

WATERFORD SCHOOL DISTRICT
Regular Meeting of the Board of Education
Thursday, October 18, 2018 - 6:00 PM
A G E N D A

1. Opening – Audience participation is scheduled at the beginning and end of the agenda. Only those who want to speak on an action item and have completed a public comment card will be called upon at the beginning of the meeting. Those who have comments on non-action items and have completed a public comment card will be called upon before the conclusion of the meeting. The President of the Board is responsible for recognizing all speakers. Board packets are available on the website, www.waterford.k12.mi.us.
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Celebrations of Learning
 - a. Celebrate Hope
6. Information Items
 - a. External Audit Report
 - b. Partial Roof Replacement: Durant High School and Pierce Middle School
 - c. Cafeteria Point of Sale System Computers/Registers
 - d. Head Start Budget
7. Audience Comments on Action Items
8. Approval of Minutes
 - a. September 20, 2018 Regular Meeting
9. Accounts Payable – September 2018
10. School District Financial Statement
11. New Business
 - a. Superintendent's Recommendations
 - (1) Recommendation 37-18-19 Relative to Resignations/Retirements
 - (2) Recommendation 38-18-19 Relative to Teaching Contract Changes/Appointments
 - (3) Recommendation 39-18-19 Relative to National School Lunch Week Resolution
 - (4) Recommendation 40-18-19 Relative to National School Bus Safety Week Resolution
 - (5) Recommendation 41-18-19 Relative to National Principal's Month Resolution
 - b. Consideration of Certain Purchases
 - (1) Recommendation 42-18-19 Relative to Contract Award: PAES Lab for Lifetracks Program
 - (2) Recommendation 43-18-19 Relative to Contract Award: Partial Roof Replacement: Durant High School and Pierce Middle School
12. Audience Comments on Non-Action Items
13. Discussion Items
 - a. Future Items
 - (1) Celebration of Learning – Kettering Musical
 - (2) Information – Social and Emotional Learning
 - (3) Information – Honor Community Health
 - (4) Action – Cafeteria Point of Sale Computers/Registers
 - b. Board of Education Reports

14. Superintendent's Reports

15. Closed Session

By Roll Call Vote the Board will move to Closed Session to discuss the written opinion of legal counsel.

16. Reconvene

17. Adjournment

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

ITEM NO.: 5.a Celebration of Learning

TOPIC: Celebrate Hope

Celebrate Hope is excited to present to you a presentation of the partnership that they have entered into with the Student Support Services Department. Their presentation will provide an overview of the programs that they have engaged the district with in terms of offering support for parents and educators to create an environment of social and emotional health.

Resource Persons: Nadine Milostan, Executive Director, Student Support Services

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO:	6.a.	Information Item
TOPIC:		External Audit Report for the 2017-2018 Fiscal Year

The Board of Education will be presented with the Audited Financial Statements for the 2017-18 fiscal year. David Youngstrom of Yeo & Yeo will be the presenter.

The Audited Financial Statements are a public document and will be available for review at the Kurzman Administrative Services Crary Campus, Office of the Assistant Superintendent of Business & Operations, and the District website.

Resource Persons: William Holbrook, CPA, Assistant Superintendent of Business and Operations
Danielle Corbeil, Director of Finance and Budget

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO: 6.b. Information Item

TOPIC: Partial Roof Replacement Durant HS and Pierce MS

Waterford School District Administration is seeking proposals for partial roof replacement projects at Durant High School and Pierce Middle School.

Requests for proposals were posted and are due on October 10, 2018. A recommendation will be presented under New Business.

Founding Source: 2016 Bond Series II

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

Date of Board of Education Meeting: October 18, 2018

INFORMATION

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

ITEM NO.: 6.c. Information Item
TOPIC: Point of Sale System Computers/Registers: 2018-2019 School Year

The Administration is seeking proposals for twenty-seven (27) new Dell computers and monitors for the cafeteria Point of Sale System Registers.

A recommendation to award a contract will be presented for the Board of Education's approval on November 1, 2018.

Funding: Food & Nutrition Services

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

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO.:	6.d.	Information Item
TOPIC:		Head Start Budget

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

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

Board of Education Meeting: October 18, 2018

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

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

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

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

WATERFORD BOARD OF EDUCATION – MINUTES

Regular Meeting September 20, 2018

OPENING

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

PLEDGE

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

ROLL CALL

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

Absent: Member Barghahn

Others: Lisa McFee, Danielle Corbeil, Darin Holley, Carly Stone, Janet McLeod, Val Grimes, Yvonne Dixon, Tim Patterson, Jan Himmelspach, Christine Cyporyn, Cory Wholehan, Henry Woods, Lisa Kane, Deb Cramer, Megan Roberts and others not registered.

APPROVAL OF THE AGENDA

The agenda was approved as presented.

CELEBRATIONS OF LEARNING

a. Sweet Reads

The Sweet Reads Bookmobile traveled through Waterford neighborhoods this summer, sharing books and ice cream with students and families. The project was funded by our wonderful Waterford Foundation for Public Education. It was organized by Val Grimes with support from Lynn Bigelman. Staff gave their time and energy this summer to volunteer. This evening, we celebrated the many people it took to launch this initiative, reaching more than 1200 students with high interest books and tasty treats.

Members of the Board asked questions, offered positive comments about the program and the volunteers, and thanked the Waterford Foundation and Macy's Insurance.

INFORMATION ITEMS

a. Purchase of PAES Labs for Lifetracks Program

The Waterford School will be the recipient of a PAES lab grant from Oakland Schools. This grant will be used exclusively to purchase lab software and equipment for the Lifetracks Program, which is housed at the Cray Campus.

The PAES lab offers a hands-on curriculum that provides training, functional assessment, career exploration, and work behavior development in the following career pathways: Customer Service, Business/Marketing, Processing/Production, Construction/Industrial, and Computer Technology. This is an initiative made available to all Districts within Oakland ISD. A recommendation will be presented to the Board of Education at the next board meeting. Funding Source: 2018-19 IDEA Federal Grant - passed through Oakland Schools.

AUDIENCE COMMENTS ON ACTION ITEMS

Grant Smith addressed the Board of Education relative to Recommendation 35-18-19, Waterford Youth Assistance.

APPROVAL OF THE MINUTES

- a. September 6, 2018, Interim Meeting

Moved by Member Piggott and supported by Member Sutherland that the Board of Education approve the minutes of the September 6, 2018 Interim Meeting.

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

Nays: None

Motion carried. (6-0)

ACCOUNTS PAYABLE

Moved by Member Sutherland and supported by Member Petrusha that the Board of Education approve the accounts payable for the month of August 2018, per the reports included in the September 20, 2018 materials.

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

Nays: None

Motion carried. (6-0)

FINANCIAL STATEMENT

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

NEW BUSINESS

- a. Superintendent's Recommendations

- (1) Recommendation 32-18-19 Relative to Retirements/Resignations/Leave of Absence Expirations

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

Maisel, Kelly – Teacher
Kettering High School
Resignation Effective: September 14, 2018

Smitka, Steven – Teacher
Kettering High School
Resignation Effective: September 2, 2018

Stover, Angela – Teacher
Pierce Middle School
Resignation Effective: August 29, 2018

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

Nays: None

Motion carried. (6-0)

NEW BUSINESS

a. Superintendent's Recommendations

(2) Recommendation 33-18-19 Relative to Teaching Contract Changes/Appointments

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

Atkinson, Katelyn – Teacher
Grayson Elementary
Probationary Contract
Effective: September 10, 2018

Back, Ashley – Teacher
Schoolcraft Elementary
Probationary Contract
Effective: September 4, 2018

Dawson, Amy – Counselor
Kettering High School & Mason Middle School
Probationary Contract
Effective: September 4, 2018

Ferraz, Esther – Teacher (.50 FTE)
Mott High School
Probationary Contract
Effective: September 4, 2018

Klebba, Michael – Teacher
Mott High School
Probationary Contract
Effective: September 4, 2018

Liedel, Dan – Teacher
Kettering High School
Increased from 100% to 108.5%
Full Year, Tenure Contract
Effective: September 4, 2018

Mosseri, Kaitlin – Teacher
Pierce Middle School
Probationary Contract
Effective: September 4, 2018

Parks, Barbara – Special Education Teacher
Pierce Middle School
Probationary Contract
Effective: September 4, 2018

NEW BUSINESS

a. Superintendent's Recommendations

- (2) Recommendation 33-18-19 Relative to Teaching Contract Changes/Appointments (continued)

Zedan, George – Teacher
Kettering High School
Increased from 100% to 108.5%
Full Year, Tenure Contract
Effective: September 4, 2018

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

- (3) Recommendation 34-18-19 Relative to Administrative Appointment

Moved by Member Piggott and supported by Member Halls that the Board of Education approve the following administrative appointment for the 2018-2019 school year.

William Holbrook
Assistant Superintendent
Business & Operations
Effective September 24, 2018

Member Torres offered comments in support of Mr. Holbrook.

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

- (4) Recommendation 35-18-19 Relative to Waterford Youth Assistance

Moved by Member Piggott and supported by Member Torres that the Board of Education approve the request from Waterford Youth Assistance for monetary support in the amount of \$7,500 for the 2018-2019 school year.

Members of the Board discussed the value of this organization as well as other community organizations in need of support and offered comments specific to this request for financial support.

Ayes: Members Piggott and Torres
Nays: Members Himmelspach, Petrusha, Halls and Sutherland
Motion failed. (2-4)

b. President's Recommendations

- (1) Recommendation 36-18-19 Relative to Certification of Delegates: MASB Delegate Assembly

Moved by Member Himmelspach and supported by Member Petrusha that the Board of Education certify John Paul Torres as a MASB Delegate, representing the Waterford School District Board of Education at the Delegate Assembly. The MASB Delegate Assembly is held annually in conjunction with the MASB Fall Conference.

NEW BUSINESS

b. President's Recommendations

- (1) Recommendation 36-18-19 Relative to Certification of Delegates: MASB Delegate Assembly (continued)

Members of the Board thanked Member Torres for representing the Waterford School Board.

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

Nays: None

Motion carried. (6-0)

AUDIENCE COMMENTS ON NON-ACTION ITEMS

Henry Woods spoke regarding the condition of the Senior Center.

Deb Cramer addressed the Board regarding unity in the District.

Lisa Kane thanked the District for providing an archive of recorded meetings.

DISCUSSION ITEMS

a. Future Items

- (1) Celebration of Learning – Celebrate Hope
- (2) Information – Social/Emotional Learning
- (3) Action – National School Lunch Week Resolution
- (4) Action – PAES Labs

b. Board of Education Reports

Member Piggott spoke about the Mott vs. Kettering game.

Member Torres discussed the MASB Delegate Assembly, strong character of our student-athletes and the Anti-Bully Task Force meeting.

Member Sutherland shared an email commending the sportsmanship of our student-athletes and commended WSD graduate Lieutenant Land who recently landed an F-18 at the Oakland County International Airport.

Member Himmelspach commended Lieutenant Land and thanked him for his service.

ADJOURNMENT

The meeting was adjourned by President Himmelspach at 7:16 PM.

A video recording on DVD is on file with the official minutes.

Secretary, Board of Education

/mr

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

ITEM NO:	
TOPIC:	Accounts Payable for September 2018.

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of September 2018 as listed on pages 1-163, and Fifth Third Account Statement listed on pages 1-4.

<u>General Fund/Pooled Cash</u>	
Vendor Checks/Electronic Transfers	\$ 2,160,104.86
<u>Special Ed Center Program</u>	
Vendor Checks/Electronic Transfers	\$ 14,373.65
<u>Community Service Fund</u>	
Vendor Checks/Electronic Transfers	\$ 34,305.77
<u>Food Service</u>	
Vendor Checks/Electronic Transfers	\$ 209,837.51
<u>Debt Service Fund</u>	
	\$ 500.00
<u>Bond Capital Projects – Series II</u>	
Vendor Checks/Electronic Transfers	\$ 5,935,009.95
<u>Purchasing Cards – 5/3 Acct Stmt</u>	\$ 26,283.27

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

BUDGETARY INFORMATION: All within prescribed budget allocations.

EXHIBITS: Attached schedule.

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

Date of Board of Education Meeting: October 18, 2018

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

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 11,834,768	\$ 9,217,589	77.9%
OTHER	2,195,191	282,148	12.9%
TOTAL	14,029,959	9,499,737	67.7%
STATE			
MEMBERSHIP AID	55,778,011	4,027,172	7.2%
CATEGORICAL AID	16,864,370	1,217,608	7.2%
TOTAL	72,642,381	5,244,780	7.2%
FEDERAL	7,436,949	968,484	13.0%
INCOMING TRANSFER	5,170,139	1,292,535	25.0%
TOTAL REVENUE	\$ 99,279,428	\$ 17,005,536	17.1%
<u>EXPENDITURES</u>			
INSTRUCTION:			
ELEMENTARY	\$ 9,752,823	\$ 946,278	9.7%
MIDDLE SCHOOL	4,705,937	416,219	8.8%
HIGH SCHOOL	6,631,888	674,769	10.2%
SUMMER SCHOOL	130,278	76,628	58.8%
EARLY CHILDHOOD	1,825,891	180,602	9.9%
SPECIAL ED	10,392,915	1,256,705	12.1%
COMP ED	3,115,187	328,984	10.6%
VOC ED	990,735	95,899	9.7%
TOTAL INSTRUCTION	37,545,654	3,976,084	10.6%
SUPPORT SERVICE:			
PUPIL SERVICE	7,123,526	798,926	11.2%
INSTR STAFF	2,137,411	569,253	26.6%
GENERAL ADM	1,338,914	297,079	22.2%
SCHOOL ADM	3,898,954	827,633	21.2%
BUSINESS	10,683,333	4,207,502	39.4%
CENTRAL	24,842,076	3,842,289	15.5%
TOTAL SUPPORT	50,024,214	10,542,682	21.1%
OTHER:			
ATHLETICS	1,576,614	170,534	10.8%
COMMUNITY SERVICE	101,984	19,321	18.9%
FEDERAL PROGRAMS	7,823,995	1,018,887	13.0%
DEBT	1,078,000	995,425	92.3%
TEACHER RETIREMENT SAVINGS	(300,000)	(75,000)	25.0%
INTERFUND TRANSFERS	190,170	47,543	25.0%
TOTAL OTHER	10,470,763	2,176,710	20.8%
TOTAL EXPENDITURES	\$ 98,040,631	\$ 16,695,476	17.0%
REV. OVER/(UNDER) EXP.	\$ 1,238,797	\$ 310,060	

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

ITEM NO.: 11.a.(1) NEW BUSINESS
Superintendent's Recommendation 37-18-19
TOPIC : Retirements/Resignations/Leave of Absence Expirations

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

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

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

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

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

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

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

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

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

ACTION

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

ITEM NO.: 11.a(2) NEW BUSINESS
Superintendent's Recommendation 38-18-19
TOPIC: Teaching Contract Changes/Appointments

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

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

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

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

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

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

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

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

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO.:11.a.(3) NEW BUSINESS
Superintendent's Recommendation 39-18-19

TOPIC: National School Lunch Week

It is recommended that the Board of Education approve the following resolution in recognition and support of National School Lunch Week, October 15-19, 2018.

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

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

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

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

Resource Person(s) Keith D. Wunderlich, Ed.D.

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO.: 11.a.(4) NEW BUSINESS
Superintendent's Recommendation 40-18-19
TOPIC: National School Bus Safety Week Resolution

It is recommended that the Board of Education approve the following resolution in recognition and support of School Bus Safety Week, October 22-26, 2018.

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

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

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

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

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

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

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

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

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO.:11.a.(5) NEW BUSINESS
Superintendent's Recommendation 41-18-19

TOPIC: National Principals Month Resolution

It is recommended that the Board of Education approve the following resolution in recognition and support of National Principals Month, October 2018.

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

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

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

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

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

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

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

Resource Person(s) Keith D. Wunderlich, Ed.D.

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO.: 11.b. (1) NEW BUSINESS: Consideration of Certain Purchases
Superintendent's Recommendation 42-18-19

TOPIC: Contract Award: PAES Lab for Lifetracks Program

Administration recommends the award of a contract for the purchase of the Practical Assessment Exploration System (PAES) Lab. Bids were processed through Oakland Schools as a county-wide initiative.

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

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

Recommended Contract Award – Talent Assessment, Inc
Total Contract Award: \$25,672

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

Resource Person(s): Danielle Corbeil, Director of Finance & Budget
Nadine Milostan, Executive Director of Student Support Services
Doreen Simonds, Director of Nutrition and Purchasing Services

Date of Board of Education Meeting: October 18, 2018

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

ITEM NO.: 11.b.(2)	NEW BUSINESS: Consideration of Certain Purchases Superintendent's Recommendation 43-18-19
TOPIC:	Contract Award: Partial Roof Replacement Durant HS and Pierce MS

The Administration recommends the awarding of a contract for the partial roof replacements at Durant High School and Pierce Middle School.

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

* Contract Award: Newton Crane Roofing \$ 407,500

Funding Source: 2016 Bond Series II

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

Date of Board of Education Meeting: October 18, 2018

PIERCE MIDDLE SCHOOL BID ANALYSIS:

There were 2 bidders for the 2018 Partial Roof Replacement at Pierce Middle School, including Newton Crane Roofing (**\$161,500.00**), and Quality Roofing (\$275,517.00). Newton Crane Roofing is the apparent low bidder. Review of the contractors unit prices are very similar, and will not affect the low bidder.

Further, Newton Crane Roofing has a successful history of completed projects for the School District, while Quality roofing typical does not bid on Waterford School District projects.

SME recommends the award the 2018 Partial Roof Replacement at Pierce Middle School.

CRARY CENTER BID ANALYSIS

There were 3 bidders for the 2018 Partial Roof Replacement at Crary Center, including Newton Crane Roofing (**\$246,000.00**), LaDuke Roofing (\$268,400.00) and Quality Roofing (\$370,272.00).

Newton Crane Roofing is the apparent low bidder out of the contractors that bid the Crary project. Review of the contractors unit prices are very similar, and will not affect the low bidder.

Further, Newton Crane Roofing has a successful history of completed projects for the School District.

SME recommends the award the 2018 Partial Roof Replacement at Crary Center.

OVERALL RECOMMENDATIONS

SME recommends to award both projects to Newton Crane Roofing due to the familiarity of the contractor and their proven track record of successful roofing projects.

The combined value of the two projects is **\$407,500.00**

Reviewed By: **Ronald K. Pelkie CDT**
Senior Roofing Consultant
Building Enclosure Services