



Waverly Community Schools

Regular Meeting

Monday, September 12, 2011 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 12, 2011, 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
- III. Correspondence - Secretary- Britt Slocum
- IV. Public Comment
- V. Student Representative Report
- VI. Board Member Comment
- VII. Adoption of Meeting Agenda
- VIII. ***Approval of Minutes 3
- IX. Presentation of Reports
 - A. Finance & Personnel
 - 1. ***Recommendation to approve Report #11-21, Financial Recommendation 13
 - 2. ***Recommendation to approve Report #11-22, Certification of Winter Tax Levy 16
 - 3. Recommendation to approve Report #11-23, Personnel Recommendations 23
- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment
- XIV. ***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
August 8, 2011**

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:45 p.m. in the Waverly Middle School Little Theatre, 620 Snow Road, Lansing, Michigan.

Members Present:

Mr. John Broughton, President
Mr. Calvin Jones, Vice President
Mr. Britt Slocum, Secretary
Mrs. Kim Smith, Treasurer
Mrs. Edith Suttles, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Angela Witwer, Trustee

Staff Present:

Dr. Debra L. Jones, Superintendent
Mrs. Jacklin Blodgett, Assistant Superintendent
Mrs. Dorothy Blackwell, Chief Academic Officer
Luann Gibbs
Gretchen Mikula
Patty Little
Beth D'Mello
Mark Feinaur
Nancy Breen
Trudy Cotter
Patty Reinstra
Beth Weinstein
LuAnn Stuitable
Kate Tonnos
Sam Sicilia
L. Craig Fields
Lance Berrier
Todd Simon
Natalie Queen
Robert Lurie
Colleen Weinfeld
Mike Moreno
Shawn Talifarro
Margaret Baldwin
Vickie Tisdale
Helene McNeilly
Christel Benjamin
Michelle Frederick
Ginny O'Connor Doyle
Brandy Miller
Bill Davis
Rhonda Sosnowski
Matt Oppenheim
Jack Vogel
Rebecca Pease
Eldon McGraw
Mary Wilson

Others Present:

Jamie VanderMoere
Jonathan Patterson
Miki Patterson
Andrew Barlow
M. Paula Thomas
Fred Thomas
Amy VanDeVusse
Kara Moore
Mistie Vaughan
Kelly Mosher
Brandi Thomas
Wendy Helmic
Brianna Foster
Payne Peruchietti
James Roath
Grant Evans
Devin Hadley
Dee Roberts
Chris Harris
Lana Harris
Raela Brown
Solanna Brown
Marissa Helmic
Nicholas Garcia
Rashaun Carrroll
Derrick Hartwell
Dave Zigler
Jordan Martin
Amy Feinaur
Carole Harris
Chinemelu Okafor
Danielle Murphy
Juno Hickman
Taylor McKay
Morgan Kelso
Logan Raterink
Terri Raterink
Russell Lee
Margie Aimery
Carrie Wheeler
Lori Brodberg
Amy Stafford
Maria Patino
Patti Peyton
Rachel Reinstra
Courtney Sims
Courtney Young
Taylor Young
Vickie Cameron

Others Present (cont.):

Taunya Sims
Kici Campbell
Tina Garcia-Carroll
Angelina Hernandez-Fields
Tammy Fields
Pam Martin
Jeffrey Carroll
Tammy Jo Sopocy
Bruce Witwer
Michele Hill
Amy Henry
Laura Wyble
Arnold Weinfeld
Justin Ingram
Phebeit Ingram
Jennifer Jones
Laura Percival
Roxanna Rogers
Cassidy Webster
Joseph Beckler
Melissa Sherry
Mary Jo White

Pledge

Member Suttles led the pledge of allegiance.

Special Presentation - Oath of Office

Superintendent Jones administered the oath of office to new Board member, Angela Witwer, who will fill the remaining months of the term of former Board member Fonda Brewer-Williams.

Correspondence

None

Public Comment

Addressing the Board during Public Comment were Vickie Cameron; Tammy Fields; Joseph Beckler; Amy VanDeVusse; LuAnn Stuible; James Roath (read letter on behalf of Jeremiah Baynes); Dee Roberts; Andrew Barlow (read letter on behalf of Andy Phillips); Chris Richards; Melissa Sherry; Laura Wyble; Wendy Helmic; Grant Evans; and David Zigler.

Board Member Comment

Member Jones welcomed new member Angela Witwer to the Board. He also congratulated Justin Ingram and his family on their successful basketball camp for students. Member Jones stated he appreciates Justin coming back to the community to share his expertise and skills.

Member Suttles stated Waverly recently lost Doug Keyes, one of the most dedicated, kindest people she had the pleasure to know. She said he was a wonderful teacher, and funny in his own way. Member Suttles said she had the pleasure of meeting his wife Linda, who was also a wonderful person. Doug had retired from Waverly Community Schools, but was still a Warrior. Member Suttles stated he will be missed.

Board Member Comment (cont.)

Member Witwer thanked everyone for the warm welcome and said she is looking forward to her time on the Waverly Community Schools Board of Education.

Adoption of Agenda

Superintendent Jones informed Board Members that a revised Personnel Report had been inserted in their Board packets.

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

Motion carried. VOTE: AYES –7; NAYS – 0.

******Approval of Minutes***

The minutes of the July 11, 2011 organizational meeting, the July 11, 2011 special meeting; the July 26, 2011 special meeting; and the August 4, 2011 special meeting were approved as presented.

Policy – Second Reading – Report #11-13 – For Action

A motion was presented by Member Martin and supported by Member Smith. MOTION: The Board of Education approve Policy 6800 – System of Accounting as presented at second reading.

Motion carried. VOTE: AYES – 7; NAYS – 0.

Adoption of Resolution for GASB 54 – Fund Balance Compliance – Report #11-14 – For Action

A motion was presented by Member Suttles and supported by Member Martin. MOTION: The Board of Education adopt the attached resolution for GASB 54, which will put the District in compliance with the latest requirements for reporting fund balances.

Motion carried. VOTE: AYES – 7; NAYS – 0.

Policy – First Reading – For Discussion

The Board of Education reviewed the policy updates listed below at first reading. The policies will come back to the Board on September 12, 2011 for second reading.

2340	Field and Other District-Sponsored Trips
3120	Employment of Professional Staff
5830	Student Fund Raising
7510	Use of School Facilities
8660	Transportation by Private Vehicle
9270	Equivalent Education Outside the Schools (Home Schooling)

Policy committee Member Suttles told Board members they can call or email her or Member Jones with questions.

******Financial Recommendation – Report #11-15 – For Action***

The treasurer's report was approved as presented.

Personnel Recommendations – Report #11-16 REVISED – For Action

A motion was presented by Member Slocum and supported by Member Smith. MOTION: The Board of Education approve the resignation of Christine Brawner (Speech and Language teacher); the resignation of Maureen Chartrand (Winans Food Service Leader); and the recall from layoff of Amy Luzbetak (Colt Lunch Assistant).

Personnel Recommendations – Report #11-16 REVISED – For Action (cont.)

Motion carried. VOTE: AYES – 7; NAYS – 0.

Calendar Days for 2011-12 – Report #11-17 – For Action

A motion was presented by Member Martin and supported by Member Slocum. MOTION: The Board of Education establish the following calendar days for the 2011-12 school year: Professional Development Days – August 30th, August 31st; and September 1st; First Day for Students – September 6th; and Middle School will follow the School Improvement Grant Addendum.

Protocol is that last year's calendar is replicated when there is no WEA agreement.

Motion carried. VOTE: AYES – 7; NAYS – 0.

Superintendent's Report

Dr. Jones announced Kirstina Boomer has decided she will remain as the advisor for National Honor Society for the 2011/2012 school year. If parents or students ask, we are to let them know she will maintain her commitment to National Honor Society and make sure it is a valid program at Waverly High School. Ms. Boomer indicated Beth Sullivan felt the same.

Dr. Jones reported Dorothy Blackwell and Linda Anderson were invited to Blue Cross/BlueShield last week to claim a number of items which were donated to the District. Among the items were office supplies, file cabinets, book shelves, and carts, enough to fill a truck. They are invited to come back in mid-September for more items. At that time we will be looking for a new board table!

Dr. Jones gave kudos to Terry Sanford, a substitute custodian, who refinished the Administrative Centers' picnic table on this own time.

Dr. Jones announced the fall "Images" is ready to go to print. She gave each Board member a copy to read before it goes public.

Dr. Jones reminded the Board of the work/study session on Monday, August 22 at the East Conference Center. Strategy team leaders from the newly adopted Strategic Plan will be attending to present information.

Dr. Jones reported the traditional Kindergarten Picnic will now be an Early Childhood Center Picnic. The event will be held on Thursday, August 25 from 5:00 to 7: 00 p.m. at Sharp Park. All incoming Colt students and their families are invited to attend this event.

Dr. Jones reported a Middle School Celebration will be held on Wednesday, August 31st from 6:30-8:30 p.m. Board members are invited, as are area legislators and Superintendent Flanagan.

Dr. Jones announced all four High School fall club sports have coaches who have committed to this season. With the adjustment of several sports joining bowling, lacrosse, ice hockey, and golf as club sports, the High School and Central office administrations have decided to reduce the pay to play fee to \$50 per sport for the remaining team sports rather than have parents pay the \$125 fee for yearly participation whether the child was in one sport or several sports. This will greatly reduce the burden on our families.

Dr. Jones stated although Waverly is disappointed in the decision of the Delta Township Board not to support Middle School sports, these sports start in the winter season and the Middle School administration and central office administration will work to secure the continuation of 7th and 8th grade

Superintendent's Report (cont.)

basketball and track for boys and girls through other means. Waverly was not aware of the Delta Township Meeting agenda item or we would have been present.

Dr. Jones reported there have been some recent articles about club sports. She told the Board that Waverly administration is very mindful of Title IX. The newspaper did not mention the sport of Cheerleading which would help bring a balance to the sports offered at the High School.

Public Comment

Addressing the Board during Public Comment was Miki Patterson.

Other Board Business

Member Martin welcomed Member Witwer to the Board, stating she hopes her tenure on the Board won't be brief.

Adjournment

The meeting adjourned at 8:45 p.m.

Respectfully submitted,

Britt Slocum, Secretary

rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
August 22, 2011**

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 East Conference Room, 3131 W. Michigan Avenue, Lansing, Michigan.

Members Present:

Mr. John Broughton, President
Mr. Calvin Jones, Vice President
Mr. Britt Slocum, Secretary
Mrs. Kim Smith, Treasurer
Mrs. Edith Suttles, Vice Secretary-Treasurer (left at 10:40 a.m.)
Mrs. Angela Witwer, Trustee (A.M. only)

Member Absent:

Mrs. Mary Ann Martin, Trustee

Staff Present:

Dr. Debra L. Jones, Superintendent
Jacklin Blodgett, Assistant Superintendent
Dorothy Blackwell, Chief Academic Officer
Christine Holman, Director of Student Services
Tracy Thomas, High School Acting Principal
Mike Moreno, Middle School Principal
Vickie Tisdale, East Intermediate Principal
Peggy Baldwin, Winans Elementary Principal
Tim Lyman, Elmwood Elementary Principal
Shawn Talifarro, Colt Early Childhood Education Center

Purpose:

The purpose of the meeting was a Board Work/Study Session.

During the morning session, the Board and Dr. Jones reviewed several different superintendent evaluation documents, followed by review of a policy on staffing at first reading and approval of a personnel report.

The meeting recessed at 10:40 a.m. and resumed at 11:00 a.m.

Policy – First Reading – For Discussion

The Board of Education reviewed at first reading a policy on staffing which is required by new legislation (NEOLA will provide the appropriate title and number to the policy). There were suggested revisions to be made prior to second reading.

Personnel Recommendations – Report #11-18 REVISED – For Action

A motion was presented by Member Slocum and supported by Member Witwer. MOTION: The Board of Education approve the transfer of Christopher Huff from Middle School Social Studies teacher to Athletic Director/Dean of Students; the recall of Adam Hussain (8th grade Social Studies teacher); and the recall from layoff of Deb Whiting (High School Lunch Assistant).

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

Following lunch with the principals, representatives of the five newly adopted strategies of the Strategic Plan presented information to the Board. Representing Strategy #1 (Communications) were Eldon McGraw and Marie Papciak; representing Strategy #2 (Professional Development) was Dorothy Blackwell; representing Strategy #3 (Instruction) was Kelly Blake; representing Strategy #4 (Character Development)

were Jackie Blodgett and Bill Davis; and representing Strategy #5 (Technology) were Al Momrik and Christine Holman.

Adjournment

The meeting adjourned at 2:45 p.m.

Respectfully submitted,

Britt Slocum, Secretary
rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
August 30, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:01 a.m. in the room adjacent to the Waverly High School cafeteria, 160 Snow Road, Lansing, Michigan.

Members Present:

Mr. John Broughton, President
Mr. Calvin Jones, Vice President (arrived at 7:05 a.m.)
Mr. Britt Slocum, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Edith Suttles, Trustee

Members Absent:

Mrs. Kim Smith, Treasurer
Mrs. Angela Witwer, Trustee

Staff Present:

Debra L. Jones, Superintendent
Rebecca Pease

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 – 4; NAYS – 0 (Members Jones, Smith and Witwer absent).

Policy (Second Reading) – Report #11-19 – For Action

A motion was presented by Member Martin and supported by Member Slocum. MOTION: The Board of Education approve at second reading a policy on staffing required by new legislation (NEOLA will provide the appropriate title and number to the policy).

Motion carried. VOTE: AYES – 4; NAYS – 0 (Member Jones, Smith and Witwer absent).

Personnel Recommendations – Report #11-20 – For Action

A motion was presented by Member Slocum and supported by Member Jones to approve the transfer of Ginny Murphy to Middle School math coach; employ Kandy Hannula as .5 Speech and Language teacher; recall certified staff Nichole Rhynard (HS Math) and Lili Risser (MS Spanish); accept the resignation of Megan Helsen (HS Math) (no response to recall); accept the resignation of Rosa Sczepanski (Winans lunch assistant); transfer Beth Slusher and Mary Herrbach to MS Interventionist Paraprofessionals; and recall from layoff Theresa Rowley (Winans Lunch Assistant) and Nick Johnson (MS Instructional Tech Paraprofessional).

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

Public Comment

None

Other Board Business

Dr. Jones apprised the Board of an opportunity to lease Windemere View Elementary School.

Adjournment

The meeting adjourned at 7:21 a.m.

Respectfully submitted,

Britt Slocum, Secretary
rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
September 12, 2011**

Report #11-21

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, 2011 has been reviewed and it is recommended that the Report be approved. The cash balance as of July 31, 2011 was \$2,107,507.16. Receipts during August 2011 consist of current taxes and other revenues in the amount of \$2,247,514.08 less disbursements during August of \$1,677,609.54 left the district with a General Fund cash balance as of August 31, 2011 of \$2,677,411.70.

Waverly Community Schools
 Budget Status Report as of 7/31/2011
 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	8,772,188.00	100,500.25	8,671,687.75	98.85
MAJOR CLASS 119 TOTALS	Delinquent Taxes	22,050.00	7,851.98	14,198.02	64.39
MAJOR CLASS 131 TOTALS	Tuition	8,500.00	(40.00)	8,540.00	100.47
MAJOR CLASS 151 TOTALS	Interest On Investments	4,000.00	40.00	3,960.00	99.00
MAJOR CLASS 171 TOTALS	Athletic Revenue	63,710.00	0.00	63,710.00	100.00
MAJOR CLASS 191 TOTALS	Rental on Buildings	27,000.00	720.00	26,280.00	97.33
MAJOR CLASS 199 TOTALS	Miscellaneous	1,000.00	(6.26)	1,006.26	100.63
MAJOR CLASS 311 TOTALS	State Revenue	16,157,317.00	0.00	16,157,317.00	100.00
MAJOR CLASS 412 TOTALS	Unrestricted Federal Grants	0.00	0.00	0.00	0.00
MAJOR CLASS 414 TOTALS	Federal Grants	536,806.00	0.00	536,806.00	100.00
MAJOR CLASS 417 TOTALS	Grants Through Intermediates	464,384.00	0.00	464,384.00	100.00
MAJOR CLASS 418 TOTALS	Unrestricted Flow Thru Grants	13,000.00	0.00	13,000.00	100.00
MAJOR CLASS 519 TOTALS	IISD Reimbursements	1,799,000.00	0.00	1,799,000.00	100.00
	Total For Revenues	27,868,955.00	109,065.97	27,759,889.03	99.61

Waverly Community Schools
Budget Status Report as of 8/31/11
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	6,729,779.00	1,173,814.46	5,555,964.54	82.56
FUNCTION 112 TOTALS	Middle School	2,398,071.00	463,029.73	1,935,041.27	80.69
FUNCTION 113 TOTALS	High School	4,799,083.00	772,895.49	4,026,187.51	83.89
FUNCTION 119 TOTALS	Summer School	2,000.00	1,898.22	101.78	5.09
FUNCTION 122 TOTALS	Special Education	2,850,171.00	522,185.83	2,327,985.17	81.68
FUNCTION 125 TOTALS	Compensatory Education	571,275.00	92,377.54	478,897.46	83.83
FUNCTION 199 TOTALS	Holding Account for Employee Benefits	10,000.00	0.00	10,000.00	100.00
FUNCTION 212 TOTALS	Guidance Services	457,003.00	87,416.10	369,586.90	80.87
FUNCTION 215 TOTALS	Speech Pathology & Audiology	555,377.00	107,549.92	447,827.08	80.63
FUNCTION 216 TOTALS	Social Work Services	487,745.00	97,315.29	390,429.71	80.05
FUNCTION 218 TOTALS	Teacher Consultant	240,758.00	36,103.91	204,654.09	85.00
FUNCTION 219 TOTALS	Other Pupil Services	51,695.00	(6,102.92)	57,797.92	111.81
FUNCTION 221 TOTALS	Improvement of Instruction	258,870.00	58,467.24	200,402.76	77.41
FUNCTION 222 TOTALS	Educational Media Services	632,937.00	112,308.36	520,628.64	82.26
FUNCTION 225 TOTALS	Instruction Related Technology SIG	0.00	5,348.14	(5,348.14)	#DIV/0!
FUNCTION 226 TOTALS	Supervision & Direction	431,671.00	69,103.77	362,567.23	83.99
FUNCTION 231 TOTALS	Board of Education	89,927.00	7,973.56	81,953.44	91.13
FUNCTION 232 TOTALS	Executive Administration	290,889.00	50,343.61	240,545.39	82.69
FUNCTION 241 TOTALS	Office of the Principal	1,657,309.00	301,566.55	1,355,742.45	81.80
FUNCTION 249 TOTALS	Other School Administration	31,685.00	3,751.92	27,933.08	88.16
FUNCTION 252 TOTALS	Fiscal Services	271,831.00	46,366.12	225,464.88	82.94
FUNCTION 257 TOTALS	Internal Services	63,210.00	12,352.02	50,857.98	80.46
FUNCTION 259 TOTALS	Other Business Services	91,249.00	1,379.30	89,869.70	98.49
FUNCTION 261 TOTALS	Operating Building Services	3,209,919.00	464,344.62	2,745,574.38	85.53
FUNCTION 266 TOTALS	Security Services	65,712.00	0.00	65,712.00	100.00
FUNCTION 271 TOTALS	Pupil Transportation Services	921,555.00	100,316.88	821,238.12	89.11
FUNCTION 283 TOTALS	Staff/Personnel Services	198,747.00	33,254.51	165,492.49	83.27
FUNCTION 284 TOTALS	Information Management Services	197,788.00	33,773.23	164,014.77	82.92
FUNCTION 285 TOTALS	Other Central Services	1,100.00	1,110.46	(10.46)	(0.95)
FUNCTION 293 TOTALS	Athletic Activities	379,373.00	25,845.54	353,527.46	93.19
FUNCTION 299 TOTALS	Other Support Services	242,000.00	2,172.00	239,828.00	99.10
FUNCTION 331 TOTALS	Communication	26,206.00	(24.63)	26,230.63	100.09
FUNCTION 621 TOTALS	Child Care Support	116,000.00	0.00	116,000.00	100.00
Total for Expenses		28,330,935.00	4,678,236.77	23,652,698.23	83.49

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 12, 2011**

Report #11-22

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 23, 2011.

A breakdown of the levy is as follows:

<u>General Fund</u>	<u>City of Lansing, Lansing & Delta Townships</u>	<u>Windsor and Watertown Townships</u>
Operating –		
Homestead – Voted	2.2229	4.4629
Commercial Personal – Voted	5.2229	10.4629
Nonhomestead (All Other) – Voted	9.0000	18.0000
Debt –		
Homestead	2.6550	5.2800
Commercial Personal	2.6550	5.2800
Nonhomestead (All Other)	2.6550	5.2800

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 4.4800 mills for operating and 5.2500 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 4.4629 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.

2011 Tax Rate Request (This form must be completed and submitted on or before September 30, 2011)

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(ies) Where the Local Government Unit Levies Taxes		2011 Taxable Value for ALL Properties in the Unit as of 5-23-11.
Ingham County - Lansing Township		120,957,311
Local Government Unit Requesting Millage Levy		
Waverly Community Schools		57,426,799

This form must be completed 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 2011 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2010 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2011 Current Year "Headlee" Millage Reduction Fraction	(7) 2011 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	6.7600	6.7771	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.2400	2.2229	12/2012
Extra Voted	DEBT-ALL	06/2000	5.2800	N/A	1.0000	N/A	1.0000	5.2800	2.6250	2.6550	12/2020

Prepared by Heather VanderMoere	Telephone Number (517) 244-1291	Title of Preparer Ingham ISD Accounting Specialist	Date 09/01/11
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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, 380.1211(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 3 of 2011 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	2.2229
For Commercial Personal	5.2229
For all Other	9.0000

*** FOR DECEMBER 1 LEVY

2011 Tax Rate Request (This form must be completed and submitted on or before September 30, 2011)

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.

County(ies) Where the Local Government Unit Levies Taxes: **2011 Taxable Value for ALL Properties in the Unit as of 5-23-11.**

Ingham County - City of Lansing 1,938,864

Local Government Unit Requesting Millage Levy: **Waverly Community Schools** 83,950

This form must be completed 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 2011 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election, Charter, etc.	(5)** 2010 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2011 Current Year "Headlee" Millage Reduction Fraction	(7) 2011 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	6.7600	6.7771	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.2400	2.2229	12/2012
Extra Voted	DEBT-ALL	06/2000	5.2800	N/A	1.0000	N/A	1.0000	5.2800	2.6250	2.6550	12/2020

Prepared by: **Heather VanderMoere** Date: 09/01/11

Telephone Number: **(517) 244-1291** Title of Preparer: **Ingham ISD Accounting Specialist**

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: _____ Date: _____

Signature: _____ 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 3 of 2011 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	2.2229
For Commercial Personal	5.2229
For all Other	9.0000

*** FOR DECEMBER 1 LEVY

2011 Tax Rate Request (This form must be completed and submitted on or before September 30, 2011)

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(ies) Where the Local Government Unit Levies Taxes		2011 Taxable Value for ALL Properties in the Unit as of 5-23-11.	
Eaton County - Delta Township		592,600,814	
Local Government Unit Requesting Millage Levy		For LOCAL School Districts: 2011 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		257,516,942	

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Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000	6.7600	6.7771	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000	2.2400	2.2229	12/2012
Extra Voted	DEBT-ALL	06/2000	5.2800	N/A	1.0000	N/A	1.0000	5.2800	2.6250	2.6550	12/2020

Prepared by Heather VanderMoere	Telephone Number (517) 244-1291	Title of Preparer Ingham ISD Accounting Specialist	Date 09/01/11
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<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.

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Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2011 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	2.2229
For Commercial Personal	5.2229
For all Other	9.0000

*** FOR DECEMBER 1 LEVY

2011 Tax Rate Request (This form must be completed and submitted on or before September 30, 2011)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

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County(ies) Where the Local Government Unit Levies Taxes		2011 Taxable Value for ALL Properties in the Unit as of 5-23-11.
Eaton County - Windsor Township		21,954,785
Local Government Unit Requesting Millage Levy		
Waverly Community Schools		10,844,884

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Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000		13.5371	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.4629	12/2012
Extra Voted	DEBT-ALL	06/2000	5.2800	N/A	1.0000	N/A	1.0000	5.2800		5.2800	12/2020

Prepared by Heather VanderMoere	Telephone Number (517) 244-1291	Title of Preparer Ingham ISD Accounting Specialist	Date 09/01/11
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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	4.4629
For Commercial Personal	10.4629
For all Other	18.0000

*** FOR DECEMBER 1 LEVY

2011 Tax Rate Request (This form must be completed and submitted on or before September 30, 2011)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

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County(ies) Where the Local Government Unit Levies Taxes Clinton County - Watertown Twp.	2011 Taxable Value for ALL Properties in the Unit as of 5-23-11. 62,038,001
Local Government Unit Requesting Millage Levy Waverly Community Schools	For LOCAL School Districts: 2011 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties if a millage is levied against them. 36,856,249

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Extra Voted	Operating NON-HOME	06/2002	18.0000	18.0000	1.0000	18.0000	1.0000	18.0000		13.5371	12/2012
Hold Harmless Extra Voted	Operating ALL	06/2002	9.3000	9.3000	1.0000	9.3000	1.0000	9.3000		4.4629	12/2012
Extra Voted	DEBT-ALL	06/2000	5.2800	N/A	1.0000	N/A	1.0000	5.2800		5.2800	12/2020

Prepared by **Heather VanderMoere** Telephone Number **(517) 244-1291** Title of Preparer **Ingham ISD Accounting Specialist** Date **09/01/11**

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Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate ***
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For Commercial Personal	10.4629
For all Other	18.0000

*** FOR DECEMBER 1 LEVY

2011 SUMMARY OF ESTIMATED WINTER DEBT LEVY *

WAVERLY COMMUNITY SCHOOLS

<u>UNITS THAT COLLECT BOTH SUMMER & WINTER</u>		WAVERLY DEBT LEVY (One-half year rate)	
Assessing Unit	2011 Total Taxable Valuation	2000	2.6550
Lansing Township	120,957,311	\$321,141.66	
City of Lansing - Ingham	1,938,864	\$5,147.68	
Delta Township	592,600,814	\$1,573,355.16	

<u>UNITS THAT COLLECT ONLY IN WINTER</u>		WAVERLY DEBT LEVY (Full year rate)	
Assessing Unit	2011 Total Taxable Valuation	2000	5.2800
Watertown Township	62,038,001	\$327,560.65	
Windsor Township	21,954,785	\$115,921.26	
TOTAL WINTER DEBT	<u>799,489,775</u>	<u>\$2,343,126.41</u>	

* Note: This property tax levy information is for Debt ONLY. Refer to L-4029 for operating levy.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 12, 2011**

Report #11-23

Subject: Personnel Summary

FOR ACTION

A. New Hire – Certified

<u>Name</u>	<u>Position</u>	<u>Step/Salary</u>	<u>Effective</u>
Nikki Harrison	.4 MS Spanish Teacher	BA+0, Step 1/\$15,600.08	9/2/11
Marissa Thaler	.5 Elementary Art Teacher	BA+0, Step 0/ \$18,592	9/2/11

B. Transfer – Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Kim Dwyer	From: View 2 nd Shift Custodian To: East 2 nd Shift Custodian	C/\$15.61	8/29/11
Hector Juarez	From: View Head Custodian To: Winans Head Custodian	BB/\$16.89	8/29/11
Thomas Gregory	From: Winans Head Custodian To: MS 2 nd Shift Custodian	BB/\$16.89 C/\$15.61	8/29/11
Bruce MacConnell	From: East 2 nd Shift Custodian To: HS 3 rd Shift Custodian	C/\$15.61	8/29/11
Amy Luzbetak	From: Colt Lunch Assistant To: High School Lunch Assistant	G/\$9.57	9/6/11
Bonnie Rowe	From: Winans Lunch Assistant To: Colt Elementary Lunch Assistant	G/\$9.57	9/6/11
Elaine Tyler	From: Colt Elementary Lunch Assistant To: Winans Elementary Lunch Assistant	G/\$9.57	9/6/11
Deborah Whiting	From: High School Lunch Assistant To: Colt Elementary Lunch Assistant	G/\$9.57	9/6/11
Mistie Cremeans	From: East Lunch Assistant To: Colt Elementary Lunch Assistant	G/\$9.57	9/6/11

C. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Takis Pizanis	HS/MS Accompanist	Personal	8/29/11
Elizabeth Morgan	Bus Driver	Personal	9/1/11
Deborah Whiting	Colt Lunch Assistant	Personal	9/1/11

D. Recall from Layoff Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Karen Holmes	1:1 Special Ed Parapro	II/\$16.12	8/30/11

E. Retirement – Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Linnell Fias	Colt Food Service Leader	15 years	9/9/11

Waverly Community Schools

Personnel Office

STAFF APPOINTMENTS

211-2012

NAME: Nikki Harrison

POSITION: .4 Middle School Spanish Teacher

SALARY: BA+0, Step 1

START DATE: September 2, 2011

CERTIFICATION: Spanish and History

COLLEGE: Bachelors Degree from Michigan State University

OTHER: Graduated from Waverly in 2005

Waverly Community Schools

Personnel Office

STAFF APPOINTMENTS

2011-2012

NAME:	Marissa Thaler
POSITION:	.5 Art Teacher
SALARY:	BA+0, Step 0
START DATE:	September 2, 2011
CERTIFICATION:	Visual Arts
COLLEGE:	Bachelor Degree from Kendall College of Art and Design
OTHER:	Recently finished a long term substitute teaching Job at Bath Middle School