



Waverly Community Schools

Regular Meeting

Monday, September 14, 2009 7:30 PM

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 September 14, 2009, beginning at 7:30 PM in the Board Room, 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.

- I. Call to Order and Pledge to the Flag - President John Broughton
- II. Special Presentations
 - A. Robert Lurie - Summer Educational Trip
 - B. Response to Intervention (RTI) - Dorothy Blackwell
- III. Correspondence - Secretary Mary Ann Martin
- IV. Public Comment
- V. Student Representative Report
- VI. Board Member Comment
- VII. Adoption of Meeting Agenda
- VIII. ***Approval of Minutes 4
- IX. Presentation of Reports
 - A. Curriculum
 - 1. ***For Information - Extended Field Trip 9
 - B. Facility & Policy
 - 1. For Information - DEQ - Stormwater Management
 - C. Finance & Personnel
 - 1. ***Recommendation to approve Report #09-13, 10
Financial Recommendation

2.	***Recommendation to approve Report #09-14, Certification of Winter Tax Levy	13
3.	Recommendation to approve Report #09-15, Personnel Recommendations	19
4.	Recommendation to approve Report #09-16, Master Agreement Ratification - Custodian	22
D.	Other	
1.	Recommendation to approve Report #09-17 - Appointment of Facility Review Committee Citizen Leader	26
X.	Superintendent's Report	
XI.	Public Comments	
XII.	Other Board Business	
XIII.	Adjournment	
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**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
August 10, 2009**

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:30 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. John Broughton, President
Mr. Britt Slocum, Vice President
Mr. Fonda Brewer-Williams, Treasurer
Mrs. Kim Smith, Vice Secretary-Treasurer
Mr. Calvin Jones, Trustee
Mr. Mike Knaggs

Members Absent:

Mrs. Mary Ann Martin, Secretary

Staff Present:

Dr. Thomas J. Pillar, Superintendent
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel
Mrs. Dorothy Blackwell, Director of Curriculum
Mr. Eldon McGraw, Communications Supervisor
Karen Burgess
Gretchen Mikula
Mike Moreno
Rebecca Pease

Other:

Gloria Gonzalez

Pledge

Member Slocum led the pledge of allegiance to the flag.

Special Presentation

The special presentation featured a video produced by Eldon McGraw, Communications Supervisor, highlighting the efforts in communication for the 2008-2009 school year. Some of the areas addressed were posters, the Waverly Flyer, WAVE TV, press releases, news stories, and videos.

Correspondence

None

Public Comment

None

Student Representative Report

None

Board Member Comment

Member Slocum reported he and his wife Anne had the opportunity to spend a couple of days at the Waverly Marching Band Camp. He said the kids worked hard and looked really good by the end of the week. Member Slocum thanked Eldon McGraw for his presentation, noting he likes the feedback page and card, allowing the public the opportunity to get back to us.

Board Member Comment (cont.)

Member Knaggs thanked Eldon McGraw for his communications update. He reported Waverly Youth Cheer Camp was held last week. He said it was successful, in part, thanks to participation by the varsity cheerleaders.

Adoption of Agenda

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

Motion carried. VOTE: AYES – 6; NAYS – 0 (Member Martin absent).

Approval of Minutes

The minutes of the special meeting of July 13, 2009 and the organizational meeting of July 13, 2009 were approved as presented.

******Financial Recommendation – Report #09-11 – For Action***

The treasurer's report was approved as presented.

Personnel Recommendations – Report #09-12 – For Action

A motion was presented by Member Jones and supported by Member Brewer-Williams. MOTION: The Board of Education approve the administrative employment of Mike Moreno (East Intermediate principal); the resignation of Gloria Gonzalez (East Intermediate principal); the resignations of Jeff Sulitis (Winans 4th grade teacher); Erin Tembras (high school English teacher); and Christopher White (high school math teacher); and the transfer of Clayton Burch (from middle school special education teacher to middle school dean of students).

Motion carried. VOTE: AYES – 6; NAYS – 0 (Member Martin absent).

Board members thanked Mrs. Gonzalez for her 22 years of service, passion and commitment to the Waverly Community Schools and wished her well in her new position. Board members congratulated Mr. Moreno on being named East Intermediate School principal.

Dr. Pillar, on behalf of administration, thanked Mrs. Gonzalez for her years of services. He had asked Mrs. Gonzalez, who at the time was principal of Elmwood Elementary, to transfer to East Intermediate School. He stated East has been a better school under her leadership.

Dr. Pillar welcomed Mike Moreno, stating he is glad he is a part of the administrative team and that he looks forward to working with him.

Superintendent's Report

Dr. Pillar reported the annual audit was completed last week. It went very well. Rob Spagnuolo provides the necessary information for the auditors. A meeting with Mary Schafer will be held with administrators this week, with a presentation made to the Board in September.

Dr. Pillar reported work on the Safe Routes projects has begun in the secondary campus. Weather permitting, it should be completed in August. At this time, the work seems to be going smoothly.

Dr. Pillar announced the annual staff orientation is scheduled for Thursday, September 3rd beginning at 7:30 a.m. in the high school cafeteria. Dr. Pillar encouraged Board members to attend because it is usually a very positive kick-off of the school year. This year we are going to feature more students and a surprise guest speaker has been invited.

Superintendent's Report (cont.)

Dr. Pillar reported most of the Waverly staff will be joining their colleagues from the other districts in the IISD on Wednesday, September 2nd at the Breslin Center to hear a presentation by Dr. Ruby Payne, a national speaker on the effects of poverty on students, families, and communities and how to better understand and support people from all economic backgrounds.

Dr. Pillar reported *images* will be distributed the weekend of August 23rd.

Dr. Pillar announced Elmwood student Leslie Miller was recognized in April for winning the Board of Water & Light "Adopt a River" poster contest. Congratulations to her and her family.

Dr. Pillar announced school begins on Thursday, September 8th. Usually Board members join central administration at the buildings greeting staff, students, and parents. He asked Board members to let Becky know if they would like to be at a particular building on opening day.

Dr. Pillar announced the Hubbard Law Firm, P.C. is sponsoring a school supply drive for all grade levels of students in the Waverly School District. Their goal is to provide necessary materials to ensure a productive and creative learning environment. Donations can be dropped off at The Hubbard Law Firm, P.C., 5801 W. Michigan Avenue.

Dr. Pillar announced the MASB Annual Fall Conference, Reimagining Michigan's Public Education, is scheduled for October 22-25 at the Lansing Center.

Public Comment

Addressing the Board during Public Comment was Gloria Gonzalez.

Other Board Business

None

Adjournment

The meeting adjourned at 8:07 p.m.

Respectfully submitted,

Kimberly Smith, Vice Secretary/Treasurer

rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
August 24, 2009**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 9:00 a.m. in the Conference Center of East Intermediate School, 3131 W. Michigan Avenue, Lansing, Michigan.

Members Present:

Mr. John Broughton, President
Mrs. Mary Ann Martin, Secretary
Mrs. Kim Smith, Vice Secretary-Treasurer
Mr. Calvin Jones, Trustee
Mr. Mike Knaggs, Trustee

Member Absent:

Mr. Britt Slocum, Vice President
Mrs. Fonda Brewer-Williams, Treasurer

Staff Present:

Dr. Thomas J. Pillar, Superintendent
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel
Mrs. Dorothy Blackwell, Director of Curriculum
Mr. Bruce Johnson, Director of Student Services & Operations
Mr. Rob Spagnuolo, Business Manager
Mr. Eldon McGraw, Communications Supervisor
Dr. Margaret Baldwin
Mrs. Valerie Hendrickson-Carr
Mrs. Shawn Talifarro
Mrs. Vickie Tisdale
Mr. Mike Moreno
Mr. Vince Perkins
Mrs. Christine Holman
Mr. Tracy Thomas

Others Present:

Mr. Kevin Hardy
Mr. Will Mahoney

Purpose

The purpose of the meeting was a scheduled Board work/study session to discuss the Waverly brand; the Facility Review process; bargaining; legislative update; and future work-study topics.

Adjournment

The meeting adjourned at 2:51 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
PUBLIC HEARING
August 24, 2009**

Opening of Meeting

A Public Hearing of the Waverly Community Schools Board of Education was called to order by President John Broughton at 2:52 p.m. in the Conference Center of East Intermediate School, 3131 W. Michigan Avenue, Lansing, Michigan.

Members Present:

Mr. John Broughton, President
Mrs. Mary Ann Martin, Secretary
Mrs. Kim Smith, Vice Secretary-Treasurer
Mr. Calvin Jones, Trustee
Mr. Mike Knaggs, Trustee

Member Absent:

Mr. Britt Slocum, Vice President
Mrs. Fonda Brewer-Williams, Treasurer

Staff Present:

Dr. Thomas J. Pillar, Superintendent
Mrs. Jacklin Blodgett, Asst. Superintendent for Finance & Personnel
Mrs. Dorothy Blackwell, Director of Curriculum
Mr. Bruce Johnson, Director of Student Services & Operations
Mr. Rob Spagnuolo, Business Manager
Mr. Al Momrik

Purpose

The purpose of the meeting was a Public Hearing regarding the Children's Internet Protection Act (CIPA).

Presentations were made by Bruce Johnson and Al Momrik

Public Comment

None

Adjournment

The meeting adjourned at 3:01 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 14, 2009**

FOR INFORMATION***

Subject: Extended Field Trips

Extended Field Proposal

LuAnn Stuibel, 8th grade science teacher, has planned an extended field trip to Orlando, Florida for 8th grade science students. Major places to be visited are Disney's Animal Kingdom, Magic Kingdom, Hollywood Studios, EPCOT, and Kennedy Space Center. Concepts discussed during the seminars directly correlate with the Middle School science curriculum. The programs offer hands-on opportunities using these concepts in the real world. Students will gain a deeper understanding of the objectives taught in middle school science. They will also grow in the areas of social and personal responsibility as a result of traveling without their parent/guardian. The departure date is March 10th, with a return date of March 14th. Approximately 60-80 students, two or three parents/guardians, and teachers LuAnn Stuibel, David Pike, Debbie Quinn or Barbara Tate will travel by air from either Flint or Detroit to Orlando. The estimated cost per student is \$1,139, with individual families being responsible for payment of the trip. Numerous fundraising opportunities will be made available throughout the year to help defray the cost of the trip. Students will be away from the traditional classroom setting two-three days.

Strategic Plan Reference: *Strategy #1: Curriculum, Instruction & Assessment: We will continue our efforts to provide instruction and assessment that will prepare our students to meet or exceed state standards on all areas tested and demonstrate Waverly Essential Skills.*

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
September 14, 2009**

Report #09-13

FOR ACTION***

Subject: Financial Recommendation

Recommendation:

It is recommended the following be approved:

Approval of Treasurer's Report:

The General Fund Financial Report dated August 31, 2009 has been reviewed and it is recommended that the Report be approved. The cash balance as of July 31, 2009 was \$4,381,320.35. Receipts during August 2009 consist of current taxes and other revenues in the amount of \$1,913,737.39 less disbursements during August of \$2,458,716.63 left the district with a General Fund cash balance as of August 31, 2009 of \$3,836,341.11.

Waverly Community Schools
 Budget Status Report as of 8/31/09
 General Fund - Revenue Accounts

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Year To Date</u>	<u>Available Balance</u>	<u>Percent Available</u>
MAJOR CLASS 111 TOTALS	Property Tax Levy	9,406,174.00	404,252.59	9,001,921.41	95.70
MAJOR CLASS 119 TOTALS	Delinquent Taxes	50,000.00	8,447.69	41,552.31	83.10
MAJOR CLASS 131 TOTALS	Tuition	15,000.00	9,242.00	5,758.00	38.39
MAJOR CLASS 151 TOTALS	Interest On Investments	100,000.00	2,026.66	97,973.34	97.97
MAJOR CLASS 191 TOTALS	Rental on Buildings	20,000.00	940.00	19,060.00	95.30
MAJOR CLASS 199 TOTALS	Miscellaneous	10,000.00	40.54	9,959.46	99.59
MAJOR CLASS 311 TOTALS	State Revenue	18,003,769.00	1,663.60	18,002,105.40	99.99
MAJOR CLASS 413 TOTALS	Direct Federal Grants	23,478.00	0.00	23,478.00	100.00
MAJOR CLASS 414 TOTALS	Federal Grants	614,264.00	0.00	614,264.00	100.00
MAJOR CLASS 417 TOTALS	Grants Through Intermediates	16,734.00	0.00	16,734.00	100.00
MAJOR CLASS 418 TOTALS	Unrestricted Flow Thru Grants	17,000.00	0.00	17,000.00	100.00
MAJOR CLASS 519 TOTALS	IISD Reimbursements	2,175,000.00	0.00	2,175,000.00	100.00
	Total For Revenues	30,451,419.00	426,613.08	30,024,805.92	98.60

Waverly Community Schools
 Budget Status Report as of 8/31/09
 General Fund - Expense Accounts

<u>Account</u>	<u>Description</u>	<u>Budget</u>	<u>Year To Date</u>	<u>Available Balance</u>	<u>Percent Available</u>
FUNCTION 111 TOTALS	Elementary	7,613,526.00	192,934.21	7,420,591.79	97.47
FUNCTION 112 TOTALS	Middle School	2,508,510.00	80,069.69	2,428,440.31	96.81
FUNCTION 113 TOTALS	High School	5,627,536.00	156,180.47	5,471,355.53	97.22
FUNCTION 119 TOTALS	Summer School	27,517.00	0.00	27,517.00	100.00
FUNCTION 122 TOTALS	Special Education	3,251,152.00	100,288.53	3,150,863.47	96.92
FUNCTION 125 TOTALS	Compensatory Education	461,192.00	15,419.26	445,772.74	96.66
FUNCTION 199 TOTALS	Holding Account for Employee Benefits	14,600.00	0.00	14,600.00	100.00
FUNCTION 212 TOTALS	Guidance Services	606,930.00	18,143.38	588,786.62	97.01
FUNCTION 215 TOTALS	Speech Pathology & Audiology	567,223.00	13,532.46	553,690.54	97.61
FUNCTION 216 TOTALS	Social Work Services	592,942.00	19,245.56	573,696.44	96.75
FUNCTION 218 TOTALS	Teacher Consultant	295,670.00	8,388.51	287,281.49	97.16
FUNCTION 219 TOTALS	Other Pupil Services	47,668.00	10.80	47,657.20	99.98
FUNCTION 221 TOTALS	Improvement of Instruction	400,010.00	36,148.91	363,861.09	90.96
FUNCTION 222 TOTALS	Educational Media Services	927,740.00	120,503.60	807,236.40	87.01
FUNCTION 226 TOTALS	Supervision & Direction	368,107.00	69,488.31	298,618.69	81.12
FUNCTION 231 TOTALS	Board of Education	65,438.00	16,002.28	49,435.72	75.55
FUNCTION 232 TOTALS	Executive Administration	301,006.00	58,258.69	242,747.31	80.65
FUNCTION 241 TOTALS	Office of the Principal	1,805,532.00	258,307.38	1,547,224.62	85.69
FUNCTION 249 TOTALS	Other School Administration	76,903.00	0.00	76,903.00	100.00
FUNCTION 252 TOTALS	Fiscal Services	371,578.00	70,865.94	300,712.06	80.93
FUNCTION 257 TOTALS	Internal Services	60,850.00	10,805.06	50,044.94	82.24
FUNCTION 259 TOTALS	Other Business Services	69,788.00	35,012.48	34,775.52	49.83
FUNCTION 261 TOTALS	Operating Building Services	3,497,825.00	456,969.95	3,040,855.05	86.94
FUNCTION 266 TOTALS	Security Services	83,309.00	0.00	83,309.00	100.00
FUNCTION 271 TOTALS	Pupil Transportation Services	787,742.00	60,555.85	727,186.15	92.31
FUNCTION 283 TOTALS	Staff/Personnel Services	191,132.00	33,056.76	158,075.24	82.70
FUNCTION 284 TOTALS	Information Management Services	254,772.00	50,712.19	204,059.81	80.10
FUNCTION 285 TOTALS	Other Central Services	934.00	(155.00)	1,089.00	116.60
FUNCTION 299 TOTALS	Other Support Services	35,000.00	3,231.75	31,768.25	90.77
FUNCTION 331 TOTALS	Communication	20,757.00	6,897.85	13,859.15	66.77
FUNCTION 511 TOTALS	Equipment Loan Principal & Interest	156,477.00	156,434.71	42.29	0.03
FUNCTION 621 TOTALS	Athletic/Activities & Child Care Support	598,727.00	0.00	598,727.00	100.00
Total for Expenses		31,688,093.00	2,047,309.58	29,640,783.42	93.54

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 14, 2009**

Report #09-14

FOR ACTION***

Subject: Certification of Winter Tax Levy – City of Lansing,
Lansing, Delta, Windsor, and Watertown Townships

Recommendation:

It is recommended that the Board of Education adopt the proposed winter tax levy for the City of Lansing, Lansing, Delta, Windsor, and Watertown Townships. A certified copy is affixed to the official minutes of this meeting. A copy of the certification (L-4029) is included in the support material.

Budget Impact:

If the certification of tax levy is not adopted, taxing units will not collect winter taxes for the school district.

Statement of Purpose/Issue:

To certify the tax levy, allowing local taxing units to collect winter taxes for the district.

Background Information/Historical Perspective:

Section 380.1213 of Michigan School Code provides that the Secretary of the Board of Education file a certified copy of a resolution adopted by the Board, stating the number of mills to be levied on taxable properties within the school district. This certification is to be filed with the appropriate township and city clerks on or before September 25, 2009.

A breakdown of the levy is as follows:

	<u>City of Lansing, Lansing & Delta Townships</u>	<u>Windsor and Watertown Townships</u>
<u>General Fund</u>		
Operating-		
Homestead	2.1045	4.2248
Commercial Personal	5.1045	10.2248
Nonhomestead (All Other)	9.0000	18.0000
Debt-		
Homestead	2.4300	4.8600
Commercial Personal	2.4300	4.8600
Nonhomestead (All Other)	2.4300	4.8600

The City of Lansing, Lansing and Delta Townships are levying at fifty percent (50%) of total levy due to the fact that those taxing authorities collect fifty percent (50%) during the summer. The summer levy was based upon 4.2406 mills for operating and 4.8600 mills for debt. The winter levy is adjusted to reflect the lower mills.

Discussion of Options/Alternatives:

The school district could levy a tax rate lower than the 4.2248 mills authorized. This would be less than the amount authorized.

Strategic Plan Reference:

As the heart of the community, our mission is to educate and prepare each student to achieve her or his academic best, develop character, become a life long learner, and contribute as a citizen of our global society.

2009 Tax Rate Request (This form must be completed and submitted on or before September 30, 2009)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County	2009 Taxable Value for ALL Properties in the Unit as of 5-26-09.	
Ingham County - Lansing Township	138,481,245	
Local Government Unit	For LOCAL School Districts: 2009 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them.	
Waverly Community Schools	61,579,813	

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2009 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2008 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2009 Current Year "Headlee" Millage Reduction Fraction	(7) 2009 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000	6.8797	6.8955	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.1203	2.1045	12/2012
Extra Voted	DEBT-ALL	06/2000	4.8600	N/A	1.0000	N/A	1.0000	4.8600	2.4300	2.4300	12/2020

Prepared by	Telephone Number	Title of Preparer	Date
Sue Fountain	(517) 244-1291	Ingham ISD Finance Technician	08/18/09

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified AG, Qualified Forest and Industrial Personal	2.1045
For Commercial Personal	5.1045
For all Other	9.0000

*** FOR DECEMBER 1 LEVY

2009 Tax Rate Request (This form must be completed and submitted on or before September 30, 2009)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County	2009 Taxable Value for ALL Properties in the Unit as of 5-26-09.	
Ingham County - City of Lansing	2,342,077	
Local Government Unit	For LOCAL School Districts: 2009 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them.	
Waverly Community Schools	99,345	

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2009 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2008 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2009 Current Year "Headlee" Millage Reduction Fraction	(7) 2009 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000	6.8797	6.8955	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.1203	2.1045	12/2012
Extra Voted	DEBT-ALL	06/2000	4.8600	N/A	1.0000	N/A	1.0000	4.8600	2.4300	2.4300	12/2020

Prepared by	Telephone Number	Title of Preparer	Date
Sue Fountain	(517) 244-1291	Ingham ISD Finance Technician	08/18/09

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

Clerk
 Secretary

Signature	Print Name	Date

Chairperson
 President

Signature	Print Name	Date

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** **IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified AG, Qualified Forest and Industrial Personal	2.1045
For Commercial Personal	5.1045
For all Other	9.0000

*** FOR DECEMBER 1 LEVY

2009 Tax Rate Request (This form must be completed and submitted on or before September 30, 2009)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

County	2009 Taxable Value for ALL Properties in the Unit as of 5-26-09.	
Eaton County - Delta Township	640,636,812	
Local Government Unit	For LOCAL School Districts: 2009 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them.	
Waverly Community Schools	"Not yet known"	

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2009 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2008 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2009 Current Year "Headlee" Millage Reduction Fraction	(7) 2009 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000	6.8797	6.8955	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.1203	2.1045	12/2012
Extra Voted	DEBT-ALL	06/2000	4.8600	N/A	1.0000	N/A	1.0000	4.8600	2.4300	2.4300	12/2020

Prepared by	Telephone Number	Title of Preparer	Date
Sue Fountain	(517) 244-1291	Ingham ISD Finance Technician	08/18/09

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instructions on completing this section.	Rate ***
Total School District Operating and NH Oper ONLY	2.1045
For Principal Residence, Qualified Ag. Qualified Forest and Industrial Personal	5.1045
For Commercial Personal	9.0000
For all Other	

*** FOR DECEMBER 1 LEVY

2009 Tax Rate Request (This form must be completed and submitted on or before September 30, 2009)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

Carefully read the instructions on page 2.

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory. Penalty applies.

County Eaton County - Windsor Township	2009 Taxable Value for ALL Properties in the Unit as of 5-26-09. 22,400,900
Local Government Unit Waverly Community Schools	For LOCAL School Districts: 2009 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them. "Not yet known"

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2009 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2008 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2009 Current Year "Headlee" Millage Reduction Fraction	(7) 2009 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000		13.7752	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.2248	12/2012
Extra Voted	DEBT-ALL	06/2000	4.8600	N/A	1.0000	N/A	1.0000	4.8600		4.8600	12/2020

Prepared by Sue Fountain	Telephone Number (517) 244-1291	Title of Preparer Ingham ISD Finance Technician	Date 08/18/09
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.121(3).

<input type="checkbox"/> Clerk	Signature	Print Name	Date
<input checked="" type="checkbox"/> Secretary			
<input type="checkbox"/> Chairperson	Signature	Print Name	Date
<input checked="" type="checkbox"/> President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

** IMPORTANT: See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 2 of 2008 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	4.2248
For Commercial Personal	10.2248
For all Other	18.0000

*** FOR DECEMBER 1 LEVY

2009 Tax Rate Request (This form must be completed and submitted on or before September 30, 2009)
MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.
Carefully read the instructions on page 2.

County: Clinton County - Watertown Twp. 2009 Taxable Value for ALL Properties in the Unit as of 5-26-09. 58,037,279

Local Government Unit: Waverly Community Schools For LOCAL School Districts: 2009 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them. "Not yet known"

You must complete this form for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2009 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2008 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2009 Current Year "Headlee" Millage Reduction Fraction	(7) 2009 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000		13.7752	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.2248	12/2012
Extra Voted	DEBT-ALL	06/2000	4.8600	N/A	1.0000	N/A	1.0000	4.8600		4.8600	12/2020

Prepared by: Sue Fountain Telephone Number: (517) 244-1291 Title of Preparer: Ingham ISD Finance Technician Date: 08/18/09

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.121(3).

Clerk
 Secretary
 Chairperson
 President

Signature: _____ Print Name: _____ Date: _____

Signature: _____ Print Name: _____ Date: _____

**** Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.**

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY) Rate ***
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal 4.2248
For Commercial Personal 10.2248
For all Other 18.0000

***** FOR DECEMBER 1 LEVY**

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 14, 2009**

Report #09-15

Subject: Personnel Summary

FOR ACTION

I. INSTRUCTION AND SUPPORT

A. Employment – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Deonna Washington	HS English Teacher	BA+0, Step 1/\$39,002	8/28/09
Julie Kaylor	East .5 Social Worker	MA+0, Step 2/\$21,897.50	9/3/09

FOR INFORMATION

A. Employment – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Mary Whittet	Winans ELMS	Class A/\$15.44	8/28/09
Mistie Cremeans	View Lunch Assistant	Class G/\$9.48	9/8/09
Beverly Pillar	Data Processor	Class A/\$15.44	9/14/09

B. Recall – Non Certified

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Lisa Lueders	From: East Parapro To: MS Parapro	9/2/09
Anne Slocum	From: HS Parapro To: HS Parapro	9/2/09
Barb Morton	From: East Parapro To: Winans Title 1 Reading Parapro	9/2/09

C. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Virginia Matkovich	HS Lunch Assistant	Personal	8/18/09
Johnny Sorrells	View Lunch Assistant	Personal	8/18/09
Patricia VanZee	MS Paraprofessional	Personal	8/20/09
Cenghniski Aldridge	East Lunch Assistant	Personal	8/26/09
Corey Simington	East Child Care	Personal	8/28/09

Waverly Community Schools

Personnel Office

STAFF APPOINTMENTS

2009-2010

NAME:	Deonna Washington
POSITION:	High School English Teacher
SALARY:	BA+0, Step 1
START DATE:	September 2, 2009
NUMBER INTERVIEWED:	13 Candidates
DEMO INTERVIEW NUMBER:	6 Candidates
DISTRICT SUBSTITUTE:	No
STUDENT TEACHER:	No
CERTIFICATION:	English and Psychology
COLLEGE:	Michigan State University
OTHER:	Was Director of our Ombudsman Program

Waverly Community Schools

Personnel Office

STAFF APPOINTMENTS

2009-2010

NAME:	Julie Kaylor
POSITION:	.5 East Social Worker
SALARY:	MA+0, Step 2
START DATE:	September 8, 2009
NUMBER INTERVIEWED:	2 Candidates
DEMO INTERVIEW NUMBER:	0 Candidates
DISTRICT SUBSTITUTE:	No
STUDENT TEACHER:	No
CERTIFICATION:	School Social Work
COLLEGE:	Michigan State University
OTHER:	Previously at Ingham Intermediate School District

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 14, 2009**

Report #09-16

FOR ACTION

Subject: **Master Agreement Ratification - Custodians
Teamsters & Chauffeurs Union No. 580**

Recommendation:

It is recommended that the Board of Education approve the tentative agreement as negotiated between the Teamsters & Chauffeurs Union No. 580, and the Board of Education. This agreement reflects a two year contract, a freeze in salary for 2009-2010, and a wage reopener in the second year.

Statement of Purpose/Issue:

To complete the process of entering into a two year agreement with this union.

Background Information:

The Board of Education, through its team of Jacklin Blodgett and Bruce Johnson, negotiated the contract. The contract is a two year contract through the end of the 2010-2011 school year.

The increase is within the Board of Education guidelines. There were minimal language issues addressed in this bargaining session, with a \$25 increase in the insurance cap in the second year of the contract.

The union ratified this agreement on Wednesday, September 2, 2009.

Budget Impact:

The implication in the budget is an increased cost of \$500 and is budgeted in the 2009-2010 budget.

Options/Alternatives:

The Board of Education could:

- Ratify the tentative agreement
- Recommend modifications to the tentative agreement to be bargained
- Reject the tentative agreement

Rationale for Recommendation:

A ratified salary agreement in this two year contract with the custodians will contribute to stabilizing the district's custodial services.

ARTICLE II
RATES OF PAY AND FRINGE BENEFITS

Section 2.2

The Employer and the Union shall sign a participation agreement with the Michigan Conference of Teamsters Welfare Fund: CDN-5Z plan. The Employer agrees to pay weekly for each employee having more than thirty (30) days of service with the Employer. The CDN-5Z plan:

SO(A) Core Medical
Cancer Rider
Major Medical lifetime maximum of \$500,000
\$5/\$15 RX drug
\$500 Weekly Accident Sickness
\$50,000 death/AD&D (\$3,000 on spouse; \$1500 on each eligible dependent)
Total and Permanent Disability
“D” Dental & Optical

The cap shall apply to the core medical costs, cancer rider, major medical \$500,000 maximum, and the RX drug program only. The district agrees to pay up to one thousand and twenty five (\$1025.00) dollars per month effective July 1, 2009. **The district will pay one thousand and fifty (\$1050.00) per month effective April 1, 2010, through June 30, 2011.**

ARTICLE III
HOURS OF EMPLOYMENT

Section 3.6

Where an employee is temporarily transferred to another job classification he/she shall receive the rate for such classification of his/her own rate, whichever is higher, for all time spent in such other classification unless the transfer was to avoid layoff, in which event he/she shall receive the rate for the job classification. Temporary reclassification shall only occur when the District has presented written notice to the employee of the expectation that he/she shall perform the supervisory and/or special skill duties of the higher classification. It is specifically noted that absence of the higher classified employees shall not necessarily require the performance of his/her supervisory and/or special skill duties by another employee. ~~In case the absence is for three (3) days or longer and is known to the District in advance,~~ Pay for the higher classification will begin with the first day on the job, provided the replacement assumes the added duties and responsibilities.

ARTICLE IV
LEAVE OF ABSENCE

Section 4.2

E. A written verification of illness from the attending physician shall be mandatory on the **sixth (6th)** consecutive working day of absence, or in all cases covered by Worker's Compensation regardless of the length of absence.

ARTICLE V VACATIONS

Section 5.1

C. Vacation may be taken any time during the year, but must be taken in blocks of not less than one **half** (½) day or more than **fifteen (15)** days.

J. Vacation time can be used on a buyback system at the rate of 3 sick days for one vacation day. Up to 5 vacation days may be bought back per year **and they may be used at any time**. Sick days used to purchase vacation days will not be counted against the sick bonus **and may not be paid out for retirement Separability**.

ARTICLE VI HOLIDAYS

Section 6.1

The following holidays shall not be regular unit employees' workdays on the calendar but shall be paid at the employee's regular rate of pay. Specific dates listed on attached Schedule B.

Independence Day
Labor Day
Thanksgiving Day
Friday after Thanksgiving
Christmas Day
New Year's Day
Presidents Day
Memorial Day

In addition, when the day before Christmas Day and New Year's Day falls on a workday, holiday related time off with pay will be granted. Good Friday, all day if school is not in session. If school is in session, custodians will work and take one (1) day at another time to be agreed upon by the District, when school is not in session, when agreed upon by the District. **The custodial group will be allowed MLK day off as a paid holiday if no other district employees are working that day, however there will be no "make up" day if another group is working that day.**

ARTICLE XVI UNIFORMS

Section 16.1

Add: The District will provide all employees required to do snow/ice removal with one (1) set of winter coveralls/Carharts every five (5) years, or as needed, with the cost of said coveralls not to exceed \$100.00.

ARTICLE XXV
TERMINATION OF AGREEMENT

Section 25.1

This Agreement shall be in full force and effect July 1, **2009** to and including June 30, **2011**, and shall continue in full force and effect from year to year thereafter unless written notice of desire to cancel or terminate this Agreement is serviced by either party upon the other at least sixty (60) days prior to date of expiration.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 14, 2009**

Report #09-17

FOR ACTION

Subject: Appointment of Facility Review Committee Citizen Leader

Recommendation:

The superintendent recommends the Board of Education appoint Wilbur T. Mahoney, Ph.D., as the Citizen Leader of the Facility Review Committee.

Statement of Purpose:

It is necessary to appoint a Citizen Leader to convene the Facility Review Committee (FRC) for the purpose of studying the viability of all nine Waverly buildings beyond the 2009/2010 school year.

Budget Impact:

The citizen leader serves on a voluntary basis with no cost to the District.

Historical Perspective:

According to Policy 9140, the Board of Education, in its discretion, shall establish citizens' advisory committees when there is a definite function to be performed. All appointments of citizens to the advisory committees shall be approved by the Board. The role of the citizen leader of the Facility Review Committee includes conducting site visits to all nine Waverly buildings with the committee; facilitating discussion and deliberation of the FRC; guiding the FRC to consensus on a recommendation to the Board of Education; serving as the spokesperson for the FRC; collaborating with the superintendent as a resource; and presenting a report and recommendation to the Board of Education.

Mr. Mahoney is a district resident and parent who has had past involvement in parent organizations and active involvement in athletics, fine arts, and the Waverly Education Foundation. He also has related professional work experience.

Discussion of Options/Alternatives:

The Board may decide to not appoint a citizen leader, or to appoint another person to serve as the citizen leader.

Rationale for Recommendation:

Mr. Mahoney has been a long-time resident and involved parent of students in the Waverly School District who has agreed to serve as the citizen leader of the Facility Review Committee.

Strategic Plan Reference:

- All individuals have the capability and the responsibility to contribute positively to the community. (*Belief*)
- Nothing will take funding precedence over K-12 programs and services necessary to meet the mission and objectives. (*Parameter*)
- We will evaluate programs to determine if they make a significant contribution to achieving our mission and objectives. (*Parameter*)