

Agenda of Regular

The Board of Education Waverly Community Schools

A Regular of the Board of Education of Waverly Community Schools will be held March 9, 2009, 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 - Elmwood Elementary Students
- II. Special Presentations
 - A. Elmwood Report - Valerie Hendrickson-Carr, Principal
 - B. Kudos - Jacklin Blodgett
- 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. ***For Information - Extended Field Trip 7
 - B. Finance & Personnel
 - 1. ***Recommendation to approve Report #08-42, Financial Recommendation 8
 - 2. ***Recommendation to approve Report #08-43, Lunch, Breakfast, and Milk Prices 9
 - 3. Recommendation to approve Report #08-44, Childcare Program Rates 10
 - 4. Recommendation to approve Report #08-45, Bus Purchase 11

5. Recommendation to approve Report #08-46, Personnel
Recommendations

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6. For Discussion - 2009-2010 Budget

X. Superintendent's Report

XI. Public Comments

XII. Other Board Business

XIII. Adjournment

XIV. ***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
February 23, 2009**

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. Britt Slocum, Vice President
Mrs. Edith Suttles, Secretary
Mr. Calvin Jones, Treasurer
Mrs. Fonda Brewer-Williams, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Kim Smith, Trustee (arrived at 7:40 p.m.)

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. Rob Spagnuolo, Business Manager
Karen Burgess
Rebecca Pease

Others Present:

Mary Jo White
Margie Aimery
Donna Tisdale

Pledge

The pledge of allegiance was led by Member Slocum.

Special Presentation

None

Correspondence

None

Public Comment

None

Student Representative Report

None

Board Member Comment

Member Jones extended birthday wishes to Vickie Tisdale and Mary Ann Martin.

Member Slocum reported the Grand Ledge-Waverly hockey team is taking a collection to give to the family of Brandon Gordon. Brandon was a hockey player and student from DeWitt High School who had been battling cancer for the past two years. One of his wishes was fulfilled on Saturday, February 21st when he dressed in a DeWitt-St. Johns hockey team uniform and took the ice for warm-ups at the Grand Ledge-Waverly vs. DeWitt-St. Johns hockey game. He lost his battle with cancer the next day. Member Slocum stated this is just another example of the Grand Ledge-Waverly hockey team doing good things.

Board Member Comment (cont.)

Member Brewer-Williams reported she had the opportunity to attend the *State of our Schools* on February 11th at the Kellogg Center. There were key speakers, good exchange, and a good turnout. She also reported she attended the Top Ten Breakfast at the high school on February 18th. Member Brewer-Williams noted it was a delightful, well-rounded group of kids who are also very active in other events and activities. She thanked the administration and cafeteria staff for facilitating this event. Member Brewer-Williams thanked everyone who will be participating in the Strategic Plan Thorough Review on Thursday, February 26th, noting it is a wonderful way to give back to the community.

Member Martin stated she also attended the Top Ten breakfast and it was awesome. She stated she was happy to be there to meet the young people. She reported she attended the breakfast at the Kellogg Center, which she enjoyed. Member Martin said she is looking forward to participating in the Strategic Plan Thorough Review on Thursday. She reminded Board members of the ISOA-sponsored legislative breakfast on March 13th.

Adoption of Agenda

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

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

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

The minutes of the regular meeting of February 9, 2009 were approved as presented.

Curriculum Advisory Committee Report – For Information

Dorothy Blackwell reported the Curriculum Advisory Committee met on Monday, February 9th. Attending the meeting were Dorothy Blackwell, Edith Suttles, and John Broughton. Topics of discussion included a budget presentation; Michigan Model: 1st and 2nd grade; progress report meetings; budget concerns; February 13th professional day; and the status of first semester 9th and 10th graders.

For Information – Extended Field Trip

Benjamin Knapp, high school choir director, has received administrative approval of an extended field trip proposal to take the Reflections to Camp Highfield for a retreat March 27-29, 2009. Twenty students and four chaperones will be transported by parents and Mr. Knapp to and from the site. The retreat offers an opportunity for the group to focus on District Festival and the annual Pops Concert. It affords the students time to focus on developing their musical skills and working as a cohesive group. Housing accommodations are two cabins, one for females and one for males, with Camp Highfield serving the meals at the camp's dining hall. The estimated cost per student is \$75.00. Students may use funds from their student fund-raising accounts. If funds are not available in these accounts, then personal payment will be used. Students will not miss any instruction time from school, as they leave at 2:45 p.m. on Friday, and return on Sunday.

Facility/Policy Advisory Committee Report – For Information

The Facility/Policy Advisory Committee met at 6:00 p.m. on February 9th in the Superintendent's Office of the Administrative Center. Committee members attending were Tom Pillar, Bruce Johnson, Mary Ann Martin and Kim Smith. Member Martin reported in the facilities area the committee discussed a youth baseball proposal; pool drains; storm water permit; "green" buildings; and Safe Routes to School update. In the policy area, the committee discussed Policy 5410 (Promotion, Placement and Retention); and Policy 9211 (District Support Organizations).

Finance/Personnel Advisory Committee Report – For Information

The Finance/Personnel Advisory Committee met at 6:00 p.m. on February 9th in Conference Room C of the Administrative Center. Committee members attending were Jacklin Blodgett, Rob Spagnuolo, Britt Slocum, Calvin Jones, and Fonda Brewer-Williams. The committee discussed planning for 2009-2010; a bus purchase; childcare program rates; and food service rates.

Bus Purchase – For Discussion

Discussion took place regarding the purchase of one (1) bus from Capital City Bus Sales and approval of a resolution for participation in the MSBO/MAPT bus purchasing program. The district is on a cycle for purchasing buses to maintain an updated fleet. The purchase allows an older bus from the current fleet to be replaced. Bids will go out over the summer to sell that bus.

Childcare Program Rates – For Discussion

Proposed changes in Childcare/Activities and Preschool Program rates were presented to the Board for discussion. There were no adjustments in rates last year. Waverly's rates were compared with those of surrounding districts. The changes will help to keep the program self-sufficient.

Member Slocum stated the minimal increases are more than reasonable.

Personnel Report – For Information

The personnel report contained information about the transfer of non-certified personnel; the resignation of non-certified personnel; and a middle school coaching position.

Member Suttles stated it was a delightful surprise to see that Fidencio Quintanilla has returned to the position of Courier. She said she is looking forward to seeing Fidencio and getting reacquainted with him.

Superintendent's Report

Dr. Pillar reported a number of our own professional staff did presentations at the recent staff professional development session. He stated there are a lot of talented, expert people on staff and we will be seeing more of them being used in this capacity in the future.

Dr. Pillar reported we have had lots of visitors to the Ombudsman program recently. Bruce Johnson is organizing these visits of representatives from school districts and intermediate school districts. We are trying to schedule them so they are not disruptive to the program. Deonna Washington has represented Waverly very well during these visits.

Dr. Pillar announced the Strategic Plan Thorough Review will be held on Thursday, February 26th from 1:00 p.m. to 9:00 p.m. at the Great Lakes Christian College. Dr. Olga Holden from MASB will serve as the facilitator. He indicated a list of participants had been distributed to the Board.

Dr. Pillar announced EPIC MRA is conducting an opinion survey of a random sampling of district residents which should be completed the middle of this week. Results should be available to the district by March 9th.

Dr. Pillar indicated administration would like to schedule special meetings of the Board on Monday, March 16th and Monday, March 23rd to offer an opportunity for community comment on budget recommendations. The location of these meetings has yet to be determined.

Dr. Pillar reported a new alumni poster is on display in the Board Room. The point of these posters is to inspire our students and the community with the accomplishments of Waverly alumni. A new district achievement plan poster is on display in all buildings and also in the Lansing Mall.

Superintendent's Report (cont.)

Dr. Pillar announced the Mid-Michigan 7-county Legislative breakfast will be held at the Radisson Hotel on Friday, March 13th from 7:30-9:00 a.m. Board members planning to attend the event should RSVP to the Ingham ISD.

Dr. Pillar announced the district's billboard in the mall will be changed soon to announce Kindergarten round-up and the benefits of coming to Waverly Kindergarten.

Dr. Pillar announced the Delta-Waverly Rotary has taken on the task of outsmarting a 5th grader. Four fifth grade students from East Intermediate will attend a Rotary lunch meeting in April, with each student representing a different core subject. They will ask Rotarians sample MEAP questions to see if they can answer them.

Dr. Pillar announced the district's new promotional video is now being broadcast on WAVE-TV. Eldon McGraw is working with local real estate agents to promote the video, which should result in a win-win situation for both Waverly and the realtors.

Dr. Pillar reported the latest Waverly Connection featuring the Ombudsman program is on WAVE-TV. The Ombudsman parent company has asked for a copy of the video.

Dr. Pillar reported work on the budget development process continues. A meeting will be held with building administrators on Tuesday to review the brainstorming list provided by staff.

Dr. Pillar reported winter sporting events are winding down. He also reported a calendar of upcoming events had been provided for Board members at the table.

Public Comment

Addressing the Board during Public Comment was Margie Aimery.

Other Board Business

Member Suttles suggested it might be possible to display the Achievement Plan poster in restaurants that have our athletic memorabilia on display. She indicated she had received a call from EPIC MRA this evening and answered some questions with which she felt comfortable.

Member Jones asked how the district should handle residents who want to visit the Ombudsman program. It was suggested an open house might be necessary to facilitate that need.

Member Smith apologized for being late as she was attending a freshman orientation meeting for parents of 8th graders.

Adjournment

The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Edith J. Suttles, Secretary

***Consent Agenda

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
March 9, 2009**

FOR INFORMATION***

Subject: **Extended Field Trip**

Extended Field Proposal

David Gorbe, Benjamin Knapp, and Mi Hye Kang have planned an extended field trip for 7th and 8th grade band, choir, and orchestra students to Cedar Point. The trip serves as a year-end reward for students in these programs. Approximately 135 students and 15-20 chaperones will accompany the staff advisors to Cedar Point on Friday, May 29, 2009. They will travel by charter buses. The estimated cost of the trip per student is \$70.00. Students are responsible for providing the funds for their trip. Fundraising opportunities will be made available to help defray the cost. Students will be away from the traditional classroom setting one day.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
March 9, 2009**

Report #08-42

FOR ACTION***

Subject: **Financial Recommendation**

Recommendation:

It is recommended the following be approved:

Approval of Treasurer's Report:

The General Fund Financial Report dated February 28, 2009 has been reviewed and it is recommended that the Report be approved. The cash balance as of January 31, 2009 was \$3,892,756.30. Receipts during February 2009 consist of current taxes and other revenues in the amount of \$2,271,868.13 less disbursements during February of \$2,661,421.93 left the district with a General Fund cash balance as of February 28, 2009 of \$3,503,202.50.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
March 9, 2009**

Report #08-43

*****FOR INFORMATION**

Subject: Lunch, Breakfast, and Milk Prices

The Board of Education establishes the rates for Type A lunches at one dollar and seventy cents (\$1.70) for elementary; one dollar and ninety cents (\$1.90) for grades five through twelve (5-12); and three dollars (\$3.00) for adults. In addition, the Board of Education establishes breakfast prices as follows: Grades K-4, \$1.00; Grades 5-12, \$1.25; and for adults, \$1.50. Further, the price of milk is established at thirty cents (\$.30).

The above prices will keep the general fund subsidy projection at \$-0-. The lunch fund will continue to support staffing and necessary equipment upgrades without general fund contribution and without an increase in prices for the 2009-10 school year.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
March 9, 2009**

Report #08-44

FOR ACTION

Subject: Childcare Program Rates

Recommendation:

The superintendent recommends the Board of Education approve the following rates charged for the Childcare/Activities and Preschool Program, effective summer of 2009 as follows:

Registration Fee (non-refundable):	From \$60.00 to \$65.00
(Summer Program and School Year Program, excepting KAP)	

Summer Program:

Full Day	From \$30.00/day to \$31.00/day
Half Day	From \$16.00/day to \$17.00/day

School Year Program:

Before School K-4	From \$6.50/day to \$6.75/day
After School K-4	From \$8.50/day to \$8.75/day
After School East	\$12.00/day
Preschool Three Year Old Program	From \$900.00/year to \$927.00/year
Preschool Four Year Old Program	From \$1,188.00/year to \$1,215.00/year

The discount for additional children in the same family will remain at 15%.

Statement of Purpose/Issue:

To establish Childcare Program rates beginning summer of 2009.

Budget Impact:

The above rates, excepting the Kindergarten Activities Program, will allow the Childcare Program to meet annual staff wage and benefit increases and program expenses as well as general overhead costs. The Kindergarten Activities Program is offered as part of the Kindergarten Experience.

Historical Perspective:

The current rates were compared to rates charged for similar activities at area schools. The rates for each program, excepting the Kindergarten Activities Program, will continue to support staff wages and benefits, the various activities provided to children and the professional development activities that have been provided to staff. It will also contribute to the overhead costs associated with running the Childcare Program.

Discussion of Options:

The Board of Education may establish rates higher or lower than the recommended rates.

Rationale for Recommendation:

To continue to provide a safe and enriching child care service to children and families.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
March 9, 2009**

Report #08-45

FOR ACTION

Subject: Bus Purchase

Recommendation:

The Superintendent recommends the Board of Education approve the purchase of one (1) bus from Capital City Bus Sales, and that the resolution for participation in the MSBO/MAPT Bus Purchasing Program be approved, with a copy affixed to the official minutes of this meeting. (See support material for copy of resolution.)

Statement of Purpose/Issue:

The purpose is to purchase one (1) new bus that will replace a bus from the District's current fleet.

Budget Impact:

The bus has a cost of \$74,738 which is included in the current budget.

Historical Perspective:

The District has purchased buses for the last three years to replace older buses from the current fleet. This would allow the continuation of the replacement process.

Discussion of Options:

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

Rationale for Proposal:

The specifications for the buses were developed by the District's Transportation Director and mechanic. These specifications were also reviewed with Waverly administrators.

The District has used the MSBO/MAPT Bus Purchasing Program to obtain bids for the bus. A Bus Purchase Bid Sheet Summary, with bus specifications, is provided in the support materials with the bids from four approved vendors through the MSBO/MAPT Bus Purchasing Program.

Capital City Bus Sales is the lowest bid and is recommended for approval. It is also recommended for approval because the vendor is located in Lansing, MI and all repair/warranty work can be completed locally.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
March 9, 2009**

Report #08-46

FOR ACTION

Subject: **Personnel Summary**

I. INSTRUCTION AND SUPPORT

A. **Resignation – Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Carla Larzelere	Elementary Music Teacher	Personal	6/4/09

FOR INFORMATION

A. **Transfer – Non Certified**

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Michael Smith	From: Elmwood 2 nd Shift Custodian To: MS Head Custodian	Class A/\$17.73	2/19/09
Jon Morse	From: MS Head Custodian To: MS 2 nd Shift Custodian	Class C/\$15.61	2/26/09
Keenan Lewis	From: Multi Buildings To: HS 3 rd Shift Custodian	Class C/\$15.61	2/26/09
John Peterson	From: Multi Buildings To: Elmwood 2 nd Shift Custodian	Class C/\$15.61	2/26/09

B. **Resignation – Non Certified**

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Megan David	Colt Child Care Instructor/Assistant	Personal	2/20/09