

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 23, 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
- 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 2
- IX. Presentation of Reports
 - A. Other
 - 1. For Information - Strategic Plan Update 8
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment

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

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:03 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
Mr. Calvin Jones, Treasurer
Mr. Don Knechtel, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Fonda Brewer-Williams, 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 Student Services & Operations
Mrs. Dorothy Blackwell, Director of Curriculum
Mr. Rob Spagnuolo, Business Manager
Gloria Gonzalez
Karen Burgess
Randee Smith
Eldon McGraw
Rebecca Pease

Purpose

The purpose of the meeting was a Public Hearing to consider the 2008-2009 Budget and Proposed Tax Millage Rate.

Jacklin Blodgett, Assistant Superintendent for Finance & Personnel, and Rob Spagnuolo, Business Manager, presented budget information, including General Fund revenues and expenditures by function. Also discussed were the 2008/2009 Student Services/Activities Fund, Child Care, Food Service Fund, Debt Fund, and Refunding Debt Fund.

Public Comment

None

Adjournment

The meeting adjourned at 7:25 p.m.

Respectfully submitted,

Donald P. Knechtel, Vice Secretary-Treasurer

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Mr. Bruce Johnson, Director of Student Services and Operations
Mrs. Dorothy Blackwell, Director of Curriculum
Mr. Rob Spagnuolo, Business Manager
Karen Burgess
Gretchen Mikula
Gloria Gonzalez
Lana Gervasi
Theresa Dietiker
Mark Nester
Eldon McGraw
Rebecca Pease

Others Present:

Mary Jo White
Philip Barker

Pledge

Superintendent Pillar led the pledge of allegiance.

Special Presentations

The first special presentation featured recognition of Theresa Dietiker by Philip Barker, Region E President for the Michigan Association of School Social Workers. Theresa received the Social Worker of the Year Award for Region E, which covers six counties (Clinton, Eaton, Genesee, Ingham, Livingston and Shiawassee). She was nominated for the award by colleague Mark Nester. Theresa was described as a problem solver who strives for excellence. Her selection will cause her to be considered for MASSW's State Award. Bruce Johnson made the following remarks about Theresa: "During the course of a person's career, it is a great pleasure to be able to meet and work with a person of integrity toward their chosen field. I have had that opportunity. I am honored to work with just such a person, Theresa Dietiker. This integrity is displayed in how she works with and for students, colleagues, and parents. Theresa is an example of the character of Waverly Community Schools. She has exemplified caring, responsibility, honesty and respect throughout her career as a School Social Worker. The recognition by her colleagues is well deserved and displays the respect for her skills as a School Social Worker."

The second special presentation featured a video by Eldon McGraw highlighting website data for the 2007-2008 school year. A copy of the text of the video is attached. Mr. McGraw reported one new website

Special Presentation (cont.)

initiative is to give teachers more access. Another is utilizing Pay School, an online service that allows parents to pay fees and purchase items. Mr. McGraw stated we are the first district in mid-Michigan to use this program, which is endorsed by MASB and MSBO.

The final special presentation featured recognition of Board member Don Knechtel. Superintendent Pillar presented a plaque to Member Knechtel with the following inscription: In appreciation of Donald P. Knechtel for service to the students, staff and community - 1996-2008 – Board of Education – Waverly Community Schools. On behalf of the Board, President Broughton stated, “we are going to miss your expertise and experience. I wish you all the best in your future endeavors. Hopefully, we’ll continue to see you or hear from you.”

Correspondence

President Broughton reported correspondence had been received from the Barry-Eaton District Health Department regarding eating safely at school. He referred the information to Superintendent Pillar.

Public Comment

Addressing the Board during Public Comment was Gloria Gonzalez, who stated Theresa Dietiker was a number one advocate for kids from the day she was hired until the day she retired.

Student Representative Report

None

Board Member Comment

Member Brewer-Williams stated she enjoyed the year-end ceremonies that took place over the past couple of weeks, from Waverly’s graduation to the NEC graduation. She congratulated retirees honored by the Board tonight and wished them well in the future.

Member Jones recognized the retirees and wished them well in future endeavors. He announced the Lansing Board of Water & Light’s Chili Cook-off is Friday, June 13th.

Member Slocum congratulated the Class of 2008, noting the ceremony went well and he liked the speeches. He stood up, shook Member Knechtel’s hand and said good-bye. Member Slocum thanked Member Knechtel, noting it has been his pleasure to serve along side him for the past seven years. He stated Member Knechtel always asked the tough questions. He might not always have asked the most popular questions, but they were always the right questions. He might not have always made the most popular decisions, but he always made the decision he felt was right, and not just because he felt it was right; he felt it was right for the kids, the District, and our town, Waverly. Member Slocum concluded by saying these would be big shoes to fill.

Member Knechtel thanked the administration and his colleagues for the plaque. He stated his tenure on the Board included good times and some disappointments. Member Knechtel said Waverly is a great community to work in and live in and he has had a lot of fun being on the Board. He indicated he cannot make the last meeting due to a golf outing/convention and expressed disappointment that he missed the graduation ceremonies this year. Member Knechtel stated he will be around and will give input quietly and sometimes openly if he doesn’t think you guys are doing something right.

Member Martin stated she was pleased to participate in the recent commencement exercises, noting it was great to have all five valedictorians give speeches. They were eloquent as were the class officers who spoke. Member Martin said it was meaningful to her to have the family of Jasmine Miles receive her honorary diploma and thanked those who made that happen. Member Martin stated she enjoyed Honors Night. She congratulated the retirees, especially Theresa Dietiker, who received the honor of Social

Board Member Comment (cont.)

Worker of the Year. Member Martin thanked Member Knechtel and expressed appreciation for the wisdom that he shared with the Board, community and her.

Adoption of Agenda

A motion was presented by Member Martin and supported by Member Brewer-Williams. MOTION: The Board of Education adopt the meeting agenda as presented. Member Slocum requested the minutes be removed from the consent agenda.

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

Approval of Minutes

A motion was presented by Member Martin and supported by Member Brewer-Williams. MOTION: The minutes of May 27, 2008 and June 5, 2008 be approved as presented.

The following corrections were made to the minutes of May 27, 2008:

On Page 2, in the first paragraph under Board Member Comment, the third sentence should read: Two teams from Waverly recently attended the DI Global competition in Tennessee, both *working on* ~~with~~ the same problem.

On Page 3, the first sentence under Textbook Adoption – Mathematics grades 5-8 should read: A motion was presented by Member ~~Slocum~~-Suttles and supported by Member Slocum.

The minutes of the meeting of June 5, 2008 were approved as presented. The minutes of the meeting of May 27, 2008 were approved as amended. VOTE: AYES – 6; NAYS – 0 (Member Suttles absent).

******Financial Recommendation – Report #07-71 - For Action***

The treasurer's report was approved as presented.

******Certification of Summer Tax Levy – City of Lansing, Delta and Lansing Townships – Report #07-72 – For Action***

The Board of Education adopted the proposed summer tax levy for the City of Lansing, Delta and Lansing Townships as presented in Report #07-72. A certified copy is affixed to the official minutes of the meeting.

2008-2009 Budget and Proposed Tax Millage Rate – Report #07-73 – For Action

A motion was presented by Member Slocum and supported by Member Knechtel. MOTION: The Board of Education approve the 2008-2009 Budget and proposed tax millage rate as presented in Report #07-73.

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

Dr. Pillar noted there are no staff layoffs or program cuts in this approved budget. He indicated there has even been the reinstatement of programming throughout the year.

Member Knechtel stated he appreciates the work that has gone into the budget process this year, and said the support materials provided were excellent. Dr. Pillar remarked there is a lot of input in the budget process from principals and staff.

Instructional Technology Installment Purchase – Report #07-74 – For Action

A motion was presented by Member Knechtel and supported by Member Martin. MOTION: 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.

Members Slocum, Knechtel, and Martin expressed disappointment that the purchase of computers on carts was not being made.

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

Personnel Recommendations – Report #07-75 – For Action

A motion was presented by Member Jones and supported by Member Slocum. MOTION: The Board of Education approve the employment of Sonia Butcher as Middle School Spanish teacher and Bevin Francis as Special Education teacher at Windemere View, and the resignations of Holly O'Donnell, East Special Education teacher; Chelane Prillar, High School mathematics teacher; David Rosin, Orchestra teacher; Christine West, East 5th grade teacher; and Melinda Roth, High School Special Education teacher.

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

Also included on the report for information were the resignations of four non-certified employees and child care leave for a certified staff member.

Superintendent's Report

Dr. Pillar reported the school year ended well thanks to the teachers, support staff, and administrators working together to keep students focused and on task as the school year wound down.

Dr. Pillar announced summer school began today. Grades 3-5 will attend on Monday and Wednesday for one-half day; grades 6-8 will attend on Tuesday and Thursday for one-half day; and grade 9 will attend full days Monday through Thursday. He thanked Dot Blackwell and a number of faculty members who have worked hard to put this program in place.

Dr. Pillar reported there was damage to the district caused by storms over the weekend, including tree damage, two signs at Elmwood blown down, and damage to a fence on an athletic field. The district did, however, have power on Monday morning.

Dr. Pillar reported the Ingham ISD Board met and approved the ISD/Ombudsman contract, so everything is in place for the collaborative arrangement with the ISD and Ombudsman to move forward this summer and be ready for the opening of school next fall.

Dr. Pillar announced the Relay for Life is this weekend, starting at 10:00 a.m. on Saturday and concluding at 9:00 a.m. on Sunday.

Dr. Pillar asked Board members to save the date of Thursday, July 17th for the second annual KAP picnic at Sharp Park. More details will follow.

Dr. Pillar reminded Board members that the Administrative Center is on summer hours, with employees working flex schedules. The building will close daily at 3:30 p.m. until further notice.

Dr. Pillar asked Rob Spagnuolo to address the “summer meals at no charge” initiative. Mr. Spagnuolo reported breakfast and lunch are being served to residents under the age of 18 at Winans Elementary School

Superintendent's Report (cont.)

and Waverly High School. The meals are served Monday through Friday and there is no charge. Waverly qualifies for this program based on free and reduced lunch percentages.

Public Comment

None

Other Board Business

Member Knechtel inquired about the article on dropout rates published in the newspaper, and asked if the numbers were correct. Dorothy Blackwell indicated Waverly High School's graduation rate is 84.27%. NEC's graduation rate is 11.76%. The newspaper is showing a district-wide rate. Since we have an alternative education program, this brings the percentage down. She stated where the paper got these numbers is unknown because they are not a reflector of the information received from the state. (The state's scores are embargoed). Member Knechtel stated when he read the numbers, they didn't fare well with him.

Member Brewer-Williams wished Member Knechtel well, stating he has been a great partner on the Facility & Policy Advisory Committee. She thanked Dave Percival and others for efforts with the Miles family at Commencement. Member Brewer-Williams stated it was the right thing to do and she is glad it happened.

Member Jones thanked Member Knechtel for his great work on the Board and wished him well. He remarked that the Senior Honors Program is an excellent program and suggested making known the amount of money Waverly students receive in scholarships. Member Jones referred to the presentation he and Dallas Burdick made to the Board regarding the Lansing Board of Water & Light work learning experience. He indicated there was not a lot of recognition at Honors Night of students going into these fields.

Member Slocum asked when the committee for new Board member orientation would be meeting with the Board's new member. Member Jones indicated a date would be set up before July 1st.

Member Broughton told Member Knechtel he was going to miss him and asked him to stay in touch.

Adjournment

The meeting adjourned at 8:31 p.m.

Respectfully submitted,

Donald P. Knechtel, Vice Secretary-Treasurer

***Consent Agenda

rlp



AdvancED QAR Report Ref: Strategic Plan

June 23, 2008
Board Report



Mission / Vision

- The strategic plan was also widely supported by stakeholder groups as identifying the district's purpose and direction.
- The goals within the plan provide a structure for achieving the vision in a way that allows all stakeholder groups to have meaningful participation.



Leadership

- From the beginning work in strategic planning to the implementation of specific programs in balanced literacy and standards-based mathematics as well as other well-established curriculum programs, staff at all levels have developed their leadership skills.



Decision Making

- Waverly's vision, mission, beliefs and direction are captured in its strategic plan. The strategic plan was cited in interviews with all stakeholder groups --- Board of Education, Central Office, Building Leadership and Staff, and Parents --- as the guide for decision making.
- The Board of Education is well versed in the elements of the strategic plan and supports all leadership and management systems through the day-to-day operation of the district. Decisions of the Board and administration are guided by elements of the strategic plan and serve as effective decision criteria.
- The district's commitment to continuous improvement lies in its underlying commitment to the strategic plan as created and established by the stakeholders within the Waverly community. The strategic plan embraces all levels of district decision-making with the overarching vision of creating good students and citizens.
- . . . the district ensures that all budgetary decisions are tied to the district's strategic plan and are safeguarded through proper budgetary procedures and audited accounting measures.



Strategy #1: Curriculum, Assessment and Instruction

- District curriculum initiatives have defined clear learning expectations that align with the strategic plan as evidenced in interviews and curriculum documents.
- . . . buildings are actively addressing the strategic plan through their school improvement plans. Goals align with profile data and address needs that are identified through the analysis of school, district and state data.
- The district's use of data and emphasis on data fit nicely into Waverly's Strategic Plan, which includes curriculum, instruction and assessment.
- Each school improvement plan is aligned with the district's strategic plan and includes a process to measure, evaluate and document the results of improvement.
- The district has established and implemented a process to design, evaluate, and improve professional development related directly to the strategic plan for all faculty and staff.
- The team, however, even though filtered through the expectations of the strategic plan, found concern in the autonomy given building leadership to make determinations of professional development approval for conferences which may not be directly tied to a current planned district initiative or school improvement goal.
- In addition, it was unclear to the team how the staff meeting professional development content is monitored in relation to the strategic plan and its translation to improved teaching and learning in the classroom.



Strategy #2: Communications

- The vision, via the strategic plan, has clearly been communicated to staff throughout the district.
- . . . the level of knowledge and understanding [of the strategic plan] by parents was uneven, varying from building to building. In some cases they did not know about the strategic plan, although they were satisfied with the direction of the district.
- A significant strategy in the Waverly Community Schools strategic plan is to enhance communications within the district and community to improve relationships with key constituent groups and to better achieve the district's mission. This is a commendable goal and one that is working from a dissemination of information perspective.
- It is suggested that the Waverly Community Schools provide additional opportunities for stakeholders to communicate with school and district staff regarding all improvement programs.
- The major elements of the strategic plan are the continuing focus of district and school improvement teams as guided by district officials and supported by limited stakeholder participation.



Strategy #3: Diversity

#4: Character Development

- ... and diversity initiatives.
- Many [parents] cited satisfaction with the direction of the district, and articulated specific strengths, particularly character ...



Strategic Plan Related Strengths

- Strengths: *The district has a clear shared purpose and direction as identified in the strategic plan. It is widely communicated and embraced by stakeholders groups.*
- Strengths: *Stakeholder groups can demonstrate through appropriate artifacts that they actively address the goals of the strategic plan and integrate those goals into their daily work.*
- Strengths: *The district has a strong financial budgetary system that safeguards the needs of the students and district based on the vision of the strategic plan.*
- Strength: *The major strength of the Waverly quality assurance system is the focus on the major elements of the strategic plan and the operational meetings between district and school staff. From the board room to the classroom, alignment with the strategic plan is an emphasis of all personnel and the operational details of the quality assurance review system are embodied in the frequent meetings between district and school personnel.*