

# Agenda of Regular

## The Board of Education Waverly Community Schools

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A Regular of the Board of Education of Waverly Community Schools will be held November 23, 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
- II. Special Presentation
- III. Correspondence - Secretary Mary Ann Martin
- 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
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D. Other

1. Recommendation to approve Report #09-28, Change the Annual School Board Election

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- X. Superintendent's Report
- XI. Public Comments
- XII. Other Board Business
- XIII. Adjournment
- XIV. \*\*\*Consent Agenda

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

***Opening of Meeting***

The regular meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:32 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. Mary Ann Martin, Secretary  
Mrs. Fonda Brewer-Williams, Treasurer  
Mrs. Kim Smith, Vice Secretary-Treasurer  
Mr. Calvin Jones, Trustee  
Mr. Mike Knaggs, Trustee

***Staff Present:***

Dr. Thomas J. Pillar, Superintendent  
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel  
Mrs. Dorothy Blackwell, Director of Curriculum  
Mr. Bruce Johnson, Director of Operations & Student Services  
Mr. Rob Spagnuolo, Business Manager  
Dave Pike  
Gretchen Mikula  
Vickie Tisdale  
Helene McNeilly  
Michelle Frederick  
Christel Benjamin  
Debbie Quinn  
Rebecca Pease

***Other:***

Megan Mahoney, Student Representative  
Mary Jo White  
Jay Ford  
Herbert Ruedisale  
Chris Parmelee  
Kenneth Brewer  
Katie Howard  
Alyssa Strudwick

***Pledge***

Students Chris Parmelee, Kenneth Brewer, Katie Howard and Alyssa Strudwick led the pledge of allegiance to the flag. All are fourth grade students at Windemere View Elementary School and are leaders in their school.

***Special Presentation***

The first special presentation featured Vickie Tisdale, principal of Windemere View Elementary, along with Chris Parmelee, Kenneth Brewer, Katie Howard and Alyssa Strudwick, regarding View's celebration of the two weeks of MEAP. Students talked about the rainbow colors of MEAP when the entire school dresses up in the color of the day. Third and fourth grade students have planned activities during MEAP weeks. Katie reported on "red" day students made a fire painting and watched a movie on fire safety. Ken reported the students read a book and did an art activity about whales on "blue" day. Alyssa said on "yellow" day students read a cultural story, "Chips and Salsa" and had a snack of chips, salsa, and cheese. Chris stated students read a book about Tiki Barber on "sports color day". Although the activities noted by

***Special Presentation (cont.)***

the students only involve third and fourth graders, younger students are excited about the MEAP celebration and look forward to participating in the future.

***Correspondence***

None

***Public Comment***

None

***Student Representative Report***

Student Representative Megan Mahoney reported fall sports have concluded. Girls' swimming had league competition on Saturday and several swimmers qualified for state competition. The Volleyball team competed in district finals, losing to Okemos. This is the farthest they have gone in a district tournament in 15 years. Megan reported Dig Pink was a huge success and thanked everyone for their support on behalf of the boosters. She reported a contribution of about \$2,500 was sent to the Side-Out organization. Tryouts for girls' basketball and competitive cheer are this week. Warrior Madness will be held on November 20<sup>th</sup> from 7:00 to 9:00 p.m. to kick off the Waverly Warrior basketball season. The National Honor Society (NHS) will conduct a can drive for the local food bank, starting this week and ending before Thanksgiving break. The Spanish Honor Society (SHS) helped at the World Medical Relief Center on October 22<sup>nd</sup> by moving medical equipment. They went to a Michigan State University Spanish class today to observe. Their next project will be "Toys for Tots". NHS and SHS are hosting tutoring after school every Tuesday and Thursday from 2:45 to 3:30 p.m. Student Senate will be conducting an I pod raffle during the month of November. The proceeds will go to the food bank. The musical "Fiddler on the Roof" will open this weekend and resume next weekend. Parents of seniors are having a meeting on Tuesday night to plan the senior party.

***Board Member Comment***

Member Jones thanked everyone for attending the Rotary Bookie event on October 27<sup>th</sup> at Carabba's. He also thanked Dr. Pillar for being a celebrity server. All proceeds from the event were donated to the Delta Township District Library. Member Jones also thanked Dr. Pillar and his staff for the informative Board professional development session on October 26<sup>th</sup>. Member Jones reported he attend the education rally at the State Capitol with Waverly and East Lansing students and parents. He noted we need to let legislators know we're not standing idly by, saying "It's not over till it's over." Member Jones invited everyone to Silver Bells in the City on Friday, November 20<sup>th</sup> from 5:00 to 9:00 p.m.

Member Brewer-Williams thanked the administrative staff for the wonderful professional development day. She said a lot was covered and she gained insight into what it takes to run the district. Member Brewer-Williams said it was great that Waverly hosted a legislative breakfast so Board members and administrators could do their best to try to get through to the legislators regarding funding. She reported she attended the MASB Fall Conference on Friday and Saturday.

Member Slocum also thanked Dr. Pillar and his staff for the great PD session and legislative breakfast. He also thanked Senator Birkholz, Representative Jones, and Representative Bauer for attending. Member Slocum thanked the administrative staff for all the information they provide to the Board through advisory committees.

Member Martin stated the meeting with the legislators was interesting and it was important they heard the Board's dialogue. She said the Board's work-study session was outstanding as usual and she thanked the visiting speakers who made presentations. Member Martin stated it was an honor to be a server at the Rotary's luncheon. She reported she attended the high school band "Extravabandza" and also the joint band concert with Grand Ledge. Member Martin said she also attended the MASB Conference which was a wonderful learning experience. She stated it was good to be with other school board members who are

***Board Member Comment (cont.)***

struggling as we are and hear how they are handling it. Member Martin also encouraged Board members to respond to legislators through “evocate” on the MASB website.

Member Smith thanked Vickie Tisdale and her students for participating in the Board meeting, noting it is nice to see them happy about MEAP. She also thanked Megan Mahoney for all the helpful information.

Member Knaggs thanked Mrs. Tisdale and her students for their presentation and Megan for her informative report. He reported he attended CBA 101, his first class, at the MASB Fall Conference. Member Knaggs noted the work-study session was informative and the potluck was awesome.

***Adoption of Meeting 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 the regular meeting of October 12, 2009 and the special meetings of October 22, October 26, and October 28, 2009 were approved as presented.

***\*\*\*Financial Recommendation – Report #09-24 – For Action***

The treasurer’s report was approved as presented.

***\*\*Summer Tax Collection Resolution – Report #09-25 – For Action***

The Board of Education adopted the Annual Summer Tax Resolution, invoking for 2010 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.

***For Information – Budget Update***

The Board viewed a podcast from State Superintendent of Schools, Mike Flanagan, who warns that the next step we take as a state will be critical to Michigan schools. In the podcast, Superintendent Flanagan laid out some short-term solutions to rescue Michigan schools that enlist the new 3 R’s: Re-Imagine, Reductions, and Revenues.

Jacklin Blodgett, Assistant Superintendent for Finance and Personnel, and Rob Spagnuolo, Business Manager, showed a PowerPoint presentation on budget projections for the 2009-2010 school year. The presentation addressed Waverly’s financial position as of June 30, 2009, fund balance, general fund cash flow, state cuts in October 2009, Waverly’s projections as of November 2009, and next steps to be taken.

***Personnel Recommendation – Report #09-26 – For Action***

A motion was presented by Member Jones and supported by Member Martin. MOTION: The Board of Education approve the resignation of Julie Kaylor, East Social Worker, effective November 6, 2009.

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

Also included in the report for information were the resignation of Lisa Lueders, Middle School paraprofessional; extra –curricular Schedule B stipends; and extra-curricular 8.8 stipends.

Member Martin requested that under the For Information section the title in area A be changed from Certified to Non-Certified.

***Authorization of Notification of Layoff – For Discussion***

Assistant Superintendent Jacklin Blodgett explained the process the district would use in notifying employees of mid-year layoff due to the significant anticipated deficit for the 2009-2010 school year. This notification of layoff must be approved by the Board of Education. She stated employees have indicated they would like to know sooner rather than later of potential layoff so they have time to prepare.

Mrs. Blodgett also made the following changes to the first sentence under ***Budget Impact:*** The staff adjustment proposal reduces employee costs by approximately ~~\$1,526,000~~ \$850,000, while other adjustments will account for approximately ~~\$850,000~~ \$830,000.

A motion was presented by Member Martin and supported by Member Slocum. MOTION: The Board of Education move the report titled Authorization of Notification of Layoff from discussion to action, making it Report #09-27.

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

A motion was presented by Member Martin and supported by Member Knaggs. MOTION: The Board of Education authorize the notification of layoff.

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

***Change the Annual School Board Election – For Discussion***

A report to move the Board's annual election from May to November was presented for discussion. Moving the annual election to November will significantly reduce the cost to the District. Several years ago, the legislature restructured the school board election process, offering different options to school districts. The Waverly Board of Education considered these options over the years, but remained with the annual May election. Because of increasing costs involved with holding school board elections and decreasing revenue from the state, the Board of Education approved, in concept, in June of 2009 moving the Board's election to a time when it would incur either no cost or share in the cost with another agency. At the Board's work study session on October 26, 2009, the Board further discussed the election issue and suggested moving the election to November annually. By choosing this option, the Board's structure will remain relatively the same, with one or two seats on the election ballot annually.

State law requires action on this change by December 31.

***Superintendent's Report***

Dr. Pillar announced there will be a rally at the Capitol Tuesday, November 10th from 10:00 a.m. to 12 noon to call attention to the deep cuts in school funding. We have been advertising notification of the rally on our various media outlets. Dr. Pillar, Jacklin Blodgett, and Rob Spagnuolo plan to attend.

Dr. Pillar announced Governor Granholm will meet with education leaders within the Ingham ISD at noon on Tuesday, November 10<sup>th</sup> to discuss the current funding situation. He will attend along with Jacklin Blodgett and Rob Spagnuolo.

Dr. Pillar reported there will be a staff meeting at 4:00 p.m. on Tuesday, November 10<sup>th</sup> in the high school auditorium to discuss the current budget situation. A podcast by State Superintendent of Education Mike Flanagan and a Powerpoint presentation by district administrators will be shown, followed by the opportunity for staff comment.

Dr. Pillar reported the Facility Review Committee is scheduled to visit East Intermediate this Wednesday at 6:00 p.m. To date all four elementary schools have been visited.

***Superintendent's Report***

Dr. Pillar reminded Board members to RSVP for the Celebration of Public Education to be held on November 18<sup>th</sup> at the Kellogg Center.

Dr. Pillar announced there will be no school for students on Wednesday, November 25<sup>th</sup>. Staff will spend the day in professional development.

Dr. Pillar reported the Board has received a schedule of upcoming events for November and December.

Dr. Pillar stated he had a conversation with former Board member Ron Evans today. Ron sends his regards to everyone.

***Public Comment***

Addressing the Board during Public Comment was Sharon Lewis.

***Other Board Business***

The legislature is still looking at ways to possibly reduce some of the budget cuts. The timeline would be mid-November. The House has passed a resolution, which has moved on to the Senate for consideration.

The Save Our Schools Rally will be held on Tuesday, November 10<sup>th</sup> at the Capitol from 10:00 a.m. to noon.

***Adjournment***

The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

\*\*\*Consent Agenda  
rlp

<b>Date:</b> 11-6-09 and 11-9-09	<b>Committee:</b> Finance & Personnel Advisory Committee	
<b>Agenda Items</b>	<b>Discussion Points</b>	<b>Disposition</b>
2009-2010 Budget (11-6-09)	<p>Discussed the financial situation at the State level and how Waverly will be impacted. Presented a power point to the committee with detail on fund balance and estimated revenue projections including the \$165, 20j and \$127 reduction from the State. Presentation also included cash flow projections, fund balance projections and enrollment for the last 5 years.</p> <p>Discussed options available to Board and any changes the finance committee wanted to see in the presentation prior to the Board meeting. Also reviewed ideas for addressing the \$1.68 reduction in revenue.</p>	For Discussion
2009-2010 Budget (11-9-09)	<p>The Policy and Curriculum committee's rotated into the Conference B to look at the detail regarding the State reduction in revenue. A list of possible reductions was also reviewed showing the Board members the magnitude of the financial situation.</p> <p>Discussion occurred regarding the possibility of restored State funding. There doesn't seem to be a great deal of support at the State level for generating new revenue.</p>	For Discussion

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

**FOR DISCUSSION**

**Subject:**      **Voluntary Severance Agreement - Teachers**

**Recommendation:**

The Superintendent recommends the Board of Education approve the mid-year voluntary severance agreement for those individuals on step 11 of the Waverly Educational Association. This agreement provides \$30,000, over two fiscal years, for eligible participants as defined by the attached documents.

**Statement of Purpose/Issue:**

The purpose of the voluntary severance agreement is to provide an incentive for senior staff to resign in order to retain less senior staff during an economic time requiring layoffs at mid-year. The severance from employment is on January 22, 2010.

**Budget Impact:**

The impact on the 2009-2010 year is a savings of \$31,000 for every staff person who is eligible. The District will realize an additional \$9,400 savings for every staff member who is not employed.

**Rationale for Recommendation:**

This incentive may create open positions for those employees who may be subject to layoff for the 2009-2010 school year. The documents were prepared by the District's legal counsel and have been reviewed by the Association.

**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 the state standards on all areas tested and demonstrate Waverly Essential Skills.

*Strategy #2:* Communications: We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.

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

**FOR DISCUSSION**

**Subject:** Voluntary Severance Agreement - Principals

**Recommendation:**

The Superintendent recommends the Board of Education approve the mid-year voluntary severance agreement for those principals on with at least 9 years of service to the District. This agreement provides \$30,000, over two fiscal years, for eligible participants as defined by the attached documents.

**Statement of Purpose/Issue:**

The purpose of the voluntary severance agreement is to provide an incentive for senior staff to resign allowing for reassignment of administrative duties. The severance from employment is on January 22, 2010.

**Budget Impact:**

The impact on the 2009-2010 year is an average savings of \$40,000 for every staff person who is eligible.

**Rationale for Recommendation:**

This incentive may create open positions that would not be filled, allowing reassignment of existing principals. The documents were prepared by the District's legal counsel.

**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 the state standards on all areas tested and demonstrate Waverly Essential Skills.

*Strategy #2:* Communications: We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.

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

**FOR DISCUSSION**

**Subject:** Voluntary Severance Agreement - Administrators

**Recommendation:**

The Superintendent recommends the Board of Education approve the mid-year voluntary severance agreement for those administrators on with at least 9 years of service to the District. This agreement provides \$30,000, over two fiscal years, for eligible participants as defined by the attached documents.

**Statement of Purpose/Issue:**

The purpose of the voluntary severance agreement is to provide an incentive for senior staff to resign allowing for reassignment of administrative duties. The severance from employment is on January 22, 2010.

**Budget Impact:**

The impact on the 2009-2010 year is a savings of \$45,000 for every staff person who is eligible.

**Rationale for Recommendation:**

This incentive may create open positions that would not be filled. The documents were prepared by the District's legal counsel.

**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 the state standards on all areas tested and demonstrate Waverly Essential Skills.

*Strategy #2:* Communications: We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.

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

**FOR DISCUSSION**

**Subject:** Budget Update

The District has received word from the State there will be mid-year funding cuts for the 2009-2010 school year. The cuts consist of \$292 per pupil which all school districts in the State will receive and \$275 per student, or all of Waverly's 20j funding. The cut totals approximately \$1.68 million. This is in addition to the \$1.2 million deficit the Board of Education has already approved for the 09-10 school year.

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

**FOR INFORMATION**

**Subject:           Staffing 2009-2010**

Total Full Time Equivalent (FTE) for the 2008-09 school year was 199.25. The total FTE for certified staff for the 2009-10 school year is 196.55.

Student enrollment blended count for the 2008-09 school year was 3,078. A total K-12 unaudited blended count for the 2009-10 school year as of the 4<sup>th</sup> Wednesday is 2,990.



Date: November 9, 2009	Committee: Facilities and Policy	
Agenda Items	Discussion	Disposition
SR2S Update	The project is now complete. The pedestrian crosswalk light is now operational. The punch list will be completed by the Eaton County Road Commission.	The HS and MS have been asked to make an announcement to students about the use of the crosswalk and stress that they use appropriate crosswalks.
Delta Township Sign	A request was made by Delta to place a sign 12' by 4' in size indicating the Pool Entrance and other information. The committee requested that the administration will contact Delta to share the committee's support of a smaller size sign.	The administration will work with Delta on this request.
Youth Football Proposal	A request was made to construct a combination press box/concession stand/storage area. This building would be 24' by 36' and 22' tall. The committee did not support this size of structure on the site as this area is used by multiple sports and the building would only be for one program. The committee would consider other ideas.	The administration will contact the Youth Football organization.
SOC Notification	The SOC acceptance notification was revised to include a statement regarding the possibility of reassigning students to other buildings. This addresses the issue brought to Board in September. The administration indicated that all reassignments are carefully considered and will continue to do so in the future.	Communication will be made with the parents who raised this question.
Future needs: Discussion	A discussion centered around the limited resources and the operational needs of the district. The day to day needs will be addressed as well as emergency issues. A list of items needing attention outside of this will be kept and addressed as resources become available. Future considerations include parking lots, concrete repair, fencing around the service building, attention to the competition athletic facilities (this may need support from booster groups). We discussed the implementation of energy efficient products. We continue to review and address this on an ongoing basis and resources are available.	No recommendation for capital improvements. A follow up on the status of electrical appliances will be done.

<p>Future Enrollment: Discussion</p> <p><b>Other:</b></p>	<p>The district enrollment procedures were discussed. The district is enrolling nonresident students who meet the qualifiers of School of Choice and Tuition where space is available.</p> <p>The administration reviewed a letter from State Superintendent Flanagan reminding districts that students who violate a rule which requires consideration of mandatory expulsion must be taken to the Board for this purpose. No deals should be made with regard to mandatory expulsion.</p>	<p>At this time, Tuition will open on a space available basis for second semester.</p>
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**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
November 23, 2009**

**Report #09-28**

**FOR ACTION**

**Subject:**           **Change the Annual School Board Election**

**Recommendation:**

The Superintendent recommends the Board of Education move its annual school board election from May to November.

**Statement of Purpose:**

Moving the annual election to November will significantly reduce the cost to the District.

**Budget Impact:**

Waverly could share the election costs with Lansing Community College in the odd-numbered years. There would be no cost to the District during the even-numbered years.

**Historical Perspective:**

Several years ago, the legislature restructured the school board election process, offering different options to school districts. The Waverly Board of Education considered these options over the years, but remained with the annual May election. Because of increasing costs involved with holding school board elections and decreasing revenue from the state, the Board of Education approved, in concept, in June of 2009 moving the Board's election to a time when it would incur either no cost or share in the cost with another agency. At the Board's work study session on October 26, 2009, the Board further discussed the election issue and suggested moving the election to November annually. By choosing this option, the Board's structure will remain relatively the same, with one or two seats on the election ballot annually.

**Discussion of Options:**

The Board may reject the above recommendation, remain with the annual May election, or choose either the even year November election or the odd year November election.

**Rationale for Proposal:**

This option allows the Board to be fiscally responsible, while still maintaining a similar Board structure.

***Strategic Plan Reference***

Nothing will take funding precedence over K-12 programs and services necessary to meet the mission and objectives.