

**WATERFORD SCHOOL DISTRICT**  
**Organizational/Regular Meeting of the Board of Education**  
**Thursday, January 17, 2019 - 6:00 PM**  
**A G E N D A**

1. Opening – Audience participation is scheduled at the beginning and end of the agenda. Only those who want to speak on an action item and have completed a public comment card will be called upon at the beginning of the meeting. Those who have comments on non-action items and have completed a public comment card will be called upon before the conclusion of the meeting. The President of the Board is responsible for recognizing all speakers. Board packets are available on the website, [www.waterford.k12.mi.us](http://www.waterford.k12.mi.us).
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Oath of Office to Newly Elected Members
6. Celebration of Learning
  - a. Kettering Production – Barefoot in the Park
7. Organization
  - a. Election of Officers
  - b. Board Appointments
8. Information Items
  - a. Bid Package 19-02: Cooley Elementary Remodel and Addition/Pierce Middle School Door Replacement
9. Audience Comments on Action Items
10. Approval of Minutes
  - a. December 20, 2018, Regular Meeting
  - b. January 14, 2019, Special Meeting
11. Accounts Payable – December 2018
12. School District Financial Statement
13. New Business
  - a. Superintendent's Recommendations
    - (1) Recommendation 57-18-19 Relative to Resignations/Retirements
    - (2) Recommendation 58-18-19 Relative to Teaching Contract Changes/Appointments
    - (3) Recommendation 59-18-19 Relative to 2019-2020 Board of Education Meeting Schedule
    - (4) Recommendation 60-18-19 Relative to Bond Authorizing Resolution, 2016 Series IV
    - (5) Recommendation 61-18-19 Relative to Resolution – Section 1352 of Revised School Code, 2016 Series IV
    - (6) Recommendation 62-18-19 Relative to Policy 7540.04: Staff Technology Acceptable Use and Safety
14. Audience Comments on Non-Action Items
15. Discussion Items
  - a. Future Items
    - (1) Action – Bid Package 19-02
  - b. Board of Education Reports
16. Superintendent's Reports
17. Adjournment

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

ITEM NO.: 6.a	Celebration of Learning
TOPIC:	Kettering Production: Barefoot in the Park

The Waterford Kettering Drama Club will proudly present a sneak peak of their upcoming production, Barefoot in the Park.

Resource Persons: Carly Stone, Director, Curriculum, Instruction and Assessment

Date of Board of Education Meeting: January 17, 2019

ORGANIZATION

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

ITEM NO.: 7.a.      Organization  
TOPIC:              Election of Officers

**2019**

- (1)    **PRESIDENT (2018 John Himmelspach)**
- (2)    **VICE PRESIDENT (2018 John Paul Torres)**
- (3)    **SECRETARY (2018 Bob Piggott)**
- (4)    **TREASURER (2018 Joan Sutherland)**

Resource Person:    Board of Education

Date of Board of Education Meeting: January 17, 2019

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

ITEM NO.: 7.b.	Organizational Item
TOPIC:	Board Appointments

**BOARD OF EDUCATION  
Appointments**

	<u>2018</u>	<u>2019</u>
<b>Oakland Schools</b>	Representative: Member Sutherland Alternate: Member Halls	
<b>Oakland County School Boards Association Legislative Forum</b>	Representative: Member Torres Alternate: Member Sutherland	
<b>Waterford Township Recreation Board</b>	Representative: Member Petrusha Alternate: Member Piggott	
<b>Hess/Hathaway Advisory Board</b>	Representative: Member Himmelspach Alternate: Member Petrusha	
<b>Waterford Youth Assistance</b>	Representative: Member Piggott Alternate: Member Torres	
<b>Head Start Policy Committee</b>	Representative: Member Petrusha Alternate: Member Barghahn	
<b>Drayton Plains Nature Center</b>	Representative: Member Barghahn Alternate: Member Halls	

Resource Person: Board of Education

Date of Board of Education Meeting: January 17, 2019

INFORMATION

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

ITEM NO.: 8.a. Information Item

TOPIC: Recommendation Bid Package 19-02: Cooley Elementary School  
Remodel and Addition, Pierce Middle School Door Replacement

Waterford School District Administration is seeking proposals for the following projects for Bid Package 19-02:

- Cooley Elementary Remodel and Addition
- Pierce Middle School Door Replacement

A recommendation is expected to be presented to the Board of Education on February 7, 2019.

Funding Source: 2016 Bond Series II

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

Date of Board of Education Meeting: January 17, 2019

# WATERFORD BOARD OF EDUCATION – MINUTES

## Regular Meeting December 20, 2018

### OPENING

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

### PLEDGE

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

### ROLL CALL

Present: Members Halls, Sutherland, Petrusha, Himmelspach, and Piggott  
Absent: Members Torres and Barghahn  
Others: Keith Wunderlich, Bill Holbrook, Darin Holley, Danielle Corbeil, Janet McLeod, Nadine Milostan, Mary Craite, Michelle Sullivan, Yvonne Dixon, Grant Smith, Deb Cramer, Mark Herne, Kelly Powell, Julie Josselyn, Rob Seeterlin, Erica Rolack, Megan Roberts and others not registered.

### APPROVAL OF THE AGENDA

The agenda was approved as presented.

### CELEBRATION OF LEARNING

#### a. Holiday Performance

The Board of Education welcomed the Pierce Middle School Brass Ensemble, under the direction of Colette Cempura, Director of Choirs and Bands, to perform five holiday pieces.

### INFORMATION ITEMS

#### a. 2019-2020 Board of Education Meeting Schedule

A recommendation to adopt the following 2019-2020 meeting schedule will be presented on January 17, 2018. Per the proposed schedule, Regular Meetings of the Waterford Board of Education will be held on the first and third Thursday of each month, with exceptions. Board meetings will be held at 6:00 PM at the Waterford Township Hall Auditorium, 5200 Civic Center Drive, Waterford, Michigan, unless posted otherwise.

#### 2019-2020

*July 4, 2019	July 18, 2019
August 1, 2019	August 15, 2019
September 5, 2019	September 19, 2019
October 3, 2019	October 17, 2019
November 7, 2019	November 21, 2019
December 5, 2019	December 19, 2019
*January 2, 2020	January 16, 2020
February 6, 2020	February 20, 2020
March 5, 2020	March 19, 2020
April 2, 2020	April 16, 2020
May 7, 2020	May 21, 2020
June 4, 2020	June 18, 2020

**\*No Meeting Scheduled**

## **INFORMATION ITEMS**

b. Head Start Reports

The Board of Education received the Head Start monthly report and budget report for November 2018 as provided by the Head Start Policy Committee.

c. Bond Authorizing Resolution: School District Bond, 2016 Series IV

The Board of Education received the proposed resolution providing for authorization, by the Board of Education, for the issuance of School District Bond, 2016 Series IV, not to exceed \$19,530,000. This will be the last issuance of the 2016 \$100,000,000 authorization. A recommendation to adopt this resolution will be presented at the January 17, 2019 Board of Education meeting.

d. Resolution: Section 1352 of Revised School Code – School District Bonds, 2016 Series IV

The Board received a proposed resolution enabling the School District to comply with the provision of Section 1352 of the Revised School Code with respect to contracting for legal representation by a law firm for the School District's issuance of its School District Bond, 2016 Series IV. Dickinson Wright is the District's legal counsel for this bond issuance and works in conjunction with the District's capital bond advisor, Steven Burke of MFCI. A recommendation to adopt this resolution will be presented at the January 17, 2019 Board of Education meeting.

## **AUDIENCE COMMENTS ON ACTION ITEMS**

There were no audience comments on action items.

## **APPROVAL OF THE MINUTES**

a. December 6, 2018, Interim Meeting

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

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

Nays: None

Motion carried. (5-0)

## **ACCOUNTS PAYABLE**

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

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

Nays: None

Motion carried. (5-0)

## **FINANCIAL STATEMENT**

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

## NEW BUSINESS

### a. Superintendent's Recommendations

(1) Recommendation 53-18-19 Relative to Retirements/Resignations/Leave of Absence Expirations

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

Corbiel, Danielle – Director  
Finance & Budget  
Resignation  
Effective: January 18, 2019

Ritter, Janet – Social Worker  
Lifetracks – Crary  
Retirement  
Effective: January 1, 2019

Ayes: Members Piggott, Petrusha, Himmelspach, Halls, and Sutherland  
Nays: None  
Motion carried. (5-0)

(2) Recommendation 54-18-19 Relative to Teaching Contract Changes/Appointments

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

Amen, Kaitlyn – Teacher  
Mott High School  
Probationary Contract  
Effective: January 7, 2019

Charlebois, Megan – Social Worker (Behavior Specialist)  
Kingsley Montgomery  
Annual Contract  
Effective: January 7, 2019

Wood, Joseph – Special Education Teacher  
Children's Village School  
Probationary Contract  
Effective: January 7, 2019

Ayes: Members Piggott, Petrusha, Himmelspach, Halls, and Sutherland  
Nays: None  
Motion carried. (5-0)

(3) Recommendation 55-18-19 Relative to School of Choice Resolution

Moved by Member Piggott and supported by Member Halls that the Board of Education approve the following School of Choice resolution for the 2019-2020 school year.



## INFORMATION ITEMS

### a. Superintendent's Recommendations

#### (3) Recommendation 55-18-19 Relative to School of Choice Resolution (continued)

**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 2019-2020 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 2019-2020; and

**BE IT FURTHER RESOLVED**, that the Waterford School District will accept applications for the 2019-2020 school year for the 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).

Ayes: Members Piggott, Petrusa, Himmelspach, Halls, and Sutherland

Nays: None

Motion carried. (5-0)

## NEW BUSINESS

### b. Consideration of Certain Purchases

#### (1) Recommendation 56-18-19 Relative to Contract Award: Bid Package 19-01 Beaumont Elementary Additions/Renovations and Kettering/Mott High School Baseball Field Equipment

Moved by Member Sutherland and supported by Member Halls that the Board of Education approve the awarding of contracts for bid pack 19-01 per the list below:

Pricing Summary			
Item	Qty	Unit Price	Subtotal
OptiPlex 3060 MFF	27	\$686.22	\$18,527.94
Elo 2201L Projected Capacitive 22 Inch LED monitor – Widescreen 60Hz Monitor	27	\$435.15	\$11,749.05
OptiPlex 3050 MT	7	\$564.38	\$3,950.66
Dell USB SoundBar - AC511	7	\$20.00	\$140.00
Dell 22 Monitor - E2216H	7	\$98.00	\$686.00
		Total	\$35,053.65

## NEW BUSINESS

### b. Consideration of Certain Purchases

- (1) Recommendation 56-18-19 Relative to Contract Award: Bid Package 19-01 Beaumont Elementary Additions/Renovations and Kettering/Mott High School Baseball Field Equipment (continued)

Funding Source: 2016 Series II

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

Nays: None

Motion carried. (5-0)

## AUDIENCE COMMENTS ON NON-ACTION ITEMS

Mary Craite presented President Himmelspach with a gift on behalf of the WMEA for 26 years of leadership as a member of the Board of Education

Deb Cramer shared examples of inspiring, educating and empowering in WSD and recognized Mr. Himmelspach.

## DISCUSSION ITEMS

### a. Future Items

- (1) *Winter Break, December 24-January 4*
- (2) *No Board of Education Meeting on January 3*
- (3) Oath of Office to Newly Elected Members
- (4) Organization – Election of Officers
- (5) Organization – Board Appointments
- (6) Information – Finance Director
- (7) Information – Bid Package: Cooley and Grayson
- (8) Action – 2019-2020 Board of Education Meeting Schedule

### b. Board of Education Reports

Members of the Board commended Member Himmelspach on his leadership and service as a member of the Board of Education.

Member Himmelspach reflected on his 26 years on the Board and expressed appreciation to the Waterford education community for such support of our District.

## SUPERINTENDENT'S REPORT

Superintendent Wunderlich spoke about the holiday events and the season of giving. He also presented Mr. Himmelspach with a special proclamation, signed by Governor Snyder, on behalf of Representative Tedder.

## ADJOURNMENT

The meeting was adjourned by President Himmelspach at 6:49 PM.

A video recording is on file with the official minutes.

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Secretary, Board of Education

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**WATERFORD SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Special Meeting Minutes  
January 14, 2019**

**OPENING**

A Special Meeting of the Waterford School District Board of Education, held at Kurzman Administrative Services – Crary Campus, 501 N. Cass Lake Road, Waterford, Michigan, was called to order by Vice President Torres at 7:30 PM.

**PLEDGE**

The Board of Education and participants stood for the Pledge of Allegiance.

**ROLL CALL**

Present: Members: Halls, Petrusha, Piggott, Sutherland, Barghahn, Josselyn and Torres  
Absent: None  
Others: Keith Wunderlich, William Holbrook, Mark Herne, Mary Craite, Lisa Kane, Jane Tekiele and Megan Roberts

**APPROVAL OF THE AGENDA**

The agenda was approved as presented.

**BOARD COMMENTS**

Members of the Board offered comments relative to the purpose of the meeting and the role of the Board in such matters.

**FINANCE DIRECTOR VACANCY**

William Holbrook, Assistant Superintendent, Business and Operations, presented information regarding the Director of Finance and Budget position. The presentation focused on the responsibilities of both the Assistant Superintendent Business and Operations and Director of Finance and Budget, the history of the department's structure and the importance of the position. Mr. Holbrook and Dr. Wunderlich addressed questions raised throughout the presentation. Seeing no objection, the Board provided direction to move forward with filling the vacancy.

**AUDIENCE COMMENTS**

Lisa Kane commented on budget options, including School of Choice, and questioned the cost of special meetings.

Mary Craite welcomed member Josselyn and encouraged the Board to move forward in decision making for the benefit the students, staff and the Waterford School District.

**BOARD COMMENTS**

Members of the Board offered comments regarding the meeting and presentation, funding, budget development, the Board's role in providing direction on such matters, MASB courses and the importance of teachers.

**ADJOURNMENT**

The meeting was adjourned by Member Torres at 9:34 PM.

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

<b>ITEM NO:</b>	
<b>TOPIC:</b>	<b>Accounts Payable for December 2018</b>

**RECOMMENDATION:** It is recommended that the Board of Education approve the Check/Electronic Funds Transfer Register for the month of December 2018 as listed on pages 1-150, and the Fifth Third Account Statement listed on pages 1-2.

**EXPENDITURES BY DISBURSEMENT TYPE**

**1. ACCOUNTS PAYABLE (CHECKS)**

General Fund/Pooled Cash	\$	2,119,652.67
Special Ed Center Program		22,070.36
Community Service		31,540.21
Food Service		144,319.52
Debt Service		-
Capital Projects: 2016 Series II		1,449,469.92
Capital Projects: 2016 Series III		-
<b>TOTAL ACCOUNTS PAYABLE</b>	<b>\$</b>	<b>3,767,052.68</b>

**2. PAYMENTS BY WIRE OR ACH**

12/3/2018	Food Service Credit Bank Fees	\$	416.17
12/3/2018	5/3 Bank Bankcard Fees		36.95
12/4/2018	Authnet Gateway Billing		35.10
12/4/2018	Edustaff Contracted Benefits		1,655.99
12/6/2018	Office of Retirement Services for 11/23 Payroll		732,961.32
12/6/2018	Office of Retirement Services UAAL		1,256,476.24
12/7/2018	ArbiterPay Officials		4,000.00
12/7/2018	Edustaff Contracted Substitues/Staff		65,491.42
12/11/2018	ArbiterPay Officials		2,500.00
12/11/2018	Child Care Merchant Fees		662.20
12/11/2018	5/3 Bank Food Service MPS Billing		349.14
12/12/2018	5/3 Bank Service Charge - Series III Fund		89.47
12/14/2018	Edustaff Contracted Substitues/Staff		3,499.84
12/19/2018	Office of Retirement Services for 12/21 Payroll		723,709.38
12/21/2018	Edustaff Contracted Substitues/Staff		95,158.19
12/26/2018	Office of Retirement Services for 12/21 Payroll		748,528.40
12/27/2018	5/3 Bank Purchasing Card (November 2018)		10,188.75
12/28/2018	Edustaff Contracted Substitues/Staff		3,499.84
<b>TOTAL WIRES OR ACH</b>		<b>\$</b>	<b>3,649,258.40</b>

<b>TOTAL DISBURSEMENTS: DECEMBER 2018</b>	<b>\$</b>	<b>7,416,311.08</b>
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**WATERFORD SCHOOL DISTRICT  
STATEMENT OF REVENUES AND EXPENDITURES  
GENERAL FUND  
FOR THE SIX MONTHS ENDED DECEMBER 2018**

<u>REVENUE</u>	<u>BUDGET</u>	<u>ACTUAL PLUS ENCUMBRANCE</u>	<u>PERCENT OF BUDGET</u>
LOCAL			
PROPERTY	\$ 11,834,768	\$ 10,585,350	89.4%
OTHER	2,195,191	358,653	16.3%
TOTAL	14,029,959	10,944,003	78.0%
STATE			
MEMBERSHIP AID	55,778,011	20,024,306	35.9%
CATEGORICAL AID	16,864,370	6,054,309	35.9%
TOTAL	72,642,381	26,078,615	35.9%
FEDERAL	7,436,949	2,426,525	32.6%
INCOMING TRANSFER	5,170,139	2,585,070	50.0%
TOTAL REVENUE	\$ 99,279,428	\$ 42,034,213	42.3%
<b><u>EXPENDITURES</u></b>			
INSTRUCTION:			
ELEMENTARY	\$ 9,752,823	\$ 3,744,310	38.4%
MIDDLE SCHOOL	4,705,937	1,727,517	36.7%
HIGH SCHOOL	6,631,888	2,595,021	39.1%
SUMMER SCHOOL	130,278	90,983	69.8%
EARLY CHILDHOOD	1,825,891	697,663	38.2%
SPECIAL ED	10,392,915	3,885,102	37.4%
COMP ED	3,115,187	1,056,901	33.9%
VOC ED	990,735	341,398	34.5%
TOTAL INSTRUCTION	37,545,654	14,138,895	37.7%
SUPPORT SERVICE:			
PUPIL SERVICE	7,123,526	2,609,619	36.6%
INSTR STAFF	2,137,411	1,079,943	50.5%
GENERAL ADM	1,338,914	612,576	45.8%
SCHOOL ADM	3,898,954	1,804,915	46.3%
BUSINESS	10,683,333	6,951,348	65.1%
CENTRAL	24,842,076	10,014,438	40.3%
TOTAL SUPPORT	50,024,214	23,072,839	46.1%
OTHER:			
ATHLETICS	1,576,614	642,762	40.8%
COMMUNITY SERVICE	101,984	32,590	32.0%
FEDERAL PROGRAMS	7,823,995	2,552,810	32.6%
DEBT	1,078,000	995,925	92.4%
TEACHER RETIREMENT SAVINGS	(300,000)	(150,000)	50.0%
INTERFUND TRANSFERS	190,170	95,085	50.0%
TOTAL OTHER	10,470,763	4,169,172	39.8%
TOTAL EXPENDITURES	\$ 98,040,631	\$ 41,380,906	42.2%
REV. OVER/(UNDER) EXP.	\$ 1,238,797	\$ 653,307	

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

ITEM NO.: 13.a.(1)	NEW BUSINESS Superintendent's Recommendation 57-18-19
TOPIC :	Retirements/Resignations/Leave of Absence Expirations

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

Kortlandt, Megan - Teacher  
Durant High School  
Resignation  
Effective: January 25, 2019

Parr-Smith, Lisa – Social Worker  
Durant High School  
Retirement  
Effective: January 25, 2019

Simonds, Doreen – Food Service Director  
Retirement  
Effective: June 30, 2019

Steaban, Andrea – Dean of Students  
Kettering High School  
Resignation  
Effective: January 11, 2019

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

Date of Board of Education Meeting: January 17, 2019

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

ITEM NO.: 13.a.(2) NEW BUSINESS  
Superintendent's Recommendation 58-18-19  
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:

Crosby, Maegen – Teacher  
Kettering High School  
Increased from 100% to 108.5%  
2<sup>nd</sup> Semester, Probationary Contract  
Effective: January 28, 2019

Haller, Nancy – Teacher  
Mott High School  
Increased from 100% to 108.5%  
2<sup>nd</sup> Semester, Tenure Contract  
Effective: January 28, 2019

Robinson, Ryan – Teacher  
Mott High School  
Increased from 100% to 108.5%  
2<sup>nd</sup> Semester, Tenure Contract  
Effective: January 28, 2019

Schoonover, Josephine – Teacher  
Mott High School  
Increased from 100% to 108.5%  
2<sup>nd</sup> Semester, Tenure Contract  
Effective: January 28, 2019

Weston, Michelle – Teacher  
Kettering High School  
Increased from 100% to 108.5%  
2<sup>nd</sup> Semester, Tenure Contract  
Effective: January 28, 2019

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

Date of Board of Education Meeting: January 17, 2019

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

ITEM NO.:	13.a.(3). New Business Superintendent's Recommendation 59-18-19
TOPIC:	2019-2020 Board of Education Meeting Schedule

It is recommended that Regular Meetings of the Waterford Board of Education be scheduled per the list below, on the first and third Thursday of each month, with exceptions. Board meetings will be held at 6:00 PM at the Waterford Township Hall Auditorium, 5200 Civic Center Drive, Waterford, Michigan, unless posted otherwise.

**2019-2020**

- |  |  |
|--|--|
| <p><del>* July 4, 2019</del><br/>August 1, 2019<br/>September 5, 2019<br/>October 3, 2019<br/>November 7, 2019<br/>December 5, 2019<br/><del>* January 2, 2020</del><br/>February 6, 2020<br/>March 5, 2020<br/>April 2, 2020<br/>May 7, 2020<br/>June 4, 2020</p> | <p>July 18, 2019<br/>August 15, 2019<br/>September 19, 2019<br/>October 17, 2019<br/>November 21, 2019<br/>December 19, 2019<br/>January 16, 2020<br/>February 20, 2020<br/>March 19, 2020<br/>April 16, 2020<br/>May 21, 2020<br/>June 18, 2020</p> |
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***\*No Meeting Scheduled***

Resource Person: Keith Wunderlich, Ed.D., Superintendent of Schools  
Date of Board of Education Meeting: January 17, 2019



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

ITEM NO: 13.a.(4)	NEW BUSINESS Superintendent's Recommendation 60-18-19
TOPIC:	Bond Authorizing Resolution School District Bond, 2016 Series IV

The Administration recommends approval of the attached resolution that provides for authorization, by the Board of Education, for the issuance of School District Bond, 2016 Series IV, not to exceed \$19,530,000. This will be the last issuance of the 2016 \$100,000,000 authorization.

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

Date of Board of Education Meeting: January 17, 2019

RESOLUTION TO AUTHORIZE THE ISSUANCE  
OF SCHOOL DISTRICT BONDS NOT TO EXCEED \$19,530,000

At a regular meeting of the Board of Education of the Waterford School District, County of Oakland, Michigan (the "Board"), held on the 17th day of January, 2019.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

WHEREAS, at an election held on March 8, 2016, the issuance of bonds of the Waterford School District (the "School District") in the principal amount of not to exceed \$100,000,000 for the purpose of defraying the cost of erecting, furnishing and equipping additions to and partially remodeling, furnishing and refurnishing, equipping and re-equipping school facilities; acquiring, installing, and equipping instructional technology for school facilities; purchasing school buses; constructing, equipping, developing and improving athletic facilities, playgrounds and play fields; and developing and improving sites was approved by a majority of the qualified electors of the School District voting thereon; and

WHEREAS, pursuant to the approval of the qualified electors, the School District has already issued its (i) School District Bonds, Series 2016 (General Obligation – Unlimited Tax), dated October 1, 2016, in the aggregate principal amount of \$20,000,000, (ii) School District Bonds, Series 2017 (General Obligation – Unlimited Tax), dated September 1, 2017, in the aggregate principal amount of \$50,000,000 and (iii) School District Bonds, Series 2018 (General

Obligation – Unlimited Tax), dated March 1, 2018, in the aggregate principal amount of \$10,000,000; and

WHEREAS, this Board of Education has determined that it is in the best interest of the School District to issue the fourth and final series of bonds pursuant to the approval of the qualified electors in the principal amount of not to exceed \$19,530,000 at this time.

NOW, THEREFORE, BE IT RESOLVED that:

1. AUTHORIZATION OF BONDS – PURPOSE. Bonds of the School District aggregating the principal sum of not to exceed Nineteen Million Five Hundred Thirty Thousand Dollars (\$19,530,000) shall be issued and sold pursuant to the provisions of Act No. 451, Public Acts of Michigan, 1976, as amended, and other applicable statutory provisions, for the purpose of defraying all or part of the cost of erecting, furnishing and equipping additions to and partially remodeling, furnishing and refurnishing, equipping and re-equipping elementary school buildings and parking lots, high school buildings and other School District facilities (the “Building and Site Improvements”); acquiring, installing and equipping instructional technology for school facilities (the “Technology Improvements”) and purchasing school buses (the “Buses” and collectively with the Building and Site Improvements and the Technology Improvements, the “Improvements”).

2. BOND DETAILS. The bonds shall be designated "School District Bonds, Series 2019 (General Obligation – Unlimited Tax)"; shall be dated the date of their delivery; shall be numbered from 1 upwards; shall be fully registered; shall be in the denomination of \$5,000 each or any integral multiple thereof not exceeding the aggregate principal amount for each maturity at the option of the purchaser thereof; shall bear interest at a rate or rates not exceeding 6% per annum to be determined upon the sale thereof payable on the first day of May and November in each year commencing on May 1, 2019 or such other date as shall be determined by order of the Assistant

Superintendent, Business & Operations (the “Authorized Officer”); and shall be serial and/or term bonds and mature on such dates and in such amounts as shall be determined by order of the Authorized Officer; provided, however, that the final principal maturity of the bonds shall be not later than May 1, 2033. If the original purchaser of the bonds shall designate certain of the bonds as term bonds, the principal maturities of the bonds shall become mandatory redemption requirements in accordance with the provisions of Section 5 and the form of bond set forth in Section 10.

3. PAYMENT OF PRINCIPAL AND INTEREST. The principal of and interest on the bonds shall be payable in lawful money of the United States. Principal shall be payable upon presentation and surrender of the bonds to the bond registrar and paying agent as they severally mature. Interest shall be paid to the registered owner of each bond as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which the interest payment is due. Interest shall be paid when due by check or draft drawn upon and mailed by the bond registrar and paying agent to the registered owner at the registered address.

4. OPTIONAL PRIOR REDEMPTION. The bonds shall be subject to optional redemption prior to maturity upon such terms and conditions as shall be determined by order of the Authorized Officer.

5. MANDATORY PRIOR REDEMPTION. If any of the bonds are designated by the original purchaser as term bonds such bonds shall be subject to mandatory prior redemption at par and accrued interest in accordance with the maturity schedule determined by the Authorized Officer and upon the terms and conditions set forth in the form of bond contained in Section 10 hereof. The bonds to be redeemed shall be selected by lot.

6. BOOK-ENTRY SYSTEM. Initially, one fully-registered bond for each maturity, in the aggregate amount of such maturity, shall be issued in the name of Cede & Co., as nominee of The Depository Trust Company (“DTC”) for the benefit of other parties (the “Participants”) in the book-entry-only transfer system of DTC. In the event the School District determines that it is in the best interest of the School District not to continue the book-entry system of transfer or that the interests of the holders of the bonds might be adversely affected if the book-entry system of transfer is continued, the School District may notify DTC and the bond registrar and paying agent, whereupon DTC will notify the Participants of the availability through DTC of bond certificates. In such event, the bond registrar and paying agent shall deliver, transfer and exchange bond certificates as requested by DTC and any Participant or “beneficial owner” in appropriate amounts in accordance with this resolution. DTC may determine to discontinue providing its services with respect to the bonds at any time by giving notice to the School District and the bond registrar and paying agent and discharging its responsibilities with respect thereto under applicable law or the School District may determine that DTC is incapable of discharging its duties and may so advise DTC. In either such event, the School District shall use reasonable efforts to locate another securities depository. Under such circumstances (if there is no successor securities depository), the School District and the bond registrar and paying agent shall be obligated to deliver bond certificates in accordance with the procedures established by this resolution. In the event bond certificates are issued, the provisions of this resolution shall apply to, among other things, the transfer and exchange of such certificates and the method of payment of principal of and interest on such certificates. Whenever DTC requests the School District and the bond registrar and paying agent to do so, the School District and the bond registrar and paying agent shall cooperate with DTC in taking appropriate action after reasonable notice to make available one or more separate certificates evidencing the bonds to any Participant having bonds certified to its DTC account or to arrange for another securities depository to maintain custody of certificates evidencing the bonds.

Notwithstanding any other provision of this resolution to the contrary, so long as any bond is registered in the name of Cede & Co., as nominee of DTC, all payments with respect to the principal of, interest on and redemption premium, if any, on such bonds and all notices with respect to the bonds shall be made and given, respectively, to DTC as provided in the Blanket Issuer Letter of Representations relating to the bonds between the School District and DTC. The Authorized Officer is authorized to sign the Blanket Issuer Letter of Representations on behalf of the School District, in such form as the Authorized Officer deems necessary or appropriate in order to accomplish the issuance of the bonds in accordance with law and this resolution.

7. BOND REGISTRAR AND PAYING AGENT. The Huntington National Bank, Grand Rapids, Michigan is hereby appointed bond registrar and paying agent for the Bonds, and the Authorized Officer may enter into an agreement with such bond registrar and paying agent. The Authorized Officer from time to time may designate, and may enter into an agreement with, a new bond registrar and paying agent for the bonds, which shall be a bank or trust company located in the State of Michigan which is qualified to act in such capacity under the laws of the United States of America or the State of Michigan.

8. EXECUTION, AUTHENTICATION AND DELIVERY OF BONDS. The bonds shall be executed in the name of the School District by the manual or facsimile signatures of the President and the Secretary of the Board and authenticated by the manual signature of an authorized representative of the bond registrar and paying agent. After the bonds have been executed and authenticated for delivery to the original purchaser thereof, they shall be delivered by the Treasurer of the Board or the Authorized Officer to the purchaser of the bonds upon receipt of the purchase price. Additional bonds bearing the manual or facsimile signatures of the President and the Secretary of the Board may be delivered to the bond registrar and paying agent for authentication and delivery in connection with the exchange or transfer of the bonds. The bond registrar and paying agent shall indicate on each bond the date of its authentication.

9. EXCHANGE AND TRANSFER OF BONDS. Any bond, upon surrender thereof to the bond registrar and paying agent with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney, at the option of the registered owner thereof, may be exchanged for bonds of any other authorized denominations of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered bond.

Each bond shall be transferable only upon the books of the School District, which shall be kept for that purpose by the bond registrar and paying agent, upon surrender of such bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the registered owner or his duly authorized attorney.

Upon the exchange or transfer of any bond, the bond registrar and paying agent on behalf of the School District shall cancel the surrendered bond and shall authenticate and deliver to the transferee a new bond or bonds of any authorized denomination of the same aggregate principal amount and maturity date and bearing the same rate of interest as the surrendered bond. If, at the time the bond registrar and paying agent authenticates and delivers a new bond pursuant to this Section, payment of interest on the bonds is in default, the bond registrar and paying agent shall endorse upon the new bond the following: "Payment of interest on this bond is in default. The last date to which interest has been paid is \_\_\_\_\_, \_\_\_\_."

The School District and the bond registrar and paying agent may deem and treat the person in whose name any bond shall be registered upon the books of the School District as the absolute owner of such bond, whether such bond shall be overdue or not, for the purpose of receiving payment of the principal of and interest on such bond and for all other purposes, and all payments made to any such registered owner, or upon his order, in accordance with the provisions of Section 3 of this resolution shall be valid and effectual to satisfy and discharge the liability upon such bond

to the extent of the sum or sums so paid, and neither the School District nor the bond registrar and paying agent shall be affected by any notice to the contrary. The School District agrees to indemnify and save the bond registrar and paying agent harmless from and against any and all loss, cost, charge, expense, judgment or liability incurred by it, acting in good faith and without negligence hereunder, in so treating such registered owner.

For every exchange or transfer of bonds, the School District or the bond registrar and paying agent may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to such exchange or transfer, which sum or sums shall be paid by the person requesting such exchange or transfer as a condition precedent to the exercise of the privilege of making such exchange or transfer.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds that have been selected for redemption.

10. FORM OF BONDS. The bonds shall be in substantially the following form, with such changes as approved by the President and Secretary of the Board, as evidenced by their signatures on the bonds, and consistent with the terms of this resolution:



UNITED STATES OF AMERICA  
STATE OF MICHIGAN  
COUNTY OF OAKLAND

WATERFORD SCHOOL DISTRICT  
SCHOOL DISTRICT BOND, SERIES 2019  
(GENERAL OBLIGATION – UNLIMITED TAX)

INTEREST RATE      MATURITY DATE      DATE OF ORIGINAL ISSUE      CUSIP

Registered Owner:

Principal Amount:

The Waterford School District, County of Oakland, State of Michigan (the “School District”), acknowledges itself indebted to, and for value received hereby promises to pay to, the Registered Owner identified above, or registered assigns, the Principal Amount set forth above on the Maturity Date specified above, unless redeemed prior thereto as hereinafter provided, upon presentation and surrender of this bond at the corporate trust office of The Huntington National Bank, Grand Rapids, Michigan, the bond registrar and paying agent, or at such successor bond registrar and paying agent as may be designated pursuant to the Resolution (as hereinafter defined), and to pay to the Registered Owner, as shown on the registration books at the close of business on the 15th day of the calendar month preceding the month in which an interest payment is due, by check or draft drawn upon and mailed by the bond registrar and paying agent by first class mail postage prepaid to the Registered Owner at the registered address, interest on such Principal Amount from the Date of Original Issue or such later date through which interest shall have been paid until the School District’s obligation with respect to the payment of such Principal Amount is discharged, at the rate per annum specified above. Interest is payable on the first day of May and November in each year, commencing on May 1, 2019. Principal and interest are payable in lawful money of the United States of America. Interest shall be computed on the basis of a 360-day year of twelve 30-day months.

This bond is one of a series of bonds aggregating the principal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_ issued by the School District under and pursuant to and in full conformity with the Constitution and Statutes of Michigan (especially Act No. 451, Public Acts of Michigan, 1976, as amended) and a resolution adopted by the Board of Education of the School District on January 15, 2019, and an order of the Assistant Superintendent, Business & Operations dated \_\_\_\_\_, 2019 (collectively the “Resolution”), for the purpose of defraying the cost of school building and site improvements. The issuance of the bonds was approved by a majority of the qualified electors of the School District voting on the question at an election held in the School District on March 8, 2016. The full faith and credit of the School District have been pledged for the prompt payment of the principal of and interest on this bond. The School District is required to levy annually ad valorem taxes, without limitation as to rate or amount, to pay such principal and interest as the same shall become due.

This bond is transferable, as provided in the Resolution, only upon the books of the School District kept for that purpose by the bond registrar and paying agent, upon the surrender of this bond together with a written instrument of transfer satisfactory to the bond registrar and paying agent duly executed by the Registered Owner or his attorney duly authorized in writing. Upon the exchange or transfer of this bond a new bond or bonds of any authorized denomination, in the same aggregate principal amount and of the same interest rate and maturity, shall be authenticated and delivered to the transferee in exchange therefor as provided in the Resolution, and upon payment of the charges, if any, therein provided. Bonds so authenticated and delivered shall be in the denomination of \$5,000 or any integral multiple thereof not exceeding the aggregate principal amount for each maturity.

The bond registrar and paying agent shall not be required to transfer or exchange bonds or portions of bonds that have been selected for redemption.

MANDATORY PRIOR REDEMPTION

Bonds maturing in the year \_\_\_\_ are subject to mandatory prior redemption at par and accrued interest as follows:

<u>Redemption Date</u>	<u>Principal Amount of Bonds to be Redeemed</u>
------------------------	---

Bonds or portions of bonds to be redeemed by mandatory redemption shall be selected by lot.

(REPEAT IF MORE THAN ONE TERM BOND)

OPTIONAL PRIOR REDEMPTION

Bonds maturing prior to \_\_\_\_\_ 1, 20\_\_, are not subject to redemption prior to maturity. Bonds maturing on and after \_\_\_\_\_ 1, 20\_\_, are subject to redemption prior to maturity at the option of the School District, in such order as shall be determined by the School District, at any time on and after \_\_\_\_\_ 1, 20\_\_. Bonds of a denomination greater than \$5,000 may be partially redeemed in the amount of \$5,000 or any integral multiple thereof. If less than all of the bonds maturing in any year are to be redeemed, the bonds or portions of bonds to be redeemed shall be selected by lot. The redemption price shall be the par value of the bond or portion of the bond called to be redeemed plus interest to the date fixed for redemption.

Not less than thirty nor more than sixty days' notice of redemption shall be given by first-class mail to the registered owners of bonds called to be redeemed at their registered addresses. Failure to receive notice of redemption shall not affect the proceedings for redemption. Bonds or portions of bonds called for redemption shall not bear interest after the date fixed for redemption, provided funds are on hand with the bond registrar and paying agent to redeem the same.

It is hereby certified, recited and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the bonds of this series, existed, have happened and have been performed in due time, form and manner as required by law, and that the total indebtedness of the School District, including the series of bonds of which this bond is one, does not exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the Waterford School District, County of Oakland, State of Michigan, by its Board of Education, has caused this bond to be executed in its name by the manual or facsimile signatures of the President and the Secretary of the Board of Education. This bond shall not be valid unless the Certificate of Authentication has been manually executed by an authorized representative of the bond registrar and paying agent.

WATERFORD SCHOOL DISTRICT

By: \_\_\_\_\_

Its: President

And: \_\_\_\_\_

Its: Secretary

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within mentioned Resolution.

\_\_\_\_\_  
Bond Registrar and Paying Agent

By: \_\_\_\_\_  
Authorized Representative

AUTHENTICATION DATE:

ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_  
(please print or type name, address and taxpayer identification number of transferee) the within  
bond and all rights thereunder and hereby irrevocably constitutes and appoints  
\_\_\_\_\_  
attorney to transfer the within bond on the books kept for registration thereof, with full power of  
substitution in the premises.

Dated: \_\_\_\_\_

Signature Guaranteed: \_\_\_\_\_

Signature(s) must be guaranteed by an eligible guarantor institution participating in a Securities Transfer Association recognized signature guarantee program.

11. SECURITY. There shall be levied upon all taxable property in the School District upon the tax rolls for each year while any of the bonds shall be outstanding, an amount such that the estimated collections therefrom will be sufficient to pay promptly at maturity the principal and interest maturing on the bonds prior to the time of the following year's tax collections; provided, however, that if the bonds are qualified under the provisions of Act No. 108, Public Acts of Michigan, 1961, as amended ("Act 108"), and if the School District is entitled to borrow and elects to borrow money from the State of Michigan pursuant thereto for payment of the principal of or interest on the bonds in any year, then the School District shall take all necessary proceedings to make such borrowing, and the moneys borrowed may be taken into consideration in determining the required tax levy. Taxes required to be levied to pay principal of and interest on the bonds shall be without limitation as to rate or amount. The proceeds of such taxes (both current and delinquent) shall be deposited as collected into a debt retirement fund that shall be established and maintained as either a separate or a common fund as permitted by law, and until the principal of and the interest on the bonds are paid in full, such proceeds shall be used only for payment of such principal and interest or for other authorized purposes of the fund.

12. ESTIMATES OF PERIOD OF USEFULNESS AND COST. The estimated period of usefulness of the Technology Improvements and the Buses is determined to be five (5) years and upwards from the date of installation thereof and the aggregate estimated cost thereof in the amount of \$2,150,000 is approved and adopted. The estimated period of usefulness of the Building and Site Improvements is determined to be twenty (20) years and upwards from the date of installation thereof and the estimated cost thereof in the amount of \$17,300,000 is approved and adopted.

13. BOND PROCEEDS. There is hereby established for the bonds a debt retirement fund (the "Debt Retirement Fund") that shall be either a separate or a common fund as permitted by law. From the proceeds of the sale of the bonds, there shall be set aside in the Debt Retirement

Fund such portion of any premium received from the purchaser on the bonds as determined by the Authorized Officer. The remainder of the proceeds from the sale of the bonds shall be deposited in a construction fund and used to pay the costs of the Improvements and issuing the bonds. All proceeds from taxes levied for the payment of the principal of and interest on the bonds shall be deposited into the Debt Retirement Fund. Such proceeds shall not be used to pay for any maintenance costs. If a separate debt retirement fund is established, the moneys deposited in the Debt Retirement Fund shall be used solely for the purpose of paying the principal of and interest on the bonds. If a common debt retirement fund is established, the moneys deposited in the Debt Retirement Fund shall be used solely for the payment of the principal of and interest on the bonds and other bonds of like character of the School District payable from such common debt retirement fund.

14. DEFEASANCE. In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay, at maturity, the principal of and interest on the bonds, or any portion thereof, shall have been deposited in trust, this resolution shall be defeased with respect to such bonds and the owners of the bonds shall have no further rights under this resolution except to receive payment of the principal of and interest on the bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange bonds as provided herein.

15. APPROVAL OF MICHIGAN DEPARTMENT OF TREASURY. If the issuance and sale of the bonds shall be subject to permission being granted therefor by the Department of Treasury of the State of Michigan, the Authorized Officer is authorized and directed to make application to the Department of Treasury for permission to issue and sell the bonds as provided by the terms of this resolution and to request such waivers from the Department of Treasury as the

Authorized Officer determines to be necessary or desirable in connection with the sale of the bonds.

16. TAX COVENANT. The School District covenants to comply with all applicable requirements of the Internal Revenue Code of 1986, as amended (the "Code"), necessary to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes. The President; the Treasurer and the Secretary of the Board of Education; the Assistant Superintendent, Business & Operations and other appropriate School District officials are authorized to do all things necessary (including the making of such covenants of the School District as shall be appropriate) to assure that the interest on the bonds will be and will remain excludable from gross income for federal income tax purposes.

17. SALE, ISSUANCE, DELIVERY, TRANSFER AND EXCHANGE OF BONDS. The bonds shall be sold pursuant to a negotiated sale as hereinafter provided, and it is hereby determined that such negotiated sale is in the best interests of the School District and is calculated to provide the maximum flexibility in pricing the bonds. The Authorized Officer is hereby authorized to negotiate and enter into a bond purchase agreement with an underwriter and any co-managing underwriters to be selected by the Authorized Officer at or prior to the time of the sale of the bonds (together, the "Underwriters"), which bond purchase agreement shall set forth the principal amount, principal maturities and dates, interest rates and interest payment dates, redemption provisions, if any, purchase price to be paid by the Underwriters and compensation to be paid to the Underwriters, as well as such other terms and provisions as the Authorized Officer determines to be necessary or appropriate in connection with the sale of the bonds. The President, the Treasurer and the Secretary of the Board, the Assistant Superintendent, Business & Operations and other appropriate School District officials are authorized to do all things necessary to effectuate the sale, issuance, delivery, transfer and exchange of the bonds in accordance with the provisions of this resolution. In making the determinations in the bond purchase agreement with respect to



principal maturities and dates, interest rates, purchase price of the bonds and compensation to be paid to the Underwriters, the Authorized Officer shall be limited as follows:

- (a) The interest rate on any bond shall not exceed 6.00% per annum.
- (b) The final maturity date of the bonds shall not be later than May 1, 2033.
- (c) The Underwriters' discount with respect to the bonds or the compensation to be paid to the Underwriters shall not exceed 1.00% of the principal amount of the bonds.

18. OFFICIAL STATEMENT. The Authorized Officer is authorized to cause the preparation of an official statement for the bonds for purposes of compliance with Rule 15c2-12 issued under the Securities Exchange Act of 1934, as amended (the “Rule”) and to do all other things necessary to comply with the Rule. Within seven (7) business days after the award of the bonds, the School District will provide, on a timely basis, copies of the “final official statement” as defined in paragraph (f)(3) of the Rule, at the expense of the School District (and such additional copies of the final official statement as reasonably requested by, and at the expense of, the purchaser thereof) to enable the purchaser to comply with paragraph (b)(4) of the Rule and the rules of the Municipal Securities Rulemaking Board.

19. CONTINUING DISCLOSURE. The Authorized Officer is authorized to execute and deliver in the name and on behalf of the School District a continuing disclosure certificate to comply with the requirements for a continuing disclosure undertaking by the School District pursuant to paragraph (b)(5) of the Rule, and amendments to such certificate from time to time in accordance with the terms of such certificate (the certificate and any amendments thereto are collectively referred to herein as the “Continuing Disclosure Certificate”). The School District

hereby covenants and agrees that it will comply with and carry out all the provisions of the Continuing Disclosure Certificate.

20. REPLACEMENT OF BONDS. Upon receipt by the Secretary of the Board of proof of ownership of an unmatured bond, of satisfactory evidence that the bond has been lost, apparently destroyed or wrongfully taken and of security or indemnity that complies with applicable law and is satisfactory to the Secretary of the Board, the Secretary of the Board may authorize the bond registrar and paying agent to deliver a new executed bond to replace the bond lost, apparently destroyed or wrongfully taken in compliance with applicable law. In the event an outstanding matured bond is lost, apparently destroyed or wrongfully taken, the Secretary of the Board may authorize the bond registrar and paying agent to pay the bond without presentation upon the receipt of the same documentation required for the delivery of a replacement bond. The bond registrar and paying agent, for each new bond delivered or paid without presentation as provided above, shall require the payment of expenses, including counsel fees, which may be incurred by the bond registrar and paying agent and the School District in the premises. Any bond delivered pursuant to the provisions of this Section in lieu of any bond lost, apparently destroyed or wrongfully taken shall be of the same form and tenor and be secured in the same manner as the bond in substitution for which such bond was delivered.

21. QUALIFICATION OF BONDS. The Authorized Officer is authorized to apply for final qualification of the bonds by the Michigan Department of Treasury and the Secretary of the Board is authorized to sign the Application for Final Qualification of Bonds and submit the same to the Michigan Department of Treasury for review and approval. The Authorized Officer is also authorized to request, as necessary or desirable, a waiver of any rule imposed by Act 108 to effectuate the issuance and sale of the bonds.

22. INDEPENDENT AUDIT COVENANT. The School District covenants to have an independent audit, using generally accepted accounting principles, relating to the bonds conducted within 120 days after completion of the Improvements financed by the proceeds of the bonds and to submit such audit report to the Michigan Department of Treasury.

23. APPOINTMENTS. Municipal Financial Consultants Inc. is hereby appointed as financial advisor for the bonds and Dickinson Wright PLLC is hereby appointed as bond counsel for the bonds.

24. CONFLICTING RESOLUTIONS. All resolutions and parts of resolutions insofar as they may be in conflict herewith are hereby rescinded.

YEAS: \_\_\_\_\_

\_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN     )  
  )ss  
COUNTY OF OAKLAND    )

I hereby certify that I am the Secretary of the Board of Education of Waterford School District, Oakland County, Michigan, and that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Education of said School District at a regular meeting held on the 17th day of January, 2019, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the open meetings act.

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Secretary, Board of Education  
Waterford School District

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

ITEM NO: 13.a.(5)	NEW BUSINESS Superintendent's Recommendation 61-18-19
TOPIC:	Resolution – Section 1352 of Revised School Code School District Bond, 2016 Series IV

The Administration recommends the approval of the attached resolution that enables the School District to comply with the provision of Section 1352 of the Revised School Code with respect to contracting for legal representation by a law firm for the School District's issuance of its School District Bond, 2016 Series IV.

Dickinson Wright is the District's legal counsel for this bond issuance and works in conjunction with the District's capital bond advisor, Steven Burke of MFCI.

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

Date of Board of Education Meeting: January 17, 2019

At a regular meeting of the Board of Education of the Waterford School District, County of Oakland, Michigan (the "Board"), held on the 17th day of January, 2019.

PRESENT: \_\_\_\_\_

\_\_\_\_\_

ABSENT: \_\_\_\_\_

The following resolution was offered by \_\_\_\_\_ and seconded by \_\_\_\_\_:

WHEREAS, in connection with the issuance by the Waterford School District (the "School District") of its School District Bonds, Series 2019 (General Obligation – Unlimited Tax) (the "Bonds"), the School District's bond counsel, Dickinson Wright PLLC ("Dickinson Wright"), has advised the Board of Education of the School District (the "Board") that Section 1352 of The Revised School Code of 1976, as amended, requires that the Board request from Dickinson Wright whether it also represents the underwriters of the Bonds or any other party involved in the issuance of the Bonds; and

WHEREAS, it is anticipated that the School District will offer the Bonds for sale to the public pursuant to a negotiated sale; and

WHEREAS, Dickinson Wright has advised the Board that it will not represent any underwriter of the Bonds, or any other party, in connection with the issuance of the Bonds, but may represent the bond registrar and paying agent for the Bonds and the eventual underwriters still to be selected of the Bonds from time to time in matters unrelated to the issuance of the Bonds.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board hereby consents to entering into the contract with Dickinson Wright to serve as bond counsel for the School District notwithstanding its representation of the parties described in this resolution in connection with unrelated matters.

2. As required by Section 1352(c), Dickinson Wright shall provide the Board monthly billings that itemize time and services provided and any payments made by Dickinson Wright to third parties, if any, in connection with its representation of the Board for the sale of the Bonds.

3. The letter from Laura M. Bassett of Dickinson Wright to the Board of Education dated December 13, 2018, and this resolution shall constitute the “contract” for purposes of Section 1352.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

YEAS: \_\_\_\_\_  
\_\_\_\_\_  
NAYS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN                    )  
  )ss  
COUNTY OF OAKLAND                 )

I hereby certify that I am the Secretary of the Board of Education of Waterford School District, Oakland County, Michigan, and that the foregoing is a true and complete copy of a resolution duly adopted by the Board of Education of said School District at a regular meeting held on the 17th day of January, 2019, the original of which resolution is on file in my office. I further certify that notice of said meeting was given in accordance with the provisions of the open meetings act.

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Secretary, Board of Education  
Waterford School District



ACTION

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

ITEM NO: 13.a.(6)	NEW BUSINESS Superintendent's Recommendation 62-18-19
TOPIC:	Policy 7540.04: Staff Technology Acceptable Use and Safety

It is recommended that the Board of Education approve Policy 7540.04, as revised, removing the optional language provided by Neola on page 6 of 7 with regard to an employee's personal or private use of social media.

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

Date of Board of Education Meeting: January 17, 2019



**EOLA of MICHIGAN**  
LOCAL TEMPLATES

**BOARD OF EDUCATION**  
\_\_\_\_\_ **SCHOOL DISTRICT**

PROPERTY  
7540.04/page 1 of 7

**REVISED POLICY - SPECIAL UPDATE - APRIL 2018 - SOCIAL MEDIA**

**STAFF TECHNOLOGY**  
**ACCEPTABLE USE AND SAFETY**

Technology has fundamentally altered the ways in which information is accessed, communicated, and transferred in society. As a result, educators are continually adapting their means and methods of instruction, and the way they approach student learning, to incorporate the vast, diverse, and unique resources available through the Internet. The Board of Education provides Technology and Information Resources (as defined by Bylaw 0100) to support the educational and professional needs of its staff and students. The Board provides staff with access to the Internet for limited educational purposes only and utilizes online educational services/apps to enhance the instruction delivered to its students and to facilitate the staff's work. The District's computer network and Internet system does not serve as a public access service or a public forum, and the Board imposes reasonable restrictions on its use consistent with its limited educational purpose.

The Board regulates the use of District Technology and Information Resources by principles consistent with applicable local, State, and Federal laws, and the District's educational mission. This policy and its related administrative guidelines ( ), **Policy 7544 and AG 7544 [END OF OPTION]** and any applicable employment contracts and collective bargaining agreements govern the staffs' use of the District's Technology and Information Resources and staff's personal communication devices when they are connected to the District's computer network, Internet connection and/or online educational services/apps, or when used while the staff member is on Board-owned property or at a Board-sponsored activity (see Policy 7530.02).

**[DRAFTING NOTE: Choose the option above if the Superintendent recommends and the Board adopts Policy 7544.]**

Users are required to refrain from actions that are illegal (such as libel, slander, vandalism, harassment, theft, plagiarism, inappropriate access, and the like) or unkind (such as personal attacks, invasion of privacy, injurious comment, and the like). Because its Technology Resources are not unlimited, the Board has also instituted restrictions aimed at preserving these resources, such as placing limits on use of bandwidth, storage space, and printers.



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Users have no right or expectation to privacy when using District Technology and Information Resources (including, but not limited to, privacy in the content of their personal files, e-mails, and records of their online activity when using the District's computer network and/or Internet connection).

Staff are expected to utilize District Technology and Information Resources to promote educational excellence in our schools by providing students with the opportunity to develop the resource sharing, innovation, and communication skills and tools that are essential to both life and work. The Board encourages the faculty to develop the appropriate skills necessary to effectively access, analyze, evaluate, and utilize these resources in enriching educational activities. The instructional use of the Internet and online educational services will be guided by Board Policy 2521 - Selection of Instructional Materials and Equipment.

The Internet is a global information and communication network that brings incredible education and information resources to our students. The Internet connects computers and users in the District with computers and users worldwide. Through the Internet, students and staff can access relevant information that will enhance their learning and the education process. Further, District Technology Resources provide students and staff with the opportunity to communicate with other people from throughout the world. Access to such an incredible quantity of information and resources brings with it, however, certain unique challenges and responsibilities.

~~First, the~~ **The** Board may not be able to technologically limit access, through its Technology Resources, to only those services and resources that have been authorized for the purpose of instruction, study and research related to the curriculum. Unlike in the past when educators and community members had the opportunity to review and screen materials to assess their appropriateness for supporting and enriching the curriculum according to adopted guidelines and reasonable selection criteria (taking into account the varied instructional needs, learning styles, abilities, and developmental levels of the students who would be exposed to them), access to the Internet, because it serves as a gateway to any publicly available file server in the world, opens classrooms and students to electronic information resources that may not have been screened by educators for use by students of various ages.



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Pursuant to Federal law, the Board has implemented technology protection measures that protect against (e.g., filter or block) access to visual displays/depictions/materials that are obscene, constitute child pornography, and/or are harmful to minors, as defined by the Children's Internet Protection Act. At the discretion of the Board or Superintendent, the technology protection measures may also be configured to protect against access to other material considered inappropriate for students to access. The Board also utilizes software and/or hardware to monitor online activity of staff members to restrict access to child pornography and other material that is obscene, objectionable, inappropriate and/or harmful to minors. The technology protection measures may not be disabled at any time that students may be using the District Technology Resources, if such disabling will cease to protect against access to materials that are prohibited under the Children's Internet Protection Act. Any staff member who attempts to disable the technology protection measures without express written consent of an appropriate administrator will be subject to disciplinary action, up to and including termination.

The Superintendent or designee may temporarily or permanently unblock access to websites or online educational services/apps containing appropriate material, if access to such sites has been inappropriately blocked by the technology protection measures. The determination of whether material is appropriate or inappropriate shall be based on the content of the material and the intended use of the material, not on the protection actions of the technology protection measures. ( ) The Superintendent or designee may also disable the technology protection measures to enable access for bona fide research or other lawful purposes.



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Staff members will participate in professional development programs in accordance with the provisions of law and this policy. Training shall include:

- A. the safety and security of students while using e-mail, chat rooms, social media and other forms of direct electronic communications;
- B. the inherent danger of students disclosing personally identifiable information online;
- C. the consequences of unauthorized access (e.g., "hacking", "harvesting", "digital piracy", "data mining", etc.), cyberbullying and other unlawful or inappropriate activities by students or staff online; and
- D. unauthorized disclosure, use, and dissemination of personally-identifiable information regarding minors.

Furthermore, staff members shall provide instruction for their students regarding the appropriate use of technology and online safety and security as specified above, and staff members will monitor students' online activities while at school.

~~X~~ Monitoring may include, but is not necessarily limited to, visual observations of online activities during class sessions; or use of specific monitoring tools to review browser history and network, server, and computer logs.

The disclosure of personally identifiable information about students online is prohibited.

Building principals are responsible for providing training so that Internet users under their supervision are knowledgeable about this policy and its accompanying guidelines. The Board expects that staff members will provide guidance and instruction to students in the appropriate use of the District Technology Resources. Such training shall include, but not be limited to, education concerning appropriate online behavior, including interacting with other individuals on social media including in chat rooms, and cyberbullying awareness and response. All users of District Technology Resources are required to sign a written agreement to abide by the terms and conditions of this policy and its accompanying guidelines.



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~~Staff will be assigned a school e-mail address that they are required to utilize for all school-related electronic communications, including those to students, parents and other staff members.~~

**Staff will be assigned a school e-mail address that they are required to utilize for all school-related electronic communications, including those to students, parents and other constituents, fellow staff members, and vendors or individuals seeking to do business with the District.**

With prior approval from the Superintendent or \_\_\_\_\_, staff may direct students who have been issued school-assigned e-mail accounts to use those accounts when signing-up/registering for access to various online educational services, including mobile applications/apps that will be utilized by the students for educational purposes under the teacher's supervision.

Staff members are responsible for good behavior when using District Technology and Information Resources - i.e., behavior comparable to that expected when they are in classrooms, school hallways, and other school premises and school sponsored events. Communications on the Internet are often public in nature. The Board does not approve any use of its Technology and Information Resources that is not authorized by or conducted strictly in compliance with this policy and its accompanying guidelines ( ) and **Policy 7544 and its accompanying procedure [END OF OPTION].**

**[DRAFTING NOTE: Choose the option above if the Superintendent recommends and the Board adopts Policy 7544.]**

~~[NOTE: If language about social media is added to Policy 7540, choose the appropriate option to match that language]~~**[NOTE: If the use of social media is authorized by Policy 7540 and Policy 7544, choose the appropriate option to match that language]**

Staff members may only use District Technology Resources to access or use social media if it is done for educational or business-related purposes.

**Staff members use of District technology resources to access or use social media is to be consistent with Policy 7544 and its accompanying procedure.**



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**[DRAFTING NOTE: Choose the following option to provide further direction to staff regarding the appropriate versus inappropriate use of social media.]**

X

An employee's personal or private use of social media may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the District's mission, undermine staff relationships, or cause a substantial disruption to the school environment. This warning includes staff members' online conduct that occurs off school property including from the employee's private computer. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities.

General school rules for behavior and communication apply.

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked, and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District Technology and Information Resources that are not authorized by this policy and its accompanying guidelines.

The Board designates the Superintendent and \_\_\_\_\_ as the administrators responsible for initiating, implementing, and enforcing this policy and its accompanying guidelines as they apply to staff members' use of District Technology and Information Resources.

**[OPTIONAL]**

Social Media Use

~~An employee's personal or private use of social media may have unintended consequences. While the Board respects its employees' First Amendment rights, those rights do not include permission to post inflammatory comments that could compromise the District's mission, undermine staff relationships, or cause a substantial disruption to the school environment. This warning includes staff members' online conduct that occurs off school property including from the employee's private computer. Postings to social media should be done in a manner sensitive to the staff member's professional responsibilities.~~



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In addition, Federal and State confidentiality laws forbid schools and their employees from using or disclosing student education records without parental consent. See Policy 8330. Education records include a wide variety of information; posting personally identifiable information about students is not permitted. Staff members who violate State and Federal confidentiality laws or privacy laws related to the disclosure of confidential employee information may be disciplined.

Staff members retain rights of communication for collective bargaining purposes and union organizational activities.

P.L. 106-554, Children's Internet Protection Act of 2000  
P.L. 110-385, Title II, Protecting Children in the 21st Century Act  
18 U.S.C. 1460  
18 U.S.C. 2246  
18 U.S.C. 2256  
20 U.S.C. 6801 et seq., Part F, Elementary and Secondary Education Act of 1965,  
as amended (2003)  
47 U.S.C. 254(h), (1), Communications Act of 1934, as amended (2003)  
47 C.F.R. 54.500 - 54.523

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