



**Waterford School District  
Board of Education**

**A G E N D A**

**Regular Meeting**

---

**October 17, 2024**

**6:30 PM**

**Town Hall Auditorium**

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Opening

Pledge of Allegiance

Roll Call

Approval of the Agenda

Public Comments on Action Items

Consent Agenda

- a. Minutes
  1. September 19, 2024, Regular Meeting/Closed Session
  2. October 3, 2024, COW Meeting
  3. October 10, 2024, Special Meeting/Closed Session
- b. Accounts Payable
- c. Financial Statement
- d. Support Staff Reports
- e. Resignations
- f. Teaching Contract Changes/Appointments
- g. Reinstatement of Student E-24-25
- h. Head Start Continuation Grant/Budget

Information Items

- a. Early Childhood Education
- b. MSPRA Awards
- c. Resolution: 2025-2026 School of Choice
- d. Tentative Agreements: MESPA I, II, III
- e. Water Easement

New Business

- a. Superintendent's Recommendation
  1. Recommendation 24-24-25 Relative to Tentative Agreement: MESPA I
  2. Recommendation 25-24-25 Relative to Tentative Agreement: MESPA II
  3. Recommendation 26-24-25 Relative to Tentative Agreement: MESPA III
  4. Recommendation 27-24-25 Relative to Non-Affiliated Employees
  5. Recommendation 28-24-25 Relative to Police Liaison Agreement
  6. Recommendation 29-24-25 Relative to Cooperative Agreement: Girls Basketball
- b. Consideration of Certain Purchases
  1. Recommendation 30-24-25 Relative to Contract Award: Athletic Training Services
- c. President's Recommendation
  1. Recommendation 31-24-25 Relative to OCSBA Bylaw Revisions

Public Comment on Non-Action Items

Board of Education Reports

Adjournment

*Audience participation is scheduled at the beginning and end of the agenda. Only those who want to speak on an action item and have completed a public comment card will be called upon at the beginning of the meeting. Those who have comments on non-action items and have completed a public comment card will be called upon before the conclusion of the meeting. The President of the Board is responsible for recognizing all speakers. Board packets are available on the District website, [www.waterford.k12.mi.us](http://www.waterford.k12.mi.us).*



**Regular Meeting  
September 19, 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 p.m.

**PLEDGE**

The Board of Education led the Pledge of Allegiance.

**ROLL CALL**

Present: Members Ristich, Petrusha, Sutherland, Donohue, Torres, Wagner, and Josselyn  
Absent: None  
Others: Sandra Elka, Darin Holley, Nadine Milostan, Steve Wolf, Jim Beaver, Sarah Davis, Susan File, David Trionfi, Shawn Trionfi, Kelly Harned, Greg Harned, Meghan Howie, Kristin Robinson, Joseph Considine, Jennifer White, Jennifer Garling, Kelly Powell, Mary Craite, Joseph Humphry, Brett Hannah, Leslie Walsh, Lynette Bright, Suzanne Kittridge, Darby Hawes, Donald Hawes, Misty Burns, Andrew Pass, Megan Roberts and others who did not register.

**APPROVAL OF THE AGENDA**

The agenda was approved with one amendment, changing the order of information item a and b, to allow our Special Olympics presenters to go first.

**RECOGNITION**

a. Principal of the Year Nominee

Annually, the Michigan Elementary and Middle School Principal Association (MEMSPA), along with SET SEG, select the Michigan Principal of the Year. The qualifications for this award reflect each nominee's commitment to the well-being of students and staff as well as their problem-solving, communication, and leadership skills. Being nominated for this award is a significant honor and demonstrates exemplary educational leadership.

President Ristich and the Board of Education introduced and recognized our own Beaumont Elementary Principal Leslie Walsh – Principal of the Year Nominee. Congratulations and deep appreciation were expressed to Mrs. Walsh on this distinguished honor and her outstanding leadership as Beaumont Principal!

**PUBLIC COMMENTS ON ACTION ITEMS**

There were no public comments on action items.

## CONSENT AGENDA

- a. Minutes
  - August 15, 2024, Regular Meeting
  - August 20, 2024, Special Meeting/Closed Session
  - August 22, 2024, Special Meeting
  - September 5, 2024, COW Meeting/Closed Session
  - September 17, 2024, Special Meeting
- b. Accounts Payable
- c. Financial Statement
- d. Support Staff Reports
- e. Resignations
- f. Teaching Contract Changes/Appointments
- g. Reinstatement Approval of Student C-24-25
- h. Reinstatement Denial of Student D-24-25

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

## INFORMATION ITEMS

- a. Parent Advisory Committee

The Waterford School District Parent Advisory Committee (PAC) is made up of parents of children with disabilities. The PAC meets on a regular basis with the Executive Director of the Student Support Services Department to discuss, give feedback and advice on the special education programs and services within the district. The purpose statement of the PAC is, "Collectively grow a family and school partnership that fosters mutual capacity, involvement, communication, relationship, and collaboration around students with disabilities." The members of the PAC work hard to stay knowledgeable about changes and issues in special education. PAC representatives, Meghan Howie & Kelly Harned shared a little more of how they support our families of students with Individualized Family Service Plans and Individualized Education Plans.

- b. Special Olympics

The Waterford Griffins Special Olympics team is a diverse group of dedicated athletes who compete in a variety of sports, including track and field, basketball, bowling and snowshoeing. Our team members come from all walks of life, but they share a common passion for sports and a desire to challenge themselves. This exceptional program has had a profound impact on the lives of our student-athletes, fostering inclusion, building self-esteem, and providing opportunities for personal growth. Their participation in Special Olympics aligns perfectly with the district's mission to provide a comprehensive education that equips all students with the tools they need to succeed.

Over the last several years, the Griffins have achieved remarkable success in Special Olympics competitions, both locally and regionally. Our athletes have consistently medaled in their respective events, earning recognition for their hard work, dedication, and skill. One of the most inspiring aspects of our Special Olympics program is the way it fosters a sense of belonging and camaraderie among our athletes. Through training, competition, and social activities, our team members develop strong bonds and friendships that extend beyond the playing field. Kristin Robinson, Life Tracks Program Coordinator & Coach Melissa Morse and some of our athletes shared an update of their accomplishments.

- c. Back to School Video

A video highlighting the start of the 2024-2025 school year was shared.

d. Stepanski Snapshot

Sarah Davis, Director of Communication and Community Relations, provided an update regarding the new Stepanski Early Childhood Center, following the Grand Opening Celebration held Saturday, September 14, 2024.

**NEW BUSINESS**

a. Superintendent's Recommendations

1. Recommendation 20-24-25 Relative to Certification of Delegates: Michigan Association of School Boards (MASB) Delegates Assembly

Moved by Member Torres and supported by Member Wagner that the Board of Education certify Pat Donohue as the Waterford School District MASB Delegate, representing the Board of Education at the Delegate Assembly.

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

Nays: None

Motion carried. (6-0)

2. Recommendation 21-24-25 Relative to National Principals Month

Moved by Member Torres and supported by Member Wagner:

WHEREAS October 2024 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; and

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; and

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; and

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; 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 2024 is hereby recognized as "National Principals Month."

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

Nays: None

Motion carried. (6-0)

### 3. Recommendation 22-24-25 Relative to National School Bus Safety Week

Moved by Member Torres and supported by Member Donohue:

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 21-25, 2024, is recognized as National 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.

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

Nays: None

Motion carried. (6-0)

#### b. President's Recommendation

##### 1. Recommendation 23-24-25 Relative to Interim Superintendent Agreement Extension

Moved by President Ristich and supported by Member Wagner that the Board of Education approve an extension amendment of the current agreement with the Interim Superintendent to remain in effect until a superintendent is in place.

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

Nays: None

Motion carried. (6-0)

### **PUBLIC COMMENTS ON NON-ACTION ITEMS**

Andrew Pass addressed the Board about curriculum and the services he provides.

Wesley Evans addressed the Board with concerns about the Bell site, near Kettering High School.

### **BOARD REPORTS**

Member Josselyn provided a report on behalf of Waterford Youth Assistance.

Member Petrusha shared the passing of former resident, Police Chief, WSD graduate and WF Golf Outing honoree, Gary Root. He also wished Yvonne Dixon the best in retirement.

Member Torres discussed the first day of school and summer camps and programs.

## **CLOSED SESSION**

At 7:53 p.m., by Roll Call Vote, the Board of Education recessed to Closed Session in accordance with Section 8(c) of the Open Meetings Act.

RCV: Donohue (Yes), Josselyn (Yes), Wagner (Yes), Ristich (Yes), Torres, (Yes), and Petrusha (Yes)

## **RECONVENE**

The Regular Meeting was reconvened at 8:56 p.m.

Member Donohue and supported by Member Wagner that the Board of Education amend the agenda to include discussion on the superintendent search facilitated by MASB.

Aye: Members Wagner, Ristich, Donohue, Josselyn and Petrusha

Nays: None

Motion carried. (5-0)

Members of the Board discussed the superintendent search and specifically the search criteria to be used in the process.

## **ADJOURNMENT**

The regular meeting was adjourned by President Ristich at 9:56 p.m.

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Board Secretary



**COMMITTEE OF THE WHOLE**

**October 3, 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 6:38 p.m.

**PLEDGE**

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

**ROLL CALL**

Present: Members Ristich, Donohue, Wagner, Sutherland, Petrusha, Josselyn, and Torres (6:48 p.m.)  
Absent: None  
Others: Darin Holley, Sarah Davis, Sandra Elka, Jim Beaver, Steve Wolf, Allison Sartorius, Joe Humphry, Mary Craite, Robin McGregor, Elizabeth McGregor, and Megan Roberts

**APPROVAL OF THE AGENDA**

The agenda was approved as printed.

**PUBLIC COMMENTS**

There were no public comments.

**DISCUSSION ITEMS**

a. Teaching and Learning

1. Athletics

Allison Sartorius, Director of Athletics, shared information regarding bids for athletic training services as the local business we've been working discontinued our contract. We received three bids, from Healthquest, ATI Physical Therapy, and Plymouth Physical Therapy Specialists and the recommendation is to award a contract to Healthquest. The local office is on Dixie, in Waterford. This will result in an increase in cost, which will be covered by the Athletics budget. A recommendation will be presented for approval on October 17.

A one year cooperative agreement between Mott and Kettering for girls basketball is recommended due to participation numbers. A recommendation will be presented for approval on October 17. We will continue to encourage participation through clinics and word of mouth. We are also partnering with the SAFE team to build a girls basketball program at the elementary level. Member Sutherland requested that we establish a check point to ensure we are making progress in ensuring a program for next year.

2. State and NWEA Assessment Data

Darin Holley, Interim Superintendent, Elizabeth Kutchey, Director of Instructional Technology, Data and Assessment, and Steven Wolf, Assistant Superintendent, 6-Postsecondary, presented the State and NWEA assessment data and the steps we are taking for improvement.

b. Business and Operations

1. Police Liaison Agreement

Waterford Township Police Department and Waterford School District have enjoyed a longstanding partnership and have participated in grant funded programs as well as educational and community focused events. One important initiative has been the Police-School Liaison Program. The current agreement provides for four Police Officers to act as School Liaison Officers, one in each high school and one in each middle school. The school district pays for 2.5 FTE of the four officers assigned to schools. The Township has requested a rate change to reflect the increase in wages for Officers. They have requested a new agreement and implementation of the rate change effective January 1, 2025. Additionally, the agreement proposes a change in payment terms to reflect the process of semi-annual payments due in June and December. Upon execution, the agreement will remain in effect through June 30, 2025 and will automatically renew for each school year, absent a notice of non-renewal that must be submitted by June 1 of the year the next renewal would commence. A recommendation for approval will be presented on October 17.

2. 2024-2025 Budget Update

Sandra Elka, Assistant Superintendent of Business and Operations, and Amy Dagenhardt, provided an update on the 24-25 budget. The Governor signed the bill making the rate decrease recurring in FY25/26 and the enrollment increase from budget is a net of declining categorical of \$.2M. Additionally, 31aa funding increased by \$.4M. Combined with reductions in expenditures, this reduced the structural shortfall of \$1M for 24/25.

**ADJOURNMENT**

President Ristich adjourned the COW meeting at 8:54 p.m.

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Board Secretary





**BOARD OF EDUCATION  
MEETING MINUTES**

**SPECIAL MEETING**

**MINUTES**

**October 10, 2024**

**OPENING**

A Special Meeting of the Board of Education, located at the Kurzman Administrative Services – Crary Campus, 501 N. Cass Lk. Rd., was called to order by President Ristich at 6:33 p.m.

**PLEDGE**

The Board of Education led the Pledge of Allegiance.

**ROLL**

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

Absent: None

Others: Jay Bennett, Mary Craite, Robin McGregor, Elizabeth McGregor, and Megan Roberts

**APPROVAL OF THE AGENDA**

The agenda was approved as printed.

**PUBLIC COMMENT**

There were no public comments.

**SUPERINTENDENT SEARCH**

a. Interview Questions

Jay Bennett, MASB, facilitated a process to develop interview questions for the superintendent interviews.

b. Interview Preparation

Mr. Bennett facilitated discussion with the Board of Education to prepare each member for the upcoming interviews.

c. Candidate Selection

Mr. Bennett guided the Board of Education in a process to select the candidates to be interviewed.

In accordance with Section 8(f) of the Open Meetings Act, at 7:12 p.m., the Board recessed to Closed Session by Roll Call Vote.

RCV: Torres (yes), Sutherland (yes), Petrusha (yes), Ristich (yes), Wagner (yes), Josselyn (yes), Donohue (yes)

The Special Meeting was reconvened at 8:04 p.m.

After further discussion, by consensus, the Board of Education selected candidates 71, 35, 48, and 11 to invite for an interview. Mr. Bennett will reach out to those individuals and their names will be made public upon acceptance of an interview.

## **ADJOURNMENT**

The Special Meeting was adjourned by President Ristich at 8:19 p.m.

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Board Secretary

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

ITEM NO:	
TOPIC:	ACCOUNTS PAYABLE FOR SEPTEMBER 2024

RECOMMENDATION: It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of September 2024 as listed on pages 1-271, and the P-Card Account Statement listed on the last five pages.

EXPENDITURES BY DISBURSEMENT TYPE:

1. ACCOUNTS PAYABLE (CHECKS)

General Fund/Pooled Cash	\$	4,203,919.34
Special Ed Center Program		4,831.39
Community Service Fund		73,570.59
Food Service Fund		325,031.67
Debt Service Fund		-
Capital Projects: 2016 Series IV		-
Capital Projects: 2020 Series I		-
Capital Projects: 2020 Series II		9,016,568.72
Student Activity		60,251.38
<b>TOTAL ACCOUNTS PAYABLE</b>	<b>\$</b>	<b>13,684,173.09</b>

2. PAYMENTS BY WIRE OR ACH:

9/3/2024	5/3 Bank Card Fees-Merchant	28.71
9/3/2024	Authnet Gateway Billing	32.80
9/4/2024	Food Service PayPal Payment Fees	25.00
9/5/2024	Office of Retirement Service Payroll 8/23/2024	94,824.37
9/5/2024	Office of Retirement Service Payroll 8/23/2024	708,285.75
9/5/2024	Office of Retirement Service Payroll 8/23/2024	1,020,065.65
9/6/2024	Edustaff Contracted Substitutes/Staff	50,050.08
9/10/2024	5/3 Bank Merchant ACH-MPS Billing	151.24
9/10/2024	5/3 Bank Food Service ACH-MPS Billing	62.45
9/10/2024	Food Service Magic Wrighter	34.95
9/13/2024	Edustaff Contracted Substitutes/Staff	513.32
9/16/2024	Arbiter Pay-Mott HS	8,000.00
9/16/2024	Arbiter Pay-Kettering HS	8,000.00
9/18/2024	Office of Retirement Service Payroll 9/6/2024	117,527.79
9/18/2024	Office of Retirement Service Payroll 9/6/2024	777,779.89
9/20/2024	Edustaff Contracted Substitutes/Staff	1,067.40
9/20/2024	Edustaff Contracted Substitutes/Staff	119,136.59
9/24/2024	Edustaff Contracted Substitutes/Staff	1,423.20
9/25/2024	5/3 Bank Purchasing Cards - August Expenses	33,214.71

TOTAL WIRES OR ACH	\$	2,940,223.90
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TOTAL DISBURSEMENTS SEPTEMBER 2024	\$	16,624,396.99
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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): Sandra Elka, Assistant Superintendent of Business & Operations  
Amy Dagenhardt, Director of Finance & Budget  
Date of Board of Education Meeting: OCTOBER 17, 2024

**WATERFORD SCHOOL DISTRICT  
STATEMENT OF REVENUES AND EXPENDITURES  
GENERAL FUND  
FOR THE THIRD MONTH SEPTEMBER 2024**

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 14,261,022	\$ 12,879,748	90.3%
OTHER	2,025,311	2,245,253	110.9%
TOTAL	16,286,333	15,125,001	92.9%
STATE			
MEMBERSHIP AID	52,301,250	2,876,569	5.5%
CATEGORICAL AID	35,023,799	1,926,309	5.5%
TOTAL	87,325,049	4,802,878	5.5%
FEDERAL	9,837,327	2,681,410	27.3%
INCOMING TRANSFER	7,556,786	1,889,197	25.0%
TOTAL REVENUE	\$ 121,005,495	\$ 24,498,486	20.2%

**EXPENDITURES**

INSTRUCTION:			
ELEMENTARY	12,504,229	1,527,301	12.2%
MIDDLE SCHOOL	4,477,784	536,653	12.0%
HIGH SCHOOL	7,201,843	958,086	13.3%
SUMMER SCHOOL	98,452	12,716	12.9%
EARLY CHILDHOOD	2,117,519	213,261	10.1%
SPECIAL ED	13,747,704	1,146,803	8.3%
COMP ED	2,981,698	327,983	11.0%
VOC ED	960,840	140,644	14.6%
TOTAL INSTRUCTION	44,090,069	4,863,445	11.0%
SUPPORT SERVICE:			
PUPIL SERVICE	11,068,436	944,296	8.5%
INSTR STAFF	2,390,628	607,216	25.4%
GENERAL ADM	1,224,644	381,435	31.1%
SCHOOL ADM	4,211,178	688,727	16.4%

BUSINESS	15,593,620	6,876,766	44.1%
CENTRAL	<u>28,560,103</u>	<u>6,819,418</u>	<u>23.9%</u>
TOTAL SUPPORT	63,048,609	16,317,859	25.9%
OTHER:			
ATHLETICS	1,827,182	223,443	12.2%
COMMUNITY SERVICE	58,852	1,314	2.2%
FEDERAL PROGRAMS	10,140,406	2,764,021	27.3%
DEBT	527,667	-	0.0%
INTERFUND TRANSFERS	<u>890,000</u>	<u>222,500</u>	<u>25.0%</u>
TOTAL OTHER	<u>13,444,107</u>	<u>3,211,279</u>	<u>23.9%</u>
TOTAL EXPENDITURES	\$ 120,582,785	\$ 24,392,583	20.2%
REV. OVER/(UNDER) EXP.	<u>\$ 422,710</u>	<u>\$ 105,903</u>	

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

**CONTRACT CHANGES/RESIGNATIONS**

Flores, Shirley – Food Service Assistant (MESPA III)  
Beaumont Elementary School  
Termination Effective: September 5, 2024

Martinez, Cristina – Building Support (NAE)  
Haviland Elementary School  
Termination Effective: September 11, 2024

Barton, Sarah – Food Service Assistant (MESPA III)  
Mason Middle School  
Termination Effective: September 18, 2024

Dunsmore, Elizabeth – Special Education Paraprofessional (NAE)  
Riverside Elementary School  
Termination Effective: September 20, 2024

Gibson, Lawanda – Building Support (NAE)  
Cooley Elementary School  
Termination Effective: September 20, 2024

Ignash, Sheila – Special Education Paraprofessional (NAE)  
Beaumont Elementary School  
Termination Effective: September 20, 2024

**CONTRACT CHANGES/APPOINTMENTS**

Ledgerwood, Melissa – GSRP/HS Teacher Split (NAE)  
Stepanski Early Childhood Center  
Effective Date: September 3, 2024

Loritts, Lucretia – Instructional Aide (MESPA II)  
Kingsley Montgomery School  
Effective Date: September 5, 2024

Harwood, Cammie – Secretary, PT (MESPA I) & Childcare  
Assistant, PT (NAE)  
Administration Building  
Effective Date: September 9, 2024

Warden, Deanna – Food Service Assistant (MESPA III)  
Beaumont Elementary School  
Effective Date: September 9, 2024

Oakley, Julie – Special Education Paraprofessional, TEMP  
(NAE)  
Grayson Elementary School  
Effective Date: September 9, 2024

Slabinski, Rebekah – GSRP Associate Teacher (NAE)  
Stepanski Early Childhood Center  
Effective Date: September 9, 2024

Jacobsen, Dawn – Secretary (MESPA I)  
Kingsley Montgomery School  
Effective Date: September 11, 2024

Kobe, Jacob – Special Education Paraprofessional (NAE)  
Mott High School  
Effective Date: September 11, 2024

Abel, Nicole – Library Technician (MESPA II)  
Haviland Elementary School  
Effective Date: September 12, 2024

Taylor, Armoni – Building Support (NAE)  
Stepanski Early Childhood Center  
Effective Date: September 12, 2024

Gillespie, Rebecca – Special Education Paraprofessional  
(NAE)  
Kettering High School  
Effective Date: September 16, 2024

Swartz, Ashleigh – Headstart Assistant Teacher (NAE)  
Stepanski Early Childhood Center  
Effective Date: September 17, 2024

Cyporyn, Grace – Library Technician (MESPA II)  
Riverside Elementary & Mason Middle School  
Effective Date: September 19, 2024

Noodel, Cassey – Food Service Assistant/Floater  
(MESPA III)  
Multiple  
Effective Date: September 19, 2024

Nunez-Sanchez, Arlette – Bilingual Parent Resource  
Assistant (NAE)  
Mason Middle School  
Effective Date: September 19, 2024

Tottingham, Miranda – Building Support (NAE)  
Houghton Elementary School  
Effective Date: September 19, 2024

Baxa, Pamela – GSRP Associate Teacher (NAE)  
Stepanski Early Childhood Center  
Effective Date: September 23, 2024

Rua Arcila, Clara – Bilingual Family Liaison (NAE)  
Administration Building  
Effective Date: September 23, 2024

Carlson, Amy – Library Technician (MESPA II)  
Schoolcraft Elementary School  
Effective Date: September 24, 2024

Boulton, Heather – GSRP Associate Teacher (NAE)  
Stepanski Early Childhood Center  
Effective Date: September 25, 2024

Hollins, Leah – GSRP/HS Lunch Paraprofessional (NAE)  
Stepanski Early Childhood Center  
Effective Date: September 25, 2024

Johnson, Gloria – Academic Paraprofessional (NAE)  
Mason Middle School  
Effective Date: September 30, 2024

Resource Person(s): Susan K. File, Executive Director of Human Resources  
Date of Board of Education Meeting: October 17, 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):

Blue, Jane - Teacher  
 Location: Mason Middle School  
 Resignation  
 Effective: October 18, 2024

Elka, Sandra – Assistant Superintendent,  
 Business & Operations  
 Location: Kurzman Administration  
 Retirement  
 Effective: January 31, 2025

Halling, Jill – Teacher  
 Location: Mott High School  
 Resignation  
 Effective: September 20, 2024

Horn, Taylor – Teacher  
 Location: Mott High School  
 Resignation  
 Effective: September 27, 2024

Pier, Nina – Teacher  
 Location: Donelson Hills Elementary School  
 Resignation  
 Effective: October 4, 2024

Raines, Joe – Teacher  
 Location: Pierce Middle School  
 Retirement  
 Effective: December 31, 2024

Taylor, Lori – Assistant Principal  
 Location: Kettering High School  
 Retirement  
 Effective: December 31, 2024

Wilson-Widman, Victoria – Special Education Teacher  
 Location: Riverside Elementary School  
 Resignation  
 Effective: December 20, 2024

Zedan, George – Teacher  
 Location: Kettering High School  
 Resignation  
 Effective: September 27, 2024

Resource Person(s): Susan K. File, Executive Director of Human Resources  
 Date of Board of Education Meeting: October 17, 2024



CONSENT

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 2024-2025 school year:

Adel, Caitlin – Teacher

Location: Knudsen Elementary School

Effective: September 16, 2024

Probationary Contract

*Replacing: New Kindergarten Section*

Barbu, Laura - Teacher

Location: Donelson Hills Elementary School

Effective: October 3, 2024

Probationary Contract

*Replacing: Nina Pier*

Bilinski, James – Counselor

Location: Mott High School

Effective: September 30, 2024

Probationary Contract

*Replacing: Carrie Danforth*

Crotty, Jennifer – Teacher

Location: Kettering High School

Effective: October 21, 2024

Probationary Contract

*Replacing: George Zedan*

Danta, Jason – Teacher

Location: Children's Village School

Effective: September 16, 2024

Probationary Contract

*Replacing: Kathleen Muhleck*

Robinson, LeeAnn – Special Education Teacher

Location: Houghton Elementary School

Effective: September 30, 2024

Probationary Contract

*Replacing: Jasmine Yasso*

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

Date of Board of Education Meeting: October 17, 2024

CONSENT

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

ITEM NO.: Consent Agenda

TOPIC: Reinstatement of Student E-24-25

In keeping with Michigan law, a committee consisting of school board members, a school administrator, teacher and parent of a pupil in the district reviewed a petition for the reinstatement of Student E-24-25, who was previously expelled by the Waterford School District. After reviewing all facts and information in the matter and considering applicable State law, it is recommended that the Board of Education reinstate Student E-24-25, with conditions.

Resource Person(s): Steven Wolf, Assistant Superintendent 6-Postsecondary

Date of Board of Education Meeting: October 17, 2024

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

ITEM NO.:	Consent Agenda
TOPIC:	Head Start Continuation Grant Budget

The OLHSA Governing Body, Policy Council, Delegate School Board and Delegate Policy Committee must use ongoing monitoring results, data on programmatic and school readiness goals and other information described in the Head Start Program Performance Standards and Head Start Act to conduct its responsibilities.

The Board of Education hereby approves the Head Start Continuation Grant and budget, as approved by the Head Start Policy Committee.

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

Board of Education Meeting October 17, 2024

## 2025 Calendar Year Budget

### Budget Justification:

The majority of the 2024-25 budget will be used to cover the cost of staff to operate the program: wages, FICA/RET, health insurance, and professional development. We will employ 16 staff members and propose to serve 85 children and families. Our Head Start program is within the Waterford Public School District and is located at Stepanski Early Childhood Center. The salaries are based on our current Waterford Early Childhood Wage and Benefit Package.

The remaining balance will be used to cover additional program operating costs such as: supplies, food, and mileage for home visits, curriculum supports, fieldtrips, and parent activities. Additional personnel costs are included in our contractual line. We contract out with a nutritionist, health coordinator, early childhood specialist, as well as a percentage of our substitute teachers.

**Total Federal Budget: \$913,612**

### **Personnel Wages: \$496,750**

#### **5 Classroom teachers working full time for 38 weeks – \$228,750**

- Teacher A - \$45,750
- Teacher B - \$45,750
- Teacher C - \$45,750
- Teacher D - \$45,750
- Teacher E - \$45,750

#### **5 Classroom assistants working full time for 38 weeks – \$143,500**

- Assistant A - \$28,500
- Assistant B - \$29,500
- Assistant C - \$28,000
- Assistant D - \$29,500
- Assistant E - \$28,000

#### **2 Noon Aids working part time for 186 days - \$15,500**

- Noon Aid A - \$7,750
- Noon Aid B - \$7,750

#### **1 Family Service Staff working full time for 40 weeks - \$50,500**

#### **1 Clerical Personnel - \$28,500**

#### **.5 Social Worker - \$28,500**

#### **Temporary Teaching - \$1,500**

\*Average teacher salary: \$45,750

\*Average assistant salary: \$28,700

### **Fringes (FICA/RET/INSURANCE): \$320,192**

\*All salaries for the Waterford Head Start staff comply with the compensation cap guidelines.

Retirement calculated at 39.9% of above salary – \$197,605

FICA calculated at 7.65% of above salary - \$37,887

Insurance costs calculated at MESSA current agreement with Waterford Public Schools:

18.4% of above salary - \$84,700

### **Supplies: \$32,000**

The amounts reflected here in the supply line item include funds to support the program. They include classroom supplies of \$20,000, child food cost for snacks of \$10,000 and office supplies of \$2,000, as well as

specific supplies needed for students with disabilities. The classroom supplies include Quality Improvement funds to physically improve learning spaces throughout the facility to help address the multiply domains of development and learning that are impacted by trauma. It also includes supplies for meetings and overall management of the program.

**Contractual: \$50,270**

This line item includes contractual services for our program nutritionist, nurse, guest teachers and teacher assistants, child care and early childhood specialist.

Nutritionist: \$600

EC Specialist: \$5,200

Health Coordinator: \$26,500

Guest Teachers: \$17,970

**Other: \$14,400**

**\*Parent Services:** These funds include support for parent groups and policy committee. This also includes Quality Improvement funds to enhance the services that strengthen families, promote relationships, decrease parental stress and improve family safety.

Cost: \$7,400

**\*Workshop:** This cost is associated with staff membership in the National Association for the Education of Young Children and fees associated with the programs accreditation with this program.

Cost: \$1,500

**\*Local Travel:** This amount reflects the total cost for staff to travel to meetings and home visits as well as required meetings in the county. The cost for reimbursement is currently .655 per mile.

Cost: \$500

**\*Miscellaneous Expense:** This line covers costs such as program fieldtrips for parents and students, costs for school based family events, telephone, child care, printing/binding, maintenance agreement and unexpected materials and supplies that may be needed that may not have been budgeted for in previous lines.

Cost: \$5,000

**Non-Federal Share: \$244,563**

**Non-Federal Share Detail:**

Non-federal Share is updated 2 times annually: Fall of current year to reflect any program, wage, and benefit changes and January.

**Personnel: \$127,100**

- Personnel include director wages and wages, early childhood specialist, speech pathologist, student transportation bus drivers, custodial services which are union contracted positions within Waterford Public Schools
- Speech Pathologist (.2 FTE): \$18,500
- Early Childhood Specialist (.25 FTE): \$13,500
- Director – (.40 FTE) - \$46,100
- Transportation/Drivers (60 hours a week x 38 weeks for 4 drivers): \$49,000

**Fringes (FICA/RET/INSURANCE): \$80,043**

- \*All salaries for the Waterford Head Start staff (charged as non-federal) comply with the compensation cap guidelines.
- Retirement calculated at 42.3% of above salary – \$52,763
- FICA calculated at 7.65% of above salary - \$9,723
- Insurance costs calculated at MESSA/Blue Care Network current agreement with Waterford Public Schools: 12.1% of above salary - \$17,557

**Contractual: \$21,750**

- Custodial Services - \$21,750

**Other: \$15,670**

- **Utilities:** This amount reflects the cost for several utilities, such as electricity, heat, water, etc.  
Cost: \$7,675
- **Insurance:** The amount reflects the cost for building/liability insurance.  
Cost: \$1,195
- **Maintenance:** This cost reflects any building or grounds maintenance to occur during the year.  
Cost: \$6,800

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

TOPIC:	Information Item (a)
ITEM:	Early Childhood Education

Following the showing of the Stepanski Grand Opening video, Principal Andrea Bratton will provide an update on early childhood programs and activities.

Resource Person: Darin Holley, Interim Superintendent

Date of Board of Education Meeting: October 17, 2024

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

TOPIC:	Information Item (b)
ITEM:	MSPRA Awards

Sarah Davis, Director of Communications and Community Relations, will present information on the recent Michigan School Public Relations Associations (MSPRA) awards Waterford School District received. These five awards are in addition to the two we won from the national organization earlier this spring, giving our Communications Team a total of seven awards for the year!

- Excellence Award – Video – Future Is Bright Video Series
- Merit Award – Special Purpose – Billboard campaign
- Merit Award – Diversity, Equity and Inclusion - We Are Waterford DEI Social Media campaign
- Merit Award – Audio/Podcast – WSD Voice: Celebrating the 2023-2024 School Year
- Merit Award – Special Purpose – Points of Pride brochure

Resource Person: Sarah Davis, Director of Communications and Community Relations

Date of Board of Education Meeting: October 17, 2024



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

TOPIC:	Information Item (c)
ITEM:	School of Choice 2025-2026 Resolution

A recommendation to approve the following School of Choice resolution for the 2025-2026 school year will be presented on November 21, 2024.

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

**WHEREAS**, it has the option, for purposes of sections 105 and 105c, to accept applications of nonresident students from outside the District, who reside in the Oakland Intermediate School District and/or a contiguous intermediate school district, which this district is a constituent district for the enrollment in our district for the 2025-2026 school year; and

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

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

**RESOLVED**, the Waterford School District chooses to participate in the aforementioned Schools of Choice Program for 2025-2026; and

**BE IT FURTHER RESOLVED**, that the Waterford School District will accept applications for the 2025-2026 school year for the Junior Kindergarten/Kindergarten grade level (Section 105) and up to twenty (20) students entering grades 9-12 and accepted into the Waterford STEM Academy through the application process, based on available seats (Section 105).

Resource Person: Darin Holley, Interim Superintendent

Date of Board of Education Meeting: October 17, 2024

INFORMATION

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

ITEM NO.:	Information Items (d)
TOPIC:	Tentative Agreements: MESPA I, II, and III

Susan File, Executive Director of Human Resources, will provide an update on the recent mediated tentative agreements with the Michigan Education Support Personnel Association groups (MESPA I, II, and III) as ratified by their memberships and the Non-Affiliated Employees (NAE) wages. A recommendation for approval is presented under New Business.

Resource Persons: Susan File, Executive Director of Human Resources

Date of Board of Education Meeting: October 17, 2024

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

ITEM NO.:	Information Item (e)
TOPIC:	Stepanski ECC Water Easement with Waterford Township

Water Main Easements are common for any new construction in the past 30 years where the water main feeds, not only water to the building, but also fire hydrants and fire protection systems. These safety features and requirements are both in place at Stepanski.

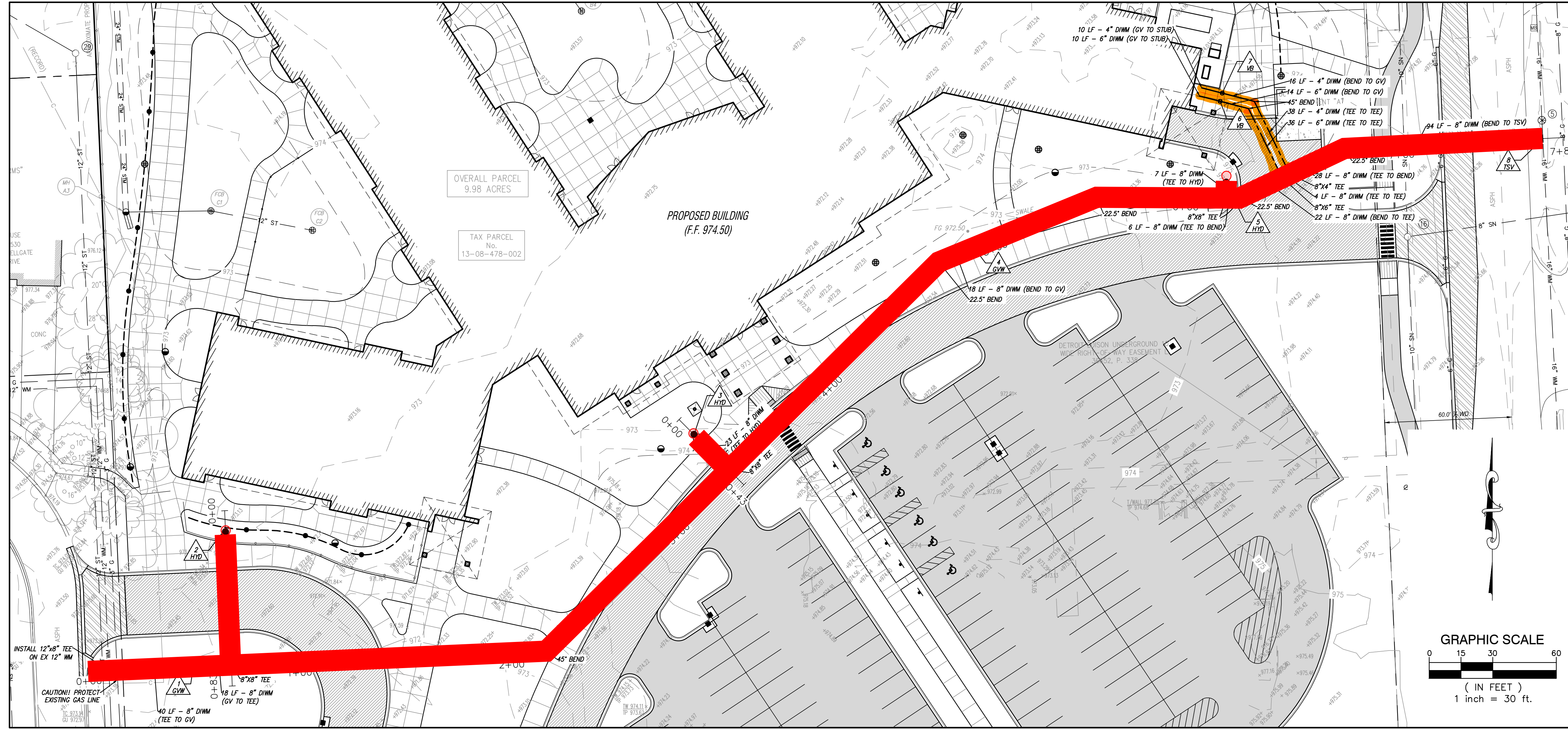
The design of the system connects the water main along Airport Road with the water main along Campbellgate Road. This creates a water main loop for Stepanski. As a result, Stepanski can continue to operate if there is a repair or break in the water main on either side of the water main tie-in to the building.

The feature of the water main easement is that the maintenance, repair and replacement of the water main within the easement becomes the responsibility of the Township. The School District may not remove the water main or build a structure on top of the easement.

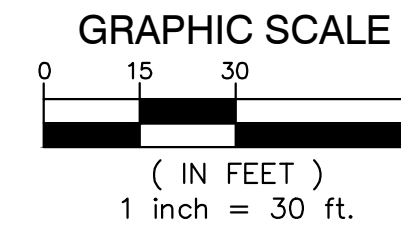
The easement and supporting documents are attached. Dan Jerome, from French Architects, will explain the design of the system and why an easement is needed.

Resource Persons: Sandra Elka, Assistant Superintendent, Business & Operations  
Sidney Tippett, Director of Maintenance and Operations

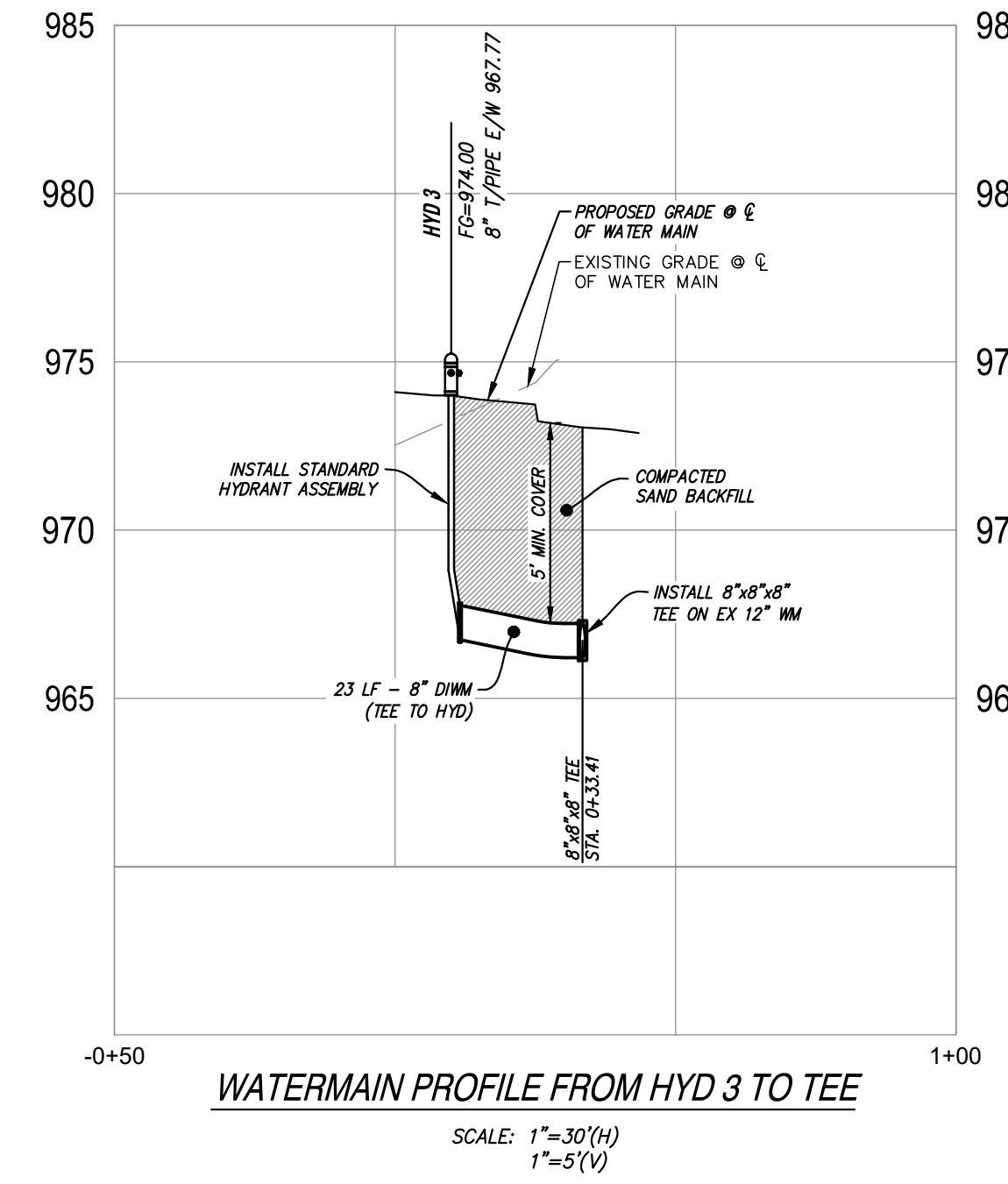
Date of Board of Education Meeting: October 17, 2024



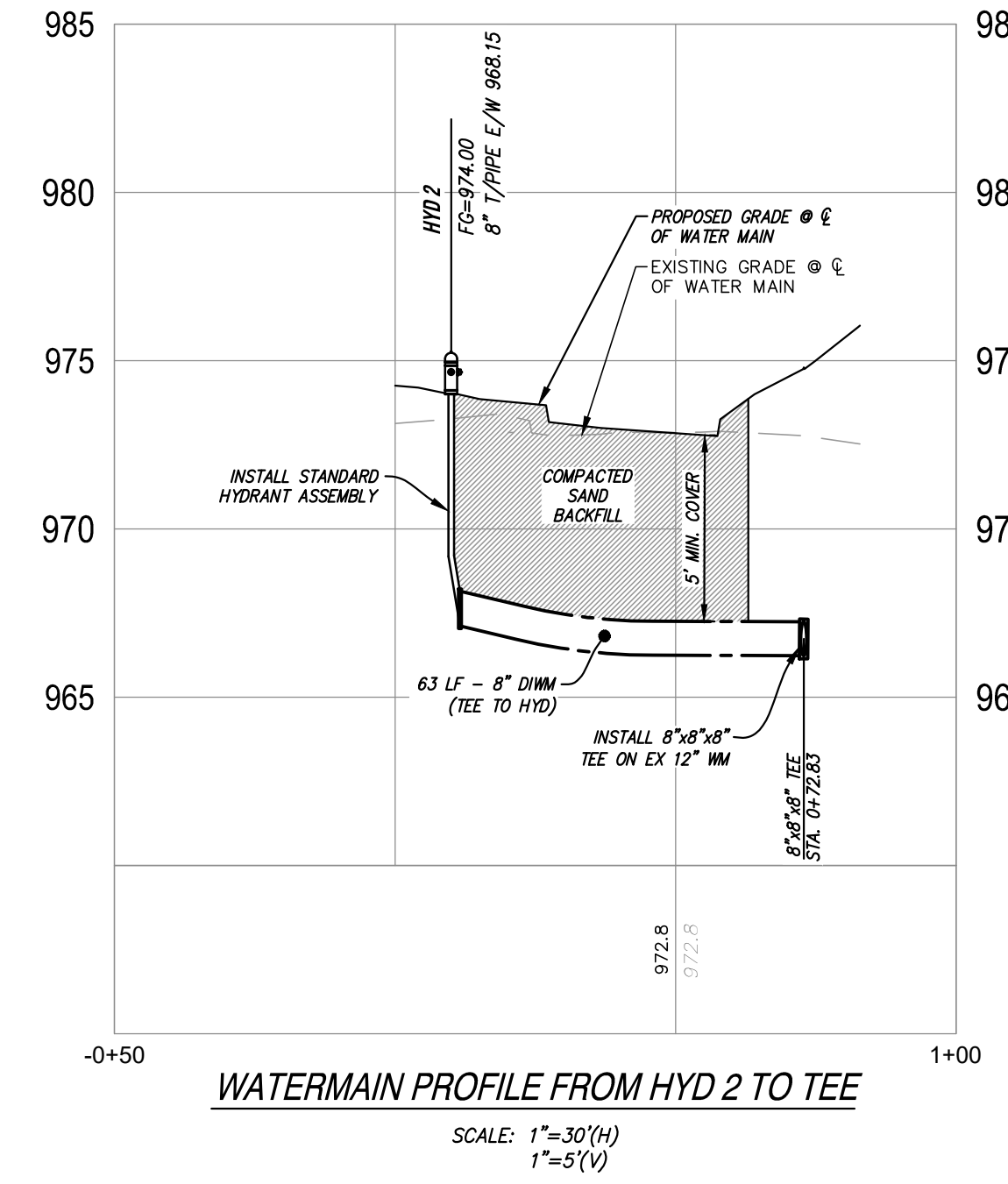
WATERMAIN PLAN VIEW  
SCALE: 1"=30'(H)



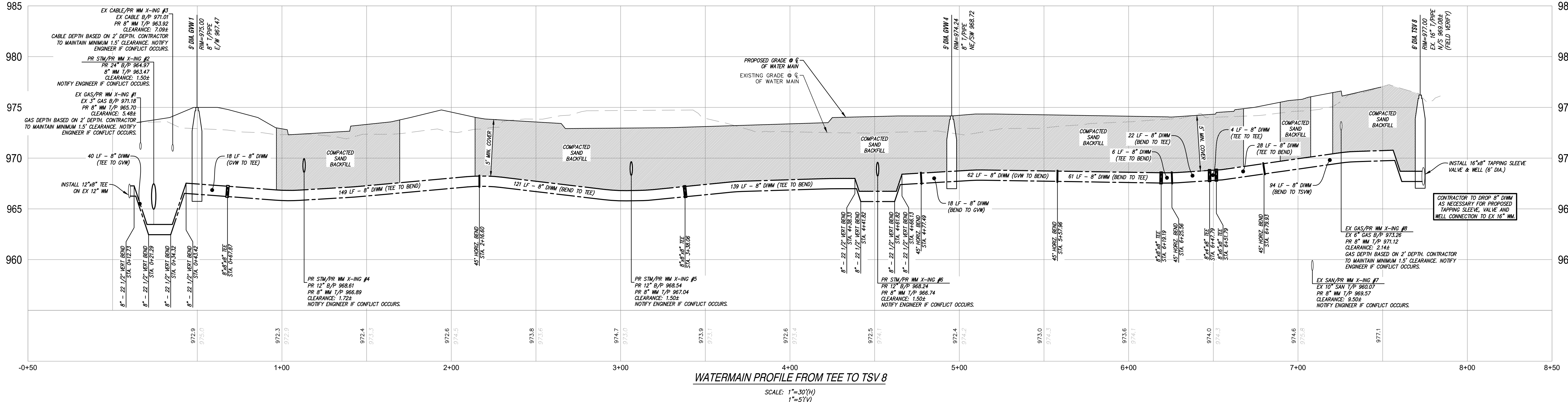
REFER TO SHEET C4.3 FOR UTILITY DETAILS AND NOTES



WATERMAIN PROFILE FROM HYD 3 TO TEE  
SCALE: 1"=30'(H)  
1"=5'(V)



WATERMAIN PROFILE FROM HYD 2 TO TEE  
SCALE: 1"=30'(H)  
1"=5'(V)



WATERMAIN PROFILE FROM TEE TO TSV 8  
SCALE: 1"=30'(H)  
1"=5'(V)

ISSUE DATE	ISSUED FOR
02/03/2022	TOWNSHIP ENG REVIEW
04/05/2022	CCD 1
DRAWN	JS
CHECKED	TS
APPROVED	TS



architects planners interiors  
**FRENCH associates**

236 MILL STREET  
ROCHESTER, MI 48307  
T: 248.656.1377  
french@a.com  
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Phone: (248) 844-5400  
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(800) 598-1600

PROJECT  
**Waterford School District**  
**Stepanski Early Childhood Center**  
Waterford, MICHIGAN

SHEET  
**Watermain Profiles**

PROJECT NUMBER  
**2020-069**  
SD NP20-145  
SHEET NUMBER

**C4.6** CCD 1

**EASEMENT AGREEMENT**

FOR INSTALLATION AND MAINTENANCE OF TOWNSHIP-OWNED UTILITIES ACROSS PRIVATE  
PROPERTY

**WHEREAS** \_\_\_\_\_, a \_\_\_\_\_  
**(marital status, partnership, corp., etc.)**  
**with an address at** \_\_\_\_\_,

(hereinafter referred to as "Grantor"), is the owner of the following described parcel of land, to wit:

See attached Exhibit A:

**WHEREAS**, the Grantor desires to grant and convey certain easements and rights of way, in under, through and across the above described parcel to the Charter Township of Waterford (hereinafter referred to as the "Grantee"), whose address is 5200 Civic Center Drive, Waterford, Michigan 48329.

**AND WHEREAS**, said easements and rights of way are being granted and conveyed to Grantee for ingress, egress, and to install, repair, replace and maintain sanitary sewer lines and water mains, pipes, service connections, and all necessary appurtenances thereto:

**AND WHEREAS**, the attached Exhibit B is an "As Built" sketch indicating locations of the "As-Built" utilities from physical improvements (such as buildings or pavement) by dimensions sufficient to establish their location for purposes of this easement.

**NOW, THEREFORE**, in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration to the Grantor in hand paid, the receipt whereof is hereby acknowledged, the Grantor hereby grants and conveys to the Grantee, its successors and assigns, an easement 12 feet wide, being 6 feet on either side of centerline of all water mains; and an easement 20 feet wide being 10 feet either side of centerline of all sanitary sewers, and rights of way in, under, through and across the above described parcel of land for the purposes of installation, maintenance, repair or replacement of sanitary sewer lines, water mains pipes, service connections, and all necessary appurtenances thereto, as determined necessary by the Grantee.

Said Grantee has the absolute right, privilege and authority to locate, construct, place, operate, maintain, inspection, repair, replace, relocate and remove at will such sanitary sewer mains, water mains, pipe lines, and any and all service connections therewith of appurtenances thereto that may be constructed in under, through and across the above described land. That said sewer lines, water mains, pipe lines, service connections and appurtenances thereto shall remain at all times the property of the Grantee, its successors and assigns.

Grantor covenants and agrees that during the existence of the aforementioned easements and rights of way no building or other permanent structure will be erected upon or over any portion of the aforementioned easemented areas.

The Grantor recognizes that this instrument creates an easement encroached over the entire property, subject to the limitations as set forth in the above provisions of this easement agreement.

Grantor further covenants that he is the owner of this property and has the entire legal right to grant this easement. (Contract Purchasers and Mortgagee, as well as Deedholders must sign this easement and show marital status).

**IN WITNESS WHEREOF**, the undersigned hereunto affixed His/Her/Their signature(s) this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_.

**(Note: sign and print using black ink only)**

**In presence of:**

\_\_\_\_\_  
(LS)  
\_\_\_\_\_  
(PRINT)  
\_\_\_\_\_  
(LS)  
\_\_\_\_\_  
(PRINT)

**Deedholder(s):**

\_\_\_\_\_  
(LS)  
\_\_\_\_\_  
(PRINT)  
\_\_\_\_\_  
(LS)  
\_\_\_\_\_  
(PRINT)

**STATE OF MICHIGAN**  
**COUNTY OF \_\_\_\_\_**

On this day of \_\_\_\_\_, A.D. 20\_\_\_\_, before me, a Notary Public, in and for said County, personally appeared, \_\_\_\_\_, to me known to be the same person described in and who executed the within instrument, who then acknowledged the same to be a free act and deed.

This instrument drafted by:  
Robert A. Merinsky, P.E.  
5200 Civic Center Drive  
Waterford, MI 48329

\_\_\_\_\_  
**Notary Public, \_\_\_\_\_ County**  
**Michigan**  
**My Commission expires: \_\_\_\_\_**

**After recording return to  
the above address.**

# EXHIBIT 'A'

## WATER MAIN EASEMENT

### LEGAL DESCRIPTION

TAX PARCEL ID NO. 13-08-478-002

SOURCE: OAKLAND COUNTY EQUALIZATION

TOWN 3 NORTH, RANGE 9 EAST, SECTION 8; SOUTH 725 FEET OF EAST 660 FEET OF EAST 1/2 OF SOUTHEAST 1/4, EXCEPTING E 60 FEET IN ROAD 9.98 ACRES W135C

### EASEMENT DESCRIPTION

A PERMANENT EASEMENT FOR WATER MAIN PURPOSES DESCRIBED AS:

DESCRIPTION ALONG THE CENTERLINE FOR A 12 FOOT WIDE EASEMENT WITHIN THE SOUTHEAST 1/4 OF SECTION 08, TOWN 03 NORTH, RANGE 09 EAST, WATERFORD TOWNSHIP, OAKLAND COUNTY, MICHIGAN, BEING PART OF TAX PARCEL ID NO. 13-08-478-002, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 08, THENCE S87°21'55"W 60.00 FEET TO THE WEST RIGHT-OF-WAY LINE OF AIRPORT ROAD; THENCE N02°32'32"W 449.54 FEET TO THE POINT OF BEGINNING;

THENCE S78°43'09"W 16.67 FEET; THENCE S62°02'13"W 51.97 FEET; THENCE S89°28'42"W 6.92 FEET TO A POINT 'A'; THENCE S89°28'42"W 65.79 FEET; THENCE S70°56'26"W 46.66 FEET; THENCE S55°54'16"W 36.01 FEET; THENCE S46°07'05"W 92.50 FEET; THENCE S62°01'22"W 19.14 FEET; THENCE S78°37'52"W 28.13 FEET TO A POINT 'B'; THENCE S78°37'52"W 49.24 FEET; THENCE S46°53'08"W 27.41 FEET; THENCE S29°15'40"W 42.42 FEET; THENCE S45°09'07"W 75.53 FEET; THENCE S81°12'38"W 64.50 FEET; THENCE S86°30'03"W 27.88 FEET TO A POINT 'C'; THENCE S86°30'03"W 34.55 FEET TO A POINT OF ENDING ON THE WEST PROPERTY LINE.

THENCE CONTINUING FROM POINT 'A' THENCE N06°14'49"W 13.80 FEET TO A POINT OF ENDING.

THENCE CONTINUING FROM POINT 'B' THENCE N09°08'11"W 10.46 FEET TO A POINT OF ENDING.

THENCE CONTINUING FROM POINT 'C' THENCE N08°46'32"E 86.06 FEET; THENCE N13°10'48"W 8.54 FEET TO A POINT OF ENDING.



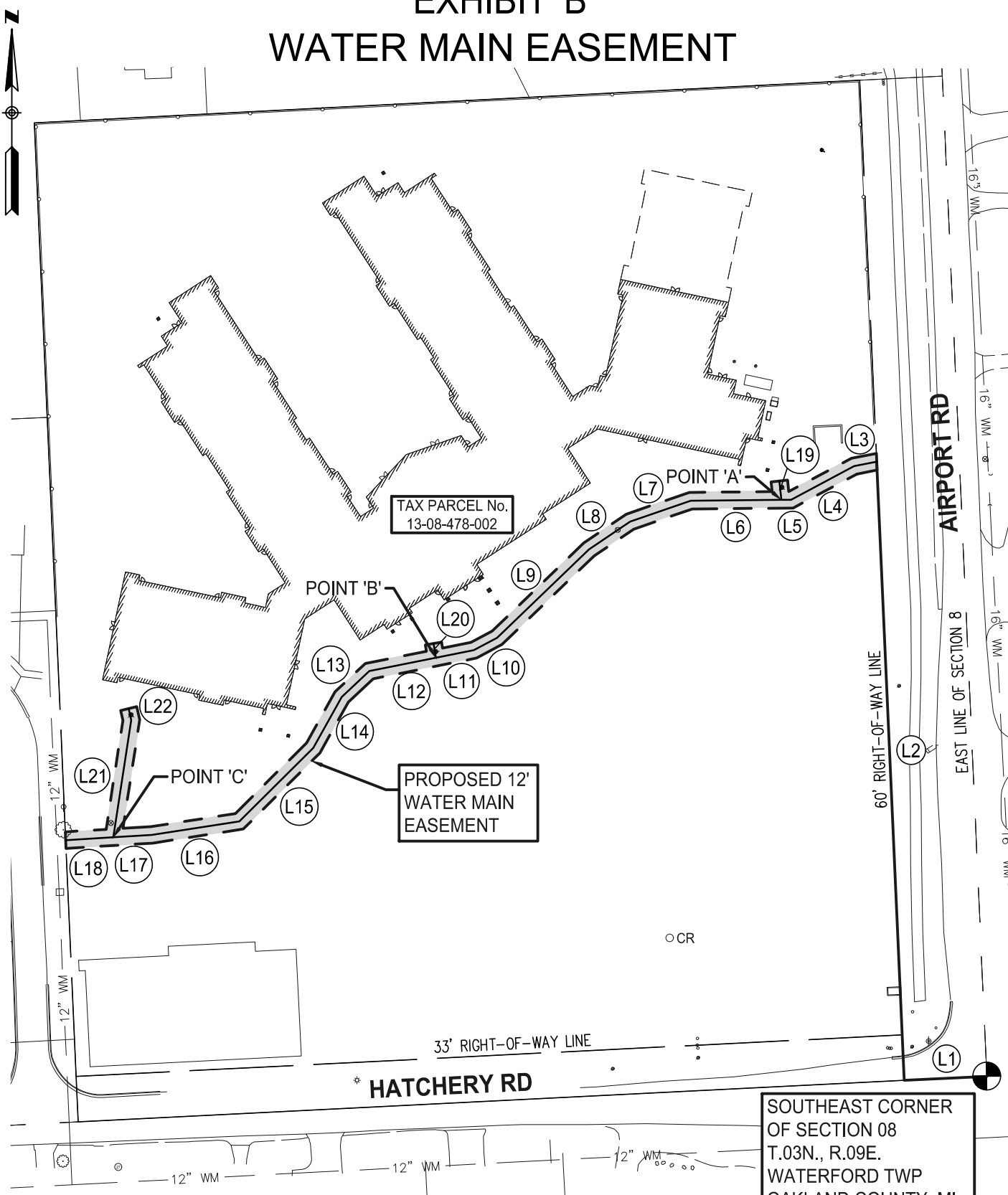
905 South Blvd. East  
Rochester Hills, MI 48307

Phone: (248) 844-5400  
Fax: (248) 844-5440

[www.sda-eng.com](http://www.sda-eng.com)

DRAWN: N.POOLE	DATE: 06-05-24
CHECKED: D.JACKSON	DATE: 06-05-24
MANAGER: G.PLATZ	SCALE: N/A
JOB No. NP20145EAS	SHEET: 1 OF 2
SECTION 08 TOWN 03 NORTH RANGE 09 EAST	
WATERFORD TWP	OAKLAND COUNTY, MI

# EXHIBIT 'B' WATER MAIN EASEMENT



TAX PARCEL No.  
13-08-478-002

PROPOSED 12'  
WATER MAIN  
EASEMENT

SOUTHEAST CORNER  
OF SECTION 08  
T.03N., R.09E.  
WATERFORD TWP  
OAKLAND COUNTY, MI

LINE TABLE		
LINE NO.	BEARING	DISTANCE
L1	S87° 21' 55"W	60.00'
L2	N02° 32' 32"W	449.54'
L3	S78° 43' 09"W	16.67'
L4	S62° 02' 13"W	51.97'
L5	S89° 28' 42"W	6.92'
L6	S89° 28' 42"W	65.79'
L7	S70° 56' 26"W	46.66'
L8	S55° 54' 16"W	36.01'

LINE TABLE		
LINE NO.	BEARING	DISTANCE
L9	S46° 07' 05"W	92.50'
L10	S62° 01' 22"W	19.14'
L11	S78° 37' 52"W	28.13'
L12	S78° 37' 52"W	49.24'
L13	S46° 53' 08"W	27.41'
L14	S29° 15' 40"W	42.42'
L15	S45° 09' 07"W	75.53'
L16	S81° 12' 38"W	64.50'

LINE TABLE		
LINE NO.	BEARING	DISTANCE
L17	S86° 30' 03"W	27.88'
L18	S86° 30' 03"W	34.55'
L19	N06° 14' 49"W	13.80'
L20	N09° 08' 11"W	10.46'
L21	N08° 46' 32"E	86.06'
L22	N13° 10' 48"W	8.54'



905 South Blvd. East Phone: (248) 844-5400  
 Rochester Hills, MI 48307 Fax: (248) 844-5440  
[www.sda-eng.com](http://www.sda-eng.com)

DRAWN: N.POOLE	DATE: 06-05-24
CHECKED: D.JACKSON	DATE: 06-05-24
MANAGER: G.PLATZ	SCALE: 1" = 100'
JOB No. NP20145EAS	SHEET: 2 OF 2
SECTION 08 TOWN 03 NORTH RANGE 09 EAST	
WATERFORD TWP	OAKLAND COUNTY, MI

Plotted: Jul 23, 2024, 8:14 AM by user: 938 - Saved: 7/23/2024 by user: 938  
 N:\NP\NLD Projects\NP20145 - Waterford Schools - Stepanski ECC\Survey\DWG\NP20145EAS.dwg



ACTION

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

ITEM NO.: New Business a (1)  
Superintendent's Recommendation 24-24-25

TOPIC: TENTATIVE AGREEMENT - MESPA I

It is recommended that the Board of Education approve the mediated tentative agreement with the Michigan Education Support Personnel Association I (MESPA I) as ratified by its membership, for the 2024-2025 school year.

Resource Persons: Susan File, Executive Director of Human Resources

Date of Board of Education Meeting: October 17, 2024

ACTION

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

ITEM NO.:	New Business a (2) Superintendent's Recommendation 25-24-25
TOPIC:	TENTATIVE AGREEMENT - MESPA II

It is recommended that the Board of Education approve the mediated tentative agreement with the Michigan Education Support Personnel Association II (MESPA II) as ratified by its membership for the 2024-2025 school year.

Resource Persons: Susan File, Executive Director of Human Resources

Date of Board of Education Meeting: October 17, 2024

ACTION

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

ITEM NO.:	New Business a (3) Superintendent's Recommendation 26-24-25
TOPIC:	TENTATIVE AGREEMENT - MESPA III

It is recommended that the Board of Education approve the mediated tentative agreement with the Michigan Education Support Personnel Association III (MESPA III) as ratified by its membership for the 2024-2025 school year.

Resource Persons: Susan File, Executive Director of Human Resources

Date of Board of Education Meeting: October 17, 2024

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

ITEM NO.:	New Business a (4) Superintendent's Recommendation 27-24-25
TOPIC:	Non-Affiliated Employee (NAE) Wages/Bonus

It is recommended that the Board of Education approve the proposed wages and bonus for the 2024-2025 school year for 168 Non-Affiliated employees:

1. Those NAE employees who are step eligible, shall advance one (1) step effective July 1, 2024.
2. Those NAE employees who were on the top step during the 2023-2024 school year, or not on a step schedule, shall receive an off-schedule, bonus of One-Thousand Two Hundred Dollars (\$1,200.00). This bonus shall be paid in two (2) equal increments in December 2024 and June 2025. In the event an employee resigns or retires from the District prior to these scheduled payments, the employee shall forfeit any payment(s) owed.
3. The funding source for 168 employees receiving the bonus (\$201,600) will come from the estimated \$1M to be added to the fund balance for 2023-2024.

Resource Persons: Susan File, Executive Director of Human Resources

Date of Board of Education Meeting: October 17, 2024

ACTION

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

ITEM NO.:	New Business a (5) Superintendent's Recommendation 28-24-25
TOPIC:	Police Liaison Agreement

It is recommended that the Board of Education approve the attached agreement between Waterford School District and the Waterford Township Police Department for Police Liaison services.

Resource Persons: James Beaver, Director of Safety, Security, and Health

Date of Board of Education Meeting: October 17, 2024

ACTION

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

ITEM NO.:	New Business a (6) Superintendent's Recommendation 29-24-25
TOPIC:	Cooperative Agreement: Girls Basketball

It is recommended that the Board of Education approve the Cooperative Agreement for Girls Basketball for the 2024-2025 season.

Resource Persons: Steve Wolf, Assistant Superintendent of 6-Postsecondary

Date of Board of Education Meeting: October 17, 2024

ACTION

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

ITEM NO.: New Business b (1)  
Superintendent's Recommendation 30-24-25  
TOPIC: Contract Award: Athletic Training Services

It is recommended that the Board of Education award a contract to Healthquest in the total amount of \$93,870, for athletic training services for WSD Athletics.

Resource Persons: Steve Wolf, Assistant Superintendent of 6-Postsecondary

Date of Board of Education Meeting: October 17, 2024

ACTION

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

ITEM NO.: NEW BUSINESS (c) 1  
President's Recommendation 31-24-25

TOPIC: OCSBA Bylaw Revisions

The Oakland County School Boards Association (OCSBA) Resolutions and Bylaws Committee reviews and recommends amendments to the Association's bylaws annually. The OCSBA Board of Directors has reviewed the proposed changes and recommends approval of all bylaws and amendments as presented. Every Member District Board of Education has been provided with the proposed amendments and a summary of proposed changes with a rationale for each change.

It is recommended that the Waterford Board of Education approve all proposed amendments to the OCSBA Bylaws as presented.

Resource Person: Board of Education

Date of Board of Education Meeting: October 17, 2024



**Recommendation:**

- **ADD exception language (shown in green) to the bylaws as shown.**

**ARTICLE VI**

**ELECTION OF BOARD OF DIRECTORS**

**Section 2: Eligibility.** Any Member is eligible to be elected to the Association’s Board of Directors. Only one Member from each Member School District is allowed to serve on the Board at any given time.

**Exception.** If a Member of the Board of Directors is elected or appointed to another Member School District Board of Education that is already represented on the Board of Directors, that Director may complete their current term on the Board of Directors.

**Rationale:**

- A conflict with our OCSBA bylaws will occur on January 1, 2025.
- **Description of the conflict with Article VI, Section 2 of the OCSBA bylaws:** A newly elected ISD Board of Education Trustee currently also serves on a LEA Board, which is an eligible seat on the OCSBA Board of Directors. However, when the LEA Board term expires on 12/31/2024, this Director will only serve on the ISD Board of Education which is already represented on the OCSBA Board of Directors.
- **The OCSBA Board of Directors recommends approval of additional bylaws language** that will provide an exception in this rare situation. The OCSBA Board of Directors is a working board. OCSBA elections have repeatedly shown that not enough active OCSBA Members are willing to serve on the OCSBA Board of Directors.
- **If the member school districts DO NOT approve this proposed exception,** the OCSBA Board of Directors will lose a Director on January 1, 2025.
- **If this proposed exception IS approved,** two (2) ISD Trustees will remain on the OCSBA Board of Directors until their current BOD terms end in June 2026. At the end of their current BOD terms, the exception will expire, and only one Member from the ISD Board of Education will be allowed to serve on the OCSBA Board of Directors.