

Agenda of Regular

The Board of Education Waverly Community Schools

A Regular of the Board of Education of Waverly Community Schools will be held June 9, 2008, 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
- II. Special Presentations
 - A. Recognition of Theresa Dietiker - Philip Barker/Bruce Johnson
 - B. Website Analysis - Eldon McGraw
- III. Correspondence - Secretary Edith Suttles
- IV. Public Comment
- V. Student Representative Report
- VI. Board Member Comment
- VII. Adoption of Meeting Agenda
- VIII. ***Approval of Minutes 3
- IX. Presentation of Reports
 - A. Finance and Personnel
 - 1. ***Recommendation to approve Report #07-71, Financial Recommendation 9
 - 2. ***Recommendation to approve Report #07-72, Certification of Summer Tax Levy 10
 - 3. Recommendation to approve Report #07-73, 2008-09 Budget and Proposed Tax Millage Rate 11
 - 4. Recommendation to approve Report #07-74, Instructional Technology Installment Purchase 12
 - 5. Recommendation to approve Report #07-75, Personnel Recommendations 13
- X. Superintendent's Report 1

- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 27, 2008**

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 Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

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

Staff Present:

Dr. Thomas J. Pillar, Superintendent
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel
Mrs. Dorothy Blackwell, Director of Curriculum
Mr. Rob Spagnuolo, Business Manager
Karen Burgess
Gretchen Mikula
Vince Perkins
Bill Davis
Michelle Frederick
Al Momrik
Rebecca Pease

Others Present:

Mary Jo White
Arnold Weinfeld
Dallas Burdick
Kim Smith
Michelle Mayfield
Meredith Wright
Joslin Bristol
Jordan Nelson
Alexandra Bennett
Brittany Burk

Pledge

Leading the pledge were students from Waverly Middle School. Participating were Brittany Burk, Michelle Mayfield, Jordan Nelson, and Alexandra Bennett.

Special Presentations

Vince Perkins, Middle School principal, played a video of a Waverly Middle School Destination Imagination team performing its improv skit at Regional competition. The students were given 30 minutes before the skit to make props. They were given a list of 24 people, past and present, from which they could pick 12 to be featured in the skit. They were also given a list of 24 objects, and again could pick 12 to use. Team members Meredith Wright, Michelle Mayfield, and Joslin Bristol shared highlights of their DI experiences, reporting they placed 9th at state competition. Other members of the team were Kathleen Hager, Emily Nagy, and Ryan Fisher. The team is coached by Alan Wright.

Special Presentation (cont.)

Dallas Burdick and Calvin Jones, representing the Lansing Board of Water & Light, presented information to the Board regarding a School to Training and Employment Program. The Board of Water & Light will begin a collaborative partnership with area schools for the purpose of exposing high school seniors to utility industry career opportunities.

Correspondence

Member Suttles reported correspondence regarding a tax issue has been received.

Public Comment

Addressing the Board during Public Comment was Arnold Weinfeld.

Student Representative Report

None

Board Member Comment

Member Slocum stated he was glad to be back at the Board table. He stated he is a huge proponent of Destination Imagination. Two teams from Waverly recently attended the DI Global competition in Tennessee, both working on the same problem. Member Slocum stated they had a great time and met kids from all over the world.

Member Suttles said she also was glad to be back at the Board table. She reported former Board Student Representative, Kelly Mahoney, was one of five MSU students to receive the Paul and Mavis Pitzer scholarship for the Urban Education program. Kelly is studying to be an elementary teacher and will be a junior this fall at MSU. Member Suttles congratulated Kelly and her parents, Wilbur and Marge, on the award.

Member Knechtel congratulated the Lacrosse Club for sponsoring a recent tournament involving 70 teams from across the state. He received feedback on how well it was organized and said there were few complaints for such a large undertaking. Member Knechtel stated he is traveling out East tomorrow and will not be here for graduation and Senior Honors night. He asked that someone extend his congratulations to the Top 10 and all those honored. Member Knechtel reported Waverly High School graduate Matt Smith is graduating from the Air Force Academy.

Member Martin reported she attended the high school band collage concert and it was fabulous, as usual. She congratulated the Middle School DI team who participated earlier in the meeting, and all the DI teams who competed this year. Member Martin stated they did an excellent job in all levels of competition where they have to think outside the box.

Member Jones congratulated the Waverly High School graduating class of 2008.

Adoption of Agenda

A motion was presented by Member Jones and supported by Member Brewer-Williams. MOTION: The Board of Education approve the meeting agenda as presented.

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

******Approval of Minutes***

The minutes of the regular meeting of May 12, 2008 were approved as presented.

Textbook Adoption – Mathematics grades 5-8

A motion was presented by Member Suttles and supported by Member Slocum. MOTION: The Board of Education adopt the Holt mathematics proposal for grades 5-8, at a cost of \$61,162.50.

Member Knechtel questioned the cost of shipping and asked if discussion had taken place to eliminate those costs. Dorothy Blackwell indicated the freight cost had been reduced by one-half. Also negotiated was the addition of three more projectors (for a total of five) and online textbook services beyond the typical six-year plan. If the district continues to use Holt textbooks, they will offer online service on a year to year basis after the agreed upon six-year period.

Motion carried. VOTE: AYES – 6; NAYS – 1 (Member Knechtel)

Curriculum Program Update

Al Momrik shared an overview of the new graduation drop-out cohort. Dorothy Blackwell shared information about the various components of the No Child Left Behind initiative. Included in her presentation was information on Adequate Yearly Progress, IDEA, Michigan Merit Curriculum, Personal Curriculum, Proficiency Not Seat Time and Interventions.

Preliminary Budget Adoption 2008-2009 – For Discussion

Jacklin Blodgett and Rob Spagnuolo presented information on the proposed 2008-2009 budget. A public hearing regarding the budget will be held at 7:00 p.m., prior to the regular Board meeting on June 9, 2008. The Board will be asked to approve the budget at the regular meeting.

Instructional Technology Leasing – For Discussion

A recommendation to approve the purchase of 600 computers and equipment to replace the student instructional computers district-wide was presented for discussion. The estimated cost of the equipment is \$444,234. Administration is seeking bids for leasing options.

The lease is for the replacement of computers in the instructional computer centers in seven buildings. The current computers range from five to seven years old and are failing.

Contract with Ingham Intermediate School District for Ombudsman Alternative Education Service – For Discussion

A motion was presented by Member Slocum to move the report to an action item. President Broughton indicated the need for discussion of the contract prior to a motion. Member Slocum withdrew his motion.

There was a general discussion about the contract. The Superintendent indicated he would make changes based on that discussion.

Superintendent's Report

Dr. Pillar reminded Board members Senior Honors Night is Thursday, May 29th at 7:00 p.m. in the High School Auditorium. He also noted Commencement is on Sunday, June 1st at 1:00 p.m. at the MSU Auditorium.

Dr. Pillar reported NEC graduation is Thursday, June 5th at 7:00 p.m. at the Waverly High School Auditorium.

Dr. Pillar stated the end of the school year has come upon us quickly. Thursday, June 5th is the last day for students, with dismissal at noon. School will resume for the 2008-2009 school year on Tuesday, September 2nd.

Superintendent's Report (cont.)

There will be a reception for retiring employees on Monday, June 9th at 6:00 p.m. in the Board Room, followed by a Public Hearing on the proposed 2008-2009 budget. The regular Board meeting will begin at 7:30 p.m.

Dr. Pillar reported the Administrative Center will be on a flex schedule beginning Monday, June 9th. Employees will have the option of working 7:00 a.m. – 3:30 p.m.; 7:30 a.m.-4:00 p.m.; or 8:00 a.m. – 4:30 p.m. The doors will be locked at 3:30 p.m.

Dr. Pillar reported lunch will be provided for all Waverly staff on Tuesday, June 3rd in appreciation for the District being recommended for AdvancEd accreditation. Citizens will have an opportunity to celebrate during Wavapalooza.

Dr. Pillar announced Rob Spagnuolo has joined the Delta-Waverly Rotary. Rob also represents Waverly Community Schools at the Delta Government Relations Committee meetings. In addition, Jacklin Blodgett is a member of the Delta Side Business Association. Waverly is well represented in the local business community.

Dr. Pillar announced between now and July 1st, the Board orientation committee should meet with newly elected Board member Kim Smith. Cabinet will also meet with her prior to July 1st. He asked dates be given to Becky so arrangements can be made.

Dr. Pillar reported he received word that Delta Township will be moving the 39ers outside of the facility at East Intermediate, making this room available for other use.

Dr. Pillar addressed the issue of data processing and the enormity of the task put upon all public schools. He indicated Al Momrik is doing a ton of work in this area. A data process position was cut in last year's budget, but demands continue to go up and up. He noted there are 14 fewer people in the Administration Building then there were six years ago.

Public Comment

None

Other Board Business

Member Slocum asked if a graduation program could be distributed to Board members on Friday.

Member Suttles announced the Lissa K. McLean Gala will be held at the new Delta Library on Monday, June 9th. She reported Student Representative Andrew Fritz was recently recognized in the paper for winning an award. She thanked him for his service and congratulated him on the award.

Member Brewer- Williams told Member Suttles she appreciated and valued her comments on the Ombudsman contract.

Adjournment

The meeting adjourned at 11:11 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

***Consent Agenda

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
June 5, 2008**

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. the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan

Members Present:

Mr. John Broughton, President
Mr. Britt Slocum, Vice President
Mrs. Edith Suttles, Secretary
Mr. Calvin Jones, Treasurer
Mr. Don Knechtel, Vice Secretary-Treasurer
Mrs. Fonda Brewer-Williams, Trustee
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 & Student Services
Mrs. Dorothy Blackwell, Director of Curriculum
Ms. Rebecca Pease

Purpose

The purpose of the meeting was consideration of the contract with Ingham Intermediate School District for Ombudsman Alternative Education Service.

Dr. Pillar informed the Board that Cabinet tried to make the revisions suggested by the Board at its May 27, 2008 meeting. The revised contract has been seen by both Ingham ISD and Ombudsman representatives. If the Waverly Board approves the contract today, the ISD Board will vote tomorrow.

Contract with Ingham Intermediate School District for Ombudsman Alternative Education Service – Report #07-70 – For Action

A motion was presented by Member Suttles and supported by Member Martin. MOTION: The Board of Education adopt the contract with Ingham Intermediate School District for Ombudsman Alternative Education Service.

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

Bruce Johnson reported he has been in contact with an Ombudsman representative regarding a facility. They are currently working with a company on the lease of a site on Waverly Road. The site is 2,000-3,000 square feet and is one of the eight sites looked at two weeks ago. There is a large parking lot and a nearby bus stop. Mr. Johnson stated he suggested Ombudsman contact architect Marty Ruitter, who has knowledge of state codes.

Mr. Johnson further informed the Board that Potterville has accepted the offer made by Waverly regarding the removal of the NEC portables, which will be removed after July 1st.

Dr. Pillar informed the Board that every one of the students at the June 3rd informational meeting for the Ombudsman program has signed up. Member Suttles asked if the district needs to recruit students. Dorothy Blackwell indicated to date all former NEC students have been sent information, as well as a selected number of juniors and seniors. She indicated she has lists of other students who would benefit from the program.

Public Comment

None

Other Board Business

Member Knechtel stated he will bring a motion to the table at a future meeting regarding Board professional development funds.

Member Slocum stated he is so glad the whole Board came together on this recommendation. The Board has approved a state-of-the-art program and he doesn't think 60 slots will be enough.

Dr. Pillar reminded Board members of the NEC Graduation at the Waverly High School auditorium tonight at 7:00 p.m.

Adjournment

The meeting adjourned at 7:55 a.m.

Respectfully submitted,

Edith J. Suttles, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
June 9, 2008**

Report #07-71

FOR ACTION***

Subject: **Financial Recommendation**

Recommendation:

It is recommended the following be approved:

Approval of Treasurer's Report:

The General Fund Financial Report dated May 31, 2008 has been reviewed and it is recommended that the Report be approved. The cash balance as of April 30, 2008 was \$7,525,369.11. Receipts during May 2008 consist of current taxes and other revenues in the amount of \$2,251,271.97 less disbursements during May of \$2,909,609.27 left the district with a General Fund cash balance as of May 31, 2008 of \$6,867,031.81.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
June 9, 2008**

Report #07-72

FOR ACTION***

Subject: **Certification of Summer Tax Levy – City of Lansing,
Delta and Lansing Townships**

Recommendation:

The Superintendent recommends the Board of Education adopt the proposed summer tax levy for the City of Lansing, Delta and Lansing Townships. A certified copy is affixed to the official minutes of this meeting. A copy of the certification (L-4029) is included in the support materials.

Budget Impact:

If the certification of tax levy is not adopted, taxing units will not collect summer taxes for the school district.

Statement of Purpose/Issue:

To certify the tax levy, allowing local taxing units to collect summer taxes for the district.

Background Information/Historical Perspective:

Section 380.1213 of Michigan School Code provides that the Secretary of the Board of Education file a certified copy of a resolution adopted by the Board, stating the number of mills to be levied on taxable properties within the school district. This certification is to be filed with the appropriate township and city clerks on or before June 13, 2008.

A breakdown of the levy is as follows:

<u>General Fund</u>	City of Lansing, Lansing & Delta <u>Townships</u>
Operating –	
Homestead	2.0528
Commercial Personal	5.0528
Nonhomestead (All Other)	9.0000
Debt –	
Homestead	2.2700
Commercial Personal	2.2700
Nonhomestead (All Other)	2.2700

The City of Lansing, Lansing & Delta Townships are levying at fifty percent (50%) of total levy. The summer levy was based upon 4.1056 mills.

Discussion of Options/Alternatives:

The school district could levy a tax rate lower than the 4.1056 mills authorized. This would be less than the amount authorized.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
June 9, 2008**

Report #07-73

FOR ACTION

Subject: 2008-09 Budget and Proposed Tax Millage Rate

Recommendation:

The Superintendent recommends the Board of Education approve the following:

The 2008-09 General Fund budget shows revenues of \$31,642,944 and expenditures of \$32,290,947 with a projected fund balance of \$4,436,035.

The 2008-09 2000 Debt Fund budget shows revenues \$2,258,281 and expenditures of \$2,258,281 with a projected fund balance of \$191,351.

The 2008-09 Refunding Debt Fund budget shows revenues of \$1,847,120 and expenditures of \$1,847,120 with a projected fund balance of \$241,547.

The 2008-09 Food Service Fund budget shows revenues of \$834,000 and expenditures of \$834,000 with a projected fund balance of \$183,187.

The 2008-09 Students Services/Activities Fund budget shows revenues of \$628,070 and expenditures of \$628,070 with a projected fund balance of \$0.

The 2008-09 Community Service – Child Care Fund budget shows revenues of \$606,200 and expenditures of \$606,200 with a projected fund balance of \$0.

A millage rate of 4.1056 for homestead (principal residence, qualified agriculture, qualified forest, and industrial personal) property, 10.1056 mills for commercial personal property, and 18.00 mills for nonhomestead (all other) property is proposed for General Fund and a total millage rate of 4.54 for Debt Funds.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
June 9, 2008**

Report #07-74

FOR ACTION

Subject: **Instructional Technology Installment Purchase**

Recommendation:

The Superintendent recommends the Board of Education approve the purchase of 600 computers from Hewlett Packard as defined in the resolution. The purchase is to replace the student instructional computers District wide. The cost of the equipment is \$505,227 and will be financed through Chase Bank.

Statement of Purpose/Issue:

The computers are a tool to provide instructional programming. The purchase will replace the instructional computer centers in seven buildings. The current computers range from five to eight years old and are failing.

Budget Impact:

The recommendation will be to purchase the machines through a 3 year installment purchase agreement. The budget impact will be approximately \$173,000 annually which is currently in the technology budget. A saving will be realized in repair costs.

Rationale for Recommendation:

The computers are failing and must be replaced. The alternative would be to purchase machines outright for the next 3 to 4 years. Purchasing all 600 machines in one year will allow for a complete change in platform for student machines in the District.

Strategic Plan Reference:

Strategy #1: Curriculum, Instruction & Assessment: 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.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
June 9, 2008**

Report # 07-75

FOR ACTION

Subject: Personnel Recommendations

I. INSTRUCTION AND SUPPORT

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Sonia Butcher	MS Spanish Teacher	BA+0, Step 1/\$37,764	6/9/08
Bevin Francis	View Special Education Teacher	BA+0, Step 1/\$37,764	6/9/08

A. Resignation –Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Holly O'Donnell	East Special Ed Teacher	Personal	6/5/08
Chelane Priller	HS Mathematics Teacher	Personal	6/5/08
David Rosin	Orchestra Teacher	Personal	6/5/08
Christine West	East 5 th Grade Teacher	Personal	6/5/08
Melinda Roth	HS Special Ed Teacher	Personal	6/6/08

FOR INFORMATION

A. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Kathryn Patton	East Lunch Assistant	Personal	5/13/08
Stephanie Walls	View Lunch Assistant	Personal	6/4/08
Jorge Ortiz	Bus Driver & Colt Lunch Asst.	Personal	6/5/08
Dawn Zawadzinski	Bus Driver	Personal	6/5/08

B. Child Care Leave - Certified

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Karen Linton	Winans 4 th Grade Teacher	08-09 School Year