

Agenda of Regular

The Board of Education Waverly Community Schools

A Regular of the Board of Education of Waverly Community Schools will be held November 24, 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. Destination Imagination
- 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. Curriculum
 - 1. Curriculum Advisory Committee Report
 - B. Facility/Policy
 - 1. Facility/Policy Advisory Committee Report
 - C. Finance/Personnel
 - 1. Finance/Personnel Advisory Committee Report
 - 2. For Discussion - Budget Amendment 2008-2009 9
 - 3. For Information - Staffing Report 2008-2009 10
 - 4. For Information - Personnel Report 11
- X. Superintendent's Report
- XI. Public Comment

XII. Other Board Business

XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
November 10, 2008**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:04 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
Mrs. Mary Ann Martin, Trustee
Mrs. Kim Smith, Trustee

Member Absent:

Mrs. Fonda Brewer-Williams, Vice Secretary-Treasurer

Staff Present:

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

Purpose

The purpose of the meeting was discussion of the tentative contract agreement with the Waverly Administrators Education Association.

Motion to Recess to Closed Session

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education recess to closed session for the purpose of discussing the tentative contract agreement with the Waverly Administrators Education Association.

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

Return to Open Session/Adjournment

Following discussion, the Board of Education returned to open session at 7:24 p.m. and adjourned immediately thereafter.

Respectfully submitted,

Edith J. Suttles, Secretary

rlp

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BOARD OF EDUCATION
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Mrs. Edith Suttles, Secretary
Mr. Calvin Jones, Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Kim Smith, Trustee

Member Absent:

Mrs. Fonda Brewer-Williams, Vice Secretary-Treasurer

Staff Present:

Dr. Thomas J. Pillar, Superintendent
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel
Mr. Bruce Johnson, Director of Operations and Student Services
Karen Burgess
Thom Glasovatz
Brandy Miller
Tony Terranova
Dave Percival
Becky McQuillan
Valerie Hendrickson-Carr
David Bird
Gretchen Mikula
Rebecca Pease

Others Present:

Luke Bunge, Student Representative
Megan Mahoney

Pledge

The pledge of allegiance was led by Megan Mahoney, Waverly High School junior. Megan is on the Student Senate and the varsity volleyball team and participates in Destination Imagination.

Special Presentation

High School principal Dave Percival introduced Thom Glasovatz and Brandy Miller who provided a PowerPoint presentation on the Freshman Focus program, a new, credit/no credit, year-long course offered only to freshman students. It is designed to remedy the challenges that ninth graders face in the transition from middle school to high school. Currently 180 freshmen are enrolled out of a class of 269. Mr. Glasovatz presented the goals of the course, described the units taught each semester, and discussed the development of the curriculum and resources used. He also listed the teachers and their curriculum areas and described what a typical week and a typical lesson looked like. Another topic of discussion was freshman lunch which is a closed lunch for all ninth grade students. Mr. Glasovatz closed his presentation by providing feedback from parents and the vision for the future of Freshman Focus.

Correspondence

None

Public Comment

None

Student Representative Report

Student Representative Luke Bunge apologized for being late to the meeting as he was attending his soccer banquet. Luke reported the Student Senate is raffling off an Ipod Touch to raise money for the local food bank. He announced the high school musical, *The Wiz*, will be performed in two weeks. Luke recognized Kevin Barry, who was named all-state in Cross Country, and announced he had the opportunity to play with the Jazz Band at the Rotary Bookie Luncheon, a huge fundraising event to raise monies for the Delta District Library.

Member Suttles congratulated Luke for scoring Waverly's only goal at the October 13th soccer game against Mason. She also told him he does a very good job as Student Representative and said she is glad to have him at the Board table.

Board Member Comment

Member Smith reported she helped at the Rotary's fundraising luncheon. She noted it was a great, fun time and she hopes to do it again next year.

Member Jones stated the Rotary Bookie Event was a huge success. There were 42 celebrity servers and many Waverly students who helped serve and bus tables. He thanked Dave Larzelere and the high school Jazz Band, and Jenny Spurbeck and the Chamber Orchestra for providing music. He also thanked celebrity servers Kim Smith, Fonda Brewer-Williams and Tom Pillar. The Rotary Club raised over \$5,000 to be donated to the library. Member Jones reported Silver Bells in the City will be on Friday, November 21st in downtown Lansing from 5:00 to 9:00 p.m. The Waverly Reflections, Chamber Orchestra and Marching Band are participating in the event. Member Jones thanked administration for the great professional development session on October 27th. He also reported he and Cheval Breggins recently had lunch in the cafeteria at the High School and it was a great experience.

Member Slocum thanked Thom Glasovatz and Brandy Miller for presenting the Freshman Focus report. He stated he is very much into the teacher driven program and can't wait for his daughter to get into it next year. Member Slocum thanked Dr. Pillar for the great PD day. He reported he is on the MASB Government Relations Committee which helps MASB know how school districts feel about legislation which affects them. Member Slocum stated he is one of 25 Board members appointed to this committee, which gives Waverly a voice on important issues.

Member Suttles stated she thought the professional development session was an excellent day for the Board. She especially appreciated having athletic director Steve Beckholt there presenting a comprehensive report. Member Suttles stated she knows Waverly's interests are in good hands when he meets with other athletic directors in the region. Member Suttles referred to the middle school student who had the opportunity to meet Senator Barack Obama when he was in Michigan campaigning and wonders how he must feel now that he is President-Elect Obama. She offered some personal history and how she became involved in her community by giving back. Member Suttles stated she hopes the middle school student will be inspired to give back to his country.

Member Martin congratulated Luke Bunge for scoring a goal in his last soccer game of the season. She reported she attended the Band ExtravaBANDza, which featured all bands starting with the 7th and 8th grade jazz band and ending with the high school marching band. Member Martin congratulated Betsy Ross on her retirement from the Waverly Community Schools after 30.5 years. Member Martin stated the Board's work/study session was insightful and informative. She noted Peter Spadafore from MASB, athletic director Steve Beckholt, and the new Waverly video were three of the highlights of the day.

Board Member Comment (cont.)

Member Martin reported she attend the ISOA meeting on November 5th. It was reported 14 candidates attended the Legislative and Congressional Candidates Breakfast Forum on Wednesday, October 8th. She reminded Board members the Celebration of Public Education is November 19th at the Kellogg Center. Member Martin announced that ISOA would like to visit the Ombudsman Program (perhaps in March), when the program is established in its permanent location. Superintendent Dave Chapin reported April 23rd is the date for Superintendent's Exchange Day. He also reported there has been 100% attendance for several meetings at the Superintendent's Round Table meetings.

Adoption of Agenda

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

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

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

The minutes of the regular meeting of October 13, 2008 and the special meeting of October 27, 2008 were approved as presented.

Policy – Second Reading – For Action

A motion was presented by Member Martin and supported by Member Suttles. MOTION: The Board approve the policy updates for the following policies at first reading: -142.4 Oath; 0151/0152 Organizational Meeting/Officers; 3430.01/4430.01 FMLA; 5460 Graduation Requirements; 6520 Payroll Deductions; 7230 Gifts, Grants, Bequests; 7250 Commemoration of School Facilities; 8210 School Calendar; 8900 Anti-Fraud; and 9500 Relations with Educational Institutions and Organizations.

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

******Financial Recommendation – Report # 08-27 - For Action***

The treasurer's report was approved as presented.

******Summer Tax Collection Resolution – Report #08-28 – For Action***

The Board of Education adopted the Annual Summer Tax Resolution, invoking for 2009 its previously adopted, ongoing resolution imposing a summer tax levy of one-half (1/2) of school property taxes upon property located within the School District. A copy is affixed to the official minutes of this meeting.

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

403(b) Tax Sheltered Plan – Report #08-29 – For Action

A motion was presented by Member Jones and supported by Member Slocum. MOTION: The Board of Education approve the 403(b) resolution which authorizes the Superintendent to oversee the Waverly Community Schools 403(b) Tax Sheltered Annuity plan on behalf of the District and in consortium with the Michigan Retirement Investment Consortium (MRIC).

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

403(b) Third Party Administrator (TPA) – Report #08-30 – For Action

A motion was presented by Member Smith and supported by Member Martin. MOTION: The Board of Education approve the 403(b) resolution which authorizes the Superintendent to sign the participation agreement and take further steps necessary to execute the participation agreement as part of the Michigan Retirement Investment Consortium (MRIC).

Motion carried. VOTE: AYES – 6; NAYS – 0 (Member Brewer-Williams)

Master Agreement Ratification – Waverly Administrators Education Association – Report #08-31- For Action

A motion was presented by Member Slocum and supported by Member Martin. MOTION: The Board of Education approve the tentative agreement as negotiated between the Waverly Administrators Education Association and the Board of Education as presented.

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

Personnel Report – Report #08-32 – For Action

A motion was presented by Member Martin (with regret) and supported by Member Suttles. MOTION: The Board of Education approve the employment of Jeffrey Sulitis (Winans 4th grade teacher) and the retirement of Mary Elizabeth Ross (H.S. French teacher).

Member Slocum thanked Betsy Ross for being the high school French teacher for so long and welcomed Jeffrey Sulitis. Member Suttles thanked Ms. Ross for 30.5 years of service, noting both of her daughters had her as a teacher. She described Ms. Ross as a quality person and quality teacher and said she will be missed. Member Smith congratulated Ms. Ross on her retirement, stating she was her teacher 28 years ago.

President Broughton thanked Jacklin Blodgett for continuing to include information on new teachers.

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

The Personnel Report also included the following information: transfer of a non-certified staff person; employment of non-certified staff; resignations of non-certified staff; extra-curricular Schedule B stipends and revised extra-curricular Schedule B stipends; and extra-curricular 8.8 stipends.

Strategic Plan Ad Hoc Committee Report

Member Suttles reported the Strategic Plan Ad Hoc Committee met on October 23rd at 3:30 p.m. They had an excellent discussion and developed a clear plan to bring to the Board. This plan was sent to the Board, giving members an opportunity to look over the information and ask any questions they might have. Input from Board members was requested prior to tonight's meeting. Board members should feel free to give any of the committee members a call.

Member Slocum said he, Member Suttles and Superintendent Pillar had a three hour meeting. He noted it was of the best meetings he has attended, delving deeply into each facet of the plan. He thanked Dr. Pillar for facilitating this meeting. President Broughton thanked the committee members for their hard work and said he looks forward to the final report.

Superintendent's Report

Dr. Pillar asked Board members to meet at the High School on Monday, November 24th at 7:00 p.m. prior to the regular Board meeting. The purpose of the meeting is to view the beautiful mosaics made by the Interact Club under the direction of Mary Faber. The mosaics will eventually be mounted around the high school. Further information will follow.

Dr. Pillar reported there will be a second meeting of the Strategic Plan Ad Hoc Committee as soon as some follow-up research is concluded. Rob Spagnuolo will sit in on that meeting.

Dr. Pillar reminded Board members of the Celebration of Public Education to be held at the Kellogg Center at 6:00 p.m. on Wednesday, November 19th.

Dr. Pillar announced there is no school for students on Friday, November 21st. Staff members will be involved with professional development that day.

Superintendent's Report (cont.)

Dr. Pillar informed Board members of a new website, www.Waverlyfeedback.com, which also can be reached by selecting Questions & Feedback from the Waverly main page menu. "Express Yourself" business cards have been developed which will be available in all buildings and handed out when he makes presentations to groups within the community. Citizens can then communicate back to the district. This is one response to the AdvancEd finding about getting information back from constituents.

Dr. Pillar announced that 20j could once again be at risk. He urged Board members to contact their legislators and build positive relationships with them, so when the time comes that you have to push them a little harder those relationships will be formed.

Dr. Pillar reported there may be an executive order cut this year. The current budget is being reviewed for possible short-term adjustments and a process is being developed for budget review for the longer term.

Dr. Pillar reported Kathy Hayes has been appointed the executive director of Michigan Association of School Boards (MASB). He told Board members MASB is conducting a computer-generated survey and Board members may be randomly selected to take the survey.

Dr. Pillar reported he has finalized plans for a lunch meeting of the Board and Student Senate officers on Wednesday, November 12th at noon in the Board Room.

Dr. Pillar announced the Waverly-Lansing Catholic swim team was named outright league champion following the league swim meet at Waverly last Friday and Saturday.

Public Comment

None

Other Board Business

Member Suttles reported she had received correspondence from Dorothy Maxwell, chairperson of the Delta Township Community Awards reception. The correspondence was copies of letters sent to Arica Belson, Olivia Panessidi, and Julia McLain, Waverly orchestra students, thanking them for their willingness to provide musical selections for the evening.

Member Smith thanked Bruce Johnson and the middle school administration for their quick response to the gas leak last week at the middle school.

Member Slocum told Board members he would be willing to help them maneuver the MASB site when contacting area legislators. He indicated he probably would be unable to attend the Board/Senate lunch meeting. Member Slocum also expressed appreciation for the fine job done by all involved with the middle school gas leak.

Adjournment

The meeting adjourned at 8:52 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

***Consent Agenda

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 24, 2008**

FOR DISCUSSION

Subject: Budget Amendment 2008-2009

Recommendation:

The Superintendent recommends the Board of Education approve the amended 2008-2009 budget showing revenues to be \$31,753,049 with expenditures of \$32,628,403.

Statement of Purpose/Issue:

To amend the 2008-2009 budget to reflect the expected revenues and expenditures along with reallocations of monies.

Budget Impact:

The adjustments changed the expected June 30, 2009 fund balance to \$4,775,005.

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:

- Changes in student enrollment
- Revised State Aid and property tax values
- Updated grant awards
- Addition of funds for facilities improvements
- Reduction of bus purchases

Discussions of Options:

The Board may adopt the resolution as presented or reject the resolution.

Rationale for Proposal:

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

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
November 24, 2008**

FOR INFORMATION

Subject: Staffing 2008-09

Total Full Time Equivalent (FTE) for the 2007-08 school year was 194.80. The total FTE for certified staff for the 2008-09 school year is 199.25.

Student enrollment blended count for the 2007-08 school year was 3,208. A total K-12 unaudited blended count for the 2008-09 school year as of the 4th Wednesday is 3,078.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
November 24, 2008**

Subject: Personnel Summary

I. INSTRUCTION AND SUPPORT

FOR INFORMATION

A. Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Melody Clough	Windemere View Lunch Assistant	G/\$9.34	11/18/08

B. Transfer – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Julie Marrison	From: Winans Lunch Aide	G/\$9.34	11/12/08
	To: View Title 1 Parapro	11/\$13.72	

C. Retirement – Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Mike Hallenbeck	Head Groundsman	30.5 years	11/21/08

D. Extra-Curricular Schedule B Stipends - Revised

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Kirstina Boomer	HS French Honor Society Co-Advisor	½ of 1	\$620.50	2008-09 Sch. Yr.
Amber Butler	HS French Honor Society Co-Advisor	½ of 1	\$620.50	2008-09 Sch. Yr.

E. Extra-Curricular Schedule 8.8 Stipends - Revised

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>	<u>Effective</u>
Cindy Sartor	Elmwood School Improvement Math Chair	\$144	2008-09 Sch. Yr.
Gini Larson	HS Tech Co-Chair	\$352.37	2008-09 Sch. Yr.
Nicole Ohl-Shaw	HS Tech Co-Chair	352.37	2008-09 Sch. Yr.