



# **Waverly Community Schools**

## **Organizational Meeting**

**Monday, July 10, 2006 7:00 PM**

# Agenda of Organizational Meeting

## The Board of Education Waverly Community Schools

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A Organizational meeting of the Board of Education of Waverly Community Schools will be held July 10, 2006, beginning at 7:00 PM in the Board Room, Educational Services & Administration Center, 515 Snow Road, Lansing, MI.

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.

- |       |   |    |
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**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Special Presentation**

**Subject:       Oath of Office**

Each person elected to the Board of a school district shall take and subscribe the following oath or affirmation:

“I do solemnly affirm that I will support the constitution of the United States and the constitution of this state, and that I will faithfully discharge the duties of the office of member of the Waverly Community Schools Board of Education according to the best of my ability.”

### *Pledge*

In support of the Waverly Community Schools' Strategic Plan 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 and obliged 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  
SPECIAL MEETING  
June 26, 2006**

***Opening of Meeting***

The special meeting of the Waverly Community Schools Board of Education was called to order by President Calvin Jones at 6:00 p.m. in the Board Room of the Educational Services and Administration Center, 515 Snow Road, Lansing, Michigan.

***Members Present:*** Mr. Calvin Jones, President  
Mrs. Edith Suttles, Secretary  
Mrs. Mary Ann Martin, Treasurer  
Mr. Cheval Breggins, Trustee (arrived at 6:15 p.m.)  
Mr. Britt Slocum, Trustee

***Members Absent:*** Mr. John Broughton, Vice President  
Mr. Don Knechtel, Vice Secretary-Treasurer

***Staff Present:*** Dr. Thomas J. Pillar, Superintendent  
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel

***Others Present:*** Mr. Kevin Harty, Attorney, Thrun Law Firm, P.C.

***Purpose***

The purpose of the meeting was to discuss negotiations.

***Motion to Move to Closed Session***

A motion was presented by Member Martin and supported by Member Slocum. MOTION: The Board of Education move to closed session for the purpose of discussing negotiations.

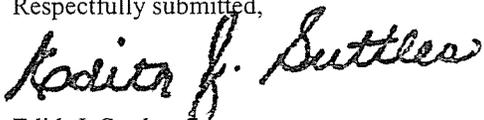
Motion carried. VOTE: AYES – 4; NAYS – 0; (Members Breggins, Broughton, and Knechtel absent).

No action was taken during closed session.

***Adjournment***

The Board returned to open session at 6:55 p.m. and the meeting adjourned immediately thereafter.

Respectfully submitted,

  
Edith J. Suttles, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
June 26, 2006**

***Opening of Meeting***

The regular meeting of the Waverly Community Schools Board of Education was called to order by President Calvin Jones at 7:04 p.m. in the Board Room of the Educational Services and Administration Center, 515 Snow Road, Lansing, Michigan.

***Members Present:*** Mr. Calvin Jones, President  
Mrs. Edith Suttles, Secretary  
Mrs. Mary Ann Martin, Treasurer  
Mr. Cheval Breggins, Trustee  
Mr. Britt Slocum, Trustee

***Members Absent:*** Mr. John Broughton, Vice President  
Mr. Don Knechtel, Vice Secretary-Treasurer

***Staff Present:*** Dr. Thomas J. Pillar, Superintendent  
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel  
Mr. Bruce Johnson, Director of Operations and Student Services  
Mr. Joe Yarbrough, Director of Communications  
Bill Davis  
Karen Burgess  
Gretchen Mikula  
Dave Percival  
Eldon McGraw  
Rebecca Pease

***Others Present:*** Richard O'Boyle  
Diane O'Boyle  
Erin Trommater  
Tim Trommater  
Sean O'Boyle  
Cheryl Cushion  
Robert Chartrand  
Patrick Chartrand  
Kelly O'Boyle

***Pledge***

The pledge of allegiance was led by Precious Cromartie, Waverly High School junior, and Ashley Cromartie, Waverly High School sophomore.

***Special Presentation***

The special presentation featured the viewing of two public service announcements designed for the Delta Township District Library to promote a kickoff for a summer reading program for teens. Those involved in producing the public service announcements were: **Producers:** Mary Rzepczynski, Librarian, Delta Township District Library; Eldon McGraw, Waverly Community Schools Communications Supervisor; and Cheryl Cushion, Library Assistant, Delta Township District Library; **Directors:** Robert Chartrand, Delta Township District Library employee and Waverly alum; Sean O'Boyle, Waverly student video co-op, Class of 2006; and Alberto Rojas, Waverly student co-op, Class of 2006; **Writers:** Robert Chartrand and Mary Rzepczynski; **Editing:** Alberto Rojas and Sean O'Boyle; **Lighting:** Erin Trommater; **Music:** Andrew Alexander, Waverly co-op, Class of 2006; and Eldon McGraw; **Voice-over talent:** Rita Hourani,

***Special Presentation (continued)***

Waverly class of 2006; and Domingo Quintanilla, local radio DJ and Waverly alum; **Special effects:** Alberto Rojas. Many Waverly students were actors in the videos, including Patrick Chartrand, Kelly O'Boyle, Glenn Freeman, Danielle Castillo, Dion Castillo, Sean Feichtenbiner, Patrick Wheat, and Daniel Pock.

***Correspondence***

None

***Public Comment***

None

***Student Representative Report***

None

***Approval of Minutes***

The minutes of the special meeting of June 12, 2006 and the regular meeting of June 12, 2006 were approved as presented.

***Adoption of Agenda***

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

Motion carried. VOTE: AYES – 5; NAYS – 0; (Members Broughton and Knechtel absent).

***Building & Site Advisory Committee Summary***

Member Slocum reported the Building & Site Advisory Committee met on June 20<sup>th</sup> at 7:30 a.m. to discuss the summer parking lot project at Colt Elementary and Waverly High School.

***Personnel Report – For Information***

The Personnel Report included the resignation of two non-certified employees.

***High School Bowling Club Team Name – Report #05-79 – For Action***

A motion was presented by Member Suttles and supported by Member Breggins. MOTION: The Board of Education approve using Waverly Community Schools' name for the high school bowling club team.

Motion carried. VOTE: AYES – 5; NAYS – 0; (Members Broughton and Knechtel absent).

***Proposed Revision of Board Meeting Format – Report #05-80 – For Action***

A motion was presented by Member Suttles and supported by Member Slocum. MOTION: The Board of Education approve the proposed revision of the Board meeting format as presented in the support materials.

Motion carried. VOTE: AYES – 5; NAYS – 0 (Members Broughton and Knechtel absent).

***Superintendent's Report***

Dr. Pillar reported options had been explored regarding offering an AP Spanish class in 2006-2007. Options were very limited. Neighboring high schools did not offer AP Spanish; zero hour is not feasible; there is no dual enrollment for AP Spanish at Lansing Community College, but

***Superintendent's Report (continued)***

there is at Michigan State; and an online class is not viable. He stated that the High School schedule could be adjusted to allow the scheduling of AP Spanish, but there may be some schedule conflicts. In the future, students need to know when they start on the track of an AP class, there is a possibility it might not be available if there are not enough students registered for that class.

Dr. Pillar reported the next Board Professional Development is tentatively scheduled for Monday, August 28<sup>th</sup>. He suggested an alternate date of August 25<sup>th</sup> and asked Board members to advise Becky which date works best. Topics for the PD session will be accepted until July 10<sup>th</sup>.

Dr. Pillar reported the deadline for School of Choice applications was Friday, June 23<sup>rd</sup>. There were 122 openings available; 81 applications were received; and 78 students were offered enrollment. Three applications were not accepted due to suspensions.

Dr. Pillar reported the Ingham ISD Board and the Clinton County RESA Board met on Tuesday, June 20<sup>th</sup> to discuss the change in the boundary between Waverly Community Schools and DeWitt Public Schools. The change was approved. The Ingham ISD Superintendent will provide this information to the Department of Education.

Dr. Pillar announced Board members should have received a catalog of on-line classes offered through the Michigan Association of School Boards.

Dr. Pillar indicated he received a nice letter from the chairperson of the Delta-Waverly Relay for Life thanking the District for use of its facilities.

Dr. Pillar showed Board members an alumni poster, "Waverly's Best: Transforming the World", depicting six Waverly Community Schools Alumni. It is hoped the poster will be updated periodically and will be used in conjunction with career education.

Dr. Pillar announced he will be attending a Summer Institute for Superintendents sponsored by MSU and the University of Michigan. One of the main topics of discussion will be High School reform. Ingham ISD is paying for his attendance at the Institute.

***Public Comment***

None

***Other Board Business***

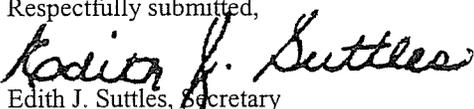
Member Suttles thanked President Jones and fellow Board members for a very informative Board self-evaluation, stating she looks forward to further discussion at the Board PD session. Member Suttles indicated she would like to meet with President Jones to discuss how contributions to the District Library capital campaign can be made by the Board as a whole.

Member Slocum thanked the Board for adopting the new Board meeting format.

***Adjournment***

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

  
Edith J. Suttles, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-01**

**FOR ACTION**

**Subject:** Designation of Date, Time, and Location of School Board Meetings

**Recommendation:**

In accordance with Public Act No. 267 of the Michigan Public Acts of 1976, the Superintendent recommends the Board of Education meeting calendar be established as follows:

<b><u>2006</u></b>		<b><u>2007</u></b>	
July 10	ES&AC Board Room	January 15*	Windemere View Elementary
August 14*	ES&AC Board Room	February 12	East Intermediate School
September 11	ES&AC Board Room	February 26	ES&AC Board Room+
September 25	ES&AC Board Room+	March 12*	Waverly Middle School
October 9*	Colt Elementary School	April 16*	Waverly High School
November 13	Elmwood Elementary School	May 7	ES&AC Board Room
November 27	ES&AC Board Room+	May 21	ES&AC Board Room+
December 11*	Winans Elementary School	June 11	ES&AC Board Room
		June 25	ES&AC Board Room+

The regular meetings of the Board of Education shall be held in the Educational Services and Administration Center, 515 Snow Road, Lansing, Michigan, at 7:30 p.m. on the second and fourth Monday of each month (except as indicated by \*).

\* denotes one meeting per month

+ denotes meeting preceded at 6:00 p.m. by Advisory Committee meetings

A special organizational meeting of the Board of Education for the 2007-2008 school year will be held on Monday, July 9, 2006 at 7:30 p.m.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-02**

**FOR ACTION**

**Subject:** Designation of Committees and Appointments

**Recommendation:**

The Superintendent recommends the Board of Education President appoint membership to the following advisory committees: Curriculum; Facility/Policy; and Finance/Personnel.

**Statement of Purpose/Issue:**

Appointment at this time will enable the Board and administration to begin planning for the 2006-2007 school year.

**Background Information/Historical Perspective:**

The Board of Education will operate under a revised Committee of the Whole structure, with advisory committees meeting prior to the second Board meeting of scheduled months. The members of the three advisory committees shall be appointed by the President on an annual basis.

Ad Hoc committees may be created and charged at any time by the President. Members shall serve until the committee is discharged.

The Superintendent shall serve as an ex-officio member of each committee.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-03**

**FOR ACTION**

**Subject:** Annual Designation of School Depositories

**Recommendation:**

The Superintendent recommends the Board of Education designates the depositories for Waverly Community Schools' monies and banking transactions for the 2006-2007 fiscal year, as follows:

**NATIONAL CITY BANK, MICHIGAN**

**General Fund – Checking  
General Fund – Savings  
General Fund – Payroll/Checking**

**COMERICA BANK**

**Lunch – Checking  
Waverly Athletics & Activities – Checking  
Waverly Childcare – Checking  
General Fund – Checking  
Debt Funds – Checking and Investments  
Trust & Agency Fund – Checking**

**MICHIGAN SCHOOL DISTRICT LIQUID ASSET FUND**

**General Fund – Checking  
General Fund – Savings  
General Fund – Investments**

**Background Information/Historical Perspective:**

It is necessary for the newly organized Board of Education to officially designate its banks at the beginning of each school year.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-04**

**FOR ACTION**

**Subject:** Designation of Professional Service Consultants – Attorneys

**Recommendation:**

The superintendent recommends the Board of Education approve retaining Thrun Law Firm, P.C., to address legal issues of the school district during the 2006-2007 school year.

**Statement of Purpose/Issue:**

The above recommended law firm has served as counsel to the Board and their performances have been judged satisfactory. Approval of the Board's legal counsel at this time provides the administration with direction when needing legal advice during the school year.

**Background Information/Historical Perspective:**

During the 2005-2006 school year, the firm of Thrun Law Firm, P.C., was authorized as professional counsel. The firm performed legal services including elections, personnel matters, and other concerns. The retainer charged by Thrun Law Firm, P.C., was \$1,100.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-05**

**FOR ACTION**

**Subject:** Delegate(s) – MASB Annual Meetings

**Recommendation:**

The Superintendent recommends the Waverly Community Schools Board of Education selects a member (members) as delegate(s) to the annual meetings of the Michigan Association of School Boards.

**Statement of Purpose/Issue:**

Annually the above organization, of which by policy the Waverly Community Schools Board of Education is a member, holds meetings in which significant matters are voted upon. It is appropriate, therefore, that the Waverly Community Schools Board of Education designates a member (members) of the Board to the position of delegate(s) to these meetings.

**Budget Impact:**

The Board of Education annually designates monies, as a part of its annual budget, for the purpose of Board inservice. For 2006-2007, there is \$14,000 in the budget for Board professional development.

**Background Information/Historical Perspective:**

Board Bylaw 0175 states, “The Board of Education may maintain membership in the National School Boards Association and the Michigan Association of School Boards and may take part in the activities of these groups.”

**Rationale for Recommendation:**

The designation of a person (persons) responsible for attending annual meetings of the MASB would assure active participation by the Board of Education.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-06**

**FOR ACTION**

**Subject:** Representative – MASB Legislative Relations Network

**Recommendation:**

The Superintendent recommends the Board of Education designates a representative to the Michigan Association of School Boards Legislative Relations Network.

**Statement of Purpose/Issue:**

Legislators are increasingly asked to deal with education-related issues, which affect how local districts are managed. To have an impact in shaping these issues in the legislature, Boards need to communicate regularly and effectively with their elected representatives. The Legislative Directory is designed to help Boards of Education contact legislators and coordinate activities with other districts in the area.

A Board member who accepts appointment to the Legislative Relations Network should be willing to:

- Review information emailed to him or her as well as legislative reports contained on other MASB publications and report to his or her Board about legislative issues.
- Have at least one personal contact per year with his or her legislator in the legislator's home district.
- Periodically contact his or her legislator by letter, phone, or in person to relate school board concerns on key legislative issues.
- Make every effort to attend the annual MASB LRN meeting held in Lansing.
- Communicate to MASB the concerns and interests of his or her Board of Education on legislative issues.

We need to be sure we have accurate information for our Legislative Relations Network Directory.

Full Name: \_\_\_\_\_

Name of School District or ISD: **Waverly Community Schools**

Address: \_\_\_\_\_  
(Please make sure we have street, road, lane, etc. identified.)

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

**PERMISSION TO PUBLISH ABOVE INFORMATION IN LRN DIRECTORY:**

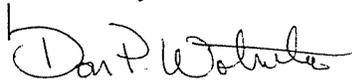
YES \_\_\_ NO \_\_\_

The above information cannot be printed in the LRN Directory without your permission. Please put an asterisk next to any information you do not wish to be published in the LRN Directory.

Please return this form to: [chuffman@masb.org](mailto:chuffman@masb.org), or Fax Cheryl Huffman at (517) 327-0775.

Thanks again for your dedication and we look forward to working with you. If you have any questions or we can be of assistance in any way, please call or send us an e-mail.

Sincerely,



Don Wotruba  
Director, Legislative Affairs  
/clh

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-07**

**FOR ACTION**

**Subject:** Appointment – ISOA Representative

**Recommendation:**

The Superintendent recommends the Board of Education selects a member as representative to the Ingham School Officers Association (ISOA) board for the 2006-2007 school year.

**Statement of Purpose/Issue:**

The Ingham School Officers Association board has the responsibility of planning the activities of the association. Representatives meet on a monthly basis, with time and place determined by the ISOA board at its organizational meeting.

**Background Information/Historical Perspective:**

The Ingham School Officers Association board is composed of one representative of the twelve local boards, the Ingham Intermediate School District board, and the chair of the Ingham County Superintendent's Round Table.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-08**

**FOR ACTION**

**Subject: Appointment – Board of Education/Township Liaison**

**Recommendation:**

The Superintendent recommends the Board of Education select a member to serve as liaison with the Delta, Lansing, Windsor, and Watertown Townships' Board(s) of Trustees for the 2006-2007 school year.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-09**

**FOR ACTION\*\*\***

**Subject:** Northeast Eaton Consortium (NEC) Agreement

**Recommendation:**

The Superintendent recommends the Board of Education renews the 2006-2007 agreement with the Potterville Public Schools as a participating member of the Northeast Eaton Consortium for the purpose of providing an adult high school completion and alternative education program.

**Statement of Purpose/Issue:**

For the past 21 years, Waverly has participated with Potterville Public Schools to provide adult high school completion and alternative education services to students in the Waverly community. It is appropriate for us to renew this contract to keep it current and to maintain the operation of the program for the 2006-2007 school year. The agreement provides that the Potterville Public Schools will act as the fiscal agent with the Northeast Eaton Consortium.

**Budget Impact:**

This agreement allows the Waverly Community Schools to count its alternative education students as its own, as well as collect the full foundation allowance. In turn, Waverly contracts with Potterville at its foundation level to educate these students.

**Background Information/Historical Perspective:**

For a number of years, the administration has been studying the efficacy of this program to the Waverly community. It is apparent that this program meets the needs of a student body that our programs are not able to serve at this time. We believe to that end, this consortium agreement has been beneficial for Waverly students. A copy of the agreement is included as support material.

**Discussion of Options/Alternatives:**

The Board may recommend changes in the agreement or ask to renegotiate these conditions.

**Rationale for Recommendation:**

The program has been serving a student body that our programs are not able to serve. We believe we should continue this arrangement until such time the district develops programs to meet the needs of that current student body.

**POTTERVILLE PUBLIC SCHOOLS AND WAVERLY COMMUNITY SCHOOLS  
ADULT AND ALTERNATIVE EDUCATION CONSORTIUM  
OPERATING RENEWAL AGREEMENT**

This agreement, made and entered into as of the first day of July 2006 by and between the Boards of Education of the Pottersville Public Schools and the Waverly Community Schools, is for the purpose of providing Alternative Education and Adult High School Completion opportunities to residents of member and surrounding school districts.

This agreement has received the endorsement of the Boards of Education of the following:

<b>SCHOOL DISTRICT</b>	<b>SIGNATURE OF SUPERINTENDENTS</b>	<b>DATE</b>
Pottersville Public Schools	<u>William Eis</u>	<u>6/23/06</u>
Waverly Community Schools	_____	_____

**ARTICLE I - SCOPE OF AGREEMENT**

1. Parties of this Agreement shall hereinafter be referred to as the Northeast Eaton Consortium, hereinafter NEC.
2. This agreement shall become effective on the date of its annual adoption by each of the participating member Boards of Education.
3. A committee, composed of the Superintendent of each member district and/or his or her designees, shall serve as the NEC Advisory Board. The Board shall meet as needed to review and recommend policies and procedures which may best serve to facilitate the operation of NEC.
4. A member will make a reasonable effort to provide 18 months notice of intent to withdraw from NEC. However, if that is not possible, a member may withdraw from the Consortium by filing notice of withdrawal by resolution of its Board of Education by February 1 prior to June 30 of a fiscal year.

**ARTICLE II - OPERATION OF THE CONSORTIUM**

1. The Pottersville Public Schools shall be the sole administrative agent for all education, management, operational and financial matters concerning programs covered by this agreement.
2. The Pottersville Public Schools will continue, as a part of its official count date, to count the total full-time equated adult high school completion membership of all adult students within the NEC Program.
3. Under the State School Aid Act, it is permissible for a school district (Waverly) to officially count alternative high school students and then contract for services from another district (NEC/Pottersville) to provide alternative education instruction in its district (Waverly). In

accordance with the State School Aid Act, Waverly Community Schools will include in its State School Aid membership count pupils enrolled in the NEC Alternative Education program who are Waverly residents, students who have previously dropped out of school, or non-conventional pupils as specified in *ARTICLE III - Enrollment of Students*. Waverly will contract with NEC/Potterville Public Schools for services for those students at a per-pupil rate equivalent to Potterville Public Schools foundation grant amount.

4. Waverly Community Schools will make available facilities for instructional use and will be responsible for facilities maintenance and repair, water, heat, and light. Instructional facilities will be adjusted as appropriate to accommodate changes in enrollment, specifically the reduction over time of the non-resident pupils. Waverly Community Schools shall determine the location and size of the facilities. Potterville Public Schools will retain the costs and maintenance of telephone service, fire safety equipment, computer technology and the security system.
5. The Potterville Public Schools will maintain all student records, including attendance records.

### **ARTICLE III – ENROLLMENT OF STUDENTS**

1. Enrollment in the NEC Program will be restricted to 9<sup>th</sup> (second semester), 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students or students at an appropriate age for those grades.
2. The number of non-resident students accepted will be capped at 90% of the previous year's non-resident head count.
3. Non-resident students who have been expelled will not be accepted for enrollment in the NEC Program.
4. Referral to and placement of nonresident students in the NEC Program will be determined by the NEC Advisory Committee. This committee will be composed of a Waverly Community Schools' Administrator, NEC administrator, and the NEC social worker. To be accepted into the NEC Program, all students must be approved by a majority of the advisory committee members and at least one committee person from each school district.

### **ARTICLE IV - FINANCIAL PROVISIONS**

1. The fiscal year of the Consortium shall be July 1 through June 30. The Potterville School District, upon the recommendation of the NEC Director, shall adopt a final budget for the operation of all NEC programs no later than November 1 of each year.
2. All funds generated and expended by the NEC program shall be accounted for in appropriate accounts by the administrative agent, the Potterville Public Schools, in accordance with the budget needs of the program and subject to audit.
3. The Potterville Public Schools will be responsible for the payroll for supervisory, instructional, and support personnel.
4. Waverly Community Schools will be reimbursed not more than 12.5% of the state aid generated for the current year for adult education participants enrolled in the NEC Program.
5. If the relationship between member districts should terminate for any reason, it is hereby agreed by the Waverly Community Schools and Potterville Public Schools that all supplies, computer technology, and equipment purchased by Waverly Community Schools and/or billed to and reimbursed by the Waverly Community Schools for use in the Consortium shall become the property of the Waverly Community Schools. All supplies, computer technology, and equipment

purchased for use in the NEC Program and billed to or reimbursed by the Potterville Public Schools shall become the property of the Potterville Public Schools.

6. During the operation of this agreement, said equipment and supplies shall remain under the control of NEC unless otherwise stipulated at the time of purchase of said supplies and equipment.
7. If deficit financing should occur, all member districts will be contacted immediately and an emergency meeting of the NEC Advisory Board will be called. The amount of the deficit incurred to date shall be shared and paid by member districts according to full-time equated memberships from each district, subject to an audit by the business department of member districts. In the event of deficit financing, a plan for the continued operation or dissolution of NEC will be developed by the NEC Advisory Board.

#### **ARTICLE V - PERSONNEL**

1. The Potterville Public Schools as sole administrative agent retains the right to hire, evaluate, and terminate all administrators, teachers, and support personnel employed in the operation of all NEC programs.
2. The salaries and benefits of all NEC personnel shall be determined by the Potterville School District and reflect parity.
3. The NEC Advisory Board shall provide input on NEC personnel matters and make recommendations as deemed appropriate.

#### **ARTICLE VI – RIGHTS OF MEMBER DISTRICTS**

1. A member district may have input when the annual calendar for Consortium operations is established.
2. A member district may have input in the determination of graduation requirements and student eligibility for program participation.
3. A member district may advise on the type and number of adult and alternative education classes offered.
4. Participation in this agreement may be cancelled by any member district for any reason subject to *Article I, Item 4*.

#### **ARTICLE VII – CURRICULUM AND INSTRUCTION**

1. Any special education student who needs support through indirect teacher support will be provided that support through Waverly Public Schools. If a student needs a more extensive program and does not live in the Waverly School District, an IEP will be developed and support will be provided by Potterville Public Schools, with input from the Waverly School District as deemed appropriate.
2. An NEC administrator will work collaboratively with the Waverly School District's curriculum director to ensure that the NEC curriculum and graduation requirements are coordinated with and consistent with the curriculum and requirements of the Waverly and Potterville High Schools and with standards set forth by the State of Michigan.
3. The diploma granted to NEC graduates will be entitled NEC High School and state that it is being given in cooperation with Waverly Community Schools.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-10**

**FOR ACTION\*\*\***

**Subject:**           **Designation of Audit Firm for 2006-2007**

**Recommendation:**

The Superintendent recommends the Board of Education designate Plante & Moran, PLLC, Certified Public Accountants, to audit the school district's financial records for the first year of a five (5)-year proposal at a cost of \$18,950.

**Background Information/Historical Perspective:**

Plante & Moran performs audits for many school districts and works closely with the state of Michigan. The firm has audited the school district's financial records for the past 15 years in a satisfactory manner.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-11**

**FOR ACTION\*\*\***

**Subject:** Annual Designation of Authorized Signatories

**Recommendation:**

The Superintendent recommends the Board of Education designates the signatories for Waverly Community Schools' monies and banking transactions for the 2006-2007 fiscal year to be approved, as presented, with signature of the Board treasurer.

All checks drawn against an authorized, demand account in the following funds will be signed by the Board treasurer and countersigned by Thomas J. Pillar, Superintendent.

**General Fund  
Trust & Agency Fund  
Waverly Athletics & Activities  
Waverly Childcare Fund  
Lunch Fund  
Debt Funds**

The Assistant Superintendent for Finance & Personnel, Jacklin C. Blodgett, and Business Manager, Robert Spagnuolo, will be authorized to transfer monies from the authorized trust and savings accounts to authorized checking accounts in the following funds:

**General Fund  
Trust & Agency Fund  
Waverly Athletics & Activities  
Waverly Childcare Fund  
Lunch Fund  
Debt Funds**

The Assistant Superintendent for Finance & Personnel, Jacklin Blodgett, and Business Manager, Robert Spagnuolo, will be authorized to invest temporary, excess cash in the name of Waverly Community Schools and to liquidate such investments by deposit in authorized accounts.

**Background Information/Historical Perspective:**

It is necessary for the newly organized Board of Education to officially designate its authorized signatories at the beginning of each school year.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-12**

**FOR ACTION\*\*\***

**Subject:** Designation of Person to Post Meetings

**Recommendation:**

The Superintendent recommends Rebecca Pease, the Recording Secretary to the Board of Education, be designated as the person to post meetings of the Board of Education. In her absence, the Superintendent shall appoint a person to post individual meetings as required.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-13**

**For Action:**

**Subject:** Appointment of Parliamentarian

**Recommendation:**

It is recommended by the Superintendent that Rebecca Pease, the Recording Secretary to the Board of Education, be appointed as Board of Education Parliamentarian for the school year 2006-2007.

**Statement of Purpose/Issue:**

To comply with Bylaw 0161 which states the parliamentary authority governing the Board of Education shall be Robert's Rules of Order, Newly Revised, in all cases in which it is not inconsistent with statute, administrative code, or the Board adopted bylaws.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-14**

**FOR ACTION\*\*\***

**Subject:** Designation of Charitable Giving Fiscal Agents

**Recommendation:**

The Superintendent recommends the Waverly Community Schools Board of Education selects the Capital Area United Way and the Waverly Education Foundation as its charitable giving campaign fiscal agents for the 2006-2007 school year.

**Statement of Purpose/Issue:**

This action by the Board of Education establishes the Capital Area United Way and the Waverly Education Foundation as the only two agencies having access to the district's payroll deduction process for the purpose of conducting their charitable giving campaigns for the 2006-2007 school year.

**Background Information/Historical Perspective:**

In past years, the Capital Area United Way was named the fiscal agent as an umbrella, under which all charities seeking to use the district's payroll deduction process for charitable campaign giving must conform. The Waverly Education Foundation approached administration in 1995 with a plan to enhance its membership through offering a payroll deduction plan for district employees. This will ultimately benefit the district as Foundation monies will eventually filter back to the schools through enhancement of programs.

**Rationale for Recommendation:**

It is timely that the Board of Education selects its annual charitable workplace giving campaign fiscal agents in preparation for the Capital Area United Way and the Waverly Education Foundation campaigns. Traditionally the United Way campaign is conducted during the months of September and October. The Waverly Education Foundation offers membership to employees through payroll deduction on an ongoing basis.

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
SPECIAL MEETING  
July 10, 2006**

**Report #06-15**

**FOR ACTION**\*\*\*

**Subject:** Membership Resolution -- Michigan High School Athletic Association

**Recommendation:**

The superintendent recommends the Waverly Community School District continue its membership and relationship with the Michigan High School Athletic Association and that the following membership resolution, provided by the Michigan High School Athletic Association, be adopted for the year August 1, 2006 through July 31, 2007:

The secondary schools in the Waverly Community School District, City of Lansing, County of Eaton, State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved inter-school athletic activities sponsored by said association.

The Board of Education hereby delegates to the Superintendent or his designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and Bylaws of said association and adopts as its own the rules, regulations, and interpretations (as minimum standards), as published in the current Handbook and qualifications as published in the Bulletin as the governing code under which the said schools shall conduct their program of interscholastic activities and agrees to primary enforcement of said rules, regulations, interpretations, and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2006 and shall remain effective until July 31, 2007, during which the authorization may not be revoked.

**Background Information/Historical Perspective:**

Through Policy 2431 "the Board further adopts those eligibility standard set by the Constitution of the Michigan High School Athletic Association (MHSAA) and shall review such standards annually to ascertain that they continue to be in conformity with the objectives of the Board."

**Rationale for Recommendation:**

Action is necessary to prevent a lapse in membership, and enable the district to participate in league activities.



06-07

1661 Ramblewood Drive  
East Lansing, MI 48823  
(517) 332-5046

The Michigan High School Athletic Association is a voluntary, nonprofit corporation comprised of public, private and parochial junior high/ middle and senior high schools whose Boards of Education/Governing Bodies have voluntarily applied for and received membership for and on behalf of their secondary schools. The association sponsors statewide tournaments and makes eligibility rules with respect to participation in such Michigan High School Athletic Association sponsored tournaments in the various sports. Each Board of Education/Governing Body that wishes to host or participate in such meets and tournaments must join the MHSAA and agree to abide by and enforce the MHSAA rules, regulations and qualifications concerning eligibility, game rules and tournament policies, procedures and schedules.

To obtain membership, it is necessary for the Board of Education/Governing Body to adopt the following resolution for its junior high/middle and senior high schools. This resolution must be formally ratified by your Board of Education/Governing Body and properly signed. Please return one signed copy for our files and retain one copy for your files. Resolutions that are modified in any way or are supplemented with letters placing additional conditions on MHSAA membership or tournament participation shall be rejected.

## MEMBERSHIP RESOLUTION

For the year August 1, 2006 — through July 31, 2007

### LIST ON BACK

the Secondary School(s) which are under the direction of this Board of Education/Governing Body.

*(Junior high/middle and senior high schools of your school system which are to be listed as MHSAA members and receive MHSAA mailings during 2006-07 must be listed on the back of this form)*

Waverly Community Schools City of Lansing

County of Ingham, Eaton, & Clinton, of State of Michigan, are hereby:

- (A) enrolled as members of the Michigan High School Athletic Association, Inc., a nonprofit association, and
- (B) are further enrolled to participate in the approved interschool athletic activities sponsored by said association.

The Board of Education/Governing Body hereby delegates to the Superintendent or his/her designee(s) the responsibility for the supervision and control of said activities, and hereby accepts the Constitution and By-Laws of said association and adopts as its own the rules, regulations and interpretations (as minimum standards), as published in the current *HANDBOOK* and qualifications as published in the *BULLETIN* as the governing code under which the said school(s) shall conduct its program of interscholastic athletics and agrees to primary enforcement of said rules, regulations, interpretations and qualifications. In addition, it is hereby agreed that schools which host or participate in the association's meets and tournaments shall follow and enforce all tournament policies, procedures and schedules.

This authorization shall be effective from August 1, 2006 and shall remain effective until July 31, 2007, during which the authorization may not be revoked.

#### RECORD OF ADOPTION

*The above resolution was adopted by the Board of Education/Governing Body of the*

Waverly Community School(s), on the 10th day of July, A.D., 2006, and is so recorded in the minutes of the meeting of the said Board/Governing Body:

\_\_\_\_\_  
(Governing Body Name)

\_\_\_\_\_  
(Board Secretary)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City)

-OVER-

**WAVERLY COMMUNITY SCHOOLS  
BOARD OF EDUCATION  
REGULAR MEETING  
July 10, 2005**

Report #06-16

**I. INSTRUCTION AND SUPPORT**

**FOR ACTION**

**Subject: Personnel Recommendations**

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
*Alicia Byrd	Elmwood 3 <sup>rd</sup> Grade Teacher	MA+15, Step 5/\$50,797	8/29/06
*Rachel Hollenback	High School Art Teacher	BA+0, Step 1/\$36,298	8/29/06
*Kristin Kochheiser	Elmwood 3rd Grade Teacher	BA+0, Step 0/\$34,606	8/29/06
*Cecilia Park	Colt 1 <sup>st</sup> Grade Teacher	BA+0, Step 1/\$36,298	8/29/06
*Nathan Stevenson	Winans 3 <sup>rd</sup> Grade Teacher	BA+20, Step 2/\$40,040	8/29/06

B. Resignation – Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Anthony Habra	East Assistant Principal	Personal	6/30/06
Devin Pringle	HS Social Studies Teacher	Personal	7/7/06

**FOR INFORMATION**

A. Employment Transfer – Non Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Les Midgett	From: Winans Special Ed Paraprofessional	II/\$14.85	06-07 School Yr.
	To: MS SE Paraprofessional		

B. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Mellinda Motz	MS Assistant Cashier	Job Abandonment	5/26/06
Guadalupe Bernal	East Lunch Assistant	Personal	6/8/06
August Wray	Colt Lunch Assistant	Personal	6/23/06

\*Pending Michigan criminal history check

# *Waverly Community Schools*

## **Personnel Office**

### **STAFF APPOINTMENTS**

**2006-2007**

<b>NAME:</b>	Alicia Byrd
<b>POSITION:</b>	Elmwood 3rd Grade Teacher
<b>SALARY:</b>	MA+15, Step 5
<b>START DATE:</b>	August 29, 2006
<b>NUMBER INTERVIEWED:</b>	33 Candidates
<b>DISTRICT SUBSTITUTE:</b>	No
<b>STUDENT TEACHER:</b>	No
<b>CERTIFICATION:</b>	Michigan Certification Elementary English
<b>COLLEGE:</b>	Michigan State University
<b>OTHER:</b>	Received a Masters from Michigan State University

# *Waverly Community Schools*

## **Personnel Office**

### **STAFF APPOINTMENTS**

**2006-2007**

**NAME:** Rachel Hollenback

**POSITION:** High School Art Teacher

**SALARY:** BA+0, Step 1

**START DATE:** August 29, 2006

**NUMBER INTERVIEWED:** 4 Candidates

**DISTRICT SUBSTITUTE:** No

**STUDENT TEACHER:** No

**CERTIFICATION:** Michigan Certification  
K-12  
Art

**COLLEGE:** Michigan State University

**OTHER:** Student taught at Williamston Elementary and  
Okemos High School

# *Waverly Community Schools*

## **Personnel Office**

### **STAFF APPOINTMENTS**

**2006-2007**

<b>NAME:</b>	Kristin Kochheiser
<b>POSITION:</b>	Elmwood 3rd Grade Teacher
<b>SALARY:</b>	BA+0, Step 0
<b>START DATE:</b>	August 29, 2006
<b>NUMBER INTERVIEWED:</b>	33 Candidates
<b>DISTRICT SUBSTITUTE:</b>	No
<b>STUDENT TEACHER:</b>	No
<b>CERTIFICATION:</b>	Michigan Certification Elementary Social Studies
<b>COLLEGE:</b>	Spring Arbor University
<b>OTHER:</b>	Received a Bachelor's Degree from Michigan State University in Telecommunications and a Masters in Public Relations

# *Waverly Community Schools*

## **Personnel Office**

### **STAFF APPOINTMENTS**

**2006-2007**

<b>NAME:</b>	Cecilia Park
<b>POSITION:</b>	Colt 1 <sup>st</sup> Grade Teacher
<b>SALARY:</b>	BA+0, Step 1
<b>START DATE:</b>	August 29, 2006
<b>NUMBER INTERVIEWED:</b>	33 Candidates
<b>DISTRICT SUBSTITUTE:</b>	No
<b>STUDENT TEACHER:</b>	No
<b>CERTIFICATION:</b>	Michigan Certification Elementary East Asian Languages and Cultures
<b>COLLEGE:</b>	Michigan State University
<b>OTHER:</b>	Attended the United World College of South East Asia headed by Nelson Mandela in Singapore

# Waverly Community Schools

## Personnel Office

### STAFF APPOINTMENTS

**2006-2007**

<b>NAME:</b>	Nathan Stevenson
<b>POSITION:</b>	Winans 3rd Grade Teacher
<b>SALARY:</b>	BA+20, Step 2
<b>START DATE:</b>	August 29, 2006
<b>NUMBER INTERVIEWED:</b>	33 Candidates
<b>DISTRICT SUBSTITUTE:</b>	No
<b>STUDENT TEACHER:</b>	No
<b>CERTIFICATION:</b>	Michigan Certification Elementary Language Arts
<b>COLLEGE:</b>	Michigan State University
<b>OTHER:</b>	Recently taught 2 <sup>nd</sup> Grade in New York City Did senior field work at Winans and did student teaching in Grand Rapids

