

# Agenda of Regular

## The Board of Education Waverly Community Schools

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A Regular of the Board of Education of Waverly Community Schools will be held December 11, 2006, beginning at 7:30 PM in the Board Room, 515 Snow Road, Lansing, MI 48917.

The subjects to be discussed or considered or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- I. Call to Order and Pledge to the Flag - President John Broughton
  - A. Pledge - Winans Elementary Students
- II. Special Presentations
  - A. Winans Presentation
- III. Correspondence - Secretary Edith Suttles
- IV. Public Comment
- V. Student Representative Report
- VI. Approval of Minutes 3
- VII. Board Member Comment
- VIII. Adoption of Meeting Agenda
- IX. Presentation of Reports
  - A. Curriculum
    - 1. Recommendation to approve Report #06-39, High School Program of Studies 9
  - B. Facility & Policy
    - 1. Recommendation to approve Report #06-40, Policy (First Reading) 10
  - C. Finance & Personnel
    - 1. \*\*\*Recommendation to approve Report #06-41, Financial Recommendation 12
    - 2. Recommendation to approve Report #06-42, Budget Amendment 2006-2007 15
    - 3. For Information: Personnel Report 20

- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
November 27, 2006**

***Opening of Meeting***

The regular meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:33 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

***Members Present:***

Mr. John Broughton, President  
Mr. Cheval Breggins, Vice President  
Mr. Britt Slocum, Treasurer  
Mr. Calvin Jones, Vice Secretary-Treasurer  
Mrs. Mary Ann Martin, Trustee  
Mr. Don Knechtel, Trustee

***Member Absent:***

Mrs. Edith Suttles, Secretary

***Staff Present:***

Dr. Thomas J. Pillar, Superintendent  
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel  
Mr. Bruce Johnson, Director of Operations and Student Services  
Mrs. Dorothy Blackwell, Director of Curriculum  
Mr. Joe Yarbrough, Director of Communications  
Mr. Rob Spagnuolo, Business Manager  
Gloria Gonzalez  
Gretchen Mikula  
Dave Percival  
Leslie Johnson  
Vince Perkins  
Nick Niederquell  
Annita Larson  
Rebecca Pease

***Others Present:***

Erin Sanchez, Student Representative  
Joshua Ferguson  
Tayloire Thomas  
Allison Dolehanty  
Margot Saxena  
Tasha Eure  
Jacquelyn Becker  
Jessica Vu  
Kelsey Rosen

***Pledge***

Student Representative Erin Sanchez led the pledge of allegiance to the flag.

***Correspondence***

None

***Public Comment***

None

***Student Representative Report***

Erin Sanchez reported the Student Senate raffled a 20 pound turkey and sponsored a Mix It Up activity in which almost 200 students participated. The Waverly High School Band has been nominated by John Madden of Michigan State University to participate in the National Adjudicators Invitational. The high school play Alice in Wonderland was a success. The movie "How the Grinch Stole Christmas" is being shown with a pair of mittens as admission. A Toys for Tots Christmas Tree is in place at the high school with cards available for students and staff to purchase desired gifts for children in the Lansing area.

***Approval of Minutes***

The minutes of the regular meeting of November 13<sup>th</sup> and the special meeting of November 20<sup>th</sup> were presented for approval. The following changes were made to the minutes of November 13<sup>th</sup>: The last sentence on the first page should read: Jorge's favorite subject is math because it is ~~fund~~ fun and he gets good grades in it. The last sentence in the third paragraph on page 2 should read: Mrs. Knighton also taught third grade ~~at~~ at Colt Elementary School and served as pre-primary impaired paraprofessional there. The motion in the Master Agreement Ratification on page 4 should read: The Board of Education approve the tentative **agreement** as negotiated between the Teamsters & Chauffeurs Union No. 580 and the Board of Education. In the tenth paragraph on page 4 the sentence should read: Dr. Pillar reported the Athletic Department received a check for \$300 from the MSU Lacrosse Club for using our ~~field~~ field in October for a tournament.

The minutes of November 13<sup>th</sup> were approved as corrected. The minutes of November 20<sup>th</sup> were approved as presented.

***Board Member Comment***

Member Slocum hoped everyone had a great holiday weekend. He remarked the play was the best non-musical play at the high school since he has been around. He noted it was well attended and well received. Member Slocum said he was glad to see Snow Road open again following work done by Delta Township. Member Slocum was pleased 200 students took part in the high school Mix It Up activity and was proud John Madden would recommend the Waverly High School Band for such a prestigious honor.

Member Martin congratulated the Band for being nominated to participate in the National Adjudicators Invitational. She stated the production of Alice in Wonderland was fun and delightful, and she enjoyed it a lot.

***Adoption of Agenda***

Dr. Pillar stated the agenda stands as presented and announced additional support material had been distributed at the Board table.

A motion was presented by Member Knechtel and supported by Member Jones. MOTION: The Board of Education adopt the meeting agenda as presented.

Motion carried. VOTE: AYES- 6; NAYS – 0; (Member Suttles absent).

***\*\*\*Extended Field Trip – For Information***

A proposal for an extended field trip submitted by Benjamin Knapp for a Reflections Retreat at Camp Highfields has been approved. The proposed departure date is Friday, February 16, 2007, with a return date of Sunday, February 18, 2007. The retreat will provide extensive rehearsal time to focus on the District Festival and the annual Pops concert, allowing students a period of time to focus on developing their musical skills and work as a cohesive group. Twenty-three students will attend the weekend retreat, accompanied by Mr. Knapp, Takis Pizanis, and at least four chaperones. Students will stay in two cabins and meals will be served at the camp's dining hall. The estimated cost per student is \$63.00, for which students are responsible. No school will be missed as the retreat is planned over the weekend.

***Strategic Plan Implementation Update – For Information***

A decision was made in the spring of 2006 to manage strategic implementation with a focus on building implementation efforts. Cabinet members were each assigned a strategy for the purpose of guiding district-wide efforts. Dorothy Blackwell was assigned Strategy #1: Curriculum, Instruction, and Assessment; Joseph Yarbrough was assigned Strategy #2: Communication; Jacklin Blodgett was assigned Strategy #3: Diversity; and Bruce Johnson was assigned Strategy #4: Character Development. The Cabinet members reported action steps taken from both the district and building perspectives.

***High School Program of Studies 2007-2008 – For Information***

Dorothy Blackwell, Director of Curriculum, presented information to the Board regarding changes in the High School Program of Studies for 2007-2008. Included were revised course offerings in the areas of Mathematics, Science, and the addition of the new Michigan Graduation Requirements. On December 5<sup>th</sup>, the Board of Education will meet with members of the High School faculty to discuss the revisions. The document will be presented to the Board on Monday, December 11<sup>th</sup> for action.

***Middle School Grades Math Grant – RM Educational Software, RM Easiteach Teamboards, REMC projectors and mounts, PC laptops, installation, staff development, and support materials – For Discussion***

Based on extensive research conducted by the Ingham Intermediate School District on math software, math tools, and lessons that align with our state's grade level content expectations, the ISD purchased a RM Easiteach Teamboard, projector, and RM Math Framework Edition software School Site License for each of the 12 districts in the county. The focus on this project was on Middle School Math classrooms. This year the state determined that grant monies for grades 6-8 would go directly to local districts instead of the Intermediate School District. At that time, staff began meeting to discuss the best intervention for students in 6-8 math. Last year, an alignment was completed to the grade level content expectations for grades 5-8 and it was found there were objectives not covered in our curriculum. The RM bundle was found to address these gaps in the curriculum. A recommendation is proposed to purchase materials for five math classrooms at the Middle School and two classrooms, one demo room, initial building software, possible server, and needed support materials at East.

Forty-thousand dollars of the total cost would be covered under Section 99c of the state School Aid Act for the Middle School Mathematics Initiative. If funding is cut, a purchase would not be made at this time.

Middle School teacher Nick Niederquell demonstrated the Teamboard.

***Facility/Policy Advisory Committee Report – For Information***

In the facility area, the advisory committee discussed use of the high school for private music lessons; athletic fields; parking lots; and the Delta Township water main project. In the policy area, the committee reviewed policies submitted by NEOLA. These policies will come to the Board for first reading at the December 11<sup>th</sup> Board meeting.

***Finance/Personnel Advisory Committee Report – For Information***

Agenda items discussed in the finance area included an update on freezers/coolers at the high school and middle school; parking lots; 2006-2007 budget amendment; NSF checks; 2007-2008 budget planning; and safe routes to school grant.

***Superintendent's Report***

Dr. Pillar stated it is imperative that Board members contact the Governor's office and legislative representatives regarding any anticipated executive order cut. He indicated he would give the Board

***Superintendent's Report (Continued)***

members some talking points and that they should identify themselves as Board members of the Waverly Community School District.

Dr. Pillar reminded Board members of the special meeting on December 5<sup>th</sup> at 7:30 a.m. to discuss the High School Program of Studies. The Board will be asked to act on the document on December 11<sup>th</sup>.

Dr. Pillar reminded the Board of the Waverly Education Foundation Gala and Silent Auction on Monday, December 4<sup>th</sup> at 5:30 p.m. at the Sheraton Lansing Hotel.

Dr. Pillar informed the Board he will be attending a Legislative Breakfast on Wednesday, November 29<sup>th</sup> at the Capital Area Michigan Works!

Dr. Pillar informed the Board he has taken initial steps to pursue a Federal Indian Education grant. He has talked to an expert grant writer. Principal Shawn Talifarro is taking the leadership role on the part of the district.

Dr. Pillar reminded Board members the December 11<sup>th</sup> Board meeting will be held at Winans Elementary School.

Dr. Pillar encouraged Board members to attend some of the many concerts, plays, and events at the district's schools.

Dr. Pillar reminded the Board that the Superintendent's evaluation will be conducted on Tuesday, December 19<sup>th</sup> at 5:30 p.m.

Dr. Pillar informed the Board that Dave Percival will convene a committee of staff and parents to discuss open lunch. Jacklin Blodgett will represent the Central Office.

Dr. Pillar announced he and Bruce Johnson will be meeting with officials from Potterville to discuss the future of NEC. Several different scenarios have been developed.

Dr. Pillar informed the Board the first Board meeting in January will be January 8<sup>th</sup> instead of January 15<sup>th</sup>. The Board's January professional development session has been moved to January 22<sup>nd</sup>.

Dr. Pillar informed the Board he will be meeting with internal and external groups for discussion purposes. On December 7<sup>th</sup>, he will meet with Booster Club representatives and in January he will meet with local clergy.

Dr. Pillar informed the Board he has completed his third round of building visits with principals. During these visits, he brings issues to the principals and also walks around the schools to see what staff and students are doing. He described the visits as productive, interesting, and rewarding.

Dr. Pillar informed the Board that at this time administration is not recommending the Board change from a May election date to a November election date. He noted the Board has been advised against it by Thrun Law Firm; a pollster at an Ingham School Officers Association meeting; and area school districts.

Dr. Pillar informed the Board the NHS induction scheduled for November 30<sup>th</sup> has been canceled.

***Public Comment***

None

***Board Member Comment***

Members Knechtel, Jones, and Martin congratulated the girls; basketball team for making a great run. Dr. Pillar indicated he had talked to the coach and the girls are a bit down. He suggested the Board send them a congratulatory card.

Member Jones suggested looking at a meeting with local legislators in January, noting it would be a great opportunity to stress the importance of education before they vote. Dr. Pillar suggested involving a neighboring Board of Education. It was also suggested to involve county and township officials. Member Jones stated we should keep it focused on the education field as we are all struggling for the same dollars and county and township objectives are different than ours. President Broughton stated there might be merit in a separate meeting with the local government officials.

Member Martin thanked Nick Niederquell for his excellent presentation.

Member Slocum thanked Joe Yarbrough and those he directed on the progress of the Strategic Plan.

Member Breggins congratulated all students who participated in extracurricular activities who have given up their time to make the Waverly Community Schools a better place.

***Adjournment***

The meeting adjourned at 9:55 p.m.

Respectfully submitted,

Calvin L. Jones, Vice Secretary-Treasurer

rlp  
\*\*\*Consent Agenda

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
December 5, 2006**

***Opening of Meeting***

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:35 a.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

***Members Present:***

Mr. John Broughton, President  
Mr. Calvin Jones, Vice Secretary-Treasurer  
Mr. Britt Slocum, Treasurer  
Mrs. Mary Ann Martin, Trustee (arrived at 7:50 a.m.)  
Mr. Don Knechtel, Trustee

***Member Absent:***

Mr. Cheval Breggins, Vice President  
Mrs. Edith Suttles, Secretary

***Staff Present:***

Dr. Thomas J. Pillar, Superintendent  
Mrs. Dorothy Blackwell, Director of Curriculum  
Ginny Hager  
Beth Kaiser  
Dave Percival  
Robert Lurie  
Erin Tembras  
Ernie Luttig

***Purpose***

The purpose of the meeting was review and discussion of the proposed Waverly High School Program of Studies for 2007-2008.

***Adjournment***

The meeting adjourned at 8:56 a.m.

Respectfully submitted,

Calvin L. Jones, Vice Secretary-Treasurer

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
December 11, 2006**

**Report #06-39**

**For Action**

**Subject:** High School Program of Studies 2007-2008

**Recommendation:**

The Superintendent recommends the Board of Education approve the Waverly High School's Program of Studies for 2007- 2008.

Please note the revised course offerings in the areas of Mathematics, Science and addition of the new Michigan Graduation Requirements.

On December 5th the High School staff along with administration will be attending a morning meeting to discuss and answer questions regarding the Program of Studies for 2007-2008.

**Statement of Purpose/Issue:**

This is the time of year that High School Program of Studies issues are brought to the Board of Education. This occurs so that development of the 2007-2008 course schedule can begin. This includes the revision and printing of the High School Program of Studies booklet which is used in the process for course selection. The 2007-2008 Program of Studies will provide each student more course options appropriate to their educational needs, while still allowing them to meet local and state standards. At this time the curriculum content and materials are in place for all courses listed above.

**Budget Impact:**

None at this time.

**Background Information/Historical Perspective:**

The Waverly High School Curriculum Committee receives, reviews proposals and makes recommendations for curriculum courses to be offered. Last year we expanded our course offerings and will finish the expansion in math and science.

**Goals Addressed:**

***Strategy #1 of the Strategic Plan:*** We will continue our efforts to provide instruction and assessment that will prepare our students to meet or exceed state standards on all areas tested and demonstrate Waverly Essential Skills.

***Objective #3 of the Strategic Plan:*** Each of our students will demonstrate the ability to think, problem solve, communicate, and apply social and technological skills (Waverly's Essential Skills) as measured by standards set at the 4th, 6th, 8th grade and high school benchmarks.

***Objective #4 of the Strategic Plan:*** The percentage of students in all identified demographic groups who meet or exceed the state standards on all areas tested in the Michigan Education Assessment Program will increase annually.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
December 11, 2006**

**Report #06-40**

**FOR ACTION**

**Subject:** Policy - First Reading

**Recommendation:**

The Superintendent recommends that the Board of Education approve the policy updates listed below at first reading.

**Bylaws**

0168.3           New policy regarding Open Meetings page 13

**Program**

2260           New code reference page 3  
2431           Revised language, Code reference page 1 and 3

**Professional Staff**

3120.09       Revised language page 1  
3121           Revised language page 1, 2, 3  
3143           Code reference

**Support Staff**

4120           Revised language page 2 and 3; code reference page 3  
4120.09       Revised language page 1  
4121           Revised language page 1, 2, 3

**Students**

5320           Revised language page 1 and code reference.  
5530           Revised language page 1, 2, 3 code reference page 3  
5532           Revised language page 1, 2 code reference page 2  
5540           Revised language page 1, 2

**Operations**

8210           Revised language page 1, 2  
8400           Revised language page 1  
8420           Revised language page 1, code reference  
8500           Revised language page 1

**Statement of Purpose/Issue:**

These policy revisions and updates are the result of the semi-annual NEOLA update and a review by the administration and the Board Policy Committee.

**Budget Impact:**

None

**Background Information/Historical Perspective:**

NEOLA provides updates twice each year and then as needed to keep our policies current with applicable laws and regulations. The administration also reviews policy periodically and brings changes to the Board Policy Committee for review and consideration.

**Discussion of Options/Alternatives:**

The Board can approve these policies as submitted for first reading. The Board may suggest changes to be brought back for second reading. The board may send some or all of the policies back to the committee for further review.

**Rationale for Recommendation:**

These policies were recommended to us by NEOLA and reviewed and recommended by the Policy Committee.

**Strategic Plan:**

These policies support the Waverly Community Schools mission of providing for a safe environment, rigorous curriculum, quality instruction and attention to individual needs.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
December 11, 2006**

**Report #06-41**

**FOR ACTION\*\*\***

**Subject:           Financial Recommendation**

**Recommendation:**

It is recommended the following be approved:

**Approval of Treasurer's Report:**

The General Fund Financial Report dated November 30, 2006 has been reviewed and it is recommended that the Report be approved. The cash balance as of October 31, 2006 was \$5,986,494.98. Receipts during November 2006 consist of current taxes and other revenues in the amount of \$2,055,573.45 less disbursements during November of \$2,954,386.82 left the district with a General Fund cash balance as of November 30, 2006 of \$5,087,681.61.

Waverly Community Schools  
 Budget Status Report as of 11/30/06  
 General Fund - Revenue Accounts

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Year To Date</u>	<u>Available Balance</u>	<u>Percent Available</u>
MAJOR CLASS 111 TOTALS	Property Tax Levy	11,435,268.00	4,783,206.30	6,652,061.70	58.17
MAJOR CLASS 119 TOTALS	Delinquent Taxes	50,000.00	11,280.70	38,719.30	77.44
MAJOR CLASS 131 TOTALS	Tuition	16,000.00	1,632.00	14,368.00	89.80
MAJOR CLASS 151 TOTALS	Interest On Investments	140,000.00	107,070.36	32,929.64	23.52
MAJOR CLASS 191 TOTALS	Rental on Buildings	10,000.00	7,475.00	2,525.00	25.25
MAJOR CLASS 199 TOTALS	Miscellaneous	65,000.00	50,655.35	14,344.65	22.07
MAJOR CLASS 311 TOTALS	State Revenue	18,756,695.00	3,520,017.88	15,236,677.12	81.23
MAJOR CLASS 317 TOTALS	Categoricals	27,098.00	27,098.00	0.00	0.00
MAJOR CLASS 414 TOTALS	Federal Grants	527,241.00	88,222.00	439,019.00	83.27
MAJOR CLASS 417 TOTALS	Grants Through Intermediates	497,814.00	116,133.14	381,680.86	76.67
MAJOR CLASS 418 TOTALS	Unrestricted Flow Thru Grants	20,000.00	0.00	20,000.00	100.00
MAJOR CLASS 519 TOTALS	IISD Reimbursements	1,551,517.00	221,636.53	1,329,880.47	85.71
MAJOR CLASS 623 TOTALS	Transfer From Childcare	20,000.00	0.00	20,000.00	100.00
	Total For Revenues	33,116,633.00	8,934,427.26	24,182,205.74	73.02

Waverly Community Schools  
Budget Status Report as of 11/30/06  
General Fund - Expense Accounts

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Year To Date</u>	<u>Available Balance</u>	<u>Percent Available</u>
FUNCTION 111 TOTALS	Elementary	7,828,837.00	2,093,730.53	5,735,106.47	73.26
FUNCTION 112 TOTALS	Middle School	2,624,586.00	658,657.70	1,965,928.30	74.90
FUNCTION 113 TOTALS	High School	6,078,130.00	1,485,553.72	4,592,576.28	75.56
FUNCTION 119 TOTALS	Summer School	4,000.00	81.63	3,918.37	97.96
FUNCTION 122 TOTALS	Special Education	2,804,213.00	757,144.75	2,047,068.25	73.00
FUNCTION 125 TOTALS	Compensatory Education	343,535.00	98,079.73	245,455.27	71.45
FUNCTION 199 TOTALS	Holding Account for Employee Benefits	29,489.00	1,781.68	27,707.32	93.96
FUNCTION 212 TOTALS	Guidance Services	722,896.00	189,642.56	533,253.44	73.77
FUNCTION 215 TOTALS	Speech Pathology & Audiology	507,170.00	128,878.88	378,291.12	74.59
FUNCTION 216 TOTALS	Social Work Services	558,404.00	126,159.28	432,244.72	77.41
FUNCTION 218 TOTALS	Teacher Consultant	365,453.00	74,120.71	291,332.29	79.72
FUNCTION 219 TOTALS	Other Pupil Services	143,101.00	50,519.69	92,581.31	64.70
FUNCTION 221 TOTALS	Improvement of Instruction	605,582.00	158,115.74	447,466.26	73.89
FUNCTION 222 TOTALS	Educational Media Services	1,426,189.00	490,728.85	935,460.15	65.59
FUNCTION 226 TOTALS	Supervision & Direction	361,563.00	155,203.09	206,359.91	57.07
FUNCTION 231 TOTALS	Board of Education	97,950.00	30,809.42	67,140.58	68.55
FUNCTION 232 TOTALS	Executive Administration	322,516.00	108,381.33	214,134.67	66.40
FUNCTION 241 TOTALS	Office of the Principal	1,849,411.00	720,356.72	1,129,054.28	61.05
FUNCTION 249 TOTALS	Other School Administration	93,289.00	8,672.91	84,616.09	90.70
FUNCTION 252 TOTALS	Fiscal Services	347,671.00	140,386.11	207,284.89	59.62
FUNCTION 257 TOTALS	Internal Services	56,109.00	21,229.71	34,879.29	62.16
FUNCTION 259 TOTALS	Other Business Services	62,326.00	60,965.49	1,360.51	2.18
FUNCTION 261 TOTALS	Operating Building Services	3,680,713.00	1,787,260.19	1,893,452.81	51.44
FUNCTION 266 TOTALS	Security Services	83,309.00	20,019.20	63,289.80	75.97
FUNCTION 271 TOTALS	Pupil Transportation Services	1,017,150.00	279,694.86	737,455.14	72.50
FUNCTION 282 TOTALS	Communication Services	185,221.00	67,115.43	118,105.57	63.76
FUNCTION 283 TOTALS	Staff/Personnel Services	211,990.00	74,748.55	137,241.45	64.74
FUNCTION 284 TOTALS	Information Management Services	216,702.00	128,606.43	88,095.57	40.65
FUNCTION 285 TOTALS	Other Central Services	1,550.00	(233.31)	1,783.31	115.05
FUNCTION 299 TOTALS	Other Support Services	38,963.00	6,025.00	32,938.00	84.54
FUNCTION 331 TOTALS	Communication	43,634.00	19,175.76	24,458.24	56.05
FUNCTION 411 TOTALS	Payments to Other Public Schools	32,655.00	0.00	32,655.00	100.00
FUNCTION 441 TOTALS	Payments to Other Governmental Entities	12,000.00	12,000.00	0.00	0.00
FUNCTION 621 TOTALS	Athletic Support	481,507.00	92,860.68	388,646.32	80.71
Total for Expenses		33,237,814.00	10,046,473.02	23,191,340.98	69.77

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
December 11, 2006**

**Report #06-42**

**FOR ACTION**

**Subject: Budget Amendment 2006-2007**

**Recommendation:**

The Superintendent recommends the Board of Education approve the amended 2006-2007 budget showing revenues to be \$32,366,352 with expenditures of \$33,393,581.

**Statement of Purpose/Issue:**

To amend the 2006-2007 budget to reflect the expected revenues and expenditures along with reallocations of monies.

**Budget Impact:**

The adjustments changed the expected June 30, 2007 fund balance to \$5,086,753.

**Background Information/Historical Perspective:**

Board Policy 6231 states any transfer of monies between functions can be done only by formal Board approval.

The adjustments were made for the following: Transfers of staff among functions, changes in staffing, changes in cost centers, changes for 2005-2006 designations, and changes in enrollment.

**Discussions of Options/Alternatives:**

None.

**Rational for Recommendations:**

The recommendations must be done for accounting purposes in order for the budget-by-function to reflect the actual changes.

Waverly Community Schools  
2006/2007 Budget General Fund  
December 11, 2006

<u>Major Class</u>	<u>Description</u>	<u>Approved 2006/2007 Budget</u>	<u>Proposed 2006/2007 Budget</u>	<u>Difference</u>	
111	Property Tax Levy	11,435,268	11,190,416	(244,852)	Updated Homestead/Non-Homestead amounts
119	Delinquent Taxes	50,000	50,000	0	
131	Tuition	16,000	4,000	(12,000)	Updated Tuition
151	Interest On Investments	140,000	240,000	100,000	Revised Interest
191	Rental on Buildings	10,000	10,000	0	
199	Miscellaneous	65,000	101,368	36,368	Increase for USF
311	State Revenue	18,756,695	18,170,831	(585,864)	Updated enrollment & taxable values; Middle School Mathematics
317	Flow Thru State Reimb.	27,098	27,098	0	
412	Flow Thru Federal through State	0	559	559	Impact Aid Grant (Hurricane Katrina)
414	Federal Grants	527,241	510,004	(17,237)	Updated Grants
417	Flow Thru Grants	497,814	497,059	(755)	
418	Unrestricted Flow Thru Grants	20,000	20,000	0	
519	IISD Reimbursements	1,551,517	1,525,017	(26,500)	Removed Safe & Drug Free & ItPays Grants
623	Transfer From Childcare	20,000	20,000	0	
Total Revenues		33,116,633	32,366,352	(750,281)	

Waverly Community Schools  
2006/2007 Budget General Fund  
December 11, 2006

<u>Function</u>	<u>Description</u>	<u>Approved 2006/2007 Budget</u>	<u>Proposed 2006/2007 Budget</u>	<u>Difference</u>	
111	Elementary	7,828,837	7,724,587	(104,250)	Salaries/Benefits adjustments
112	Middle School	2,624,586	2,574,701	(49,885)	Salaries/Benefits adjustments; Addition for MS Mathematics
113	High School	6,078,130	5,808,443	(269,687)	Salaries/Benefits adjustments; NEC Reduction
119	Summer School	4,000	4,000	0	
122	Special Education	2,804,213	2,880,240	76,027	Salaries/Benefits adjustments
125	Compensatory Education	343,535	352,274	8,739	
199	Holding Account for Employee Benefits	29,489	29,489	0	
212	Guidance Services	722,896	721,944	(952)	
215	Speech Pathology & Audiology	507,170	513,115	5,945	
216	Social Work Services	558,404	561,876	3,472	
218	Teacher Consultant	365,453	275,620	(89,833)	Salaries/Benefits adjustments
219	Other Pupil Services	143,101	141,892	(1,209)	
221	Improvement of Instruction	605,582	642,322	36,740	Increase for USF Money
222	Educational Media Services/Library	1,426,189	1,429,287	3,098	
226	Supervision & Direction	361,563	381,697	20,134	Salaries/Benefits adjustments
231	Board of Education	97,950	97,950	0	
232	Executive Administration	322,516	322,516	0	
241	Office of the Principal/School Administration	1,849,411	1,875,871	26,460	Salaries/Benefits adjustments
249	Other School Administration/Department Heads	93,289	93,289	0	
252	Fiscal Services	347,671	354,944	7,273	
257	Internal Services	56,109	57,896	1,787	
259	Other Business Services	62,326	65,811	3,485	
261	Operating Building Services	3,680,713	4,145,078	464,365	Salaries/Benefits adjustments; Increase for Parking Lots & Truck
266	Security Services	83,309	83,309	0	
271	Pupil Transportation Services	1,017,150	1,054,994	37,844	Salaries/Benefits adjustments; Increase for Buses
282	Communication Services	185,221	167,126	(18,095)	Salaries/Benefits adjustments
283	Staff/Personnel Services	211,990	212,105	115	
284	Information Management Services	216,702	216,404	(298)	
285	Other Central Services	1,550	1,550	0	
299	Other Support Services	38,963	38,963	0	
331	Communication	43,634	43,634	0	
411	Payments to Other Public Schools	32,655	27,147	(5,508)	Decrease for Title III to TC
441	Payments to Other Governmental Entities	12,000	12,000	0	
621	Athletic/Activities Support	481,507	481,507	0	
	Total Expenditures	33,237,814	33,393,581	155,767	
	Excess Revenue/(Expenditures)	(121,181)	(1,027,229)		
	Beginning Fund Balance	4,977,633	6,113,982		
	Projected Fund Balance	4,856,452	5,086,753		
	Percentage of Budget - Fund Balance	14.61%	15.23%		

**Waverly Community Schools  
2006/2007 Budget Amendment General Fund  
December 11, 2006**

**Revenue**

**Major Class 111 (Property Tax Levy)** – Decrease in Property Tax Levy is attributed to using updated taxable values provided by municipalities within the District.

**Major Class 131 (Tuition)** – Decrease relates to a decrease in the number of tuition students from historical number used in original budget.

**Major Class 151 (Interest on Investments)** – Increase relates to interest revenue anticipated for current year.

**Major Class 199 (Miscellaneous)** – Increased for amount received from USF (Universal Service Fund) program.

**Major Class 311 (State Revenue)** – Unaudited blended count of 3,264 students and incorporated a \$210 increase per pupil in the foundation allowance. Property taxes are tied to our State Aid – incorporated nonhomestead values into calculation. Included categorical for Middle School Mathematics.

**Major Class 412 (Flow Thru Federal Through State)** – New category based on amount available to district for Impact Aid Grant (Hurricane Katrina). Students were enrolled in the district during 2005-06; however, final funding was not provided to the district by the State until 2006-07.

**Major Class 414 (Federal Grants)** – Updated based on amounts awarded for grants.

**Major Class 519 (IISD Reimbursements)** – Updated for removal of Safe & Drug Free School Grant and ItPays Grant. Safe & Drug Free Schools grant is still available to the District; however, funding is retained at the ISD and not the District for the current year.

**Expenditures**

**Function 111 (Elementary)** – Overall decrease within this function area relate to updated wage, benefit, and retirement amounts given current staffing and settlement of union contracts.

**Function 112 (Middle School)** – Overall decrease within this function area relate to updated wage, benefit, and retirement amounts given current staffing and settlement of union contracts. Also, there is an increase in this function area to account for the new State Categorical for Middle School Mathematics.

**Function 113 (High School)** – Overall decrease within this function area relate to updated wage, benefit, and retirement amounts given current staffing and settlement of union contracts. Also, there has been a budgeted decrease for payment to Potterville for NEC based on enrollment numbers.

**Function 122 (Special Education)** – Increase within this function area to account for shifting of staff to this function area from Function Code 218.

**Function 218 (Teacher Consultant)** – Decrease within this function area to account for shifting of staff from this function area to Function Code 122.

**Function 221 (Improvement of Instruction)** – Increased for receipt of USF funding.

**Function 226 (Supervision & Direction)** – Increase within this function area relate to updated wage, benefit, and retirement amounts. Also, this function includes shifting .5 FTE secretarial salary and benefit cost to this function area from Function Code 282.

**Function 241 (Office of the Principal/School Administration)** – Increase within this function area relate to updated wage, benefit, and retirement amounts.

**Function 261 (Operating Building Services)** – Overall increase in this function area relates to addition of amounts for parking lot repair and construction for High School and Colt Elementary as well as the inclusion of the delivery truck. Other changes included updated wage, benefit, and retirement amounts. Finally, partial FTE was shifted to Function Code 271 from this function area to conform to the State chart of accounts.

**Function 271 (Pupil Transportation Services)** – Increases relate to revised cost for purchase of three buses. Also, partial FTE was shifted from Function Code 261 to this function area to conform to the State chart of accounts.

**Function 282 (Communication Services)** – Decrease relates to shifting .5 FTE secretarial salary and benefit cost from this function area to Function Code 226.

**Function 411 (Payments to Other Public Schools)** – Reduction relates to the actual amount due to Traverse City Schools through the Title III grant.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
December 11, 2006**

**I. INSTRUCTION AND SUPPORT**

**FOR INFORMATION**

A. Retirement – Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
John Kline	Bus Mechanic	27 <sup>3</sup> / <sub>4</sub>	1/1/07

B. Termination – Non Certified

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Marc Moore	High School Paraprofessional	11/16/06

C. Transfer – Non Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Walter Kirk Flintz	From: HS 3 <sup>rd</sup> Shift B Custodian To: HS 2 <sup>nd</sup> Shift B Custodian	B/\$16.03	11/6/06
William Scott Lee	From: HS 3 <sup>rd</sup> Shift C Custodian To: HS 3 <sup>rd</sup> Shift B Custodian	C/\$15.15 B/\$16.03	11/13/06
Colleen Weinfeld	From: Colt Paraprofessional To: Colt ELMS	II/\$15.15 A/\$16.55	12/8/06

D. Coaching – High School/Middle School

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Deb Fuentes	7 <sup>th</sup> Grade Volleyball Coach	3	\$2,474	Winter Season
Clayton Burch	JV Boys Basketball Coach	3	\$4,005	Winter Season
Craig Fields	Varsity Boys Basketball Coach	3	\$5,739	Winter Season
Jim York	Varsity Wrestling Coach	3	\$5,072	Winter Season