



**Waterford School District
Board of Education**

A G E N D A

Regular Meeting

Thursday, May 16, 2024

6:30 PM

Town Hall - Auditorium

Opening

Pledge of Allegiance

Roll Call

Approval of the Agenda

Recognition of Achievement

- a. WAAE
- b. Seal of Biliteracy
- c. WF Teacher of the Year

Public Comments on Action Items

Consent Agenda

- a. Minutes
 1. April 18, 2024, Regular Meeting/Closed Session
 2. April 30, 2024, Special Meeting/Closed Session
 3. May 2, 2024, COW Meeting
- b. Accounts Payable
- c. Financial Statement
- d. Support Staff Reports
- e. Resignations
- f. Teaching Contract Changes/Appointments

Information Items

- a. Summer Tax Collection Fees
- b. Purchase of eSports Machines
- c. Policy Updates

New Business

- a. Superintendent's Recommendations
 1. Recommendation 73-23-24 Relative to Newspaper Notice: Notice of Public Hearing
 2. Recommendation 74-23-24 Relative to Oakland School Budget Resolution
 3. Recommendation 75-23-24 Relative to IA Okma Budget Resolution
 4. Recommendation 76-23-24 Relative to Professional Audit Services
- b. Consideration of Certain Purchases
 1. Recommendation 77-23-24 Relative to Purchase of Microscopes
 2. Recommendation 78-23-24 Relative to Social Studies Curricular Materials for Grades 3-5 and 8-11

Public Comments on Non-Action Items

Board of Education Reports

Superintendent's Report

Adjournment

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

ITEM NO.:	Recognition of Achievement
-----------	----------------------------

Waterford Advanced Achievement Endorsement

The Board of education will recognize students who earned the 2024 Waterford Advanced Achievement Endorsement (WAAE), an academic accreditation on their diploma, which will be recognized on their transcripts for college admission as advanced program of study. The WAAE program is based on three pillars of Scholarship, Citizenship and Leadership.

Seal of Bileteracy

The Board of Education will recognize students who earned the 2024 Seal of Bileteracy This distinction recognizes High School graduates who exhibit language proficiency in English and at least one additional world language. The Seal encourages students to study world languages and embrace their native and heritage languages. The Seal will provide employers with a way to identify individuals with strong language and bileteracy skills and serves as an additional tool for Colleges and Universitites to recognize applicants' language abilities for admission and placement.

WF Teacher of the Year

The Board of Education is excited to recognize the 2024 Waterford Foundation Teacher of the Year April Lennox. April has been teaching elementary school in Waterford since 2001 and currently teaches fourth grade at Haviland Elementary School. On April 11th, April received a special visit in her classroom, where the surprise announcement was made. She was taken to Lunghamer Cheverolet to select a vehicle that she will get to use for free. This evening we have a special video highlighting the celebration.

On behalf of the Board of Education and the entire Waterford School District community, congratulations on this incredible honor and thank you for your countless contributions to the students of Waterford School District.

Resource Persons: Board of Education

Date of Board of Education Meeting: May 16, 2024



**BOARD OF EDUCATION
MEETING MINUTES**

**Regular Meeting
April 18, 2024**

OPENING

The Regular Meeting of the Waterford Board of Education, held at the Waterford Township Hall, 5200 Civic Center Drive, Waterford, Michigan, was called to order by President Ristich at 6:32 PM.

PLEDGE

The Board of Education led the Pledge of Allegiance.

ROLL CALL

Present: Members Josselyn, Ristich, Petrusha, Wagner, Sutherland, Donohue, and Torres (7:04 PM)

Absent: None

Others: Sandy Elka, Susan File, Lisa Eldredge, Yvonne Dixon, Sarah Davis, Elizabeth Kutchey, Darin Holley, Nadine Milostan, Allison Sartorius, Lynette Bright, Russ Evans, Ryan Webb, Megan Roberts and others who did not register.

Member Josselyn served as Interim Secretary until Member Torres arrived at 7:04 PM.

APPROVAL OF THE AGENDA

The agenda was approved with one amendment: Recommendation 71-23-24, under Consideration of Certain Purchases, was removed from New Business.

RECOGNITION OF ACHIEVEMENT

a. Lucy Miles

The Board welcomed Waterford Mott High School Teacher Consultant Lucy Miles. Lucy has served in the roles of special education teacher and special education teacher consultant in Waterford School District for over 30 years! She has dedicated her career to serving students and families in our community and has proven herself as an expert in the field of special education. She is knowledgeable, dependable, thoughtful and quick on her feet.

Recently, Lucy was honored at a special reception as the recipient of the 2024 Dove Awards Educational Service Award, presented by the Arc of Oakland County. The Arc of Oakland County is a non-profit agency that works through education, research, and advocacy to improve the quality of life for children and adults with cognitive, intellectual, and developmental disabilities in Oakland County.

Congratulations Lucy, WSD is proud to have you on our team!

b. Dylan Scott

The Board introduced Kettering Captain Dylan Scott- the 2024, MHSAA Division 1 WRESTLING STATE CHAMPION at 175lbs! As we recognize Dylan on this phenomenal accomplishment, Dylan would also like to take the time to thank his parents; as well as his coaches- to name a few- Coach Imus, Coach White, Coach Oakiye, Coach Rebb, Coach Willits, Coach Heckler, Coach Hagelin and Coach Hanna; and also, his teammates, especially Emily Medford who was the Girls State Runner Up, and was a support system for Dylan on and off the mat.

As a student athlete at Waterford Kettering, Dylan didn't just wrestle. He has been a member of three other varsity sports as well, including 2 years Varsity Lacrosse, 4 years Varsity Track, and 3 years Varsity Football. Dylan began wrestling at Mason middle school in 7th grade. Actually, his freshman year at Kettering he chose to play basketball in the winter. He quit basketball about half way through the season and asked Coach Hanna if he could join the wrestling team, and it was then he realized he was a Wrestler!

His freshman year, he wrestled at 160 lbs with no accolades. By his sophomore year, Dylan was a 160 lb District runner up, 3rd place Regional finisher, and State Qualifier. His Junior year, his accomplishments grew as he was a 165 lbs LVC CHAMP, 3rd place in Oakland County and Districts, 4th in Regionals, and State Qualifier, finishing with 1 win and 2 losses at States. His senior year, Dylan wrestled at 175 lbs and finished as the Oakland County Runner-Up, LVC Champ, District Champ, Regional Champ, and MHSAA DIVISION 1 STATE CHAMP!

The Board of Education is proud to congratulate Dylan on this tremendous accomplishment, and the journey and hard work it took along the way!

PUBLIC COMMENTS ON ACTION ITEMS

There were no comments on action items.

CONSENT AGENDA

- a. Minutes
 - a. March 21, 2024, Regular Meeting
- b. Accounts Payable
- c. Financial Statement
- d. Support Staff Reports
- e. Teaching Contract Changes/Appointments

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

INFORMATION ITEMS

- a. Purchase of Microscopes

Waterford School District Administration recommends the purchase of Advanced Student and Professional Compound Microscopes with 7" Digital Microscope Screen and 40X-2500X Infinity Plan Laboratory Compound Microscopes with 9.7" Touchscreen Imaging System. These microscopes will enhance the ability of high school teachers to deliver high quality instruction to students using laboratory grade equipment. A recommendation for approval will be presented at the May 16, 2024 Regular Meeting.

b. Stepanski Snapshot

Sarah Davis, Director of Communication and Community Relations, presented an update on the events, activities and communication strategies to ensure our community is brought along on the journey of opening a new Stepanski Early Childhood Center. We have moved over 300 students and 100 staff to the new facility.

c. Oakland Schools Budget Resolution

Per the Michigan School Code, Section 380.624(2), the Oakland Schools General Fund budget must be presented to Oakland County's 28 school district's by May 1 each year. Accordingly, this board has received the fiscal year 2024-25 proposed budget documents.

While not a statutory requirement, Oakland Schools Board of Education is planning to hold a Designates Meeting on Wednesday, May 1 at 6:00 PM, at the Oakland Schools Administration Building, providing local board designates and district administrative staff an opportunity to hear a presentation on the budget and ask questions prior to finalizing a board resolution on or before June 1. Member Sutherland is the Oakland Schools Designate and is invited to attend.

A recommendation to approve a resolution in support or disapproval of the 2024-25 proposed Oakland Schools General Fund budget will be presented for action on May 16, 2024.

d. Newspaper Notice: Notice of Public Hearing

A recommendation will be presented to the Board of Education for the approval of the newspaper notice, "Notice of Public Hearing on Proposed 2024-2025 Budget" at the May 16, 2024, Board of Education Meeting.

e. Professional Audit Service

Waterford School District solicited proposals for professional audit services. The intent of the District is to award the comprehensive audit of the financial statements including the single audit report, report to the Board of Education, federal Data Collection Form, bond audit and any audit procedures promulgated by MDE, Department of Treasury, GASB, AICPA and the U.S. General Accounting Office starting with the fiscal year ending June 30, 2024 for five (5) years.

The last time the District solicited proposals for professional audit services was in 2006. Yeo & Yeo, was awarded the contract at that time and has been awarded 3-year extensions thereafter. The proposals were evaluated with an emphasis on technical qualities, cost and other considerations such as available resources, number of school districts audited, and involvement in school related organizations.

The five responses that we received from the request for proposal are below. A recommendation will be made at the May 16, 2024, Regular Meeting.

AUDITORS	TOTAL FY 2023-24
HAVEN GROUP	\$30,700.00
HUNGERFORD NICHOLS	\$59,500.00
MANER COSTERISAN	\$49,500.00
REHMANN	\$51,000.00
YEO AND YEO	\$52,300.00

f. IA Okma Budget

Starting with the required action, the current Consortium Agreement language related to Participating Districts approval, Section 1 of Part V under B. states the following related to the Okma Campus: "The Okma Campus Fiscal Agent shall prepare a budget no later than March 31 preceding each fiscal year and provide the prepared budget to each Participating District which sends pupils to its Campus. The budget provided to each Participating District shall include the percentage of the foundation allowance to be charged for the following year. Each Participating District shall have until June 30th to approve, disapprove, or abstain regarding the budget for the ensuing fiscal year by Resolution of its board of education and provide notice of its action to the Governing Body and appropriate Fiscal Agent. A Participating District that disapproves a budget for the ensuing fiscal year shall be deemed to have unilaterally withdrawn from its participation in the Consortium effective at the end of the current Consortium fiscal year, and its rights and obligations shall be governed by the "Unilateral Withdrawal" provisions of Article III, Section C.3. of this Agreement. Budget revisions made during the year will be shared with participating districts."

The Board is in receipt of the IA Okma Campus 2024/25 budget for consideration to approve, disapprove or abstain by June 30, 2024. The budget document includes the 2023-24 midyear budget for reference. A recommendation will be presented on Maay 16, 2024.

g. ESSER Update

Waterford School District has been awarded \$15,571,447 in ESSER grants through three rounds of funding over the last three years. Part of the requirements for ESSER III is to present the spending plan every six months and indicate whether it has changed. This will continue until the end of the grant period, September 30, 2024. The planned use for the ESSER funds has not changed, though the amounts in the categories are updated to reflect actual costs. The District's ESSER funding allocations follow the Five-Year Strategic Plan that was updated in the Spring of 2021. The Five-Year Strategic Plan was updated with input from surveys and a committee of staff, parents, students, and community members. The Assistant Superintendent of Business & Operations will present how the funding for ESSER II (\$4,456,846) and ESSER III (\$10,009,445) has been allocated. ESSER I (\$1,105,156) was spent entirely by June 30, 2021.

NEW BUSINESS

a. Superintendent's Recommendations

1. Recommendation 67-23-24 Relative to Teacher Appreciation Week

Moved by Member Torres and supported by Member Wagner that the Board of Education approved the following resolution proclaiming May 6-10, 2024 as Teacher Appreciation Week.

WHEREAS through their dedicated efforts to ensure our children learn the knowledge and skills needed to be successful in college, careers, and life, teachers are vital in building the future; and

WHEREAS teachers must be constantly learning so they may adapt to meet the everchanging needs of young people in our schools; and

WHEREAS teachers play a crucial role in shaping our children into the people they will become, supporting them through their youth and teaching lessons that have an impact on students they will carry through life; and

WHEREAS the teaching profession benefits from educators who are empowered to lead within and beyond the classroom, allowing them to best prepare young people to become contributing members of our community, thereby strengthening our democracy; and

WHEREAS all of the dedicated educators working in Waterford School District, put in countless hours and extra effort to help students achieve, preparing them for further education, the workforce, and their civic duties;

THEREFORE, BE IT RESOLVED that the Waterford Board of Education does hereby proclaim May 6-10, 2024, as Teacher Appreciation Week, a time to recognize those who are becoming tomorrow's teachers, and to thank the many teachers whose commitment makes a difference in the lives of children in Waterford School District.

Ayes: Members Josselyn, Wagner, Torres, Petrusha, Sutherland, Donohue, and Ristich

Nays: None

Motion carried. (7-0)

2. Recommendation 68-23-24 Relative Administrative Professionals Day

Moved by Member Torres and supported by Member Wagner that the Board of Education approve the resolution proclaiming April 24, 2024, as Administrative Professional's Day.

WHEREAS, administrative professionals play an essential role in coordinating the office operations in schools and departments throughout the Waterford School District, efficiently handling the day-to-day routines that keep our district running smoothly; and

WHEREAS, the work of administrative professionals today requires advanced knowledge and expertise in communications, computer software, office technology, project management, organization, customer service and other vital office management responsibilities; and

WHEREAS, administrative professionals are critical public relations ambassadors, representing the face of our schools and district to the thousands of parents, community members, and students who walk in the door or call on the telephone; and

WHEREAS, every day in the Waterford School District, administrative professionals work behind the scenes to ensure bills are paid, student and employee attendance is tracked, repairs are scheduled, questions are answered, payroll is processed and a host of other critical functions are fulfilled; and

WHEREAS, we commend the expertise and dedication of the district's administrative professionals, their commitment to teamwork, and their willingness to learn and accept new challenges and opportunities.

NOW THEREFORE BE IT PROCLAIMED, that the members of the Waterford Board of Education express appreciation to our administrative professionals for all they do to support our students and schools and hereby join the rest of the nation in celebrating April 24, 2024 as Administrative Professionals Day.

Ayes: Members Josselyn, Wagner, Torres, Petrusha, Sutherland, Donohue, and Ristich

Nays: None

Motion carried. (7-0)

3. Recommendation 69-23-24 Relative to Stepanski Easement

Moved by Member Sutherland and supported by Member Petrusha that the Board of Education table the recommendation until a future meeting for further negotiation on a stormwater drainage easement for the Road Commission of Oakland County (RCOC).

Ayes: Members Josselyn, Wagner, Petrusha, Torres, Sutherland, Donohue, and Ristich

Nays: None

Motion carried. (7-0)

b. Consideration of Certain Purchases

1. Recommendation 70-23-24 Relative to Bus Cameras

Moved by Member Donohue and supported by Member Wagner that the Board of Education award the purchase and installation of bus cameras to REI in the amount of \$125,727.50. Pricing is from the TIPS cooperative. Funding for this purchase is from the 31aa State categorical grant for 2023-24. This purchase will allow the District to upgrade thirty existing buses, with extra cameras so our entire fleet will have additional cameras for our students and staff's safety.

Ayes: Members Josselyn, Wagner, Torres, Petrusha, Sutherland, Donohue, and Ristich

Nays: None

Motion carried. (7-0)

~~2. Recommendation 71-23-24 Relative to Social Studies Curriculum Materials~~

3. Recommendation 72-23-24 Relative to Algebra I and Geometry Curriculum

Over the last several years, the Waterford School District has been in the process of identifying new research-based mathematics programs for students in the elementary, middle, and high school grades. After intensive study and review of several highly rated programs, the elementary, middle school, and high school Algebra 2 programs adopted the SAAVAS EnVision mathematics program materials. The success of the programs at all three levels as viable options for instruction that received a green rating for each gateway in the Ed report, supports expansion of the curriculum materials to our final two grade levels for Algebra and Geometry content.

Moved by Member Donohue and supported by Member Wagner that the Board of Education adopt Envision Math Algebra1 and Geometry.

Description	Total
Savvas Algebra I and Geometry 6 Years	\$275,000

Funding	Total
ESSER 3	\$180,900.00
General Funds	\$94,100.00

This adoption will ensure consistency in scope and sequence as well as mathematics alignment in grades K-11. As the previous mathematics recommendations have attested, WSD will be able to leverage common lesson structures, digital platforms and language providing high quality coherent

instruction for our students and teachers. This purchase includes comprehensive digital and print resources as well as job-embedded professional development throughout our implementation.

Ayes: Members Josselyn, Wagner, Torres, Petrusha, Sutherland, Donohue, and Ristich

Nays: None

Motion carried. (7-0)

PUBLIC COMMENTS ON NON-ACTION ITEMS

Ryan Webb and Russ Evans addressed the Board regarding opposition to the Bell Development site, located near Kettering High School.

BOARD REPORTS

There were no Board of Education reports.

SUPERINTENDENT'S REPORT

Haviland Teacher April Lennox was recently named the 2024 Waterford Foundation Teacher of the Year. Last week we made the surprise announcement in her classroom and she was taken to Joe Lunghamer Chevrolet to select a car for her use! Congratulations to April Lennox!

The latest episode of our podcast, WSD Voice, features the innovative approach our Human Resources Department has taken to grow our own! Episodes are available on our website and YouTube, and you can subscribe to our podcast on iHeart Radio, Apple Podcast, Spotify YouTube, and Amazon Music.

CLOSED SESSION

At 8:38 PM by Roll Call Vote, the Board of Education moved to Closed Session in accordance with Section 8(a) of the Open Meetings Act, for the purpose of evaluating the superintendent. No action is taken during Closed Session.

Roll Call Vote: Donohue (Yes), Josselyn (Yes), Wagner (Yes), Ristich (Yes), Petrusha (Yes), Torres (Yes)

RECONVENE/ADJOURNMENT

The regular meeting was reconvened and adjourned by President Ristich at 10:57 PM.

:mr

Board Secretary



**BOARD OF EDUCATION
MEETING MINUTES**

SPECIAL MEETING

MINUTES

April 30, 2024

OPENING

A Special Meeting, held at the Kurzman Administrative Services – Crary Campus, 501 N. Cass Lk. Rd., was called to order by President Ristich at 6:35 PM.

PLEDGE

The Board of Education led the Pledge of Allegiance.

ROLL

Present: Members Josselyn, Petrusha, Sutherland, Ristich, Donohue, and Wagner
Absent: Member Torres
Others: Scott Lindberg and Megan Roberts

PUBLIC COMMENT

There were no public comments.

RECESS TO CLOSED SESSION

At 6:37 PM, by roll call vote, the Board recessed to closed session for the purpose of continuing discussion relative to the evaluation of the superintendent, in accordanc with Section 8(a) of the Open Meetings Act.

Roll Call Vote:

Josselyn (Yes). Petrusha (Yes), Sutherland (Yes), Ristich (Yes), Donohue (Yes) and Wagner (Yes)

RECONVENE/ADJOURNMENT

The Special Meeting was reconvened and adjourned by President Ristich at 8:21 PM.

:mr

Board Secretary



COMMITTEE OF THE WHOLE

May 2, 2024

OPENING

The Committee of the Whole (COW) Meeting of the Waterford School District Board of Education, held at the Kurzman Administration Services – Cray Campus, 501 N. Cass Lake Road, Waterford, Michigan, was called to order by President Ristich at 6:35 PM.

PLEDGE

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

ROLL CALL

Present: Members Ristich, Wagner, Sutherland, Donohue, Petrusha, Josselyn, and Torres

Absent: None

Others: Scott Lindberg, Lisa Eldredge, Sarah Davis, Sandra Elka, Elizabeth Kutchey, Susan File, Amy Dagenhardt, Yvonne Dixon, Darin Holley, Nadine Milostan, Sid Tippet, Carla Ramirez, Larry Burkowski, and Megan Roberts

APPROVAL OF THE AGENDA

The agenda was approved as printed.

DISCUSSION

a. Business & Operations

1. Professional Learning

Sandra Elka, Assistant Superintendent of Business and Operations, presented an overview of the 2020 Bond, including ballot language, priorities, projects, communication and information submitted to Treasury. Work done at the buildings by year was reviewed as well as the process to annually review the project list from the Treasury Application.

2. Budget Assumptions 2024-2025

Assistant Superintendent Elka presented information for discussion relative to the 2024-2025 budget assumptions. We project a headcount, less Stepanski ECC, of 6,746 and a Foundation Allowance increase of between 2.25-3%, with a staff adjustment of \$400,000 for an anticipated increase to the budget of \$780,361. Additional information discussed included other base increases, MPSERS change with OPEB fully funded, and new grants.

The Revenue Concensus Conference is May 17 and the Governor is expected to approve the budget in June. The 2023-2024 Revised and 2024-2025 Original Budgets will be presented for discussion on June 2, with a budget hearing and action on June 20.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

President Ristich adjourned the COW meeting at 8:37 PM.

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

ITEM NO:
TOPIC: ACCOUNTS PAYABLE FOR APRIL 2024

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of April 2024 as listed on pages 1-155, and the P-Card Account Statement listed on the last six pages.

EXPENDITURES BY DISBURSEMENT TYPE:

1. ACCOUNTS PAYABLE (CHECKS)

General Fund/Pooled Cash	\$ 2,015,962.67
Special Ed Center Program	19,351.18
Community Service Fund	37,979.50
Food Service Fund	351,114.43
Debt Service Fund	-
Capital Projects: 2016 Series IV	-
Capital Projects: 2020 Series I	-
Capital Projects: 2020 Series II	1,930,305.40
Student Activity	70,193.23
TOTAL ACCOUNTS PAYABLE	\$ 4,424,906.41

2. PAYMENTS BY WIRE OR ACH:

4/2/2024	Authnet Gateway Billing	34.50
4/2/2024	5/3 Bank Card Fees-Merchant	388.50
4/3/2024	Office of Retirement Service Payroll 3/22/2024	141,040.74
4/3/2024	Office of Retirement Service Payroll 3/22/2024	893,445.87
4/3/2024	Office of Retirement Service Payroll 3/22/2024	1,018,944.70
4/4/2024	Food Service PayPal Payment Fees	25.00
4/5/2024	Edustaff Contracted Substitutes/Staff	88,759.22
4/9/2024	5/3 Bank Merchant ACH-MPS Billing	818.39
4/9/2024	5/3 Bank Food Service ACH-MPS Billing	62.45
4/10/2024	Food Service Magic Wrighter	34.95
4/16/2024	Office of Retirement Service Payroll 4/5/2024	127,435.52
4/16/2024	Office of Retirement Service Payroll 4/5/2024	847,373.16
4/19/2024	Edustaff Contracted Substitutes/Staff	153,728.58
4/24/2024	Arbiter Pay-Kettering HS	6,000.00
4/24/2024	5/3 Bank Purchasing Cards - March Expenses	24,455.19
4/30/2024	Office of Retirement Service Payroll 4/19/2024	138,253.12
4/30/2024	Office of Retirement Service Payroll 4/19/2024	876,692.50
4/30/2024	Office of Retirement Service Payroll 4/19/2024	1,018,944.70

TOTAL WIRES OR ACH \$ 5,336,437.09

TOTAL DISBURSEMENTS APRIL 2024 \$ 9,761,343.50

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):
Sandra Elka, Assistant Superintendent of Business & Operations
Amy Dagenhardt, Director of Finance & Budget
Date of Board of Education Meeting: MAY 16, 2024

**WATERFORD SCHOOL DISTRICT
STATEMENT OF REVENUES AND EXPENDITURES
GENERAL FUND
FOR THE TENTH MONTH ENDED APRIL 2024**

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 13,982,021	\$ 12,901,093	92.3%
OTHER	1,149,946	915,837	79.6%
TOTAL	15,131,967	13,816,930	91.3%
STATE			
MEMBERSHIP AID	52,561,298	44,834,787	85.3%
CATEGORICAL AID	26,329,703	22,459,237	85.3%
TOTAL	78,891,001	67,294,024	85.3%
FEDERAL	9,837,327	6,573,596	66.8%
INCOMING TRANSFER	7,502,258	6,251,882	83.3%
TOTAL REVENUE	\$ 111,362,553	\$ 93,936,432	84.4%

EXPENDITURES

INSTRUCTION:			
ELEMENTARY	10,815,891	9,281,113	85.8%
MIDDLE SCHOOL	4,388,396	3,314,632	75.5%
HIGH SCHOOL	6,301,275	5,136,197	81.5%
SUMMER SCHOOL	98,452	72,396	73.5%
EARLY CHILDHOOD	2,117,519	1,108,359	52.3%
SPECIAL ED	12,032,609	6,754,900	56.1%
COMP ED	2,927,279	1,258,327	43.0%
VOC ED	960,840	765,449	79.7%
TOTAL INSTRUCTION	39,642,261	27,691,372	69.9%
SUPPORT SERVICE:			
PUPIL SERVICE	9,762,533	5,681,393	58.2%
INSTR STAFF	2,258,860	1,841,539	81.5%
GENERAL ADM	1,274,410	794,538	62.3%
SCHOOL ADM	4,203,819	3,051,311	72.6%

BUSINESS	14,238,758	15,185,666	106.7%
CENTRAL	<u>25,910,855</u>	<u>32,699,213</u>	<u>126.2%</u>
TOTAL SUPPORT	57,649,235	59,253,661	102.8%
OTHER:			
ATHLETICS	1,702,374	1,270,407	74.6%
COMMUNITY SERVICE	58,852	20,427	34.7%
FEDERAL PROGRAMS	10,230,406	6,836,263	66.8%
DEBT	527,667		0.0%
INTERFUND TRANSFERS	<u>800,000</u>	<u>666,667</u>	<u>83.3%</u>
TOTAL OTHER	<u>13,319,299</u>	<u>8,793,764</u>	<u>66.0%</u>
TOTAL EXPENDITURES	\$ 110,610,793	\$ 95,738,797	86.6%
REV. OVER/(UNDER) EXP.	<u>\$ 751,760</u>	<u>\$ (1,802,365)</u>	

**WATERFORD SCHOOL DISTRICT
SUPPORT STAFF REPORT
MAY 2024**

CONTRACT CHANGES/RESIGNATIONS

Leser, Brenda – Transportation Aide (MESPA III)
Transportation
Retirement Effective: April 3, 2024

Black Arder, Brittany – Instructional Aide (MESPA II)
Kingsley Montgomery School
Resignation Effective: April 5, 2024

Burns, Amanda – Special Education Paraprofessional (NAE)
Riverside Elementary School
Resignation Effective: April 12, 2024

Sneed, Kathryn – Building Support & Child Care Assistant (NAE)
Knudsen Elementary School & Child Care
Resignation Effective: April 12, 2024

Adams, Autumn – Transportation Aide (MESPA III)
Transportation
Resignation Effective: April 19, 2024

Hery, Julie – Special Education Paraprofessional (NAE)
Houghton Elementary School
Resignation Effective: April 19, 2024

Burns, Terence – Building Computer Technician (NAE)
Covert
Resignation Effective: April 26, 2024

MCCain, Christa – Bus Driver (MESPA III)
Transportation
Termination Effective: April 29, 2024

CONTRACT CHANGES/APPOINTMENTS

Benavides, Taylor – Child Care Assistant (NAE)
Schoolcraft Elementary School
Effective: April 1, 2024

Sheehan, Susan – Special Education Paraprofessional (NAE)
Mott High School
Effective: April 1, 2024

Hanchett, Abigail – Student Worker/Attendant (NAE)
Kettering & Mott High School Pool & Fitness Center
Effective: April 9, 2024

Burr, Tetyana – Instructional Aide (MESPA II)
Kingsley Montgomery School
Effective: April 22, 2024

Meissner, Brianna – Instructional Aide (MESPA II)
Kingsley Montgomery School
Effective: April 22, 2024

Twyman, Roxanne – Bus Driver Substitute/Trainee (NAE)
Transportation
Effective: April 22, 2024

Bongiorno, Chelsea – Building Support (NAE)
Knudsen Elementary School
Effective: April 29, 2024

Pace, Sarah – Bilingual Parent Resource Assistant (NAE)
Mason Middle School
Effective: April 29, 2024

Resource Person(s): Susan K. File, Executive Director of Human Resources
Date of Board of Education Meeting: May 16, 2024

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

ITEM NO.: Consent Agenda
TOPIC : Retirements/Resignations/Leave of Absence Expirations

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

Blomquist, Craig – Principal
Location: Mott High School
Retirement
Effective: June 28, 2024

Camacho-Rodriguez, Carla - Teacher
Location: Kettering High School
Resignation following Leave Of Absence
Effective: April 2, 2024

Eldredge, Lisa – Assistant Superintendent
Location: Kurzman Administration Bldg.
Retirement
Effective: August 1, 2024

Humphreys, Jennifer – Social Worker
Location: Kingsley Montgomery
Resignation
Effective: May 16, 2024

Malysz, Lisa – Teacher
Location: Kettering High School
Resignation following Leave Of Absence
Effective: April 2, 2024

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

Date of Board of Education Meeting: May 16, 2024

ACTION

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

ITEM NO.:	Consent Agenda
TOPIC:	Teaching Contract Changes/Appointments

It is recommended that the Board of Education approve the following teaching contract changes and appointments for the 2023-2024 school year:

Thomas, Natalie – Elementary Teacher
Location: Grayson Elementary School
Effective: May 2, 2024
Probationary Contract

Replacing: TBD

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

Date of Board of Education Meeting: May 16, 2024

INFORMATION

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

ITEM NO.:	Information Item (a)
TOPIC:	Summer Tax Collection Fees 2024-2025

	2023-2024		2024-2025		Turn Over of Tax Money
	Total Collection Cost	Per Parcel Cost	Estimated Collection Cost	Per Parcel Cost	
Waterford (1)	\$82,784.46	\$2.58	\$82,784.46	\$2.58	Once a Week
White Lake (2)	\$10,314.00	\$5.40	\$10,314.00	\$5.40	Every Friday
Independence (3)	\$2,193.47	\$4.01	\$2,193.47	\$4.01	Every Friday
City of Lake Angelus (4)	\$332.00	\$4.00	\$332.00	\$4.00	Once a Week
West Bloomfield (5)	\$250.00	Flat Fee	\$250.00	Flat Fee	Every 2 Weeks

- (1) The contract for summer tax collection is for three years (summer 2023, 2024, 2025).
- (2) The contract for summer tax collection is for five years (summer 2022, 2023, 2024, 2025, and 2026). The cost for each year is \$5.40 per parcel.
- (3) The contract for summer tax collection is for 2024.
- (4) The contract for summer tax collection is for three years (summer 2023, 2024, 2025). The cost for each year is \$4.00 per parcel.
- (5) The contract for summer tax collection is a flat fee of \$250.00.

Resource Persons: Sandra Elka, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance and Budget

Date of Board of Education Meeting: May 16, 2024

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

ITEM NO.:	Information Item (b)
TOPIC:	eSports Machines

The Waterford School District is planning on purchasing eSports machines for our High School unified team. We will be requesting approval to purchase 20 machines with monitors and a five year warranty under the REMC SAVE 2024 contract with People Driven Technology.

Vendor	Device	Number of Units	Unit Price	Total
People Driven Technology	Dell Precision	20	\$1,461.72	\$29,234.40
People Driven Technology	Upgrade to 5 year warranty	20	\$64.80	\$1,296.00
People Driven Technology	Dell 34 Curved Gaming Monitor	20	\$351.87	\$7,037.40

The total cost would be \$37,567.80.

We would like to bring this to the board to take action at the next board meeting in order to ensure pricing and delivery. There is an approximate lead time of thirty days for these devices.

Funding: 2020 Bond

Resource Person: Elizabeth Kutchev, Director of Instructional Technology, Data and Assessment

Date of Board of Education Meeting: May 16, 2024

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

ITEM NO.:	Information Item (c)
TOPIC:	Policy Updates

The Board of Education is in receipt of new and revised bylaws and policies. A recommendation for approval will be presented on June 20, 2024.

- 0115 Address
- 0144.4 Compensation
- 0164.1 Regular and COW Meetings
- 6108 Authorization to Use ETF and ACH Arrangements
- 6700 Fair Labor Standards Act
- 9150 School Visitors

Resource Persons: Board of Education

Date of Board of Education Meeting: May 16, 2024

Housekeeping Updates

0115 Address

Revised to appropriately include N. Cass Lk. Rd.

0144.4 Compensation

Provides language for the reimbursement of costs associated with fingerprinting.

0164.1 Regular and COW Meetings

Changes the term “Interim” to Committee of the Whole (COW).

Volume 37, No. 1

6108 Authorization to Use Electronic Transfer of Funds and Automated Clearing House Arrangements (New)

This new policy is provided in response to client requests. In order to utilize electronic fund transfers and automated clearing house (ACH) arrangements and transactions, the District must have a written ACH policy in place. This policy includes the components required by Michigan statute.

This policy should be adopted in order to utilize electronic fund transfers and automated clearing house arrangements and transactions.

6700 Fair Labor Standards Act (Revised)

More than a decade ago, Congress passed a law amending Section 7 of the Fair Labor Standards Act (“FLSA”), mandating that eligible employees be provided reasonable breaks and private facilities to express breast milk during the first year after the birth of their child. It is important to keep in mind that the FLSA overtime and lactation provisions only apply to certain employees in an organization, but not all of them. For public schools, typically nonteaching employees, such as bus drivers, custodians, and secretaries, are covered by the FLSA. However, professional employees like teachers, administrators, and IT staff are usually exempt from overtime and other FLSA provisions including those mandating breaks for lactation. However, school employers may elect to provide this type of benefit and support for exempt employees. Therefore, language has been added that summarizes a board of education’s obligation to provide reasonable breaks and private facilities for FLSA-eligible employees to express breast milk. In the new AG 6700, optional language provides the same benefit to FLSA-exempt employees to the extent the employees may be accommodated without materially disrupting school operations or employee duties. Such an option is not required and, in some cases, may be difficult or nearly impossible to accommodate. Many employers attempt to provide similar accommodations/benefits for all employees, regardless of status or assignment.

Policy 9150 School Visitors (Revised)

The proposed revision to this policy reflects the recent changes required by amendments, approved by the Governor, to the Sex Offender Registration Act (SORA). The change was made to Policy 8400 in a recent update.

This revision should be considered in order to have consistent policies and to remain compliant with Michigan law.



Book	Policy Manual
Section	0000 Bylaws
Title	COMPENSATION
Code	po0144.1
Status	Active
Adopted	August 21, 2003

0144.1 - **COMPENSATION**

Board members shall receive not more than \$30 per meeting up to a total of not more than fifty-two (52) meetings as compensation for their services. Expenses of a Board member shall be reimbursed when incurred in the performance of his/her duties or in the performance of functions authorized by the Board and duly vouchered.

The following guidelines have been established by the Board of Education to ensure appropriate and proper reimbursement of expenses for Board members.

- A. Expenses will be reimbursed only for activities authorized by the Board.
- B. Reimbursement for mileage will not exceed the current rate established by the Internal Revenue Service.
- C. When attending a Board-approved conference, all fees, parking, mileage, meals, and housing will be reimbursed according to administrative guidelines.
- D. When the Board attends a community or school-related event as a Board function, or a Board member attends as the designated representative of the Board, any incurred expenses, including mileage, will be reimbursed by the Board. If a Board member attends such events as a private citizen, any incurred expenses are to be paid by the Board member.

© Neola 2016

Legal M.C.L.A. 380.11A, 380.1254

E. All costs associated with fingerprinting board members will be reimbursed



Book	Policy Manual
Section	0000 Bylaws
Title	ADDRESS
Code	po0115
Status	Active
Adopted	August 21, 2003
Last Revised	August 21, 2008

0115 - **ADDRESS**

The official address of the Waterford Board of Education shall be ~~1150 Scott Lake Road~~ Waterford, Michigan 48328.

501 N. Cass Lake Road



Book	Policy Manual
Section	0000 Bylaws
Title	REGULAR AND INTERIM MEETINGS
Code	po0164.1
Status	Active
Adopted	August 21, 2003
Last Revised	August 19, 2010

Committee of the Whole (COW)

0164.1 - **REGULAR AND ~~INTERIM~~ MEETINGS**

COW

The Board of Education shall publish a schedule of meetings. In general, ~~Interim~~ meetings will be held on the 1st Thursday of each month and Regular Meetings will be held on the 3rd Thursday of each month.

© Neola 2011



Book Policy Manual
Section For the Board 37-1
Title Vol. 37, No. 1 - September 2022 New AUTHORIZATION TO USE ELECTRONIC FUND TRANSFERS AND AUTOMATED CLEARING HOUSE ARRANGEMENTS
Code po6108
Status

NEW POLICY - VOL. 37, NO. 1

6108- AUTHORIZATION TO USE ELECTRONIC FUND TRANSFERS AND AUTOMATED CLEARING HOUSE ARRANGEMENTS

In accordance with the provisions of law, the Board of Education authorizes the acceptance and distribution/transmission of electronic fund transfers (EFTs) and automatic clearing house arrangements (ACH). The Superintendent shall put in place measures to protect the integrity and security of such transactions to comply with mandates of State and Federal agencies or programs, including Medicaid.

Definitions

"ACH arrangement" means the agreement between the originator of the ACH transaction and the receiver of the ACH transaction.

"ACH transaction" means an electronic payment, debit, or credit transfer processed through an automated clearing house.

"Automated clearing house" or "ACH" means a national and governmental organization that has authority to process electronic payments including, but not limited to, the national automated clearing house association and the Federal reserve system.

"Electronic transactions officer" or "ETO" means the Superintendent or another person designated by the Board to have the responsibilities of the ETO as prescribed in the Michigan Electronic Transactions of Public Funds Act.

All District staff shall comply with all provisions of the Uniform Electronic Transaction Act when creating, generating, sending, communicating, receiving, storing, processing, using, and relying upon electronic records. Further, all District staff and other persons who use electronic signatures when completing transactions with the Board shall do so in compliance with State law.

ACH Transactions and Arrangements

The Superintendent or another employee designated by the ETO is authorized to engage in electronic transfer of funds and ACH arrangements in accordance with this policy. The Superintendent shall be responsible for overseeing the District's ACH transactions, including payment approval, accounting, reporting, and compliance with this ACH policy.

Internal Controls

The Superintendent is responsible for disbursement of funds and shall submit appropriate documentation to the Board. Such documentation shall include:

- A. information regarding the goods or services purchased;
- B. the cost of goods or services;

C. the date of the payment; and

D. departments serviced by the payment.

This documentation shall be contained in the District's electronic general ledger software system or in a separate report to the Board. ACH invoices must be reviewed and approved prior to payment.

The District's system of internal controls (see Policy 6111 - Internal Controls) shall be used to monitor the use of ACH transactions.

[] The Superintendent is authorized to develop administrative guidelines concerning the use of electronic fund transfers and ACH transactions.

M.C.L. 124.301 - 124.305

© **Neola 2022**

Legal

M.C.L. 124.301 - 124.305



Book	Policy Manual
Section	For the Board 37-1
Title	Copy of FAIR LABOR STANDARDS ACT (FLSA)
Code	po6700
Status	
Adopted	January 19, 2006

6700 - FAIR LABOR STANDARDS ACT (FLSA)

It is the Board of Education's policy to comply with the provisions of the Fair Labor Standards Act (FLSA) and its implementing regulations. The Board will pay at least the minimum wage required by the FLSA to all covered, non-exempt employees. Non-exempt employees are hourly employees, or salaried employees who do not qualify for a professional, administrative, computer or executive exemption under the FLSA. Teachers are generally exempt, even if they are paid on an hourly basis.

Non-exempt employees who work more than forty (40) hours in a given work week will receive overtime pay in accordance with the FLSA for all hours worked in excess of forty (40).

Non-exempt employees who work overtime without prior approval from the Superintendent or a supervisor may be subject to disciplinary action up to and including termination.

To the extent that an employee's individual contract or collective bargaining agreement provides for greater benefits than mandated by the FLSA, the contract or bargaining agreement will be honored.

Notwithstanding the fact that exempt school employees continue to meet the salary basis requirements and are not disqualified from exemption even if the employee's pay is reduced or the employee is placed on a leave without pay for absences for personal reasons or because of illness or injury of less than one (1) work-day because accrued leave is not used for specific reasons, the Board reserves the right to make deductions from the pay of otherwise exempt employees under the following circumstances:

- A. the employee is absent from work for one (1) or more full days for personal reasons other than sickness or disability
- B. the employee is absent from work for one (1) or more full days due to sickness or disability if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for salary lost due to illness
- C. to offset amounts employees receive as jury or witness fees, or for military pay
- D. for unpaid disciplinary suspensions of one (1) or more full days imposed in good faith for workplace conduct rule infractions
- E. for penalties imposed in good faith for infractions of safety rules of major significance

The Board shall also not be required to pay the full salary in the initial or terminal week of employment, or for weeks in which an exempt employee takes unpaid leave under the Family & Medical Leave Act.

The Board recognizes that with limited legally permissible exceptions, no deductions should be taken from the salaries of exempt employees. If an exempt employee believes that an improper deduction has been made to his/her their salary, the employee should immediately report this information to the Superintendent, Assistant Superintendent for Human Resources, or his/her their immediate supervisor. Reports of improper deductions will be promptly investigated. If it is determined that an improper deduction has occurred, the employee will be promptly reimbursed for any improper deduction made, and the Board will make a good faith commitment to avoid any recurrence of the error.

Reasonable Break Time for Nursing Mothers

As required by Federal law, the District shall take steps necessary to support staff members who decide to breastfeed their infants by providing additional unpaid reasonable break time, as necessary, for a qualified employee to express breast milk for their nursing child, for one (1) year after the child's birth, on District premises.

Prior to returning to work from maternity leave, it shall be the employee's responsibility to notify their supervisor of their intent to continue breastfeeding their infant(s), and of their need to express milk during work hours. Further, it shall be the responsibility of the employee to keep their supervisor informed of their needs in this regard throughout the period of lactation.

The building administrator shall designate a private area, other than a restroom, where an employee can express breast milk. The designated area shall be a space where intrusion from coworkers, students, and the public shall be prevented, and one where an employee who is using this area can be shielded from view.

An employee shall be enabled to express milk during regularly scheduled break periods. The Principal or employee's supervisor shall make an accommodation if the time of regular breaks needs to be adjusted or if additional and/or longer breaks are needed. In the event that more breaks are needed or the break(s) need to be longer than legally required, the additional time required shall be unpaid, and the employee's work schedule or work day shall, therefore, be modified accordingly. The Principal or the employee's supervisor shall work with the employee to make these necessary modifications.

[DRAFTING NOTE: An employer that employs less than fifty (50) employees shall not be subject to the requirements of this subsection, if such requirements would impose an undue hardship by causing the employer significant difficulty or expense when considered in relation to the size, financial resources, nature, or structure of the employer's business.]

Notice

Information regarding the Fair Labor Standards Act may be found on the U.S. Department of Labor's website .

This policy is intended to comply with and explain the employees' rights under the Fair Labor Standards Act. To the extent there is any conflict, or the policy exceeds the statutory requirements, the statute and its implementing regulations prevail.

© Neola ~~2022~~2005

Legal
29 U.S.C. 201 et seq.
29 C.F.R. Part 541



Book	Policy Manual
Section	For the Board 37-1
Title	Copy of SCHOOL VISITORS
Code	po9150
Status	
Adopted	August 21, 2003
Last Revised	November 17, 2011

9150 - **SCHOOL VISITORS**

The Board of Education welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. But in order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, it is necessary to establish visitor guidelines.

The Superintendent or the principal has the authority to prohibit the entry of any person to a school of this District or to expel any person when there is reason to believe the presence of such person would be detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

Individuals who are registered sex offenders and wish to participate in school activities may be allowed on campus. Conditions may be imposed by the Superintendent on the individual's campus visit(s) governing the terms and conditions of the visit. These conditions may include, but are not limited to, the need to receive prior permission before entering campus, required check-in, an approved escort in the building or at an event, and time or location limitations while on campus.

~~Parents/Guardians, who are registered sex offenders and wish to participate in their child's school activities, may be allowed on campus at the discretion and under the direction of the principal. Conditions may be imposed, including but not limited to the following: must have prior permission, must check in, must have approved escort in building or at event, must leave premises immediately upon conclusion of business, and may not visit while school is in session.~~

Nonstaff access to students and classes must be limited and only in accordance with a schedule which has been determined by the principal after consultation with the teacher whose classroom is being visited. Classroom visitations must be nonobtrusive to the educative process and learning environment and should not occur on an excessive basis.

Parent concerns about any aspect of his/her their child's educational program should be presented through the procedure set forth in Board Policy 9130 - Public Complaints, a copy of which is available at the Board office and at each school.

The Superintendent shall promulgate such administrative guidelines as are necessary to protect students and employees from disruption to the educational program or the efficient conduct of their assigned tasks.

Rules regarding entry of persons other than students, staff, and faculty upon school grounds or premises shall be posted conspicuously at or near the entrance to such grounds or premises if there are no formal entrances, and at the main entrance to each school building.

Individual Board members who are interested in visiting schools or classrooms on an unofficial basis shall make the appropriate arrangements with the principal.

The Board member shall be visiting as an interested individual in a similar capacity of any parent or citizen of the community. These visits should not be considered to be inspections nor as supervisory in nature.

If, during a visit to a school or program, a Board member observes a situation or condition which causes concern, ~~s/he~~ **the Board member** should discuss the situation first with the Superintendent as soon as convenient or appropriate.

If the Board member believes the situation or condition serious enough, ~~s/he~~ **the Board member** may wish to also inform the Superintendent.

Revised 7/12/07

© Neola ~~2011~~ **2022**

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

ITEM NO.: New Business a(1)
Superintendent's Recommendation 73-23-24

TOPIC: Notice of Public Hearing – Proposed 2024-2025 Budget

It is recommended that the Board of Education approve the newspaper notice, "Notice of Public Hearing on Proposed 2024-2025 Budget".

Resource Persons: Sandra Elka, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance & Budget

Date of Meeting: May 16, 2024

NOTICE OF PUBLIC HEARING OF THE BOARD OF EDUCATION OF WATERFORD SCHOOL DISTRICT

PLEASE TAKE NOTICE THAT THERE WILL BE A PUBLIC HEARING REGARDING THE PROPOSED 2024-2025 BUDGET AT THE NEXT REGULAR MEETING OF THE BOARD OF EDUCATION OF THE WATERFORD SCHOOL DISTRICT:

DATE OF MEETING: JUNE 20, 2024

PLACE OF MEETING: 5200 CIVIC CENTER DRIVE
WATERFORD, MICHIGAN 48329

HOUR OF MEETING: 6:30 PM

TELEPHONE NUMBER OF THE
SUPERINTENDENT'S OFFICE: (248) 706-4862

BOARD OF EDUCATION MEETING
MINUTES ARE LOCATED AT: 501 NORTH CASS LAKE ROAD
WATERFORD, MICHIGAN 48328

A COPY OF THE PROPOSED 2023-2024 BUDGET INCLUDING THE PROPOSED PROPERTY TAX MILLAGE RATE IS AVAILABLE FOR PUBLIC INSPECTION DURING NORMAL BUSINESS HOURS AT:

501 NORTH CASS LAKE ROAD
WATERFORD, MICHIGAN 48328

PURPOSES OF MEETING:

- 1. Public discussion on the proposed 2024-2025 Budget. The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing. The Board may not adopt its proposed 2024-2025 Budget until after the public hearing. (MCL 141.412) ****

Publish June 3, 2024

Secretary, Board of Education of Waterford School District

**** This paragraph must be printed in 11-point boldface type.**

ACTION

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

ITEM NO.: NEW BUSINESS a(2)
Superintendent's Recommendation 74-23-24
TOPIC: Oakland Schools 2024-2025 General Fund Budget

Per the Michigan School Code, Section 380.624(2), the Oakland Schools General Fund budget must be presented to Oakland County's 28 school district's by May 1 each year. Accordingly, this board has received the fiscal year 2024-25 proposed budget documents.

It is recommended that the Board of Education approve the attached resolution resolution in _____ support _____ disapproval of the 2024-25 proposed Oakland Schools General Fund budget.

Resource Persons: Board of Education

Date of Board of Education Meeting: May 16, 2024

Disapproval of General Fund Budget

ISD BUDGET RESOLUTION

_____, Michigan (the "District")
A _____ meeting of the board of education of the District was held in the
_____ in the District, on the ____ day of _____, 2024
at _____ o'clock in the _____.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____
and supported by Member _____:

WHEREAS:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed General Fund budget no later than May 1 of each year to the board of each constituent district for review; and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district General Fund budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district General Fund budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The board of education has reviewed the proposed intermediate school district General Fund budget and has determined that it disapproves of certain portions of the proposed intermediate school district General Fund budget which objections, along with proposed changes, if any, are set forth on Exhibit A attached hereto and incorporated herein by reference.

2. The superintendent is hereby directed to submit a certified copy of this resolution to the intermediate school board and/or to the intermediate school district superintendent with the specific objection and proposed changes that this board has to the budget.

3. All resolutions insofar as they conflict with this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adoption.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2024, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

Support for General Fund Budget

ISD BUDGET RESOLUTION

_____, Michigan (the "District")
A _____ meeting of the board of education of the District was held in the
_____ in the District, on the ____ day of _____, 2024
at _____ o'clock in the _____.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____
and supported by Member _____:

WHEREAS:

1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed General Fund budget no later than May 1 of each year to the board of each constituent district for review; and

2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district General Fund budget, shall adopt a board resolution expressing its support for or disapproval of the proposed intermediate school district General Fund budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

1. The board of education has received and reviewed the proposed intermediate school district General Fund budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district General Fund budget.

2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1.

3. All resolutions insofar as they conflict with this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adoption.

Secretary, Board of Education

The undersigned duly qualified and acting Secretary of the Board of Education of _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2024, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

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

ITEM NO.: NEW BUSINESS a(3)
Superintendent's Recommendation 75-23-24

TOPIC: IA Okma Budget

Starting with the required action, the current Consortium Agreement language related to Participating Districts approval, Section 1 of Part V under B. states the following related to the Okma Campus:

"The Okma Campus Fiscal Agent shall prepare a budget no later than March 31 preceding each fiscal year and provide the prepared budget to each Participating District which sends pupils to its Campus. The budget provided to each Participating District shall include the percentage of the foundation allowance to be charged for the following year. Each Participating District shall have until June 30th to approve, disapprove, disapprove or abstain regarding the budget for the ensuing fiscal year by Resolution of its board of education and provide notice of its action to the Governing Body and appropriate Fiscal Agent A Participating District that disapproves a budget for the ensuing fiscal year shall be deemed to have unilaterally withdrawn from its participation in the Consortium effective at the end of the current Consortium fiscal year, and its rights and obligations shall be governed by the "Unilateral Withdrawal" provisions of Article III, Section C.3. of this Agreement. Budget revisions made during the year will be shared with participating districts."

It is recommended that the Board of Education approve the IA Okma Campus 2024/25 budget.

Resource Persons: Sandra Elka, Assistant Superintendent, Business & Operations
Amy Dagenhardt, Director of Finance & Budget

Date of Meeting: May 16, 2024

**Bloomfield Hills Schools - International Academy (Cental Campus)
2023-24 Revenues by Source and Expenditures by Object**

	2022-23 Audited Actual	2023-24 Midyear Budget	2024-25 Proposed Budget	Change	
Revenue					
Local Sources	\$ 157,708	\$ 166,000	\$ 166,000	\$ -	0.0%
Interdistrict Sources	6,191,313	6,493,389	6,709,679	216,290	3.3%
Total Revenue	6,349,021	6,659,389	6,875,679	216,290	3.2%
Expenditures					
Salaries	3,481,772	2,018,440	2,078,994	60,554	3.0%
Benefits	1,924,699	1,046,323	1,071,323	25,000	2.4%
Purchased Services	699,994	680,400	685,400	5,000	0.7%
Supplies and Other	251,785	243,990	226,510	(17,480)	-7.2%
Payments to Other School Districts	-	2,617,528	2,687,528	70,000	2.7%
Total Expenditures	6,358,250	6,606,681	6,749,755	143,074	2.2%
Net Change in Fund Balance	(9,229)	52,708	125,924		
Fund Balance - Beginning of Year	\$ 144,723	\$ 135,494	\$ 135,494		
Fund Balance - End of Year	\$ 135,494	\$ 188,202	\$ 261,418		
	2.13%	2.85%	3.87%		

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

ITEM NO:	NEW BUSINESS a(4) Superintendent's Recommendation 76-23-24
TOPIC:	Professional Audit Services

Waterford School District solicited proposals for professional audit services. The intent of the District is to award the comprehensive audit of the financial statements including the single audit report, report to the Board of Education, federal Data Collection Form, bond audit and any audit procedures promulgated by MDE, Department of Treasury, GASB, AICPA and the U.S. General Accounting Office starting with the fiscal year ending June 30, 2024 for five (5) years.

The last time the District solicited proposals for professional audit services was in 2006. Yeo & Yeo, was awarded the contract at that time and has been awarded 3-year extensions thereafter. The proposals were evaluated with an emphasis on technical qualities, cost and other considerations such as available resources, number of school districts audited, and involvement in school related organizations.

The five responses that we received from the request for proposal are below.

AUDITORS	TOTAL FY 2023-24
HAVEN GROUP	\$30,700.00
HUNGERFORD NICHOLS	\$59,500.00
MANER COSTERISAN	\$49,500.00
REHMANN	\$51,000.00
YEO AND YEO	\$52,300.00

It is recommended that the Board of Education approve a five-year contract with Yeo and Yeo for professional audit services.

Resource Persons: Sandra Elka, Assistant Superintendent of Business & Operations
Amy Dagenhardt, Director of Finance & Budget

Board of Education Meeting: May 16, 2024

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

ITEM NO.: NEW BUSINESS: Consideration of Certain Purchases b(1)
 Superintendent’s Recommendation 77-23-24

TOPIC: Purchase of Advanced Student & Professional Compound

Waterford School District Administration recommends the purchase of eighty-two (82) Celestron Tetraview LCD Digital Microscopes and six (6) Wolfe Digivu DVM 6.0 Digital microscopes, from Carolina Biological Supply Company, in the total amount of \$39,050.90. These microscopes will enhance the ability of high school teachers to deliver high quality instruction to students using laboratory grade equipment.

Vendor	Description	Quantity	Total	Description	Quantity	Total	Grand Total
Carolina	LCD Digital Microscope	82	\$33,386.30	6.0 Digital Microscope	6	\$5,664.60	\$39,050.90
United Scope	7” Digital Microscope	82	\$35,423.18	9.7” Touchscreen Microscope	6	\$7,715.94	\$43,139.12
Flinn Scientific	Digital Microscopes	82	53,546.00	Digital Microscope with tablet	6	\$11,399.70	\$64,945.70
Ward’s Science	LCD Digital Microscope	82	\$40,580.98	Digital Microscope with tablet	6	\$7,022.94	\$47,603.92

Funding Source: ESSER III

Resource Persons: Yvonne Dixon, 9-12 Director of Curriculum, Instruction & Assessment

Date of Meeting: May 16, 2024

ACTION

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

ITEM NO.: NEW BUSINESS: Consideration of Certain Purchases b(2)
Superintendent's Recommendation 78-23-24

TOPIC: Social Studies Curricular Materials for Grades 3-5 and 8-11

Waterford has enjoyed an extensive partnership with TCI Social Studies Curriculum for multiple years. The materials bring history alive and provide a flexible program that enables teachers to provide a seamless integration of content with high impact teaching strategies. Our current materials have aged and are overdue for replacement. The TCE curriculum textbooks and digital resources continue to offer comprehensive teacher supports and standards alignment which earned them the choice for adoption over a decade ago.

It is recommended that the Board approve the purchase of Social Studies curricular materials and digital licenses for grades 3-5 and 8-11, from TCI, for another 6 years. The total cost is \$487,294.50, with \$306,464.50 to be paid by ESSER III and \$180,830.00 to be paid by General Funds.

Grade 11- Government Alive! and Econ Alive!
Grade 10 – History Alive! World Connections
Grade 9 – History Alive! Pursuing American Ideals
Grade 8 – History Alive! The United States Through Industrialism
Grade 5- Social Studies Alive! America's Past
Grade 4- Social Studies Alive! Regions of our Country
Grade 3- Social Studies Alive! Our Community and Beyond

Resource Persons: Yvonne Dixon, 9-12 Director of Curriculum, Instruction & Assessment
Date of Board of Education Meeting: May 16, 2024

Vendor	Product Name	Product Type	Quantity	Customer Price	Extended Price
TCI	SB6:D22SA! Our Community and Beyond: Student Bundle (6 Yrs)	Bundle English	500	\$105.00	\$52,500.00
TCI	SSA! Regions of Our Country: Student Bundle (6 Yrs)	Bundle English	500	\$105.00	\$52,500.00
TCI	SSA! America's Past: Student Bundle (6 Yrs)	Bundle English	490	\$105.00	\$51,450.00
TCI	SSA! America's Past: Student Journal	Print English	25	\$18.00	\$450.00
TCI	Elementary (K-5) Social Studies: Teacher License (6 Yrs)	Digital	80	\$0.00	\$0.00
TCI	HA! US Through Industrialism: Student Bundle (6 Yrs)	Bundle English	475	\$111.00	\$52,725.00
TCI	HA! US Through Industrialism: Student Edition	Print English	25	\$91.00	\$2,275.00
TCI	Middle School (6-8) Social Studies: Teacher License (6 Yrs)	Digital	15	\$0.00	\$0.00
TCI	HA! Pursuing American Ideals: Student Bundle (6 Yrs)	Bundle English	475	\$117.00	\$55,575.00
TCI	HA! Pursuing American Ideals: Student Edition	Print English	25	\$97.00	\$2,425.00
TCI	HA! World Connections: High School Student Bundle (6 Yrs)	Bundle English	530	\$117.00	\$62,010.00
TCI	HA! World Connections: Student Edition	Print English	20	\$97.00	\$1,940.00
TCI	Gov Alive! Power, Politics, and You: Student Bundle (6 Yrs)	Bundle English	540	\$117.00	\$63,180.00
TCI	Gov Alive! Power, Politics, and You: Student Edition	Print English	20	\$97.00	\$1,940.00
TCI	Econ Alive! The Power to Choose: Student Bundle (6 Yrs)	Bundle English	540	\$117.00	\$63,180.00
TCI	Econ Alive! The Power to Choose: Student Edition	Print English	20	\$97.00	\$1,940.00
TCI	High School (9-12) Social Studies: Teacher License (6 Yrs)	Digital	20	\$0.00	\$0.00
TCI	SSA! Our Community and Beyond: Student Journal	Print English	1	\$18.00	\$18.00
TCI	SSA! Regions of Our Country: Student Journal	Print English	1	\$18.00	\$18.00
TCI	SSA! America's Past: Student Journal	Print English	1	\$18.00	\$18.00
TCI	HA! US Through Industrialism: Student Edition	Print English	1	\$91.00	\$91.00
TCI	HA! Pursuing American Ideals: Student Edition	Print English	1	\$97.00	\$97.00
TCI	HA! World Connections: Student Edition	Print English	1	\$97.00	\$97.00

TCI	Gov Alive! Power, Politics, and You: Student Edition	Print English	1	\$97.00	\$97.00
TCI	Econ Alive! The Power to Choose: Student Edition	Print English	1	\$97.00	\$97.00
	Shipping				\$23,231.15
	Grand Total				\$487,294.50

Funding	Total
ESSER 3	\$306,464.50
General Funds	\$180,830.00