pay General Fund operating expenses.

BE IT FURTHER RESOLVED, that the total revenues and unappropriated fund balance available for appropriations in the General Fund of the Waterford School District for fiscal year 2018-2019 is as follows:

GENERAL FUND

REVENUE

Local	\$	13,723,721
State		73,380,914
Federal		7,572,277
Incoming Transfers and Other Transactions		5,371,530
Total Revenue	\$	100,048,442
Fund Balance July 1, 2018	\$	7,172,056
Total Available to Appropriate	\$	107,220,498

BE IT FURTHER RESOLVED, that \$99,999,213 of the total available to appropriate in the General Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction:	
Basic Programs	\$ 22,950,658
Added Needs	15,363,064
Instruction - Employee Benefits	13,561,066
Support Services:	
Pupil Services	7,367,939
Instructional Services	2,224,468
General Administration	1,337,914
School Administration	3,927,503
Business Services	10,714,480
Central Services	3,992,439
Support Services - Employee Benefits	7,428,047
Athletics	1,364,798
Community Services	101,984
Federal Programs	7,961,550
Debt Service	1,078,000
Outgoing Transfers	625,303
Teacher Retirement Savings	-
Total Expenditures	<u>\$ 99,999,213</u>
Fund Balance Unassigned	\$ 7,221,285
Non Spendable - Prepaids	-
Fund Balance June 30, 2019	<u><u>\$ 7,221,285</u></u>

B

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the School Service Fund of the Waterford School District for fiscal year 2018-2019 is as follows:

REVENUE

Local	\$ 4,991,786
State	170,313
Federal	3,089,492
Incoming Transfers and Other Transactions	<u>625,303</u>
Total Revenues and Incoming Transfers	\$ 8,876,894
Fund Balance July 1, 2018	\$ 1,494,264
Less Appropriated Fund Balance (Reserve for Inventory)	<u>21,033</u>
Fund Balance Available to Appropriate	<u>\$ 1,473,231</u>
Total Available to Appropriate	<u><u>\$ 10,350,125</u></u>

BE IT FURTHER RESOLVED, that \$8,876,894 of the total available to appropriate in the School Service Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Food Service	\$ 4,893,670
Performing Arts Centers	281,627
Pool & Fitness Centers	923,726
Childcare	1,855,194
Senior Citizens	922,677
	<hr/>
Total Expenditures	\$ 8,876,894
Unassigned Fund Balance - Child Care	\$ -
Restricted Fund Balance - Food Service	1,473,231
Non Spendable - Food Serv Inventory	21,033
	<hr/>
Fund Balance June 30, 2019	<u>\$ 1,494,264</u>

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the Special Education Center Program Fund of the Waterford School District for fiscal year 2018-2019 is as follows:

SPECIAL EDUCATION CENTER PROGRAMS

REVENUE

State	\$ 1,467,578
Incoming Transfers and Other Transactions	4,846,734
	<hr/>
Total Revenues and Incoming Transfer	\$ 6,314,312
Fund Balance July 1, 2018	\$ 550,000
	<hr/>
Total Available to Appropriate	<u>\$ 6,864,312</u>

BE IT FURTHER RESOLVED, that \$6,314,312 of the total available to appropriate in the Special Education Center Program Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Instruction	\$ 2,303,526
Support Services - Pupils	1,302,612
Support Services - Instructional Staff	1,637,260
Transportation	309,834
Oakland Schools Resident Tuition	1,632,687
Redistributed Indirect Expenditures	(609,595)
Redistributed Rent Expenditure	(262,012)
	<hr/>
Total Expenditures	\$ 6,314,312
Restricted Fund Balance June 30, 2019	<u>\$ 550,000</u>

BE IT FURTHER RESOLVED, that the total revenue and unappropriated fund balance available for appropriations in the Debt Retirement Fund of the Waterford School District for fiscal year 2018-2019 is as follows:

DEBT RETIREMENT FUND

REVENUE

Local Property Taxes	\$ 16,569,577
Total Revenue	\$ 16,569,577
Fund Balance July 1, 2018	\$ 1,903,002
Total Available to Appropriate	<u>\$ 18,472,579</u>

BE IT FURTHER RESOLVED, that \$16,935,775 of the total available to appropriate in the Debt Retirement Fund is hereby appropriated in the amounts and for the purposes set forth below:

EXPENDITURES

Redemption of Bond Principal	\$ 12,535,000
Interest on Bonded Debt	4,399,275
Other	1,500
Total Expenditures	<u>\$ 16,935,775</u>
Restricted Fund Balance June 30, 2019	<u>\$ 1,536,804</u>

FUTHER RESOLVED, that no Board of Education member or employee of the school district shall expend any fund or obligate the expenditure of any funds except pursuant to appropriations made by the Board of Education. Changes in the amount appropriated by the Board shall require approval by the Board.

BE IT FURTHER RESOLVED, that the Superintendent is hereby charged with general supervision of the execution of the budget adopted by the Board and shall hold the department heads responsible for performance of their responsibilities within the amounts appropriated by the Board of Education.

Resource Persons: William Holbrook, CPA, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance and Budget

Date of Board of Education Meeting: April 18, 2019

ACTION

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

ITEM NO: 10.a.(6) NEW BUSINESS
Superintendent's Recommendation 87-18-19
TOPIC: Cooperative Agreement for Boys Tennis

It is recommended that the Board of Education approve the attached resolution to form and support a cooperative program between Waterford Mott and Waterford Kettering High Schools for Boys Tennis.

Resource Persons: Allison Sartorius, Athletic Director

Date of Board of Education Meeting: April 18, 2019



SENIOR HIGH APPLICATION TO FORM AND SUPPORT A COOPERATIVE TEAM

(Page 1 of 2 – Complete All Sections and All Signatures. Board of Education Resolution on Page 2)

1. It is requested that the Michigan High School Athletic Association, Inc. receive and accept this application to form a cooperative team in the sport(s) of X boys girls Tennis
 boys girls

2. The sponsors of this proposed cooperative team are members in good standing of the Michigan High School Athletic Association, Inc. and are identified as:

(Primary)	High School of	City	Enrollment	Class
<u>Waterford Mott</u>	<u>Waterford</u>	<u> </u>	<u> </u>	<u>A</u>
(Secondary) <u>Letting</u>	High School of <u>Waterford</u>	City <u> </u>	<u> </u>	<u>A</u>
(Secondary) <u> </u>	High School of <u> </u>	City <u> </u>	<u> </u>	<u> </u>

3. This agreement is being formed under the following MHSAA Handbook Regulation: **(Check one only)**

- Combined enrollment under 1,000 (Sect. 1[E]) Subvarsity ONLY (Sect. 1[E]1)
- Multi-School District in named sports – four-year experiment (Sect. 1 [E]2)
- Combined enrollment under 3,500 in specific sports (gym, lax, swim, ski, hockey) (Sect. 1[F]1)
- Three-year startup program in above five sports in excess of 3,500 – first time sponsoring (Sect. 1[F]2)
- Three-year lifeline in above five sports if school or coop dropped the sport previously (Sect. 1[F]3)

4. Indicate all levels of teams that you intend to sponsor in the coop: Sport: Tennis V X JV Fresh
(possibly JV eventually numbers permitting)
Sport: V JV Fresh
Sport: V JV Fresh
Sport: V JV Fresh

5. Did any of the schools sponsor the sport(s) last year? If so, indicate the school(s) and sport(s):

Schools Mott + Letting Sports Tennis

6. The schools in this application have a current agreement in another sport: Yes or No

If yes, in what sport(s) is an agreement currently operating? Lax, Ski, Gymnastics, Hockey, Swim, Girls Golf

7. This cooperative agreement shall commence June 1, 2019 and continue for a minimum of two years.
Month Date Year

8. Written support from the applicable league, or from four future opponents if there is no league, is attached. Name of league or conference (if applicable): Lakes Valley Conference

9. The applicants seeking cooperative team approval certify by their signatures on page two (2) that all approvals, required study, planning and review have been completed.

10. Will this team be known or named something other than a school name? If Yes, what will the name be?
Waterford United
(Note: Generally, the MHSAA uses the primary school as the designated title of the team.)

Representing Wethering High School

Representing Mott High School

Superintendent Signature

Superintendent Signature

Board of Education Signature

Board of Education Signature

Principal Signature

Principal Signature

Athletic Director Signature

Athletic Director Signature

Date

Date

SENIOR HIGH BOARD OF EDUCATION RESOLUTION TO FORM AND SUPPORT A COOPERATIVE PROGRAM

(Submit with Application, Advance Preparation Materials and Letter of League Support)

Resolved, Waterford Mott High School and Waterford Kettering

High School agree to join together to fund, support and maintain a cooperative team in the following sport(s):

Boys Tennis Boys Sports

Girls Sports

The primary school is: Waterford Mott Effective Date: June 1, 2019

Each Board of Education should review the advance preparation material included with this Resolution.

COOPERATIVE PROGRAM BOARD OF CONTROL

Waterford Mott High School
Jason Riggs Administrator
Allison Sartorius Athletic Director

Waterford Kettering High School
Debra Cooper Administrator
Allison Sartorius Athletic Director

We, the undersigned, agree to the conditions and content of this Resolution and will work cooperatively for the success of the program and benefit of our children.

Superintendent Signature

Superintendent Signature

Board Member Signature

Board Member Signature

Date

Date

Arrangements detailed in the "Advance Preparation Materials: Questions and Guidelines for Schools to Consider," plus those unique to the cooperating schools on a separate sheet, should be addressed by the boards of education when considering this Resolution. The MHSAA will file the advance preparation material if the school submits it with the application.

Name of Person Completing this Application: Allison Sartorius

Phone: 248-674-3847 Email: sartoA01@wsdmi.org

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

ITEM NO.: 11.a. Information Items

TOPIC: Head Start Dashboard and Budget Reports for January and February 2019

The OLHSA Governing Body, 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 reports for January and February 2019 are all provided for Board of Education review.

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

Board of Education Meeting: April 18, 2019



 A Community Action Agency

WATERFORD HEAD START

FOR THE MONTH OF: JANUARY 2019

Delegate Program: WATERFORD

Submitted By: RONI ERVIN

MENTAL HEALTH	EHS	HS
# of hours mental health consultant was on-site and available to EHS/HS families and children this month		88
DISABILITIES	EHS	HS
# of children that have been referred to the LEA/Early On for special education evaluation since start of program year		0
Of those:		
How many qualified for services? <i>Please enter in Disabilities section of FacsPro</i>		0
How many did not qualify for services?		0
How many dropped or refused services?		0
SCHOOL READINESS	EHS	HS
Teacher attendance % this month		94.6%
STAFF VACANCIES	EHS	HS
# of teachers		0
# of teacher assistants		0
# of home visitors		0

Please submit this report by the 5th of each month to Jamie Braden via email – JamieB@olhsa.org

All other required data will be gathered from the FacsPro Database at end of each month.



 A Community Action Agency

WATERFORD HEAD START

FOR THE MONTH OF: FEBRUARY 2019

Delegate Program: WATERFORD

Submitted By: RONI ERVIN

MENTAL HEALTH	EHS	HS
# of hours mental health consultant was on-site and available to EHS/HS families and children this month		128
DISABILITIES	EHS	HS
# of children that have been referred to the LEA/Early On for special education evaluation since start of program year		0
Of those:		
How many qualified for services? <i>Please enter in Disabilities section of FacsPro</i>		0
How many did not qualify for services?		0
How many dropped or refused services?		0
SCHOOL READINESS	EHS	HS
Teacher attendance % this month		100%
STAFF VACANCIES	EHS	HS
# of teachers		0
# of teacher assistants		0
# of home visitors		0

Please submit this report by the 5th of each month to Jamie Braden via email – JamieB@olhsa.org

All other required data will be gathered from the FacsPro Database at end of each month.

Jan 2019/Waterford Head Start MTD Budget

TEACHING SALARY	14,250.34
AIDES SALARY	10,750.46
TEMPORARY TEACHING SALARY	138.08
LIFE INSURANCE	31.5
DISABILITY INSURANCE	39.86
HEALTH INSURANCE	4,211.78
DENTAL INSURANCE	361.9
VISION INSURANCE	74.57
RETIREMENT	6,743.69
FICA	1,698.18
WORKERS COMPENSATION	250.01
PROF & TECH SERVICES	180
TEACHING/TESTING SUPPLIES	47.32
PUPIL SERVICES	745.43
PROF & TECH SERVICES	1,688.89
SOCIAL WORKER SALARY	1,588.72
LIFE INSURANCE	1.5
HEALTH INSURANCE	799.66
DENTAL INSURANCE	43.28
VISION INSURANCE	7.71
RETIREMENT	415.93
FICA	83.77
WORKERS COMPENSATION	15.89
TEMP TEACHER ASST SALARY	1,209.98
RETIREMENT	321.84
FICA	91.16
WORKERS COMPENSATION	12.09
EARLY CHILDHOOD SPECIALIST	900
OFFICE SUPPLIES	145.2
Total Expenditures	46,848.74

Feb 2019/Waterford Head Start MTD Budget

TEACHING SALARY	18,009.60
AIDES SALARY	12,784.64
TEMPORARY TEACHING SALARY	184.1
LIFE INSURANCE	30
DISABILITY INSURANCE	45.37
HEALTH INSURANCE	3,412.12
DENTAL INSURANCE	318.62
VISION INSURANCE	66.86
RETIREMENT	8,311.91
FICA	2,162.76
WORKERS COMPENSATION	309.79
MAINTENANCE AGREEMENT	206.29
TEACHING/TESTING SUPPLIES	99.99
PUPIL SERVICES	745.43
PROF & TECH SERVICES	1,688.89
SOCIAL WORKER SALARY	4,539.20
LIFE INSURANCE	3
DISABILITY INSURANCE	9.53
HEALTH INSURANCE	1,599.32
DENTAL INSURANCE	86.56
VISION INSURANCE	15.42
RETIREMENT	1,188.36
FICA	268.57
WORKERS COMPENSATION	45.4
TEMP TEACHER ASST SALARY	1,486.23
RETIREMENT	395.39
FICA	111.99
WORKERS COMPENSATION	14.87
EARLY CHILDHOOD SPECIALIST	2,700.00
Total Expenditures	60,840.21

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

ITEM NO.: 11.b.	Information Item
TOPIC:	Partial Roof Replacements: Central Warehouse, Beaumont, Cooley, Kettering, Mott

Waterford School District Administration is seeking proposals for partial roof replacements at Central Warehouse, Beaumont and Cooley Elementary Schools, Kettering Media Center, Kettering and Mott Gymnasiums.

A recommendation is expected to be presented to the Board of Education on May 2, 2019.

Funding Source: 2016 Bond Series IV

Resource Persons: William Holbrook, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance and Budget
Doreen Simonds, Director of Nutrition and Purchasing Services
John Keglovitz, Associate Director, Maintenance and Operations

Date of Meeting: April 18, 2019