

WATERFORD SCHOOL DISTRICT
Regular Meeting of the Board of Education
Thursday, September 20, 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. Sweet Reads
6. Information Items
 - a. Practical Assessment Exploration System Labs
7. Audience Comments on Action Items
8. Approval of Minutes
 - a. September 6, 2018 Interim Meeting
9. Accounts Payable – August 2018
10. School District Financial Statement
11. New Business
 - a. Superintendent's Recommendations
 - (1) Recommendation 32-18-19 Relative to Resignations/Retirements/Leave of Absence Expirations
 - (2) Recommendation 33-18-19 Relative to Teaching Contract Changes/Appointments
 - (3) Recommendation 34-18-19 Relative to Administrative Contract Changes/Appointments
 - (4) Recommendation 35-18-19 Relative to Waterford Youth Assistance
 - b. President's Recommendations
 - (1) Recommendation 36-18-19 Relative to Certification of Delegate: MASB Delegate Assembly
12. Audience Comments on Non-Action Items
13. 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 – Practical Assessment Exploration System Labs
 - b. Board of Education Reports
14. Adjournment

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

ITEM NO.: 5.a Celebration of Learning

TOPIC: Sweet Reads

Sweet Reads was our school district's bookmobile/ice cream truck that visited every elementary school's attendance area this summer 4 times over an 8 week period. This project was funded by the Waterford Foundation for Public Education and supported by many volunteers that gave their time and energy in addition to their regular school district responsibilities. Tonight we want to celebrate the many people it took to launch this initiative reaching more than 1200 students with high interest books and tasty treats.

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

Date of Board of Education Meeting: September 20, 2018

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

ITEM NO: 6.a. Information Item
TOPIC: 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 Crary 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 on October 4, 2018.

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

Resource Persons: 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: September 20, 2018

WATERFORD BOARD OF EDUCATION – MINUTES

**Interim Meeting
September 6, 2018**

OPENING

The Interim 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 Himmelpach at 6:00 PM.

PLEDGE

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

ROLL CALL

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

Absent: Member Barghahn

Others: Keith D. Wunderlich, Danielle Corbeil, Darin Holley, Carly Stone, Janet McLeod, Lisa McFee, Sarah Yates, Kellie Determan, Mary Craite, Sally Hart, Elizabeth Kutchey, Craig Blomquist, Becky Lesh, Rebecca Briggs, Marissa Downs, Grant Smith, Deb Cooper, Nick Gregory, Rev. Deacon Glenn Morrison, Shannon Pathe, Michele Wareck, Ali Buczek, Dee Alessi, Chris Burlingame, Lynette Bright, Julie Josselyn, Margaret Bryce, Kent Douglas, Megan Roberts and others who did not register.

APPROVAL OF THE AGENDA

Seeing no objections, the agenda was approved as presented.

CELEBRATIONS OF LEARNING

a. Summer Programs

Information regarding Waterford School District summer programs was shared with the Board of Education. Shannon Pathe discussed elementary Summer Academy and Summer SLAM and Craig Blomquist reported on the middle and high school Summer Academy. Elizabeth Kutchey, along with teachers Rebecca Briggs, Suzy Crawford, Kellie Determan and Cory Wholehan and several wonderful students celebrated our third annual Summer of STEAM camps.

Members of the Board of Education offered comments in support of the program, asked staff and students questions about the programs and their experiences and thanked the staff and students for sharing the information this evening.

INFORMATION ITEMS

a. Anti-Bullying Task Force Update

Dr. Wunderlich shared an update relative to the Anti-Bullying Task Force. The next meeting is scheduled for September 27, 2018. At that time, Julie McDaniel, Oakland Schools, will share the results of the parent, student and staff culture surveys. Social Workers will introduce the framework relative to not only anti-bullying but also social and emotional learning. The Task Force will also focus on the development of webpage to be included on the District's website and determine what will be included. Julie McDaniel will be invited to present at a future Board of Education meeting.

AUDIENCE COMMENTS ON ACTION ITEMS

There were no audience comments on action items.

APPROVAL OF THE MINUTES

- a. August 16, 2018, Regular Meeting

Moved by Member Piggott and supported by Member Petrusha that the Board of Education approve the minutes of the August 16, 2018 Regular Meeting.

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

Nays: None

Motion carried. (6-0)

NEW BUSINESS

- a. Superintendent's Recommendations

- (1) Recommendation 28-18-19 Relative to Retirements/Resignations/Leave of Absence Expirations

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

Barnes, Christina – Teacher
Beaumont Elementary
Resignation
Effective: August 16, 2018

Bregier, Emily – Special Education Teacher
Kingsley Montgomery
Resignation
Effective: August 24, 2018

Briolat, Andrea – Special Education Teacher
Kingsley Montgomery
Resignation
Effective: August 21, 2018

Crane, David - Teacher
Kettering High School
Resignation
Effective: August 14, 2018

Dawson, Tiffany - Teacher
Grayson Elementary
Resignation
Effective: August 22, 2018

Farms, Tiffany – School Social Worker
Kingsley Montgomery
Resignation
Effective: August 23, 2018

NEW BUSINESS

a. Superintendent's Recommendations

(1) Recommendation 28-18-19 Relative to Retirements/Resignations/Leave of Absence Expirations (continued)

Finn, Emily – Teacher
Kettering High School
Resignation
Effective: August 19, 2018

Levitan, Steve - Counselor
Kettering High School
Resignation
Effective: August 23, 2018

Maxwell, Anne – Special Education Teacher
Houghton Elementary
Resignation
Effective: August 10, 2018

McDonald, Heather – Teacher
Knudsen Elementary
Resignation
Effective: August 27, 2018

Nicol, Jon – Teacher
Mott High School
Resignation
Effective: August 28, 2018

Nicholson, Nathan – Teacher
Kettering High School
Resignation
Effective: August 14, 2018

Rudy, Jessica – Special Education Teacher
Kingsley Montgomery
Resignation
Effective: August 17, 2018

Salajka, Shelby – Special Education Teacher
Pierce Middle School
Resignation
Effective: August 23, 2018

St. Onge, Caitlin – Special Education Teacher
Mason Middle School
Resignation
Effective: August 22, 2018

NEW BUSINESS

a. Superintendent's Recommendations

- (1) Recommendation 28-18-19 Relative to Retirements/Resignations/Leave of Absence Expirations (continued)

Wills, Christina - Teacher
Kettering High School
Resignation
Effective: August 13, 2018

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

- (2) Recommendation 29-18-19 Relative to Teaching Contract Changes/Appointments

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

Camacho-Rodriguez, Carla - Teacher
Kettering High School
Probationary Contract
Effective: August 23, 2018

Combs, Mallory – Teacher
Donelson Hills Elementary
Probationary Contract
Effective: August 23, 2018

Crosby, Maegan - Teacher
Kettering High School
Probationary Contract
Effective: August 23, 2018

Elkins, Sarah – Behavior Interventionist
Kingsley Montgomery
Probationary Contract
Effective: August 23, 2018

Gilders, Christina - Teacher
Donelson Hills
Probationary Contract
Effective: August 23, 2018

James, Shauna - Teacher
Kettering High School
Probationary Contract
Effective: August 23, 2108

NEW BUSINESS

a. Superintendent's Recommendations

(2) Recommendation 29-18-19 Relative to Teaching Contract Changes/Appointments (continued)

Mann, Samantha - Teacher
Cooley Elementary
Probationary Contract
Effective: August 23, 2018

McGowan, Corey – Teacher
Pierce Middle School
Probationary Contract
Effective: August 23, 2018

Murray, Rebecca – Teacher
Riverside Elementary
Probationary Contract
Effective: August 23, 2018

Proulx, Ashley - Teacher
Schoolcraft Elementary
Probationary Contract
Effective: August 23, 2018

Ramos, Margaret - Teacher
Durant High School
Probationary Contract
Effective: August 23, 2018

Schultz, Amanda - Teacher
Grayson Elementary
Probationary Contract
Effective: August 23, 2018

Schultz, Heather - Teacher
Riverside Elementary
Probationary Contract
Effective: August 23, 2018

Simpson, Juliana - Teacher
Donelson Hills Elementary
Probationary Contract
Effective: August 23, 2018

Stinson, Hannah - Teacher
Mason Middle School
Probationary Contract
Effective: August 23, 2018

St. Onge, Bonnie - Teacher
Kettering High School
Probationary Contract
Effective: August 23, 2018

NEW BUSINESS

a. Superintendent's Recommendations

- (2) Recommendation 29-18-19 Relative to Teaching Contract Changes/Appointments (continued)

Whiteley, Katelyn
Donelson Hills Elementary
Probationary Contract
Effective: August 23, 2018

Yang, Melissa - Teacher
Kettering High School
Probationary Contract
Effective: August 23, 2018

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

- (3) Recommendation 30-18-19 Relative to Administrative Contract Changes/Appointments

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:

Gregory, Nicholas – Assistant Principal
Kettering High School
Effective August 22, 2018

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

- (4) Recommendation 31-18-19 Relative to Neola Policy Updates

Moved by Member Piggott and supported by Member Petrusha that the Board of Education approve revisions to the following policies, proposed by Neola, Volume 32, Number 2, as presented.

1421/3121/4121	Criminal History Record Check
4162	Controlled Substance and Alcohol Policy for CMV Drivers and Other Employees Who Perform Safety Sensitive Functions
5111	Eligibility of Resident/Nonresident Students
8321	Criminal Justice Information Security (Non-Criminal Justice Agency)

Member Torres inquired and Dr. Wunderlich responded with a summary of the policy revisions and the process for revision.

Member Himmelspach addressed Member Barghahn's comments from the August 16, 2016 meeting relative to previous policy revisions, the use of Neola for policy services and Neola's transition to a new platform.

Member Torres spoke to concerns with Neola's processing time and recognized that this has been addressed.

NEW BUSINESS

a. Superintendent's Recommendations

Member Halls inquired and Member Himmelspach confirmed we have no internal control of updating the Neola policies online. This is done by Neola.

(4) Recommendation 31-18-19 Relative to Neola Policy Updates (continued)

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

Nays: None

Motion carried. (6-0)

AUDIENCE COMMENTS ON NON-ACTION ITEMS

- Sally Hart addressed the Board of Education regarding the evaluation of Dr. Wunderlich and website maintenance.
- Julie Josselyn spoke regarding concerns with Transportation.
- Kristen Wagner expressed appreciation for the the STEAM camps.
- Art Welch addressed board comments from a previous meeting.
- Jessica Pumfrey talked about the positive impact the STEAM camp had on her child.

DISCUSSION ITEMS

a. Future Items

(1) Celebration of Learning – Sweet Reads

b. Board of Education Reports

Member Halls spoke regarding Opening Day.

Member Sutherland discussed Opening Day and thanked the Waterford Breakfast Optimist Club for sponsoring Camp College.

Member Torres spoke about the tribute in memory of Brian Whiston and addressed public comments.

Member Himmelspach addressed the posting of the Board of Education materials on the District's website and ADA requirements.

SUPERINTENDENT'S REPORT

Dr. Wunderlich spoke about Transportation, construction, Opening Day and thanked everyone who worked so hard over Labor Day weekend to have our buildings ready for the first day of school.

ADJOURNMENT

The meeting was adjourned by President Himmelspach at 7:37 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 August 2018.

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of August 2018 as listed on pages 1-172, and Fifth Third Account Statement listed on pages 1-4.

General Fund/Pooled Cash

Vendor Checks/Electronic Transfers	FY18	\$ 152,887.88
	FY19	\$ 2,775,104.16

Special Ed Center Program

Vendor Checks/Electronic Transfers	FY18	\$ 2,419.58
	FY19	\$ 8,013.83

Community Service Fund

Vendor Checks/Electronic Transfers	FY18	\$ 293.20
	FY19	\$ 33,072.68

Food Service

Vendor Checks/Electronic Transfers	FY19	\$ 57,094.41
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Bond Capital Projects – Series II

Vendor Checks/Electronic Transfers	FY18	\$ 99,702.00
	FY19	\$ 6,157,002.34

Debt Service Fund

	FY19	\$ 500.00
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<u>Purchasing Cards – 5/3 Acct Stmt</u>	FY19	\$ 32,325.53
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RATIONALE: Invoices have been processed by Accounts Payable and Purchasing per requisitions submitted by various departments.

BUDGETARY INFORMATION: All within prescribed budget allocations.

EXHIBITS: Attached schedule.

Resource Person(s) Danielle Corbeil, Director of Finance & Budget
Doreen Simonds, Director of Nutrition & Purchasing Services

Date of Board of Education Meeting: September 20, 2018

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

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 11,834,768	\$ 4,065,912	34.4%
OTHER	2,195,191	247,567	11.3%
TOTAL	14,029,959	4,313,479	30.7%
STATE			
MEMBERSHIP AID	55,778,011	3,135,282	5.6%
CATEGORICAL AID	16,864,370	947,946	5.6%
TOTAL	72,642,381	4,083,228	5.6%
FEDERAL	7,436,949	473,445	6.4%
INCOMING TRANSFER	5,170,139	861,862	16.7%
TOTAL REVENUE	\$ 99,279,428	\$ 9,732,014	9.8%
<u>EXPENDITURES</u>			
INSTRUCTION:			
ELEMENTARY	\$ 9,752,823	\$ 72,554	0.7%
MIDDLE SCHOOL	4,705,937	7,239	0.2%
HIGH SCHOOL	6,631,888	114,053	1.7%
SUMMER SCHOOL	130,278	75,971	58.3%
EARLY CHILDHOOD	1,825,891	44,638	2.4%
SPECIAL ED	10,392,915	441,400	4.2%
COMP ED	3,115,187	130,819	4.2%
VOC ED	990,735	21,805	2.2%
TOTAL INSTRUCTION	37,545,654	908,479	2.4%
SUPPORT SERVICE:			
PUPIL SERVICE	7,123,526	233,395	3.3%
INSTR STAFF	2,137,411	394,814	18.5%
GENERAL ADM	1,338,914	238,142	17.8%
SCHOOL ADM	3,898,954	516,321	13.2%
BUSINESS	10,683,333	3,334,717	31.2%
CENTRAL	24,842,076	2,294,212	9.2%
TOTAL SUPPORT	50,024,214	7,011,601	14.0%
OTHER:			
ATHLETICS	1,576,614	110,534	7.0%
COMMUNITY SERVICE	101,984	19,157	18.8%
FEDERAL PROGRAMS	7,823,995	498,085	6.4%
DEBT	1,078,000	995,425	92.3%
TEACHER RETIREMENT SAVINGS	(300,000)	(50,010)	16.7%
INTERFUND TRANSFERS	190,170	31,701	16.7%
TOTAL OTHER	10,470,763	1,604,892	15.3%
TOTAL EXPENDITURES	\$ 98,040,631	\$ 9,524,972	9.7%
REV. OVER/(UNDER) EXP.	\$ 1,238,797	\$ 207,042	

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

ITEM NO.: 11.a.(1) NEW BUSINESS
Superintendent's Recommendation 32-18-19
TOPIC : Retirements/Resignations/Leave of Absence Expirations

It is recommended that the Board of Education accept 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

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

ITEM NO.:	11.a.(2) NEW BUSINESS Superintendent's Recommendation 33-18-19
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:

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

(continued)

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

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

Date of Board of Education Meeting: September 20, 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 34-18-19
TOPIC : Administrative Contract Changes and Appointments

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

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

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

Date of Board of Education Meeting: September 20, 2018

ACTION

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

ITEM NO: 11a.(4) NEW BUSINESS
 Superintendent's Recommendation 35-18-19

TOPIC: Waterford Youth Assistance

It is recommended that the Board of Education approve the request for monetary support from the Waterford Youth Assistance, in the amount of \$7,500 for the 2018-2019 school year, allowing the Waterford Youth Assistance to continue to provide valuable prevention and intervention services for Waterford youth and families.

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

Date of Board of Education Meeting: September 20, 2018

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

ITEM NO.: 11.b.(1)	NEW BUSINESS President's Recommendation 36-18-19
TOPIC:	Certification of Delegates: MASB Delegate Assembly

The Michigan Association of School Boards (MASB) Delegate Assembly is held annually in conjunction with the MASB Fall Conference. The Delegate Assembly provides direction to the Association and its offers through the adoption of resolutions. All resolutions adopted by the Delegate Assembly become the official position of MASB as interpreted and pursued by the board of directors.

It is recommended 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.

Resource Person: John Himmelspach, President

Board of Education Meeting: September 20, 2018