

Agenda of Regular Meeting

The Board of Education Waverly Community Schools

A Regular Meeting of the Board of Education of Waverly Community Schools will be held May 17, 2021, beginning at 6:30 PM in the Virtual Online Meeting, 515 Snow Road, Lansing, MI 48917.

Join Zoom Meeting

<https://waverlyschools-net.zoom.us/j/89608429064>

Meeting ID: 896 0842 9064

One tap mobile

+13126266799,,89608429064# US (Chicago)

+19292056099,,89608429064# US (New York)

Dial by your location

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+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 896 0842 9064

Find your local number: <https://waverlyschools-net.zoom.us/j/89608429064>

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 Mary Ann Martin
- II. Special Presentation
William (Bill) Taft - Retired Waverly Coach and Physical Education Teacher
- III. Correspondence
- IV. Public Comment for Agenda Items, including the Reconfirmation of the District's Extended COVID-19 Learning Plan
- V. Board Member Comment
- VI. Approval of Agenda and Acceptance of All Reports

Recommendation: *To request a motion to approve the May 17, 2021 agenda as presented and accept all reports into discussion.*

VII. Approval of Consent Agenda Items

- A. Items listed below may be approved with one motion unless a board member requests than an item or items be removed for separate action.

1. Regular Meeting Minutes - April 19, 2021 3
Report #20-63, Human Resources Report, Personnel
Recommendations
Report #20-64, Finance Report, April 2021

Recommendation: *To request a motion to approve the consent agenda as presented.*

VIII. Committee Reports

IX. Presentation of Reports

A. Finance & Facilities

1. For Action - Report #20-65, Technology Equipment Purchase 19

Recommendation: *To request a motion to approve the purchase of technology equipment from Presidio, as per provided quote, in accordance with Board Policy 6320 (Purchasing).*

B. Personnel & Policy

1. Policy - First Reading - Michigan Local Policy Nondiscrimination/Anti-Harassment Policies Updates, Volume 35, No. 2 Policy Updates, EDGAR Revisions

C. Teaching & Learning

1. For Action - Report #20-66, Reconfirmation of Monthly Extended COVID-19 Learning Plan

Recommendation: *To request a motion to approve Report #20-65, the Reconfirmation of Monthly Extended COVID-19 Learning Plan.*

2. For Acton - Report #20-67, Out of State Field Trip 22

Recommendation: *To request a motion to approve Report #20-67, Waverly Marching Band and Choir Performances in Orlando, Florida from May 26, 2022 to May 31, 2022.*

X. Superintendent's Report

XI. Public Comment - Open Comment for District related items

XII. Other Board Business

XIII. Adjournment

Minutes of Regular Meeting

The Board of Trustees Waverly Community Schools

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was held online Monday, April 19, 2021, via Zoom. Board President Mary Ann Martin called the meeting to order at 6:31 PM and the pledge to the flag was led by Winans Elementary Principal, Tim Lyman.

Members Present: Mrs. Mary Ann Martin
 Mrs. Holly Nester
 Mrs. Amy Krause
 Mrs. Rhonda Sosnowski
 Mr. Christopher Beasley
 Mrs. Alicia Guevara Warren

Members Absent: Ms. Tamia McClain

Staff Present: Kelly Blake, Superintendent
 Evan Nuffer, Director of Finance
 Dr. Lara Slee, Director of Teaching & Learning
 Matthew Corliss, Director of Human Resources
 Tiffany Wright, Director of Special Services
 Ann Marie Lindsay
 Chris Huff
 Mike Moreno
 Molly Francis
 Shawn Lewis
 Tim Lyman
 Chris Smith
 Jeremy Miller
 Terri Collett-Such
 Matt Oppenheim
 Nealie Holmes
 Mary Whittet
 Breanna Hill

Others Present:

Correspondence: None

Public Comment, including the Reconfirmation of the District's Extended COVID-19 Learning Plan: None

Board Member Comment:

Member Guevara Warren thanked all Waverly staff members for their patience and continued dedication during this unprecedented time and appreciates the difficult decisions that have been made to help with the success and safety of our staff and students.

Member Nestor thanked Waverly staff for continuing to go above and beyond their normal duties during this time.

Member Martin expressed that she continues to be a proud Warrior during this time and credits the Administration and Principals as they continue their hard work and dedication. She also thanked the entire Waverly staff for once again, going above and beyond their duties.

Adoption of Agenda, and Acceptance of Reports

A motion was presented by Member Beasley and supported by Member Krause to adopt the April 19, 2021 agenda as presented and accept all reports.

Motion PASSED

Vote: Ayes - 6; Nays – 0; Absent – 1, Member McClain

Approval Consent Agenda

A motion was presented by Member Nester and supported by Member Guevara Warren to approve the consent agenda as presented.

- 1.Regular Rescheduled Meeting Minutes – March 15, 2021
- 2.Report #20-57, Human Resources Personnel Report
- 3.Report #20-58, Finance Report March 2021

Motion PASSED

Vote: Ayes - 6; Nays – 0; Absent – 1, Member McClain

Committee Reports:

None

For Action – Report #20-59, Adopt Resolution for Participation in the MSBO Bus Purchase Program and Approve the Purchase of Three (3) Buses from Midwest Transit

A motion was presented by Member Beasley and supported by Member Sosnowski to approve Report #20-59, adoption of MSBO Bus Purchase Program participation and purchase of three (3) school buses from Midwest Transit.

Motion PASSED

Vote: Ayes - 6; Nays – 0; Absent – 1, Member McClain

For Action – Report #20-60, Ingham Intermediate School District General Fund Budget Support Resolution

A motion was presented by Member Krause and supported by Member Nester to approve Report #20-60, the Ingham Intermediate School District General Fund Budget Support Resolution.

Motion PASSED

Vote: Ayes - 6; Nays – 0; Absent – 1, Member McClain

For Action – Report #20-61, Teamster Local Union No. 243 Tentative Agreement

A motion was presented by Member Guevara Warren and supported by Member Krause to approve Report #20-61, the Tentative Agreement as negotiated between the Teamster Local Union No. 243 and Waverly Board of Education as presented.

Motion PASSED

Vote: Ayes - 6; Nays – 0; Absent – 1, Member McClain

For Action – Report #20-62, Reconfirmation of the Monthly Extended COVID-19 Learning Plan

Superintendent Blake presented an overview of the Monthly Extended COVID-19 Learning Plan, reviewing the district plan moving forward starting April 26, 2021.

A motion was presented by Member Beasley and supported by Member Guevara Warren to approve Report #20-62, the reconfirmation of the Monthly Extended COVID-19 Learning Plan.

Motion PASSED

Vote: Ayes - 6; Nays – 0; Absent – 1, Member McClain

Superintendent's Report

Superintendent Blake reported:

- Due to a computer glitch in the DHHS system, the Pandemic EBT cards for Waverly Community Schools families was delayed. DHHS has confirmed that their system issue is resolved and families should start to receive the cards within a week or so.
- A big thank you to our Administrators and Principals for continually being available during Spring Break while on vacation and with their families to help with decisions of the district.
- The 2021-22 School Calendar has been approved and will be posted to our district website.
 - The first student day will be August 30, 2021
 - Winter break is December 20 – 31, 2021, students returning to school January 3, 2022
 - Spring Break is a week earlier due to state testing schedules. The dates are March 28 – April 1, 2022. Students return to school April 4th.
 - The last day of the 2021-22 school is year June 10th, and is a half day of school
- Thank you to all of our Administrative Assistants. Wednesday, April 21, 2021 is Administrative Professional Assistants Day. The district could not function without them.

- Mrs. Blake shared a video summarizing the May 4, 2021 Bond proposal. Mrs. Blake reminded all community member to vote. All information and videos are posted to our website under the “Bond” tab on our main page.

Public Comment – Open Comment for District Issues

None

Other Board Business:

None

Adjournment at: 6:58 PM

Respectfully submitted,

A handwritten signature in blue ink that reads "Amy Krause". The signature is written in a cursive, flowing style.

Amy Krause, Secretary
aml

Extended COVID-19 Learning Plan
Version: Strict Adherence to Legislation
Reconfirmation Meeting
Required Every Month After Initial Plan Approval

Agenda:

- Reconfirm how instruction is going to be delivered during the 20/21 school year
- Public comments from parents and/or guardians on the Extended Learning Plan
- Review weekly 2-way interaction rates

Reconfirmation Meeting for April 19, 2021

Reconfirm how instruction (Return to Learn Plan) is going to be delivered during the 20/21 school year:

(Recommendation: Explain in narrative form any modifications to the original Extended Learning Plan)

Continued Recommendation:

Colt, Elmwood & Winans

On March 1, approximately half of our students returned to in-person learning at Colt, Elmwood, and Winans five days per week. They attend school for a truncated day, while their peers at home continue with remote instruction.

East

On April 26, 2021, students who have chosen to come back will start five days per week. They will attend school for a truncated day, while their peers at home continue with remote instruction. This return date was delayed two weeks due to COVID metrics in the 10-19 age band.

Middle School & High School

On April 26, 2021, students who have chosen to come back will start. Given the complexities of secondary scheduling, it is critical to bring all staff back to work on-site. Secondary staff will be teaching in-person learners and remote learners simultaneously four days per week. Fridays will be synchronous remote instruction for all students. This return date was delayed two weeks due to COVID metrics in the 10-19 age band

-Transportation will be offered to qualified resident students. Students are required to wear a mask on the bus at all times.

-Online learning schedules will remain the same.

-Students who continue with remote learning will still be able to pick up food each Tuesday at WHS from 11:30-1:00.

-Students who are returning to in-person learning will take home a sack lunch each day.

-More detailed safety and mitigation details are listed in our ECOL on the district website.

Document Public Comments:

NA

Date	District Percentage
03/08 - 03/12	98%
03/15 - 03/19	97%
03/22 - 03/26	96%
03/29 - 04/02	95%

WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 17, 2021

Report #20-63

Subject: Personnel Report*

A. Employment – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Rylin Ruddick	2 nd Shift Custodian	Elmwood	\$14.03/hr	05/04/2021
Kimberly Whitfield	Para Educator	Middle School	\$15.57/hr	05/03/2021
Linda Reed	Bus Driver	Service Building	\$15.50/hr	05/17/2021

B. Transfer

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
Mashaun Trossel	Service Building Admin Assistant	Transportation Supervisor	5/24/2021

C. Resignation – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Reason</u>	<u>Effective</u>
Colten Wallace	FS Lunch Aide	Winans	Personal	5/13/2021

D. Resignation – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Reason</u>	<u>Effective</u>
Nicole Woodard	Special Education Teacher	Elmwood	Personal	6/11/2021

E. Leave of Absence

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Reason</u>	<u>Effective</u>
Ricki Mendoza	Food Service	Elmwood	Personal	4/26 – 6/10/21
Julie Bard	1 st Grade Teacher	Elmwood	Personal	2021-2022

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
MAY 17, 2021**

Report #20-64

FOR ACTION***

Subject:

Finance Report

Recommendation:

The Superintendent recommends the Board of Education review and approve the following report:

Financial Report:

The cash balance as of March 31, 2021 was \$8,005,826.71. Receipts during April, consisting of State Aid, property taxes, and other revenues in the amount of \$3,259,564.44 minus disbursements during April of \$2,833,131.09, left the district with a General Fund cash balance, as of March 31, 2021, of \$8,432,260.06, including \$1,500,000.00 from the issuance of a State Aid Note.

2020-21 General Fund revenues/transfers-in exceed expenditures/transfers-out by \$3,202,667. A summary of year to date activity in comparison to the original budget is included in the supporting documentation.

2020-21 Student Activity Fund revenues exceed expenditures by \$4,876. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

2020-21 Sinking Fund revenues exceed expenditures by \$632,831. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

2020-21 Public Improvement Fund revenues/transfers-in exceed expenditures/transfers-out by \$126. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

The balance of the 2019 Building and Site, Series III Bonds remaining to be allocated, including \$60,561 of accrued interest and proceeds from the sale of surplus equipment, is \$86,309. A summary of life to date activity is included in the supporting documentation

The balance of the 2021 Building and Site, Series IV Bonds remaining to be allocated, including \$69 of accrued interest, is \$3,398,858. A summary of life to date activity is included in the supporting documentation

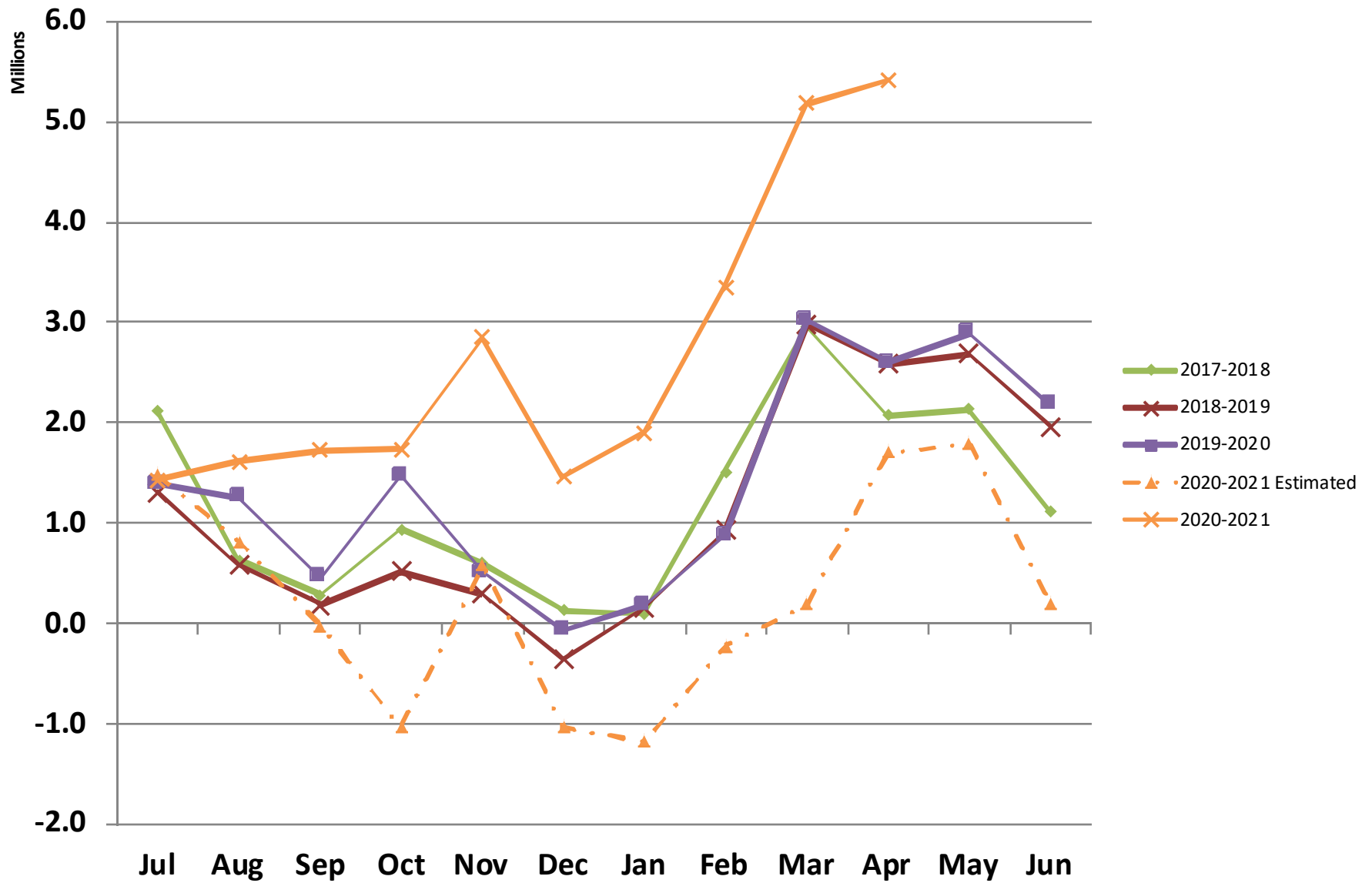
Waverly Community Schools

Finance Committee - Cash Position Report

For the Month Ended April 30, 2021

Balance on Hand March 31, 2021	8,005,826.71
Revenues	
State Aid	2,114,645.73
Taxes	23,989.92
Other Revenue	1,120,928.52
Interfund Transfers In	-
State Aid Note Proceeds	-
	<u>3,259,564.17</u>
Disbursements	
Payroll and Related Liabilities	(2,486,948.27)
Other Expenditures	(346,182.82)
State Aid Repayment	-
	<u>(2,833,131.09)</u>
Prior Month Adjustments During April 2021	0.27
Balance on Hand April 30, 2021	<u><u>8,432,260.06</u></u>
PNC Bank - General	8,314,384.86
MILAF	7,836.83
PNC Bank - Payroll	110,038.37
Comerica - Checking	-
	<u><u>8,432,260.06</u></u>
Difference	-

Waverly Community Schools Cash Flow Analysis (Monthly Lows)



Waverly Community Schools
General Fund - Budgetary Comparison Schedule
For the Month Ended April 30, 2021

	Revised Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	9,462,357	9,196,159	(266,198)	2.8%
State sources	22,983,488	14,625,748	(8,357,740)	36.4%
Federal sources	2,520,500	1,852,633	(667,867)	26.5%
Intergovernmental	3,512,224	2,494,861	(1,017,363)	29.0%
Transfers In	90,000	-	(90,000)	100.0%
Total revenue	38,568,569	28,169,401	(10,399,168)	27.0%
Expenditures				
Current:				
Instruction:				
Basic program	15,347,750	10,326,445	(5,021,305)	32.7%
Added needs	5,290,897	3,451,782	(1,839,115)	34.8%
Total instruction	20,638,647	13,778,227	(6,860,420)	33.2%
Support Services:				
Pupil	3,850,717	2,604,163	(1,246,553)	32.4%
Instructional staff	1,513,157	1,023,373	(489,784)	32.4%
General administration	423,908	304,828	(119,080)	28.1%
School administration	2,527,422	2,001,752	(525,670)	20.8%
Business	584,135	410,736	(173,399)	29.7%
Operations and maintenance	3,806,222	2,380,262	(1,425,960)	37.5%
Pupil transportation services	1,158,610	715,462	(443,148)	38.2%
Central	620,323	505,469	(114,854)	18.5%
Other	100,226	64,865	(35,361)	35.3%
Total support services	14,584,719	10,010,909	(4,573,810)	31.4%
Athletics	666,222	423,190	(243,032)	36.5%
Community services	-	1,548	1,548	0.0%
Non Publics	72,851	58,304	(14,547)	20.0%
Facility Acquisition	-	90	90	0.0%
Debt service:				
Principal	140,000	140,000	-	0.0%
Interest	6,300	6,300	-	0.0%
Capital outlay	44,500	67,807	23,307	-52.4%
Payments to other public schools	848,867	480,360	(368,506)	43.4%
Total expenditures	37,002,106	24,966,735	(12,035,371)	32.5%
Excess of Revenue (Under)Over Expenditures	1,566,463	3,202,667	4,085,167	
Transfers Out	350,000	-	(350,000)	100.0%
Change in Fund Balance	1,216,463	3,202,667	4,085,167	
Favorable Expenditure Variance (1.5%)	555,032			
Projected Change in Fund Balance	1,771,495			
Fund Balance - Beginning of year	4,127,772			
Fund Balance - End of year	5,899,267			
	15.9%			

Waverly Community Schools
Student Activity Fund - Budgetary Comparison Schedule
For the Month Ended April 30, 2021

	Revised Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	203,280	48,751	(154,429)	76.0%
State sources	-	-	-	0.0%
Federal sources	-	-	-	0.0%
Intergovernmental	-	-	-	0.0%
Transfers In	-	-	-	0.0%
Total revenue	203,280	48,751	(154,429)	76.0%
Expenditures				
Student Activities	129,854	30,591	(99,263)	76.4%
Athletics	80,953	13,285	(67,668)	83.6%
Total expenditures	210,806	43,876	(166,931)	79.2%
Excess of Revenue (Under)Over Expenditures	(7,526)	4,876	12,502	
Transfers Out	-	-	-	0.0%
Change in Fund Balance	(7,526)	4,876	12,502	
 Fund Balance - Beginning of year	 194,565	 194,565		
Fund Balance - End of year	187,039	199,441		

Waverly Community Schools
Sinking Fund - Budgetary Comparison Schedule
For the Month Ended April 30, 2021

	Original Budget	Actual	Over (Under) % Budget Available
Revenue			
Local sources	855,996	840,723	(15,273) 1.8%
State sources	-	-	- 0.0%
Federal sources	-	-	- 0.0%
Intergovernmental	-	-	- 0.0%
Transfers In	-	-	- 0.0%
Total revenue	855,996	840,723	(15,273) 1.8%
Expenditures			
Current:			
Support Services - Business	-	118	118 0.0%
Support Services - Central	-	-	- 0.0%
Facilities Acquisition, Construction and Improvements:			
Site Acquisition Services	-	-	- 0.0%
Site Improvement Services	-	-	- 0.0%
Architecture and Engineering Services	-	60,495	60,495 0.0%
Building Acquisition and Construction Services	-	-	- 0.0%
Building Improvement Services	217,416	147,279	(70,137) 32.3%
Other Acquisition and Construction Services	-	-	- 0.0%
Total expenditures	217,416	207,892	(9,524) 4.4%
Excess of Revenue (Under)Over Expenditures	638,580	632,831	(5,749)
Transfers Out	-	-	-
Net Change in Fund Balance	638,580	632,831	(5,749)
Fund Balance - Beginning of year	769,071	769,071	
Fund Balance - End of year	1,407,651	1,401,902	

Waverly Community Schools
Public Improvement Fund - Budgetary Comparison Schedule
For the Month Ended April 30, 2021

	Original Budget	Actual	Over (Under) % Budget Available
Revenue			
Local sources	14,462	126	(14,336) 99.1%
State sources	-	-	- 0.0%
Federal sources	-	-	- 0.0%
Intergovernmental	30,600	-	(30,600) 100.0%
Transfers In	-	-	- 0.0%
Total revenue	45,062	126	(44,936) 99.7%
Expenditures			
Current:			
Support Services - Business	-	-	- 0.0%
Support Services - Operations and Maintenance	28,856	-	(28,856) 100.0%
Support Services - Transportation	277,143	-	(277,143) 100.0%
Support Services - Central	-	-	- 0.0%
Facilities Acquisition, Construction and Improvements:			
Site Acquisition Services	-	-	- 0.0%
Site Improvement Services	-	-	- 0.0%
Architecture and Engineering Services	-	-	- 0.0%
Building Acquisition and Construction Services	-	-	- 0.0%
Building Improvement Services	-	-	- 0.0%
Other Acquisition and Construction Services	-	-	- 0.0%
Total expenditures	305,999	-	(305,999) 100.0%
Excess of Revenue (Under)Over Expenditures	(260,937)	126	261,063
Transfers Out	-	-	-
Net Change in Fund Balance	(260,937)	126	261,063
Fund Balance - Beginning of year	499,021	499,021	
Fund Balance - End of year	238,084	499,147	

Waverly Community Schools
2019 Building and Site Bonds, Series III
Budget Summary
As of April 30, 2021

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	-	-	-	-
Site Improvements	-	-	-	-
Technology Infrastructure	-	-	-	-
Construction Base Budget Subtotal	-	-	-	-
Technology Equipment - Contract				
Interactive Classroom	-	-	-	-
Network Equipment	-	22,277	-	(22,277)
Wireless Network	-	77,590	-	(77,590)
Phone System	-	-	-	-
AV Systems	-	-	-	-
Video Distribution/Video Production	-	-	-	-
Tech Equipment Contract Subtotal	-	99,867	-	(99,867)
Technology Equipment - Owner PO				
Computers/Mobile Devices	901,471	556,140	3,170	342,161
Servers/Backend Systems	-	-	-	-
Printers	81,929	82,404	-	(475)
AV Equipment	-	10,201	-	(10,201)
Non-Instructional Equipment (from FFE)	-	35,930	-	(35,930)
Tech Equipment Owner PO Subtotal	983,400	684,675	3,170	295,555
District				
Loose Equipment (Furniture & Transportation)	-	-	-	-
Project Contingency	-	-	-	-
Owner GC/Contingency/Issuance Costs	13,600	22,400	-	(8,800)
Field General Conditions	-	-	-	-
Architect	-	161,141	-	(161,141)
Tech Design/Construction Mgr	-	-	-	-
District Subtotal	13,600	183,541	-	(169,941)
Totals	997,000	968,083	3,170	25,747
Bank Interest/Proceeds				60,561
Total Available				86,309

Waverly Community Schools
2021 Building and Site Bonds, Series IV
Budget Summary
As of April 30, 2021

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	-	-	-	-
Site Improvements	-	-	-	-
Technology Infrastructure	-	-	-	-
Construction Base Budget Subtotal	-	-	-	-
Technology Equipment - Contract				
Interactive Classroom	-	-	-	-
Network Equipment	-	-	-	-
Wireless Network	-	-	-	-
Phone System	-	-	-	-
AV Systems	-	-	-	-
Video Distribution/Video Production	-	-	-	-
Tech Equipment Contract Subtotal	-	-	-	-
Technology Equipment - Owner PO				
Computers/Mobile Devices	-	-	-	-
Servers/Backend Systems	-	-	-	-
Printers	-	-	-	-
AV Equipment	-	-	-	-
Non-Instructional Equipment (from FFE)	-	-	-	-
Tech Equipment Owner PO Subtotal	-	-	-	-
District				
Loose Equipment (Furniture & Transportation)	-	-	-	-
Project Contingency	-	-	-	-
Owner GC/Contingency/Issuance Costs	3,435,000	36,211	-	3,398,789
Field General Conditions	-	-	-	-
Architect	-	-	-	-
Tech Design/Construction Mgr	-	-	-	-
District Subtotal	3,435,000	36,211	-	3,398,789
Totals	3,435,000	36,211	-	3,398,789
Bank Interest/Proceeds				69
Total Available				3,398,858

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
MAY 17, 2021**

Report #20-65

FOR ACTION

Subject:

Technology Equipment Purchase Recommendation

Recommendation:

The Superintendent recommends the Board of Education approve the purchase of technology equipment from Presidio, as per the attached quote, in accordance with Board Policy 6320 (Purchasing).

Statement of Purpose:

The purpose of this recommendation is to replace technology devices for teachers of students with disabilities.

Budget Impact:

The total cost of this recommendation is not to exceed Forty-Nine Thousand Sixty and 00/100 Dollars (\$49,060.00). This purchase will be funded with the proceeds from the sale of \$3,500,000 Building and Site, Series IV bonds. The total cost of this recommendation is within the long-term budget plan for these purchases.

Historical Information:

On May 7, 2013 a special election was held for the purpose of proposing a ballot question to authorize Waverly Community Schools to borrow the sum of \$18,470,000 and issue its general obligation unlimited tax bonds therefor, in one or more series for the purpose of acquiring and installing instructional technology for school buildings; equipping and re-equipping school buildings for instructional technology; partially remodeling, equipping and re-equipping and furnishing and refurnishing school facilities; purchasing school buses; and developing, improving and equipping sites. The ballot proposal having received sufficient votes was approved.

REMC purchases save schools time and money by providing bids compliant with the Revised School Code, allowing schools to buy without bidding independently.

Rationale for Recommendation:

The rationale for this recommendation is to replace Special Educatoin teacher chromebook devices that are being used for the District's continuity of learning plan. Chromebooks have not been able to simultaneously run all the necessary applications needed for these teachers and many of the devices currently deployed are approaching the end of their useful life.

Strategic Plan Reference:

We will enhance and implement the tools and instruction to develop each student's proficiency in 21st century technology.

TO: Waverly Community Schools
Jon Harpst
515 Snow Rd.
Lansing, MI 48917

rharpst@inghamisd.org
(p) 517-319-3014

FROM: Presidio Networked Solutions Group, LLC
Bri Hartline
6355 East Paris Ave
Caledonia, MI 49316-9139

bhartline@presidio.com
(p) 248.468.0733

Customer#: WAVER002
Account Manager: Bri Hartline
Inside Sales Rep: Todd Steichen
Title: REMC21_Latitude 3520_POID

Contract Vehicle: Michigan REMC SAVE 2021 Device Purchasing-Dell

#	Part #	Description	Unit Price	Qty	Ext Price
1	Dell Hardware	Dell Latitude 3520: i5-1135G7, 8GB RAM, M.2 256GB SSD Drive, 53 Whr 8+ hour battery, 10/100/1000, 65W adapter Type-C, Dual band AC Wireless, 3.95 lbs, 15.6" FHD 1920 x 1080 anti-glare, non touch display, (1) USB-C w/power & DP, (2) USB 3.2 (one with powershare), universal audio, DP over USB-C and HDMI, 720p webcam, Full-size standard keyboard, Touchpad, Windows 10 Professional, Dell 1/1/0 one year mail-in warranty. Please contact Presidio to verify delivery times. Comments: 21220600 3000082373812.1	\$566.00	55	\$31,130.00
2	Dell hardware	Dell Dock- WD19S 130 Watt AC Adapter 90 Watt PD (no 3.5mm port) Comments: 21221152 3000079835372.1	\$179.00	55	\$9,845.00
3	Dell hardware	Dell 22 Monitor - E2220H, 54.7cm (21.5") Comments: 3000079838055.1	\$88.00	55	\$4,840.00
4	Dell hardware	Dell Wireless Desktop Keyboard and Mouse KM636 Comments: 3000079831285.1	\$33.00	55	\$1,815.00
5	Dell hardware	Dell Pro Slim Briefcase 15 (PO1520CS) Comments: 3000079831644.1	\$26.00	55	\$1,430.00

Sub Total:		\$49,060.00
Grand Total:		\$49,060.00

This quote is governed by Terms and Conditions of REMC SAVE 2021 Device Purchasing Contract - Dell
Standard-Terms-for-Purchase-of-Services or Goods
Quote valid for 30 days from date shown above.
All prices subject to change without notice. Supply subject to availability.

Purchase Order should be issued to:
Presidio Networked Solutions Group LLC
6355 East Paris Ave
Caledonia, MI 49316

Pursuant to this contract your PO must reflect the following contract:
REMC SAVE 2021 Device Purchasing Contract - Dell

Tax ID# 76-0515249; Size Business: Large; CAGE Code: OKD05; DUNS#11-436-9671; CEC 15-506005G
Credit: Net 30 days (all credit terms subject to prior Presidio credit department approval)
Delivery: FOB Terms Destination

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 17, 2021**

Report #20-67

FOR ACTION

Subject:

Student Trip - Waverly Marching Band and Choir Performances in Orlando, Florida

Recommendation:

Superintendent recommends approval of the Waverly Marching and Band and Choir trip to Orlando Florida from May 26, 2022 to May 31, 2022.

Background Information:

Students will visit:

- Orlando, Florida

PROPOSAL FOR OVERNIGHT/EXTENDED STUDENT TRIPS

Type of trip **Waverly Marching Band and Choir Performances in Orlando, Florida**

Proposed Departure Date **Thursday, May 26, 2022 9 AM** Return Date **Tuesday, May 31, 2022 8:30PM**

Proposer **David Gorbe/Kaleb Lenneman/Chris Onze** Position **Band/Choir/Orch. Directors**

Date by which response is needed **ASAP** Proposal Date **April 26, 2021**

A. Purpose

1. What is the major place to be visited or event to be attended?

Performances and workshops at one of the Disney parks in Orlando, Florida.

2. How is the trip related to the educational program of the District?

The band/orchestra workshop is a recording studio experience (called "You're Instrumental") that gives the students a chance to record music set to a Disney animated film excerpt. The choir workshop is focused on stylistic interpretation and vocal dynamics long associated with Disney live performances and soundtracks. The marching, orchestra, and choir performances give the students a chance to perform in a famous venue in front of a large crowd.

3. In what ways will the students benefit?

The workshops will give the students a glimpse of a career in music performance, as well as giving them a chance to perform in a very famous venue (most likely the magic kingdom).

4. In what ways will the District benefit?

The trip is good publicity and strengthens and promotes our music programs.

5. How will the trip be evaluated to determine the extent to which these benefits were realized?

We will use feedback from students and parents.

B. Students and Staff

1. Which students (grade, class, or organization) will be going?

HS Marching Band students, orchestra students, and choir students.

B. Students and Staff (cont'd)

2. How many students in total?

Our goal is 80 students. There may be less or more, depending on how many choose to go.

3. How many students are currently experiencing academic problems?

None to my knowledge. This is difficult to gauge since the trip is 14 months away.

4. Which staff member will be in charge?

David Gorbe, Kaleb Lenneman, and Christopher Onze.

5. What previous experience has the staff member had in conducting overnight or extended field trips?

Mr. Gorbe has taken students to NY City in 2012 and 2016 and to Florida in 2014. Mr. Gorbe and Mr. Lenneman took students to Florida in 2018.

6. What other staff members will be going?

Unsure at this time if any will chaperone.

7. How many chaperones, in addition to staff members, will be going?

12-15 or more.

8. What are their names and affiliations with the students?

Band Boosters and other parents of students going on the trip.

9. How many school days will be missed?

Three: Thursday, May 26, 2022, Friday, May 27, 2022 and Tuesday, May 31, 2022. Monday is Memorial Day.

10. How will teachers be advised in advance that the students will be out of school?

Lists will be sent via school email as early as possible, which could be as many as 60 days before the trip.

C. School Work

1. How will missed work be made up?

Arrangements can be made to do work early if possible, or students can catch up during band class when we return from the trip.

2. What special assistance will be provided students with academic problems?

Study help after school or at lunch with peers and upperclassmen. They could also use our after school sessions/pride hour provided by the district.

D. Itinerary

1. What is the destination?

Orlando, Florida.

2. What will be the mode of transportation? What liability insurance does the carrier have?

Motor coaches arranged through Educational Tours, which carries \$3,000,000 liability insurance. I will enclose their insurance information sheet they provided with the itinerary.

3. Where will the group be housed and fed?

The hotel is yet to be determined, but Educational Tours always does well in setting those up for us. Meals at various locations in the Disney and Universal parks.

D. Itinerary (cont'd)

4. What enroute or supplementary activities are planned?

Epcot, Animal Kingdom, Hollywood Studios, Blizzard Beach, Disney's Magic Kingdom, Universal Studios.

5. What arrangements have been made for dealing with emergency situations?

We are provided with a tour manager that travels with us while in Orlando. We will also carry our own emergency medical forms for each student.

6. If tour guides are involved, what liability insurance do they carry?

\$4,000,000 liability insurance as well as travel protection.

E. Finances

1. What is the estimated total cost and cost per student?

Cost per student is estimated at \$1336 but may fluctuate depending on the actual number of participants. The more seats we fill on the buses, the less each individual has to pay.

2. What is the source of funds?

Student activity accounts are set up after a band student has participated in a fund raiser and are available to the student to pay for trips and band camp. Choir and orchestra have a similar procedure. Parents pay the difference.

3. How will the funds be collected and safeguarded?

Any money raised in fundraising will be paid from the boosters to ETI. The rest of the payments are made by the parents/guardians directly to ETI through their website or through mailed in checks directly to the company.

4. How will any shortfall be made up or excess funds used?

The Band Boosters general fund will help with shortfalls. Excess, if any, will be placed back in the individual student activity accounts.

5. What provision has been made for students who are financially unable to pay any necessary costs?

Our booster programs offer many fundraising opportunities from the time students are in beginning band/choir all the way through HS. Students may also apply for scholarships through the SYTA Youth Foundation at www.sytayouthfoundation.org.

F. Communications

1. How will you communicate to parents prior to, during, and after the trip?

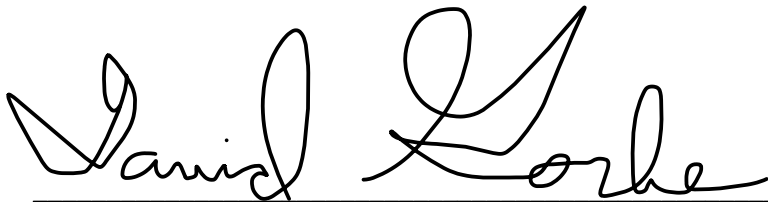
Through newsletters, our band website, Facebook, and parent meetings.

2. List telephone numbers at destination and where group will be housed.

Not available yet. Will be sent when available.

3. What information will be provided to the media and the community?

A press release will be provided, and the booster newsletters and band website will also provide information.



Signature of the Requestor

4/27/21

Date

Approved:

Principal

Date

Board of Education

Date