

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 August 19, 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 - President Alicia Guevara Warren

- II. Correspondence

- III. Public Comment for Specific Agenda Items Only
Per Board of Education Policy 167.3, each statement made by a participant shall be limited to four (4) minutes duration. If an interpreter is used,, participants will be limited to eight (8) minutes.

IV. Board Member Comment

- V. Approval of Consent Agenda Items 3
Items listed below may be approved with one motion unless a board member requests that an item or items be removed for separate action.

Regular Meeting Minutes - July 15, 2024

Board Professional Development Meeting Minutes - July 16, 2024

Board 2024-25 Goal Setting Meeting Minutes - July 17, 2024

Report #24-13, HR Personnel Recommendations

Report #24-14, Finance Report

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

VI. Committee Reports

Odd Months - September, November, January, March, May
Policy
Finance & Facilities
Teaching & Learning

Even Months - October, December, February, April, June
Capital Improvements
Advocacy & Outreach
Special Education

VII. Presentation of Reports

A. For Action - Report #24-15, District and Superintendent 2024-25 Goals 16

Recommendation: To review and approve a motion to adopt the 2024-25 WCS Strategic Plan goals and 2024-25 Superintendent Goals.

VIII. Superintendent's Report

IX. Public Comment - Open Comment for District Related Items
Per Board of Education Policy 167.3, each statement made by a participant shall be limited to four (4) minutes duration. If an interpreter is used,, participants will be limited to eight (8) minutes.

X. Other Board Business

XI. Closed Session - Contract Negotiation

XII. Adjournment

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, July 15, 2024 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 6:01 PM. The pledge to the flag was led by President Guevara Warren.

Members Present: Alicia Guevara Warren
 Deborah Lopez
 Vince Perkins
 Cathy Pike
 Holly Nester
 Amy Krause
 Ty Liggons

Members Absent: None

Staff Present: Kelly Blake, Superintendent
 Shawn Lewis, Director of School Culture
 Micky Savage, Director of Human Resources
 Jon Harpst, Director of Technology
 Ann Marie Lindsay
 Waverly WEA Staff
 Waverly Community Members

Special Presentation:

Superintendent Blake reviewed the district 2024-2029 Strategic Plan, highlighting the process and thanked all administrators, staff and community members for their help. The plan will be posted on the district website.

Correspondence:

Secretary Perkins stated the Board of Education received correspondence regarding:
 State Aid Releases
 Waverly Sophomores/Juniors being allowed to join the National Honor Society

Public Comment for Agenda Items:

None

Board Member Comment:

Member Pike

- Excited to be part of the committee developed to address student cell phone usage during the school day.

Member Lopez:

- Supported the need for a cell phone policy
- Met with a couple of perspective candidates for Board of Education seats up for election in November 2024.

Member Liggons:

- Had the opportunity to meet with Senator Stabenow during her visit to East Intermediate.

Member Guevara Warren:

- Toured the high school construction project. The finished building is going to be awesome.

Approval of Agenda and Acceptance of Reports

A motion was presented by Member Liggons and supported by Member Nester to approve the July 15, 2024 agenda as presented, and accept all reports into discussion.

Motion PASSED

Vote: Ayes –76 Nays – 0 Absent – 0

Approval Consent Agenda Items

A motion was presented by Member Lopez and supported by Member Perkins to approve the consent agenda.

Motion PASSED

Vote: Ayes – 7 Nays – 0 Absent - 0

Committee Meetings

None

PRESENTATION OF REPORTS

Member Lopez requested changes to policies 2414 and 2418 as follows:

- Policy 2410 – not delete the last sentence in paragraph 2
- Policy 2428 - not delete the last sentence in the 2nd to last paragraph of the policy.

A motion was presented by Member Lopez and supported by Member Perkins to approve the edits to policies 2414 and 2418 as presented.

Motion PASSED

Vote: Ayes – 7 Nays – 0 Absent - 0

For Action – Report #24-11, Policy – 2nd Reading – Volume 38.2

A motion was presented by Member Lopez and supported by Member Perkins to adopt the Volume 38.2 policies listed report #24-11 as presented.

Motion PASSED

Vote: Ayes – 7 Nays – 0 Absent – 0

For Action – Report #24--12 Title IX Special Update

The Board discussed the proposed changes to new policy 2264 and revision to policy 2266.

A motion was presented by Member Perkins and supported by Member Pike to recognize that there is a compelling reason to adopt new Title IX policies 2264 and 2266 that address recent revisions to the Title IX regulations after one reading under Bylaw 0131.1 to ensure the Board’s policies comply with 2024 Title IX regulations effective August 1, 2024.

Motion PASSED

**Vote: Ayes – 5 Nays – 2 Member Krause & Member Lopez
Absent – 0**

Superintendent’s Report:

Superintendent Blake reported:

- With the changes to the Superintendent Evaluation, the Board has a scheduled MASB training on Tuesday, July 16, 2024 from 4 – 7 pm in the Board of Education Meeting Room.
- Reminder of the 2024-25 Board Goals meeting on Wednesday, July 17, 2024 from 4 – 7 pm in the Board of Education meeting room.
- Construction is progressing, and the completion by the time school starts in August is still on schedule.
- Continuing to hire for our open positions.
- School of Choice closes on July 19, 2024.
- Members Lopez and Liggons requested tours of the construction at the high school.

Public Comment – Open Comment for District Issues

Public comments were made by High School teachers Mike Shuptar, Michelle Oppenheim and Nicole Ohl-Shaw.

Other Board Business:

Vice President Lopez requested an update on Waverly students having the ability to be inducted into the National Honor Society at the end of their sophomore year for membership in their junior and senior years.

Superintendent Blake stated there has been an update to the WEA contract for 2024-25 for additional NHS advisors and the induction of 2024-25 sophomores in March/April 2025 for their junior & senior years.

Vice President Lopez requested more discussion on the current 2024-25 juniors and the ability for them to be inducted this school year.

The meeting adjourned at 6:47 pm.

Respectfully submitted,

Vince Perkins, Board Secretary
aml

Minutes of Special Meeting – Superintendent Eval Training

The Board of Trustees Waverly Community Schools

Opening of Meeting

A Special meeting of the Waverly Community Schools Board of Education was held Tuesday, July, 16, 2024. Board President Alicia Guevara Warren called the meeting to order at 4:00 PM.

Members Present: Alicia Guevara Warren
 Cathy Pike
 Deborah Lopez
 Vince Perkins
 Ty Liggons
 Amy Krause

Members Absent: Amy Krause

Staff Present: Kelly Blake, Superintendent

Others Present: Patricia Murphy-Alderman, MASB Consultant

The MASB Consultant reviewed the new Superintendent Evaluation tool and provided Rater Reliability training and Superintendent. Also determined the process to move to fall Superintendent Evaluations.

Adjournment at 6:02 PM.

Respectfully submitted,

Vince Perkins, Secretary
aml

Minutes of Special Meeting – 2024-25 Goals

The Board of Trustees Waverly Community Schools

Opening of Meeting

A Special meeting of the Waverly Community Schools Board of Education was held Wednesday, July 17, 2024. Board President Alicia Guevara Warren called the meeting to order at 4:00 PM.

Members Present: Alicia Guevara Warren
 Cathy Pike
 Deborah Lopez
 Vince Perkins
 Holly Nester
 Amy Krause
 Ty Liggons

Members Absent: None

Staff Present: Kelly Blake, Superintendent

2024-25 goals were discussed and developed for the Waverly Board of Education and Superintendent Blake.

Adjournment at 7:02 PM.

Respectfully submitted,

Vince Perkins, Secretary
aml

WAVERLY COMMUNITY SCHOOLS
 BOARD OF EDUCATION REGULAR MEETING
 August 19, 2024
 Report #24-13

Subject: Personnel Report

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Rachel Periera	Special Ed Teacher	Winans	BA Step 2/\$45,456	8/19/2024
AJ Clawson	Apprentice Teacher	High School	\$34,782	8/19/2024
Taylor MacKenzie	Science Teacher	High School	BA Step 4/\$49,687	8/19/2024
Cassandra Hailey	Math Teacher	High School	MA Step 13/\$79,244	8/19/2024
Katie Terranova	1 st Grade Teacher	Elmwood	MA Step 13/\$79,244	8/19/2024
James Younger	Special Ed Teacher	Middle School	MA Step 1/\$46,458	8/19/2024
Jordan Lewis	Teacher	Elmwood	BA Step 1/\$43,478	8/19/2024
Jason Setter	Teacher	Winans	MA30 Step 13/\$81,886	8/19/2024
Leslie Whittaker	Teacher	Winans	BA Step 6/\$54,312	8/19/2024

B. Employment – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Salary</u>	<u>Effective</u>
Andre Anderson	Backup Sub Bus Driver	Service Building	\$20.00/hr	7/24/2024
Patrick Goggins	Class C 2 nd Shift Custodian	High School	\$16.60/hr	8/1/2024
Zachary Lyman	Class C 2 nd Shift Custodian	Middle School	\$16.60/hr	8/5/2024
Krystasia Gonzales	Regular Back-up Bus Driver	Transportation	\$20.00/hr	8/6/2024
Mason Mears	Behavior Para Educator	Elmwood Elementary	\$19.62/hr	8/19/2024

C. Resignation – Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Jason Bryan	SE Teacher	High School	7/12/2024
Mackensie Combs	School Social Worker	Colt ECEC	7/15/2024
Mikenna White	Special Education Teacher	Winans	7/16/2024
Julie Bard	1 st Grade Teacher	Elmwood	7/26/2024
Michelle Oppenheim	Instructional Coach	High School	8/13/2024
Erica Cole	GSRP Teacher	Colt ECEC	7/31/2024
Malikah Greogry	Instructional Coach	Elmwood	8/5/2024
Kathleen Murphy	Speech & Lang Path	Winans	8/16/2024
Rebecca Parker	Special Ed Teacher	High School	8/5/2024
Tracy Bryan	Reading Interventionist	Middle School	8/13/2024

D. Resignation – Non-Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Rebecca Reed	Food Service Kitchen Lead	High School	7/15/2024
Anna Warfield	Preschool Teacher	Colt ECEC	8/9/2024
Chloe Jackson	GRSP 3 rd Para Educator	Colt ECEC	7/30/2024
Shelby Zick	Para Educator	Colt ECEC	8/5/2024

E. Staff Transfer

<u>Name</u>	<u>From Position</u>	<u>To Position</u>	<u>Effective</u>
Zach Gleason	MS Head Custodian	Head Grounds Class AA	7/1/2024
Jennifer Shaull	MS 2 nd Shift Class C Custodian	Colt Class BB Head Cust	7/15/2024
Carl Bridenbaker	Colt 2 nd Shift Class C Custodian	Middle School Class A Cust	7/15/2024

Chelsea Ott	East Intermediate Para Educator	Middle School Para Educator	8/19/2024
Faith Givens	East Intermediate Para Educator	High School Para Educator	8/19/2024
Breana Carter	Middle School Para Educator	High School Para Educator	8/19/2024
Samantha Barnum	Elmwood Para Educator	East Inter. Para Educator	8/19/2024
Mark Stock	East Intermediate Para Educator	Middle School Para Educator	8/19/2024
Anastacia Douglas	Middle School Para Educator	Winans Para Educator	8/19/2024
Mary Whittet	4 Yr Old Preschool Teacher	GSRP Teacher Colt	8/19/2024
Valerie Cochrane	Elementary Teacher Winans	ELA Interventionist East	8/19/2024
Jessica Sorrells	Winans SE Para Educator	Winans Behavior Para Ed	8/19/2024

F. Retirement– Certified

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective</u>
Kristin Kochheiser	Interventionist	East Intermediate	7/26/2024
Ann Coe	Counselor	Middle School	8/21/2024

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
AUGUST 19, 2024**

Report #24-14

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 June 30, 2024, was \$8,487,168.30. Receipts during July, consisting of State aid, property taxes and other revenues/transfers-in in the amount of \$8,666,273.96 minus disbursements during July of \$7,867,994.76, left the district with a General Fund cash balance, as of July 31, 2024, of \$9,285,447.50.

The balance of the 2022 Building and Site, Series I Bonds remaining to be allocated, including \$3,320,549 of accrued interest/change in market value, is \$0. A summary of life to date activity is included in the supporting documentation

The balance of the 2024 Building and Site, Series II Bonds remaining to be allocated, including \$502,223 of accrued interest/change in market value, is \$39,173,816. A summary of life to date activity is included in the supporting documentation

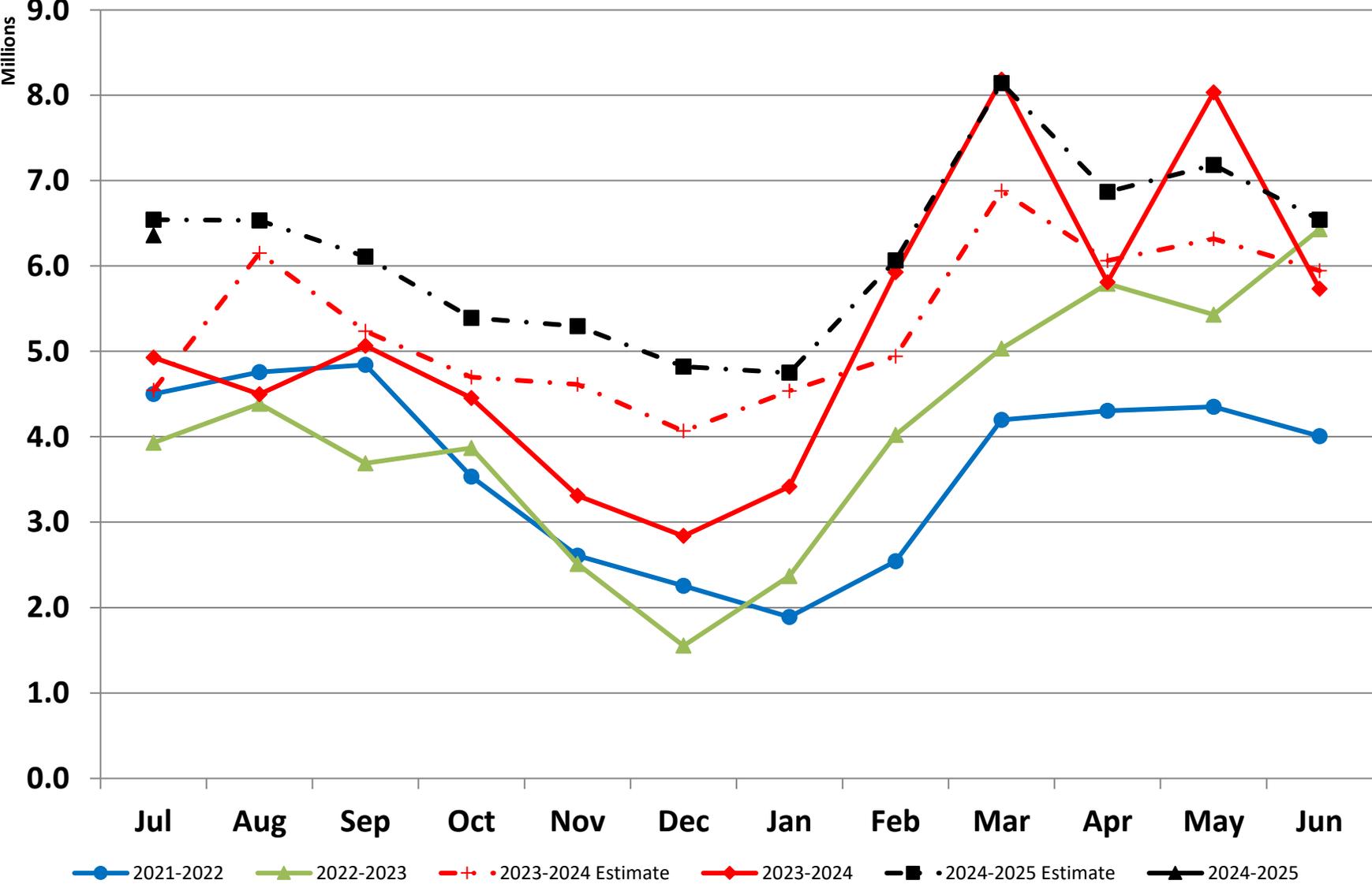
Waverly Community Schools

Finance Committee - Cash Position Report

For the Month Ended July 31, 2024

Balance on Hand June 30, 2024	8,487,168.30
Revenues	
State Aid	2,962,720.33
Taxes	173,892.77
Other Revenue	766,604.12
Interfund Transfers In	4,750,000.00
State Aid Note Proceeds	-
	<u>8,653,217.22</u>
Disbursements	
Payroll and Related Liabilities	(3,007,024.76)
Other Expenditures	(4,860,970.00)
State Aid Repayment	-
	<u>(7,867,994.76)</u>
Prior Month Adjustments - July 2024	13,056.74
Balance on Hand July 31, 2024	<u><u>9,285,447.50</u></u>
PNC Bank - General	6,173,579.47
MILAF	2,892,022.79
PNC Bank - Payroll	219,845.24
Comerica - Checking	-
	<u><u>9,285,447.50</u></u>
Difference	-

Waverly Community Schools Cash Flow Analysis (Monthly Lows)



Waverly Community Schools
2022 Building and Site Bonds, Series I
Budget Summary
As of July 31, 2024

	Budget	Actual	Encumbered	Balance Remaining
Construction				
New Construction	-	-	-	-
Remodeling	40,868,684	25,026,460	14,674,274	1,167,950
Site Improvements	3,814,114	4,748,850	2,877,325	(3,812,061)
Construction Base Budget Subtotal	44,682,798	29,775,310	17,551,599	(2,644,111)
Instructional Technology				
Computers and Mobile Devices	1,468,271	1,576,613	1,970	(110,312)
Audio / Visual	1,834,372	669,567	960,258	204,547
Instructional Technology Subtotal	3,302,643	2,246,180	962,228	94,235
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	895,985	2,207,005	918,399
Loose Furnishings and Equipment Subtotal	4,095,293	895,985	2,207,005	992,303
District				
Buses	449,946	-	-	449,946
Contingency	1,451,628	38,928	2,742,996	(1,330,295)
Election/Issuance Costs	839,463	257,948	-	581,515
General Conditions	994,618	860,879	586,031	(452,293)
Architect and Engineering Fees	3,011,715	4,365,447	(1,346,010)	(7,722)
A/E Reimbursables	431,821	689,763	41,919	(299,861)
Technology Design	393,305	412,340	(19,035)	(0)
Construction Mgr	3,050,990	3,189,653	(138,663)	0
District Subtotal	10,623,486	9,814,959	1,867,238	(1,058,711)
Bank Interest/Proceeds	(704,265)	(3,320,549)	-	2,616,284
Totals	61,999,956	39,411,885	22,588,070	0
Underwriters Discount	454,800	454,800	-	-
Grand Total	62,454,756	39,866,685	22,588,070	0

Waverly Community Schools

2022 Building and Site Bonds, Series II

Budget Summary

As of July 31, 2024

	Budget	Actual	Encumbered	Balance Remaining
Construction				
New Construction	17,591,703	-	2,902,293	14,689,410
Remodeling	21,129,409	-	9,462,141	11,667,268
Site Improvements	2,352,092	-	-	2,352,092
Construction Base Budget Subtotal	41,073,204	-	12,364,434	28,708,770
Instructional Technology				
Computers and Mobile Devices	598,414	-	-	598,414
Audio / Visual	974,132	-	-	974,132
Instructional Technology Subtotal	1,572,546	-	-	1,572,546
Loose Furnishings and Equipment				
Non-Instructional Computers and Mobile Devices	272,130	-	-	272,130
Non-Instructional Audio / Visual	290,215	-	-	290,215
Furnishings, Fixtures and Equipment (FF&E)	1,912,269	-	-	1,912,269
Loose Furnishings and Equipment Subtotal	2,474,614	-	-	2,474,614
District				
Buses	674,918	-	-	674,918
Contingency	3,874,851	-	311,206	3,563,645
Election/Issuance Costs	829,463	252,097	-	577,366
General Conditions	1,055,897	-	65,302	990,595
Architect and Engineering Fees	2,775,410	-	2,775,410	-
A/E Reimbursables	462,568	-	69,903	392,665
Technology Design	251,083	-	251,083	-
Construction Mgr	3,238,964	-	3,238,964	-
District Subtotal	13,163,154	252,097	6,711,868	6,199,189
Bank Interest/Proceeds	(283,526)	(502,223)	-	218,697
Totals	57,999,992	(250,126)	19,076,302	39,173,816
Underwriters Discount	1,154,642	1,154,642	-	1
Grand Total	59,154,634	904,516	19,076,302	39,173,816

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION REGULAR
BOARD MEETING
August 19, 2024**

Report #24-15

FOR ACTION***

Subject:

District and Superintendent Goals

Recommendation:

The Superintendent recommends the Board of Education review and approve a motion to accept and adopt the 24-25 WCS Strategic Plan goals and 24-25 Superintendent goals.

Goal Report:

District 24-25 Strategic Plan Goals: See attached.

Superintendent Goals:

- 1. Communication - The Superintendent will communicate with the Board of Education, the Community and the WCS staff, via both receptive and expressive communication modalities.**
- 2. District and Building Staff will create opportunities to hear student voice.**
- 3. WCS will create a plan to recruit and retain teaching staff.**