

Agenda of Regular

The Board of Education Waverly Community Schools

A Regular of the Board of Education of Waverly Community Schools will be held January 8, 2007, 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 Broughtton
 - A. Pledge - Windemere View Elementary Students
- II. Special Presentations
 - A. Windemere View Presentation
 - B. School Board Recognition
- III. Correspondence - Secretary Edith Suttles
- IV. Public Comment
- V. Student Representative Report
- VI. Approval of Minutes 2
- VII. Board Member Comment
- VIII. Adoption of Meeting Agenda
- IX. Presentation of Reports
 - A. Facility & Policy
 - 1. Recommendation to approve Report #06-43, Policy (Second Reading) 9
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

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

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:30 p.m. in the gymnasium of Winans Elementary School, 5601 West Michigan Avenue, Lansing, Michigan.

Members Present:

Mr. John Broughton, President
Mr. Cheval Breggins, Vice President
Mrs. Edith Suttles, Secretary
Mr. Calvin Jones, Vice Secretary-Treasurer
Mr. Don Knechtel, Trustee (left at 7:45 p.m.)

Members Absent:

Mr. Britt Slocum, Treasurer
Mrs. Mary Ann Martin, Trustee

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
Shawn Talifarro
Bill Davis
Beth Kaiser
Barbara Knighton
Matt Oppenheim
Dave Percival
Robert Lurie
Mike Moreno
Karen Burgess
Gretchen Mikula
Telly Brannon
Rebecca Pease

Others Present:

Erin Sanchez
Bridgett Fox
Tammy Pulley
Brett Berry
Noah Kevelighan
Katy Menosky
Daphne Groth
Joshua Pulley
Brittini Fox

Pledge

Noah Kevilighan and Katy Menosky led the pledge of allegiance to the flag. Noah and Katy are two members of the Winans Greeters who greeted Board members, administrators, and others attending the Board meeting tonight.

Special Presentations

Teacher Barbara Knighton welcomed the Board to Winans. She introduced Noah Kevelighan and Katy Menosky, two members of the Winans Greeters and likened their responsibilities to greeters used in department stores. Counselor Lucy Storr is in charge of the Greeter program at Winans. Principal Shawn Talifarro reported Mrs. Wendy Guilfoyle, Winans Librarian, has developed the *Winans Literacy News*. Mrs. Guilfoyle works with classroom teachers and students to write the monthly newsletter which includes student book reviews. Each month a different grade level has the opportunity to submit book reviews. Third grade Student Book Critics Daphne Groth, Joshua Pulley, and Brittni Fox read their reviews which were included in the November 17th edition of *Winans Literacy News*.

Correspondence

Member Suttles reported she received a card from the Ray Lincolnhol family thanking the Board for the contributions made in memory of Sarah Jeanne (Lincolnhol) Nelson.

Public Comment

None

Student Representative Report

Student Representative Erin Sanchez reported winter sports have begun. The men's basketball team has one win and one loss. The senior class held its first meeting regarding graduation at which they picked their class song, flower, and color. Tryouts are this week for *On the Town*, the high school musical to be held in March. Movies are being sponsored by Student Senate, with a pair of mittens as admission. The Toys for Tots tree is decorated with ornaments for students and staff to purchase desired gifts for children in the Lansing area. There will be a three-on-three basketball tournament and a student/staff basketball game at the high school. Band, orchestra, and choir concerts are being held the week of December 18th. Both the jazz band and the Reflections are touring the elementary buildings prior to break. Christmas trees and wreaths are being sold by the Band Boosters.

Approval of Minutes

The minutes of the regular meeting of November 27th and the special meeting of December 5th were approved as presented.

Board Member Comment

Member Knechtel announced he might have to leave the meeting as he had just received a call that his youngest daughter was in the emergency room in Mt. Pleasant.

Member Jones wished Happy Holidays to the Winans staff and thanked them for the use of their facilities for the Board meeting. He announced Waverly women's basketball Coach Frank Trotter was named Coach of the Year for 2006. Member Jones thanked those who attended the Waverly Education Foundation's 2006 Gala and Silent Auction. He reported a lot of money was raised by the Foundation and two former WEF trustees, Gayl Venman and Britt Slocum, were honored.

Member Suttles thanked the Winans students and staff for hosting the Board meeting, the student greeters, and the parents who brought students to the meeting, noting it serves as a reminder to Board members of what their job is at the Board table. Member Suttles stated that Board members are people, too, who have issues come up that have to be dealt with. She said there have been out-of-state family issues that have prohibited her from participating recently in Waverly activities as she wants to.

Member Breggins thanked Shawn Talifarro, the students and staff for inviting the Board to Winans, noting it is great to visit the area schools. He reported he was unable to attend the WEF Gala and Silent Auction, but noted there were many new people who stepped up to assist and make it a success.

Board Member Comment (Continued)

President Broughton thanked Shawn Talifarro, students and parents for the warm welcome to Winans Elementary School.

Adoption of Agenda

Dr. Pillar reported there are no additional changes to the agenda. A motion was presented by Member Suttles and supported by Member Breggins. MOTION: The Board of Education approve the meeting agenda as presented.

Motion carried. VOTE: AYES – 4; NAYS – 0 (Members Knechtel, Martin and Slocum absent).

High School Program of Studies 2007-2008 – Report #06-39 – For Action

A motion was presented by Member Breggins and supported by Member Jones. MOTION: The Board of Education approve the Waverly High School Program of Studies for 2007-2008.

In attendance were teachers Robert Lurie, Beth Kaiser, and Matt Oppenheim, and high school Principal David Percival. Dorothy Blackwell, Director of Curriculum, highlighted a few areas of the document.

Member Jones thanked the entire team that put together the Program of Studies and for walking the Board through the document. President Broughton noted the Board has had a number of meetings regarding the new Program of Studies, with opportunities to ask questions. He thanked the administrators and staff involved for their hard work.

Motion carried. VOTE: AYES – 4; NAYS – 0 (Members Knechtel, Martin, and Slocum absent).

Policy – Report #06-40 – For Action (First Reading)

A motion was presented by Member Suttles and supported by Member Breggins. MOTION: The Board of Education approve the policy updates listed in Report #06-40 at first reading.

Motion carried. VOTE: AYES – 4; NAYS – 0; (Members Knechtel, Martin, and Slocum absent).

******Financial Recommendation – Report #06-41 – For Action***

The treasurer's report was approved as presented.

Budget Amendment 2006-2007 – Report #06-42 – For Action

A motion was presented by Member Jones and supported by Member Suttles. MOTION: The Board of Education approve the amended 2006-2007 budget showing revenues to be \$32,366,352 with expenditures of \$33,393,581.

Jacklin Blodgett and Rob Spagnuolo presented General Fund budget information for revenues and expenditures, explaining the \$750,281 decrease in revenue.

Motion carried. VOTE: AYES – 4; NAYS – 0 (Members Knechtel, Martin and Slocum absent).

President Broughton thanked Mrs. Blodgett and Mr. Spagnuolo on behalf of the Board. Member Jones urged administration to keep cuts as far away from the classrooms as possible. Dr. Pillar also thanked Mrs. Blodgett and Mr. Spagnuolo for keeping a watchful eye on the budget.

Personnel Report – For Information

Dr. Pillar acknowledged the retirement of John Kline, bus mechanic, with 27 ¾ years of service, effective January 1, 2007. A reception will be held in his honor on December 22nd at the Service Building. Also presented to the Board for information were the termination of a non-certified paraprofessional; transfers of non-certified employees, and coaching stipends for middle school and high school.

Superintendent's Report

Dr. Pillar stated he is glad to be at Winans Elementary for the Board meeting.

Dr. Pillar announced there is a proposed new subdivision in Delta Township and Waverly School District. The Township will review the proposal on December 18th or January 2nd. If approved, this could be good news for Waverly.

Dr. Pillar reported we are currently pursuing another Safe Routes to School Grant. Jacklin Blodgett is working with Winans Elementary School and Delta Township to gather information. The Board will be updated as we move along in the process.

Dr. Pillar congratulated Waverly's payroll specialist, Gail LaLonde, who has earned her voluntary renewal certification from the Michigan School Business Officials (MSBO).

Dr. Pillar announced he had received a note of appreciation from Lansing Township Clerk, Susan Aten, to East Intermediate for helping to make the recent election go smoothly. She particularly mentioned secretary Cheryl Hath and custodian Fidencio Quintanilla for their help beyond the call of duty.

Dr. Pillar reported the high school will convene a study committee on December 13 to review the school's open lunch practice. Dr. Pillar will set the tone for the meeting, but Jacklin Blodgett will represent central administration on the committee, which is made up of high school administrators, some teachers and some parents. Student involvement will occur at the appropriate time.

Dr. Pillar reported we are expecting three new buses by the end of December. Once they are received, we will be posting a request for bids (January 8-January 31) to sell four of the six buses we replaced.

Dr. Pillar announced many holiday performances are coming up and the winter athletic schedule has begun. All dates and events can be checked on the District's web site.

Dr. Pillar reported we have not heard anything specific regarding any possible executive cut. The revenue conference is in January. If a cut is to be implemented, it is likely it would be in late winter or early spring. Dr. Pillar indicated he has written about this in the next *images* which will be available in mid-December.

Dr. Pillar reported he and Bruce Johnson had a very positive meeting with the leaders of various booster organizations. They agreed to meet again in late January to discuss ways they can work together.

Dr. Pillar announced he continues to schedule face-to-face presentations with community groups or internal support organizations. This is one of his goals for the year and it seems to be on the right track so far.

Dr. Pillar reported the Cabinet and Leadership Team had an initial meeting to explore how Waverly can address any budget shortfall this year as a result of a possible executive order cut. The group is also discussing revenues for the 2007-2008 school year and how Waverly will make adjustments if the anticipated revenue is not sufficient.

Dr. Pillar reported the IIDS is looking to renew the beverage consortium agreement. This will require Board action in January. There appear to be no changes in the agreement. A more detailed report will be given to the Board prior to any Board action.

Public Comment

Principal Shawn Talifarro thanked Dave Larzelere and the high school jazz band for performing at an *Uplift Our Youth Foundation* event. She stated they did an outstanding job and represented the district well.

Other Board Business

Member Jones noted that Mrs. Talifarro and her husband organized the *Uplift Our Youth* event, which raised a lot of money. He thanked them for their efforts.

Member Suttles stated she was glad to see all of the high school students in attendance at the meeting, even though it was an assignment. She noted that what is done at the Board table has a direct affect on what happens to them.

Adjournment

The meeting adjourned at 8:44 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

***Consent Agenda

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**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
December 18, 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, 51 Snow Road, Lansing, Michigan.

Members Present:

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

Staff Present:

Dr. Thomas J. Pillar, Superintendent
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel

Purpose

The purpose of the meeting was to take action on a personnel matter.

Personnel Report – Report #06-43 – For Action

A motion was presented by Member Slocum and supported by Member Jones. MOTION: The Board of Education accept the resignation of Joseph Yarbrough as an administrator and teacher with Waverly Community Schools effective June 30, 2007; and approve the Separation Agreement and Release (consisting of 6 pages and dated December 14, 2006) and to authorize the administration of the school district to talk all necessary measures to implement the terms of the Separation Agreement and Release as approved by the Board.

Discussion took place following the motion. Member Jones called the question, ending discussion.

Motion carried. VOTE: AYES – 7; NAYS – 0.

Adjournment

The meeting adjourned at 8:26 a.m.

Respectfully submitted,

Edith J. Suttles, Secretary

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**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
December 19, 2006**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by Vice President Cheval Breggins at 6:17 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

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

Member Absent:

Mr. John Broughton, President

Staff Present:

Dr. Thomas J. Pillar, Superintendent

Purpose

The purpose of the meeting was to conduct the Superintendent's mid-year evaluation.

A request was made by the Superintendent to hold the meeting in executive session. A motion was presented by Member Knechtel and supported by Member Martin. MOTION: The Board of Education move to executive session for the purpose of evaluating the Superintendent.

Roll call vote was taken. Motion carried, with all members present voting aye (6-0). Member Broughton was absent.

After completing his opening remarks, Dr. Pillar left the room. Following discussion by the Board, Superintendent Pillar was called back to the executive session and the Board and Superintendent had a dialogue about the evaluation.

Adjournment

The meeting returned to open session and was adjourned at 9:27 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

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**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
January 8, 2007**

Report #06-43

FOR ACTION

Subject: Policy – Second Reading

Recommendation:

The Superintendent recommends the Board of Education approve the policy updates listed below at second 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 second reading or 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.