

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 January 22, 2024, beginning at 6:00 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 - Superintendent Kelly Blake

- II. Organizational Meeting Activities
 - A. For Action - Report #23- 39, Election of Officers 4
Recommendation: To request a motion to accept Report #23-39, the Slate of Officers as presented.

 - B. For Action - Report #23-40, Board Member Committee Appointments 12
Recommendation: To request a motion to approve Report #23-40, the 2024 Board Member Committee Appointments.

- III. Special Presentations
 - A. School Board Recognition

- IV. Correspondence 1

V. Public Comment for Agenda Items

VI. Board Member Comment

VII. Approval of Agenda and Acceptance of all Reports

Recommendation: To request a motion to approve the January 22, 2024 agenda as presented and accept all reports into discussion.

VIII. Approval of Consent Agenda Items

15

Items listed below may be approved with one motion unless a board member requests that an item be removed for separate action.

Special Meeting Minutes - December 12, 2023
Regular Board Meeting Minutes - December 18, 2023
Report #23-41, HR Personnel Report
Report #23-42, Finance Report

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

IX. Committee Meetings

X. Presentation of Reports

A. Teaching & Learning

1. For Action - Report #23-43, Approval of Waverly High School 2024-25 Program of Studies - 2ND READING.

32

Recommendation: To request a motion to approve Report #23-43, the Waverly High School 2024-25 Program of Studies as presented.

B. Finance and Operations

1. Report #23-44, Furniture Purchase Recommendation - New Cafeteria Tables for East Intermediate 33

Recommendation: To request a motion to approve Report #23-44, furniture purchase from Great Lakes Furniture Supply, in accordance with Board Policy 6320 (Purchasing).

XI. Superintendent's Report

XII. Other Board Business

XIII. Adjournment

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
January 22, 2024**

Report #23-39

Subject: Election of Officers

Policy 0152 – Bylaws of the Board – states:

“The Board shall elect a President and Vice President, as well as a Secretary, Treasurer, and Vice Secretary/Treasurer.

Election of officers shall be by a majority of the full Board. Where no such majority exists on the first ballot vote, a second vote shall be cast for the two (2) candidates who received the greatest number of ballot votes.

Except for those appointed to fill a vacancy, officers shall serve for one (1) year and until their respective successors are elected and shall qualify.”

Designated offices and duties of each office are included in the Bylaws of the Board as listed below:

- Bylaw 0171.1 – President
- Bylaw 0171.2 – Vice President
- Bylaw 0171.3 – Secretary
- Bylaw 0171.4 – Treasurer
- Bylaw 0171.5 – Vice Secretary/Treasurer

0171.1 - PRESIDENT

The President of the Board of Education shall:

- A. preside at meetings of the Board;
- B. cause an action to be prosecuted in the name of the District on the Treasurer's bond in case of a breach of a condition of the bond;
- C. perform other duties appropriate to the office of the President.

0171.2 - VICE-PRESIDENT

The Vice-President of the Board of Education shall:

- A. preside at meetings of the Board when the President is not able to attend;
- B. perform other duties appropriate to the office of Vice-President as the Board determines;
- C. in case of a vacancy in the office of President, succeed to the office of President for the balance of the unexpired term.

0171.3 - **SECRETARY**

The Secretary of the Board of Education shall:

- A. act as clerk at meetings of the Board;
- B. record and sign the minutes of meetings, orders, resolutions, and other proceedings of the Board in proper record books;
- C. be the chief election officer of the District with authority to delegate election duties to a member of the administrative staff;
- D. prepare the annual report of the District and other reports required by the State Board;
- E. preserve and file copies of reports, books, papers, and other documents belonging to the office of the secretary or to the School District, and deliver them to a successor in office;
- F. perform other duties required by law or by the Board.

0171.4 - **TREASURER**

The Treasurer of the Board of Education shall:

- A. have care and custody of all monies of the School District and the Treasurer shall deposit funds of the District with a bank or banking corporation or trust company designated by the Board in the proportion and manner directed by the Board;
- B. keep proper books of account;
- C. keep an account of interest received from invested school funds, and credit interest received to the appropriate fund accounts;
- D. pay out funds for the purposes specified by law, or, in the case of gifts or donations for the purposes for which the money is given or donated, on proper orders signed by the Secretary and countersigned by the President of the Board;
- E. perform other duties the Board may prescribe in its bylaws relating to the administration of School District funds.

0171.5 - **VICE SECRETARY/TREASURER**

The Vice Secretary-Treasurer of the Board of Education shall:

- A. perform other duties appropriate to the offices of Secretary and Treasurer as the Board determines;
- B. in case of vacancy in the office of Secretary or Treasurer, succeed to the office of Secretary or Treasurer for the balance of the unexpired term.

Board of Education Election of Officers Process

- Nomination for Office
- Acceptance of Nomination
- If more than one person is nominated/accepts, then a vote by anonymous individual votes
- All five (5) offices are voted upon and become a slate of candidates
- Motion to accept the slate, with support
- Vote on the motion
- If motion passes, officers are elected
- If motion fails, process begins again

BOARD OF EDUCATION OFFICER NOMINATIONS

President: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for President? _____

President: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for President? _____

Vice President: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for Vice President? _____

Vice President: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for Vice President? _____

Secretary: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for Secretary? _____

Secretary: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for Secretary? _____

Treasurer: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for Treasurer? _____

Treasurer: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for Treasurer? _____

Vice Secretary/Treasurer: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for Vice Secretary/Treasurer? _____

Vice Secretary/Treasurer: Member _____ nominated Member _____

and Member _____ supported the nomination.

Member _____ do you accept the nomination? _____

Any other nominations for vice Secretary/Treasurer? _____

SLATE OF OFFICERS & TRUSTEES MOTION:

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____

Vice Secretary/Treasurer: _____

Trustee: _____

Trustee: _____

A motion was made by Member _____ and supported by Member _____ to accept the slate of officers.

Discussion:

VOTE: Ayes: _____ Nays: _____

Motion: _____

Pledge

In support of the Waverly Community Schools' Board of Education Goals and with the deepest sense of responsibility and conviction we, the members of the Waverly Community Schools Board of Education, pledge the following:

- To understand our authority exists only when acting collectively with fellow board members.
- That our authority is derived from the obligated to serve the interests of our entire community.
- To exemplify ethical behavior and conduct that is above reproach.
- To engage in an ongoing process of board development and education and continuous improvement.
- To be prepared to participate in open, honest and civil deliberation with and among my colleagues.
- To vote my conscience for the good of the school district and the community, and to support the decisions and policies we make.
- To honor the division of responsibility between the board, the superintendent and staff.
- To contribute in creating a spirit of true cooperation and mutually supportive relationships within our community.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
January 22, 2024**

Report #23-40

FOR ACTION

Subject: Board Member Appointments

The Superintendent recommends the Board of Education authorize the Board President to appoint Board Members to the following:

Advisory Committees:

- Personnel & Policy
- Finance & Facilities
- Teaching & Learning
- Capital Improvement Projects Committee
- Advocacy and Outreach Committee
- Special Education Committee

MASB Delegate/Alternate

MASB LRN Representative/Alternate

ISOA Representative/Alternate

Township Liaison:

- Delta/Lansing
- Windsor/Watertown

Parliamentarian

WMHIP Trustee/Alternate

Statement of Purpose/Issue:

By changing the annual election to November, the Board will elect new officers and make appointments at the first meeting held in January each year.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION COMMITTEES
January 1, 2024 – December 31, 2024**

PERSONNEL & POLICY ADVISORY COMMITTEE:

Name: _____
Name: _____
Name: _____

FINANCE & FACILITIES ADVISORY COMMITTEE:

Name: _____
Name: _____
Name: _____

TEACHING & LEARNING ADVISORY COMMITTEE:

Name: _____
Name: _____
Name: _____

CAPITAL IMPROVEMENT PROJECTS ADVISORY COMMITTEE:

Name: _____
Name: _____
Name: _____

ADVOCACY & OUTREACH COMMITTEE:

Name: _____
Name: _____
Name: _____

SPECIAL EDUCATION COMMITTEE:

Name: _____
Name: _____
Name: _____

MASB – Delegate: _____

MASB – Alternate: _____

MASB – LRN – Representative: _____

MASB – LRN – Alternate: _____

ISOA Representative: _____

ISOA – Alternate: _____

Township Liaisons:

Delta/Lansing - _____

Windsor/Watertown - _____

Parliamentarian: _____

WMHIP Trustee: _____

WMHIP Alternate: _____

Minutes of Special Meeting (Student Discipline)

The Board of Trustees

Waverly Community Schools

A Special (Student Discipline) meeting of the Waverly Community Schools Board of Education was held Tuesday, December 12, 2023 at the Administration Building, located at 515 Snow Rd., Lansing, MI 48917.

Members Present: Alicia Guevara Warren
Amy Krause
Cathy Pike
Vince Perkins

Members Absent: Holly Nester
Mary Ann Martin
Deborah Lopez

Staff Present:
Chris Huff, Interim Director of Teaching & Learning
Shawn Lewis, Director of School Culture
Anthony Terranova, High School Principal
Ann Marie Lindsay

The meeting was called to order at 3:00 pm by President Guevara Warren. The parents of Student A previously declined attending this meeting and they and Student A were not in attendance.

Chris Huff reviewed the charges against Student A as well as state guidelines in student discipline and the proposed student discipline resolution details.

Superintendent Blake read the proposed Student Discipline Board Resolution for Student A.

A motion was presented by Member Perkins and supported by Member Pike to approve the Board Resolution for Student Discipline for Student A.

Roll Call Vote: A. Krause – Yes
C. Pike – Yes
V. Perkins – Yes
A. Guevara Warren - Yes

Motion PASSED

**Vote: Ayes – 4; Nays – 0; Absent – 3 – Member Nester, Member Martin;
Member Lopez**

President Guevara Warren adjourned the meeting at 3:12 pm.

Respectfully submitted,

Vincent Perkins, Secretary
aml

Minutes of Regular Meeting

The Board of Trustees Waverly Community Schools

Opening of Meeting

The regular monthly meeting of the Waverly Community Schools Board of Education was held on Monday, December 18, 2023 in the Waverly Board of Education Meeting Room, located at 515 Snow Rd., Lansing, MI 48917. President Guevara Warren called the meeting to order at 6:00 PM. The pledge to the flag was led by Board Member Mary Ann Martin.

Members Present: Alicia Guevara Warren
 Vince Perkins
 Deborah Lopez
 Cathy Pike
 Holly Nester
 Amy Krause
 Mary Ann Martin

Members Absent: None

Staff Present: Kelly Blake, Superintendent
 Evan Nuffer, Director of Finance & Facilities
 Micky Savage, Director of Human Resources
 Jon Harpst, Director of IT
 Tiffany Wright, Director of Student Services
 Shawn Lewis, Director of School Culture
 Ann Marie Lindsay
 Tim Lyman
 Tony Terranova
 Bernard Colton
 Doreatha Rusher
 Allison Orwat
 Jeff Parks
 Chuck Tolhurst
 Leo Blundell
 Todd Simon
 Cheryl Kelley

Special Presentation

Mary Ann Martin Retirement

- Waverly Board of Education Member, Mary Ann Martin, announced her retirement from the Waverly Board of Education effective January 8, 2024. Member Martin thanked Waverly Community Schools for the opportunity to represent and service this community.

- Superintendent Kelly Blake presented Trustee Mary Ann Martin with a retirement plaque for her 21 years of service and loyalty to Waverly Community Schools. Member Martin was honored by each of the Waverly Schools for her outstanding commitment to our students, staff and community. She was also presented the “Ultimate Warrior” award.

Jackson Norman, Elmwood 2nd Grade student, read a short-story he wrote and illustrated to highlight the success of the Elementary EL Education curriculum Waverly adopted. His story was a compare/contrast research story regarding schools in India compared to Elmwood Elementary.

Correspondence:

None

Public Comment for Agenda Items:

None

Board Member Comment:

Member Krause:

- Congratulated Member Martin on her retirement and thanked her for her many years of service as a Waverly BOE member.
- Thanked Jackson Norman for sharing his story with the Board.
- Excited to be able to be part of “book signing” by the students.
- Construction at the High School is progressing well.

Member Pike:

- Congratulated Member Martin on her retirement and thanked her for her commitment to Waverly Community Schools.
- Congratulated Jackson Norman on his amazing short story that he shared with the Board.
- Very impressed with the implementation and success of the recently adopted EL Education curriculum in our elementary schools.

Member Perkins:

- Congratulated Member Martin on her retirement and thanked her for her hard work while serving on the Waverly Board of Education.
- Thanked Jackson Norman for sharing his story with the Board.
- Congratulated Waverly High School teacher, David Gorbe, for receiving the Michigan Lottery Excellence in Education award.

Member Nestor:

- Thanked member Martin for her 21 years of dedication to Waverly Community Schools and enjoyed serving on the Board of Education with her.
- Thanked Jackson Norman for sharing his story and awesome pictures from his book.

Member Martin:

- Thanked all in attendance for coming to honor her years of service on the Waverly Board of Education and to share in her retirement.

Member Lopez:

- Congratulated Member Martin on her retirement and thanked her for her commitment and work for Waverly Community Schools.
- Thanked Jackson Norman for sharing his story with the Board, teachers at Elmwood for their hard work and Doreatha Rusher for her hard work as Elmwood Assistant Principal.
- Have completed all school visits except for East Intermediate, which is scheduled for January 2024, and have met staff new to leadership roles in each building. Gave an update on events and activities at each building; Straight Talk anti-drug assembly at WHS, staff mentoring opportunities at WHS, community platform at the HS and tutorials for parents to review Google Docs, PS, etc., the elementary book signings, Winans student mentorship with our HS basketball team, Colt ECEC in-house visits for parents of the younger students.
- Excited for the positive changes at the Middle School, ex., more electives offered, staff recognition, student incentives. There are lots of opportunities for parent involvement in the building.
- Community members who no longer have students attending the district would like to be notified of the district activities, events and fundraising opportunities to be able to support the district.
- Shout-out to School Resource Officer, Troy Hansbarger, who is doing an amazing job.

Member Guevara Warren:

- Thanked Mary Ann Martin for her 21 years of service on the Waverly Board of Education and will be greatly missed.
- Wished everyone an enjoyable holiday season.

Approval of Agenda and Acceptance of Reports

A motion was presented by Member Pike and supported by Member Perkins to adopt the December 18, 2023 agenda as presented and accept all reports into discussion.

Motion PASSED

Vote: Ayes – 7; Nays – 0; Absent – 0

Approval Consent Agenda Items

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

Motion PASSED

Vote: Ayes – 7; Nays – 0; Absent – 0

Committee Meetings

Member Pike reviewed the recent Finance & Facilities committee meeting. Highlights include:

- The October 2023 Pupil count was reviewed.
- Discussed student enrollment and enrollment stabilization funding.
- Next steps for the proposed May 2024 special election.
- Reviewed the budgets for the upcoming construction projects.
- All current projects are within budget with the exception of the High School athletic projects.
- All school vehicles, except school buses, will be equipped with an electronic monitoring system.
- Lots of discussion and review of data regarding student enrollment.

Member Lopez reviewed the recent Teaching & Learning committee meeting. Highlights include:

- Waverly Middle School is no longer on the Target for Support and Intervention list and there is an action plan to help continue the success at the Middle School.
- Working on a math curriculum and a reproductive health curriculum and parent involvement is encouraged.
- Continue to remind parents, via email and phone calls, to participate in the Accreditation survey.
- Implicit bias training continues in the district for all staff.
- Discussion on inclusive and equitable learning environments within the district.

PRESENTATION OF REPORTS

For Action – Report #23-34, Waverly Board of Education Working Agreements

A motion was presented by Member Krause and supported by Member Pike to approve the proposed Board of Education working agreements as listed.

Motion PASSED

Vote: Ayes – 7; Nays – 0; Absent – 0

Finance and Facilities

For Action – Report #23-35, 2022 Building and Site, Series I – Abatement Award Recommendation

A motion was presented by Members Pike and supported by Member Nester to approve awards to the lowest responsible bidder(s) from Bid Package – Asbestos Abatement.

Motion PASSED

Vote: Ayes – 7; Nays – 0; Absent – 0

For Action – Report #23-36, Special Election on Tuesday, May 7, 2024

A motion was presented by Member Mary Ann Martin and supported by Member Krause to approve the resolution to call for a special election to be held on May 7, 2024 for the purpose of asking voters to approve additional funding to complete our capital improvement projects.

Motion PASSED

Vote: Ayes – 7; Nays – 0; Absent – 0

For Action – Report #23-37, High School Auditorium Bid Package

A motion was presented by Member Mary Ann Martin and supported by Member Lopez to approve awards to the lowest responsible bidder(s) from Bid Package – High School Auditorium.

Motion PASSED

Vote: Ayes – 7; Nays – 0; Absent – 0

Teaching and Learning

High School Principal, Tony Terranova, reviewed the proposed 2024-25 Waverly High School Program of Studies. This will be brought for action to approve at the January 2024 meeting.

Superintendent's Report:

Superintendent Blake:

- Distributed the E3 Consent to Treatment to Board members as required by the grant.
- Winter break will be from December 23, 2023 – January 7, 2024.
- The music collage concert is scheduled Wednesday, December 20th at 7 pm in the High School auditorium.

Public Comment – Open Comment for District Issues

Dan Moreno Jr., gave an update of the community youth soccer program for Waverly students. Mr. Moreno thanked Winans for letting the area teams practice on their playground.

Susan Ruegsegger, former Waverly School Nurse, voiced concern on the lack of resources for school nurses to succeed at their duties. She asked the Board of Education to review funding to help add resources to Waverly Community Schools for health training for staff to be comfortable with and successful in their duties. Mrs. Ruegsegger.

Other Board Business:

Member Martin stated that school nurses are a vital part of student health and school success.

The meeting adjourned at 7:20 pm.

Respectfully submitted,

Vincent Perkins, Secretary
aml

WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION REGULAR MEETING
January 22, 2024

Report #23-41

Subject: Personnel Report

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Sarah Slovinski	2 nd Grade Teacher	Elmwood Ele	MA/BA36 Step 1/\$46,458	1/11/2024
Brian Surtman	5 th Grade Teacher	East Intermediate	BA Step 1/\$43,478	1/16/2024
Kelsie Beeler	Spec Ed Co-Teacher	Middle School	BA Step 1/\$43,478	1/29/2024

B. Employment – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
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C. Resignation – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Brittany Coder	Science Teacher	High School	1/5/2024
Denise Noble	Special Education Teacher	Middle School	1/5/2024
Jeff Boyer	Math Teacher	Middle School	1/8/2024

D. Resignation – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Julia Puente	Food Service	High School	12/18/2023
Tiffany Guild	Spec Ed Para Educator	High School	12/22/2023
Shanice Moore	Spec Ed Para Educator	High School	12/22/2023
Lisa K Rodriguez	Backup Bus Driver	Service Building	1/5/2024
Debra Maloney	Food Service	Elmwood Ele	1/8/2024

E. Staff Transfer

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
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F. Retirement– Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Trudy Cotter	English Teacher	High School	6/30/2024

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
JANUARY 22, 2024**

Report #23-42

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 November 30, 2023, was \$6,026,648.55. Receipts during December, consisting of State aid, property taxes and other revenues/transfers-in in the amount of \$5,317,937.13 minus disbursements during December of \$7,265,522.35, left the district with a General Fund cash balance, as of December 31, 2023, of \$4,079,063.33.

2023-24 General Fund expenditures/transfers-out exceed revenues/transfers-in by \$4,232,837. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

2023-24 Student Activity Fund revenues/transfers-in exceed expenditures/transfers-out by \$23,737. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

2023-24 Sinking Fund revenues exceed expenditures by \$518,651. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

2023-24 Public Improvement Fund expenditures/transfers-out exceed revenues/transfers-in by \$325,520. A summary of year to date activity in comparison to the budget is included in the supporting documentation.

The balance of the 2021 Building and Site, Series IV Bonds remaining to be allocated, including \$39,100 of accrued interest, is \$142,999. A summary of life to date activity is included in the supporting documentation

The balance of the 2022 Building and Site, Series I Bonds remaining to be allocated, including \$2,205,785 of accrued interest/change in market value, is \$0. A summary of life to date activity is included in the supporting documentation

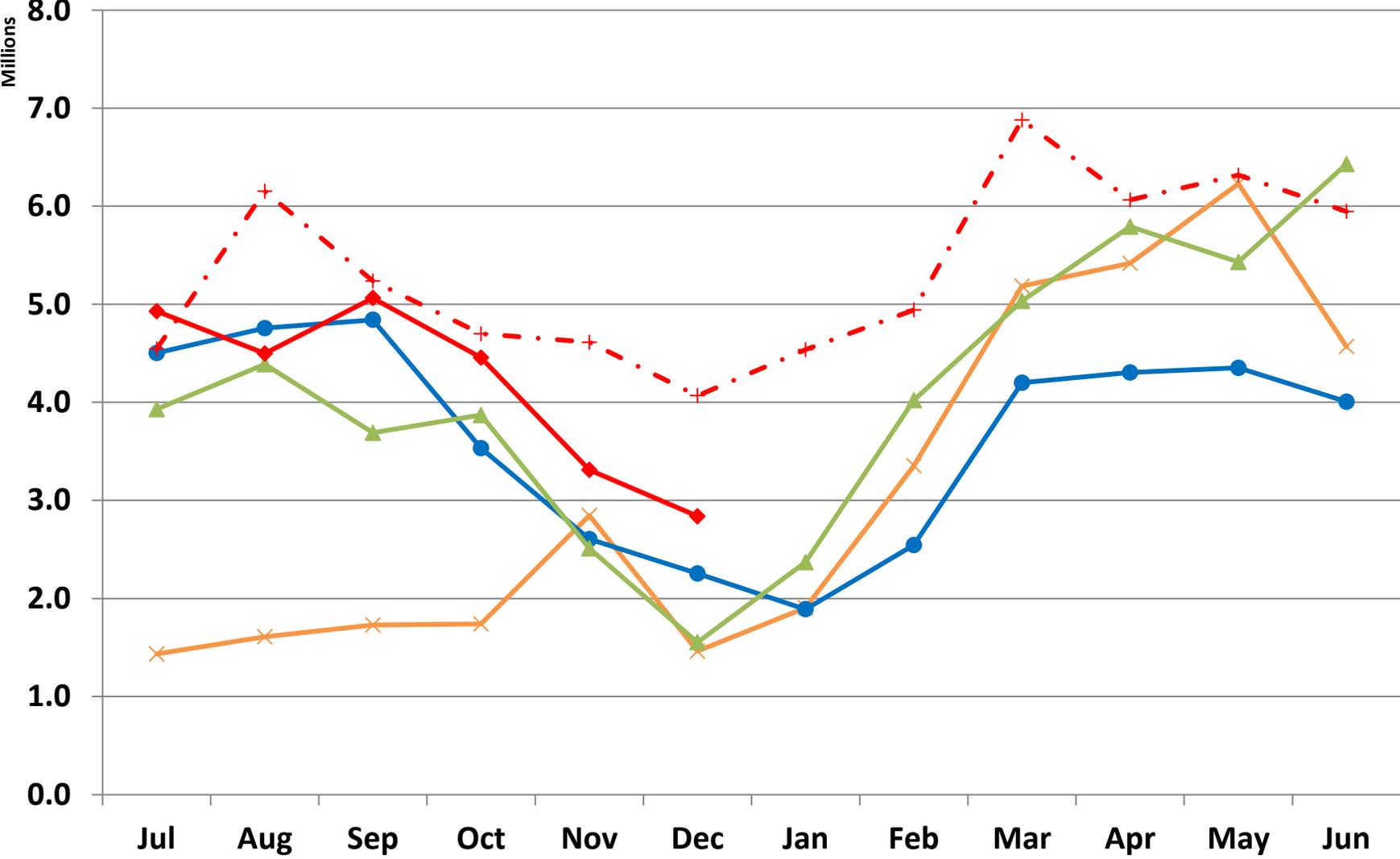
Waverly Community Schools

Finance Committee - Cash Position Report

For the Month Ended December 31, 2023

Balance on Hand November 30, 2023	6,026,648.55
Revenues	
State Aid	2,693,430.29
Taxes	420,265.72
Other Revenue	454,241.12
Interfund Transfers In	1,750,000.00
State Aid Note Proceeds	-
	<u>5,317,937.13</u>
Disbursements	
Payroll and Related Liabilities	(4,664,823.61)
Other Expenditures	(2,600,698.74)
State Aid Repayment	-
	<u>(7,265,522.35)</u>
Prior Month Adjustments - December 2023	-
Balance on Hand December 31, 2023	<u><u>4,079,063.33</u></u>
PNC Bank - General	2,262,919.94
MILAF	1,626,427.67
PNC Bank - Payroll	189,715.72
Comerica - Checking	-
	<u><u>4,079,063.33</u></u>
Difference	-

Waverly Community Schools Cash Flow Analysis (Monthly Lows)



Waverly Community Schools
General Fund - Budgetary Comparison Schedule
For the Month Ended December 31, 2023

	Original Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	9,538,439	4,547,176	(4,991,263)	52.3%
State sources	31,467,600	9,785,165	(21,682,435)	68.9%
Federal sources	2,571,666	16,513	(2,555,153)	99.4%
Intergovernmental	4,057,720	628,365	(3,429,355)	84.5%
Transfers In	125,000	-	(125,000)	100.0%
Total revenue	47,760,425	14,977,219	(32,783,206)	68.6%
Expenditures				
Current:				
Instruction:				
Basic program	18,246,155	6,860,196	(11,385,959)	62.4%
Added needs	8,044,082	3,216,145	(4,827,937)	60.0%
Total instruction	26,290,238	10,076,341	(16,213,896)	61.7%
Support Services:				
Pupil	5,259,270	1,675,858	(3,583,413)	68.1%
Instructional staff	2,978,182	1,304,635	(1,673,547)	56.2%
General administration	425,529	262,735	(162,794)	38.3%
School administration	2,996,981	1,548,206	(1,448,775)	48.3%
Business	591,575	330,509	(261,066)	44.1%
Operations and maintenance	4,239,857	1,859,911	(2,379,946)	56.1%
Pupil transportation services	1,319,128	573,619	(745,509)	56.5%
Central	996,662	540,238	(456,424)	45.8%
Other	307,004	149,775	(157,229)	51.2%
Total support services	19,114,188	8,245,485	(10,868,703)	56.9%
Athletics	721,373	335,800	(385,573)	53.4%
Community services	-	-	-	0.0%
Welfare Activities	-	775	775	0.0%
Non Publics	4,665	-	(4,665)	100.0%
Facility Acquisition	-	-	-	0.0%
Debt service:				
Principal	-	-	-	0.0%
Interest	-	-	-	0.0%
Capital outlay	7,500	27,260	19,760	-263.5%
Payments to other public schools	1,462,424	524,394	(938,030)	64.1%
Total expenditures	47,600,388	19,210,056	(28,390,332)	59.6%
Excess of Revenue (Under)Over Expenditures	160,037	(4,232,837)	(4,392,874)	
Transfers Out	1,100,000	-	(1,100,000)	100.0%
Change in Fund Balance	(939,963)	(4,232,837)	(3,292,874)	
Favorable Expenditure Variance (1.5%)	714,006			
Projected Change in Fund Balance	(225,957)			
Fund Balance - Beginning of year	8,140,837			
Fund Balance - End of year	7,914,880			
	16.6%			

Waverly Community Schools
Student Activity Fund - Budgetary Comparison Schedule
For the Month Ended December 31, 2023

	Original Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	172,456	109,613	(62,843)	36.4%
State sources	-	-	-	0.0%
Federal sources	-	-	-	0.0%
Intergovernmental	-	1,000	1,000	0.0%
Transfers In	-	-	-	0.0%
Total revenue	172,456	110,613	(61,843)	35.9%
Expenditures				
Student Activities	108,104	46,791	(61,313)	56.7%
Athletics	58,298	40,086	(18,212)	31.2%
Total expenditures	166,401	86,877	(79,525)	47.8%
Excess of Revenue (Under)Over Expenditures	6,055	23,737	17,682	
Transfers Out	-	-	-	0.0%
Change in Fund Balance	6,055	23,737	17,682	
Fund Balance - Beginning of year	300,246			
Fund Balance - End of year	306,301			

Waverly Community Schools
Sinking Fund - Budgetary Comparison Schedule
For the Month Ended December 31, 2023

	Original Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	1,053,282	518,721	(534,561)	50.8%
State sources	-	-	-	0.0%
Federal sources	-	-	-	0.0%
Intergovernmental	-	-	-	0.0%
Transfers In	-	-	-	0.0%
Total revenue	1,053,282	518,721	(534,561)	50.8%
Expenditures				
Current:				
Support Services - Business	-	70	70	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	-	-	-	0.0%
Building Acquisition and Construction Services	-	-	-	0.0%
Building Improvement Services	-	-	-	0.0%
Other Acquisition and Construction Services	-	-	-	0.0%
Total expenditures	-	70	70	0.0%
Excess of Revenue (Under)Over Expenditures	1,053,282	518,651	(534,631)	
Transfers Out	-	-	-	
Net Change in Fund Balance	1,053,282	518,651	(534,631)	
Fund Balance - Beginning of year	3,114,928			
Fund Balance - End of year	4,168,210			

Waverly Community Schools
Public Improvement Fund - Budgetary Comparison Schedule
For the Month Ended December 31, 2023

	Original Budget	Actual	Over (Under) Budget	% Available
Revenue				
Local sources	50,000	28,660	(21,340)	42.7%
State sources	-	-	-	0.0%
Federal sources	-	-	-	0.0%
Intergovernmental	-	-	-	0.0%
Transfers In	1,100,000	-	-	0.0%
Total revenue	1,150,000	28,660	(21,340)	1.9%
Expenditures				
Current:				
Support Services - Business	-	-	-	0.0%
Support Services - Operations and Maintenance	-	-	-	0.0%
Support Services - Transportation	-	354,180	-	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	-	-	-	0.0%
Building Acquisition and Construction Services	-	-	-	0.0%
Building Improvement Services	-	-	-	0.0%
Other Acquisition and Construction Services	-	-	-	0.0%
Total expenditures	-	354,180	-	0.0%
Excess of Revenue (Under)Over Expenditures	1,150,000	(325,520)	-	
Transfers Out	-	-	-	
Net Change in Fund Balance	1,150,000	(325,520)	-	
Fund Balance - Beginning of year	2,068,613	2,068,613		
Fund Balance - End of year	3,218,613	1,743,093		

Waverly Community Schools

2021 Building and Site Bonds, Series IV

Budget Summary

As of December 31, 2023

	Budget	Actual	Encumbered	Balance Remaining
Construction				
Remodeling	2,625,538	2,365,725	117,825	141,988
Site Improvements	-	-	-	-
Technology Infrastructure	-	-	-	-
Construction Base Budget Subtotal	2,625,538	2,365,725	117,825	141,988
Technology Equipment - Contract				
Interactive Classroom	-	-	-	-
Network Equipment	-	663	-	(663)
Wireless Network	-	-	-	-
Phone System	-	750	-	(750)
AV Systems	-	-	-	-
Video Distribution/Video Production	-	-	-	-
Tech Equipment Contract Subtotal	-	1,413	-	(1,413)
Technology Equipment - Owner PO				
Computers/Mobile Devices	507,752	607,191	-	(99,439)
Servers/Backend Systems	-	-	-	-
Printers	-	3,455	-	(3,455)
AV Equipment	-	27,264	-	(27,264)
Non-Instructional Equipment (from FFE)	-	-	-	-
Tech Equipment Owner PO Subtotal	507,752	637,909	-	(130,157)
District				
Loose Equipment (Furniture & Transportation)	-	5,436	-	(5,436)
Project Contingency	-	-	-	-
Owner GC/Contingency/Issuance Costs	155,116	36,211	-	118,905
Field General Conditions	-	-	-	-
Architect	-	19,988	-	(19,988)
Tech Design/Construction Mgr	146,594	146,594	-	-
District Subtotal	301,710	208,229	-	93,481
Totals	3,435,000	3,213,276	117,825	103,899
Bank Interest/Proceeds				39,100
Total Available				<u>142,999</u>

Waverly Community Schools
2022 Building and Site Bonds, Series I
Budget Summary
As of December 31, 2023

	Budget	Actual	Encumbered	Balance Remaining
Construction				
New Construction	-	-	-	-
Remodeling	40,562,333	12,749,264	35,322,107	(7,509,038)
Site Improvements	3,747,994	3,984,869	3,528,862	(3,765,737)
Construction Base Budget Subtotal	44,310,327	16,734,133	38,850,969	(11,274,775)
Instructional Technology				
Computers and Mobile Devices	1,468,271	845,083	-	623,188
Audio / Visual	1,813,078	355,519	1,162,025	295,534
Instructional Technology Subtotal	3,281,349	1,200,602	1,162,025	918,722
Loose Furnishings and Equipment				
Non-Instructional Computers and Mobile Devices	73,904	-	-	73,904
Non-Instructional Audio / Visual	-	-	-	-
Furnishings, Fixtures and Equipment (FF&E)	4,021,389	801,163	10,489	3,209,737
Loose Furnishings and Equipment Subtotal	4,095,293	801,163	10,489	3,283,641
District				
Buses	449,946	-	-	449,946
Contingency	2,300,193	38,928	1,830,931	430,334
Election/Issuance Costs	839,463	712,248	-	127,215
General Conditions	994,618	574,896	865,395	(445,673)
Architect and Engineering Fees	2,753,715	3,309,816	(556,101)	-
A/E Reimbursables	431,821	474,845	159,787	(202,812)
Technology Design	393,305	316,128	77,177	(0)
Construction Mgr	3,050,990	2,445,400	605,590	-
District Subtotal	11,214,051	7,872,261	2,982,779	359,011
Bank Interest/Proceeds	(446,265)	(2,205,785)	-	1,759,520
Totals	62,454,756	24,402,374	43,006,262	(4,953,881)

Waverly Community Schools
Building and Site Bonds - May 2021 Authorization
Budget Summary - All Series
As of December 31, 2023

	Budget	Actual	Encumbered	Balance Remaining
Construction				
New Construction	17,591,703	-	-	17,591,703
Remodeling	62,777,774	12,749,264	35,322,107	14,706,403
Site Improvements	6,552,000	3,984,869	3,528,862	(961,731)
Construction Base Budget Subtotal	86,921,477	16,734,133	38,850,969	31,336,375
Instructional Technology				
Computers and Mobile Devices	3,943,267	845,083	-	3,098,184
Audio / Visual	2,787,210	355,519	1,162,025	1,269,666
Instructional Technology Subtotal	6,730,477	1,200,602	1,162,025	4,367,850
Loose Furnishings and Equipment				
Non-Instructional Computers and Mobile Devices	618,614	-	-	618,614
Non-Instructional Audio / Visual	290,215	-	-	290,215
Furnishings, Fixtures and Equipment (FF&E)	6,012,398	801,163	10,489	5,200,746
Loose Furnishings and Equipment Subtotal	6,921,227	801,163	10,489	6,109,575
District				
Buses	1,124,864	-	-	1,124,864
Contingency	6,354,386	38,928	3,611,914	2,703,544
Election/Issuance Costs	1,787,689	712,248	-	1,075,441
General Conditions	2,099,386	574,896	865,395	659,095
Architect and Engineering Fees	5,643,198	3,309,816	2,333,382	-
A/E Reimbursables	913,401	474,845	231,094	207,462
Technology Design	817,208	316,128	514,630	(13,550)
Construction Mgr	6,439,865	2,445,400	3,927,828	66,637
District Subtotal	25,179,997	7,872,261	11,484,243	5,823,493
Bank Interest/Proceeds	(753,178)	(2,205,785)	-	1,452,607
Totals	125,000,000	24,402,374	51,507,726	49,089,900

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
January 22, 2024**

Report #23-43

FOR ACTION

Subject:

2024-2025 Program of Studies – 2ND READING

Recommendation:

The Superintendent recommends the Board of Education approve the 2024-25 Waverly High School Program of Studies.

Statement of Purpose:

Each year, the Board of Education approves the WHS Program of Studies after it has been updated, revised and modified based on State of MI statute and trends in course work.

Budget Impact:

No budget impact

Strategic Plan:

Strategic Goal Statement: Teaching and Learning: We will create safe, predictable, consistent, and equitable learning environments in which all students thrive academically, socially and emotionally.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
JANUARY 22, 2024**

Report #23-44

FOR ACTION

Subject:

Furniture Purchase Recommendation

Recommendation:

The Superintendent recommends the Board of Education approve the purchase of furniture from Great Lakes Furniture Supply, in accordance with Board Policy 6320 (Purchasing).

Statement of Purpose:

The purpose of this recommendation is to purchase new cafeteria tables for East Intermediate.

Budget Impact:

The total cost of this recommendation is Thirty-Seven Thousand Seven Hundred Seven and 00/100 Dollars (\$37,707). The purchase will be funded by the Food Service Fund.

Historical Information:

Cooperative Purchasing saves schools time and money by providing bids compliant with the Revised School Code, allowing schools to buy without bidding independently. The cafeteria tables are being purchased as part of the Buyboard Furniture Contract.

Rationale for Recommendation:

The rationale for this recommendation is to standardize new cafeteria tables beginning with East Intermediate.

Great Lakes Furniture Supply, Inc.

590 East 32nd Street
Holland, MI 49423
616-796-3245
616-296-1202 (fax)



Date: 12/22/2023

Customer: Waverly Community Schools

Location: East Intermediate

Sales Person: Troy Chrisman

Email: Tchrismanglfs@gmail.com

<u>Quantity</u>	<u>MFG.</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Extended Cost</u>
15	Sico	54" x 60" Oval Graduate with 8 stools Model: STTB61 Height: 24", 27", 30" TBD Laminate: TBD Edgeband: TBD Stool Shape: Round or Comfort, TBD Stool Color: TBD Frame Color: TBD *Chrome standard* Caster Guard Color: TBD	\$ 1,966.00	\$ 29,490.00
2	Sico	54" x 60" ADA Oval Graduate with 6 stools Model: STTB61 Height: 24", 27", 30" TBD Laminate: TBD Edgeband: TBD Stool Shape: Round or Comfort, TBD Stool Color: TBD Frame Color: TBD *Chrome standard* Caster Guard Color: TBD	\$ 1,966.00	\$ 3,932.00
Total Product Cost			\$	33,422.00
Installation Cost			\$	2,175.00
Shipping Cost			\$	2,110.00
Total Net Amount			\$	37,707.00

Buyboard Furniture Contract # 584-19