



Waverly Community Schools

Regular Meeting

Monday, September 26, 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 26, 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
 - A. Staff Spotlight - Jan Duffy
 - B. Recognition of Technology Staff
 - C. Recognition of Marketing Committee
 - D. Recognition of Piranhas Swim Club
 - E. Recognition of Lisa Hamilton & Linda Gimm
- 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 4
- IX. Presentation of Reports
 - A. Curriculum
 - 1. Curriculum Advisory Committee Report
 - 2. Instructional Report - Middle School - Mike Moreno
 - a. School Improvement Grant
 - b. 8th Grade Science Field Trip
 - c. Middle School Sports
 - B. Facility/Policy
 - 1. Recommendation to approve Report #11-24, Policy (2nd Reading) 8
 - C. Finance & Personnel
 - 1. Finance & Personnel Advisory Committee Report

2. Recommendation to approve Report #11-25, Best Practices Resolution 19
3. For Discussion - Budget Amendment 2011-12 22
4. Recommendation to approve Report #11-26, Personnel Recommendations 25

D. Other

1. For Information - Alternative Revenue Development
2. For Information - Enrollment Report

X. Superintendent's Report

XI. Public Comment

XII. Other Board Business

XIII. Adjournment

XIV. ***Consent Agenda

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

Opening of Meeting

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

Members Present:

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

Member Absent:

Mrs. Edith Suttles, Vice Secretary-Treasurer

Staff Present:

Dr. Debra L. Jones, Superintendent
Mrs. Jacklin Blodgett, Assistant Superintendent
Mrs. Christine Holman, Director of Student Services
Johanna Germain
Michelle Frederick
Rebecca Pease
Staff Members

Others Present:

Patti Peyton
Margie Aimery
Caroline Nagy
Miki Patterson
Carrie Wheeler
Tammy Fields
Russ Lee
Bob Cotter
Community Members

Pledge

Member Jones led the pledge of allegiance.

Special Presentations

None

Correspondence

None

Public Comment

Addressing the Board during Public Comment were Margie Aimery, Caroline Nagy, Carrier Wheeler, Miki Patterson, Tammy Fields, and Russ Lee.

Board Member Comment

Member Slocum stated Wavapalooza was great. He raised \$156 for Destination Imagination selling Jersey Giant subs.

Board Member Comment (cont.)

Member Jones congratulated staff on another successful Wavapalooza. He thanked the staff for the opening of school professional development. Member Jones acknowledged the Piranhas Swim Club for upgrading the Waverly Elementary Schools' playgrounds. A group of volunteers from the Club and the community painted play yards, complete with hopscotch, tic-tac-toe, four-square, and other games. The supplies for the project were donated by a local business. Member Jones stated he participated in the process, and didn't know he would be working as long and hard as he did. He indicated he would like to invite this group to the next meeting to be recognized for their efforts. Member Jones stated Miki Patterson of the Waverly Education Foundation did an excellent job at the opening day ceremony and said he is proud to have her as the new leader of the Foundation. Member Jones announced the Waverly Education Foundation's annual golf outing will be held on Wednesday, September 14 at Eagle Eye Golf Course. Jersey Giant Subs, owned by Board Member Slocum, is the official sponsor of the outing.

Member Martin congratulated the football team on a great win and the band for its performances. She stated Wavapalooza, headed by Christine Holman, was a lot of fun. She thanked everyone for their hard work in making it a big success. Member Martin thanked the Piranhas for spiffing up the outside of all the elementary schools. She remembered all of those who lost their lives on September 11, 2001 and their families; and also thanked everyone who stands up for our rights.

Adoption of Agenda

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

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

Approval of Minutes

The minutes of the regular meeting of August 8, 2011, the special meeting of August 22, 2011, and the special meeting of August 30, 2011 were approved as presented.

******Financial Recommendation – Report #11-21 – For Action***

The Board of Education approved the treasurer's report as presented.

******Certification of Winter Tax Levy – City of Lansing, Lansing, Delta, Windsor, and Watertown Townships – Report #11-22 – For Action***

The Board of Education adopted 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 the meeting.

Personnel Report – Report #11-23 – For Action

A motion was presented by Member Jones and supported by Member Smith. MOTION: The Board of Education approve the employment of Nikki Harrison (.4 MS Spanish teacher) and Marissa Thaler (.5 Elementary Art teacher); the transfer of Kim Dwyer from View 2nd shift custodian to East 2nd shift custodian; the transfer of Hector Juarez from View head custodian to Winans head custodian; the transfer of Thomas Gregory from Winans head custodian to MS 2nd shift custodian; the transfer of Bruce McConnell from East 2nd shift custodian to HS 3rd shift custodian; the transfer of Amy Luzbetak from Colt lunch assistant to HS lunch assistant; the transfer of Bonnie Rowe from Winans lunch assistant to Colt lunch assistant; the transfer of Elaine Tyler from Colt lunch assistant to Winans lunch assistant; the transfer of Deborah Whiting from high school lunch assistant to Colt lunch assistant; the transfer of Mistie Cremeans from East lunch assistant to Colt lunch assistant; the resignation for Takis Pizanis (HS/MS accompanist); the resignation of Elizabeth Morgan (bus driver); the resignation of Deborah Whiting (Colt Lunch Assistant); the recall of Karen Holmes (1:1 special education paraprofessional); and the retirement of Linnell Fais (Colt Food Service Leader).

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

Superintendent's Report

Dr. Jones thanked everyone who helped with Wavapalooza on Friday night. It was another successful kick-off to a new school year. She also thanked Member Jones for providing light bulbs and MESSA for providing several give-away items.

Dr. Jones announced that Club sports will accept Waverly Athletic Family passes as well as WEF passes into their events.

Dr. Jones announced Member Broughton will be joining her for the 1st Superintendent's Coffee on Thursday, September 29. The location is still to be determined.

Dr. Jones reported a link to Waverly Board of Education policy has been placed on the website for personnel and community members to access.

Dr. Jones announced the East Intermediate School Open House is Tuesday, September 13 from 6:00 until 7:30 p.m. and Waverly High School's Open House is Wednesday, September 14 from 6:00 until 8:00 p.m.

Dr. Jones advised the Board that she and Mrs. Blodgett will be attending the MASA Conference in Traverse City September 21-23.

Dr. Jones advised the Board of a situation that occurred over the weekend on Waverly property involving football teams not associated with Waverly.

Public Comment

Addressing the Board during Public Comment was Bob Cotter.

Other Board Business

Member Slocum made reference to events held on the anniversary of September 11, 2001. As a boy living in New Jersey he watched the twin towers being built and as an adult saw them be destroyed by terrorists. Member Slocum requested information regarding the status of National Honor Society be provided to Board members.

Adjournment

The meeting adjourned at 7:57 p.m.

Respectfully submitted,



Britt Slocum, Secretary

rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
September 21, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:09. a.m. in the Board Room of the Waverly Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

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

Members Absent:

Mrs. Kim Smith, Treasurer

Staff Present:

Debra L. Jones, Superintendent
Jacklin Blodgett, Assistant Superintendent
Dorothy Blackwell, Chief Academic Officer

Others Present:

Kevin Harty, Thrun Law Firm

Purpose

The purpose of the meeting was to discuss negotiations.

Request for Closed Session:

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education goes into closed session for the purpose of discussing negotiations.

Roll call vote was taken. Motion carried, with all members present voting aye.
(Members Broughton, Jones, Slocum, Suttles, Martin and Witwer were present. Member Smith was absent.)

Return to Open Session/Adjournment

The Board returned to open session at 8:17 a.m. and adjourned immediately thereafter.

Respectfully submitted,



Britt Slocum, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 26, 2011**

Report #11-24

FOR ACTION

Subject: Policy - Second Reading

Recommendation:

The Superintendent recommends the Board of Education review the policy updates listed below at 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)

Statement of Purpose/Issue:

The minor revisions in the above policies are necessary to bring them in line with District practice.

Budget Impact:

None

Historical Perspective/Background:

The above policy revisions were a result of a review by the Superintendent and her recommendations to the Policy Advisory Committee.

Discussion of Options:

The Board can adopt the policies at second reading or refer them to the Advisory Committee for further review.

Rationale for Recommendation:

Revisions will allow district practice to match District policy.

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 lifelong learner, and contribute as a citizen of our global society by committing ourselves to excellence in education characterized by a safe environment, rigorous curriculum, quality instruction, respect for diversity, and attention to individual needs in partnership with the family and our entire community.

Waverly Community Schools Bylaws & Policies

2340 - FIELD AND OTHER DISTRICT-SPONSORED TRIPS

The Board of Education recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips should:

- A. supplement and enrich classroom procedures by providing learning experiences in an environment outside the schools;
- B. arouse new interests among students;
- C. help students relate school experiences to the reality of the world outside of school;
- D. bring the resources of the community - natural, artistic, industrial, commercial, governmental, educational - within the student's learning experience;
- E. afford students the opportunity to study real things and real processes in their actual environment.

For purposes of this policy, a field trip shall be defined as any planned journey by one or more students away from District premises, which is under the supervision of a professional staff member and an integral part of a course of study.

Other District-sponsored trips shall be defined as any planned, student-travel activity which is approved as part of the District's total educational program.

Students may be charged fees for District-sponsored trips.

Students on all District-sponsored trips remain under the supervision of this Board and are subject to the District's ~~administrative guidelines.~~ *Student Code of Conduct.*

The Board does not endorse, support, or assume liability in any way for any staff member, volunteer, or parent of the District who takes students on trips not approved by the Board or Superintendent. No staff member may solicit students of this District for such trips within the facilities or on the school grounds of the District without permission from the Superintendent. Permission to solicit neither grants nor implies approval of the trip. Such approval must be obtained in accordance with the District's Administrative Guidelines for Extended Trips.

The Superintendent shall prepare administrative guidelines for the operation of both field and other District-sponsored trips, including athletic trips, which shall ensure:

- A. the safety and well-being of students;
- B. parental permission is sought and obtained before any student leaves the District on a trip;
- C. each trip is properly planned, and if a field trip, is integrated with the curriculum, evaluated, and followed up by appropriate activities which enhance its usefulness;
- D. each trip is properly monitored;
- E. student behavior while on all field trips complies with the Student Code of Conduct and on all other trips complies with an approved code of conduct for the trip;
- F.  a copy of each student's Emergency Medical Authorization Form is in the possession of the staff

member in charge.

A professional staff member shall not change a planned itinerary while the trip is in progress, except where the health, safety, or welfare of the students in his/her charge is imperiled or where changes or substitutions beyond his/her control have frustrated the purpose of the trip.

In any instance in which the itinerary of a trip is altered, the professional staff member in charge shall notify the administrative superior immediately.

M.C.L.A. 380.1282

Revised 5/22/06

Waverly Community Schools Bylaws & Policies

3120 - EMPLOYMENT OF PROFESSIONAL STAFF

The Board of Education recognizes that it is vital to the successful operation of the District that positions created by the Board be filled with highly-qualified and competent personnel.

The Board shall approve the employment, and also, when not covered by the terms of a negotiated, collectively-bargained agreement, fix the compensation, and establish the term of employment for each professional staff member employed by the Board.

Individuals employed in the following categories shall be considered members of the professional staff:

- A. administration
- B. teachers

All professional staff are subject to a criminal history record check. See Policy 3121.

Such approval shall be given only to those candidates for employment recommended by the Superintendent.

When any recommended candidate has been rejected by the Board, the Superintendent shall make a substitute recommendation.

All applications for employment shall be referred to the Superintendent.

Relatives of Board members may be employed by the Board, provided the Board member does not participate in any way in the discussion or vote on the employment when a conflict of interest is involved.

Relatives of staff members may be employed by the Board, provided the staff member being employed is not placed in a position in which s/he would be supervised directly by the relative staff member.

Applications for employment will not be accepted from any current District Board member. If a Board member wishes to apply for a position, his/her resignation must be accepted by the Board prior to submitting an application.

The Board may employ administrators, without provision for tenure, by means of a written contract for a term not to exceed three (3) years.

Any professional staff member's intentional misstatement of fact or omission material to his/her qualifications for employment or the determination of salary shall be considered by this Board to constitute grounds for dismissal.

The temporary employment of professional staff members prior to approval by the Board is authorized when their employment is required to maintain continuity in the educational program. Employment shall be recommended to the Board at the next regular meeting.

* { A person who is employed as an administrator is not required to have a school administrator's certificate issued by the Department of Education but must confirm that s/he has met or is in the process of fulfilling the educational requirements for school administrators established by the State Board of Education. } Delete

A person who is employed as an administrator is required to have a school administrator's certificate issued by the Dept. of Education.

No candidate for employment to the professional staff as a nonadministrator shall receive recommendation for such employment without having proffered visual evidence of proper certification or that application for such certification is in process, except under the following circumstances:

- A. The Superintendent may employ noncertificated, nonendorsed teachers to teach, in grades 9-12, a course in computer science, foreign language, mathematics, biology, chemistry, engineering, physics, robotics, or any other course approved by the State Board, providing they meet all of the conditions established by law and by the Superintendent.
- B. The Superintendent may also employ a teacher without a valid teaching certificate if the person has at least ninety (90) semester hours of college credit from a college or university.
- C. The Superintendent may hire an individual who does not hold a valid teaching certificate to serve in a counseling, social worker or speech pathologist role provided s/he meets all the requirements established by law. Policy 3120 and Policy 3121 shall apply with respect to that individual in the same manner required for employing a person with a teaching certificate.

Prior to hiring an applicant, the Superintendent shall obtain from the applicant a signed Consent to Obtain Records (Form 3120 F2) and shall obtain from the applicant's current or immediately-previous employer any records, including the applicant's personnel file relating to unprofessional conduct in which the applicant engaged. Any such records are to be reviewed prior to a recommendation for employment and may be disclosed to those individuals directly involved in evaluating the applicant's qualifications.

The Superintendent shall prepare administrative guidelines for the recruitment and selection of all professional staff.

REQUIREMENTS FOR TITLE I TEACHERS

All teachers hired after the first day of the 2002-2003 school year for a Title I supported program must be "highly qualified."

"Highly Qualified" means:

- A. full State certification as a teacher or passed State teacher licensing exam and holds current license to teach; certification or license requirements may not be waived on emergency, temporary, or provisional basis;
- B. for elementary teachers new to the profession, this also requires:
 - 1. at least a bachelor's degree;
 - 2. passing a rigorous State test on subject knowledge and teaching skills in reading, writing, math, and other areas of elementary curriculum (State certification test may suffice);
- C. for secondary or middle school teachers new to the profession this also requires:
 - 1. at least a bachelor's degree, and
 - 2. passing a rigorous State test in each of the subject areas s/he will teach (State certification test may suffice), or
 - 3. for each academic subject taught, having an academic major, course work equivalent to an undergraduate major, a graduate degree, or advanced certification or credentialing;
- D. for elementary, middle, or secondary school teachers with prior experience, this also requires:
 - 1. at least a bachelor's degree, and
 - 2. meets standards for new teachers (above), or
 - 3. demonstrates competence in all academic subjects s/he teaches based on a uniform State

standard of evaluation (standard for academic subject matter and teaching skills set by the State).

REQUIREMENTS FOR TEACHERS IN DISTRICT RECEIVING TITLE I FUNDING

By the end of the 2005 – 2006 school year, all core subject teachers (as defined in the No Child Left Behind Act) in a District receiving Title I funds shall be "highly qualified" as described above. The District must have a plan and show annual progress towards meeting these teacher qualification requirements.

M.C.L.A. 380.1229 – 1231, 380.1233, 380.1237, 380.1531d, 380.623
20 U.S.C. 6319 & 7801

Revised 1/5/05
Revised 11/28/05
Revised 5/22/06

 *Need new state law #
to be added.*

Waverly Community Schools Bylaws & Policies

5830 - STUDENT FUND-RAISING

The Board of Education acknowledges that the solicitation of funds from students must be limited since compulsory attendance laws make the student a captive donor and may also disrupt the program of the schools.

For purposes of this policy "student fund-raising" shall include the solicitation and collection of money from students for any purpose and shall include the collection of money in exchange for tickets, papers, or any other goods or services for approved student activities.

The Board will permit student fund-raising by students in school, on school property, or at any school-sponsored event only when the profit therefrom is to be used for school purposes or for an activity connected with the schools.

School fund raising must benefit a school sponsored group, program or organization and be consistent with one (1) or more of the following classifications:

- A. enhance the curriculum or school environment
- B. benefit people/organizations outside the school and that participation is consistent with and supportive of the objectives of the school
- C. the proceeds are gathered in response to an emergency unique to the time

Fund raising by approved school organizations, those whose funds are managed by the District, may be permitted ~~in school~~ by the principal. ~~Such fund-raising off school grounds may be permitted by the Superintendent.~~

Fund raising by students on behalf of school-related organizations whose funds are not managed by the District may be permitted on school grounds by the Superintendent.

All other fund raising shall be done in accordance with Board Policy 9700.

The Superintendent shall establish administrative guidelines for the solicitation of funds which shall:

- A. specify the times and places in which funds may be collected;
- B. describe permitted methods of solicitation which do not place undue pressure on students;
- C. limit the kind and amount of advertising for solicitation;
- D. ensure proper distribution or liquidation of monies remaining in a student activity account when the organization is defunct or disbanded;
- E. limit the number of fund raising events.

The Superintendent shall distribute this policy and the guidelines which implement it to each organization granted permission to solicit funds.

Revised 6/13/05

Waverly Community Schools Bylaws & Policies

7510 - USE OF SCHOOL FACILITIES

The Board of Education believes that the school facilities of this District should be made available for community purposes, provided that such use does not infringe on the original and necessary purpose of the property or interfere with the educational program of the schools. and is harmonious with the purposes of this District.

The Board may permit the use of school facilities when such permission has been requested in writing by a responsible organization or a group of citizens and has been approved by the ~~Superintendent.~~
building principal.

When there are competing interests for the use of facilities, approval will be given according to the following priorities:

- A. uses directly related to the academic programs, extracurricular activities, fine arts, and athletics
- B. meetings of employee associations
- C. uses for voter registration and elections
- D. departments or agencies of government
- E. community organizations or groups of individuals formed for charitable, civic, social, religious, recreational, educational purposes
- F. commercial organizations or individuals offering services for profit

The use of District grounds and facilities shall not be granted for:

- A. private social functions;
- B. any purpose which is prohibited by law.

Should all or any part of the District's community be struck by a disaster, the Board shall make District grounds and/or facilities available, at no charge, for the housing, feeding, and care of victims or potential victims when requested by local, State, or Federal authorities. The Superintendent should meet with the local governing body to establish a disaster preparedness plan in order to ensure that proper procedures are established to minimize confusion, inefficiency, and disruption of the educational program.

The Superintendent shall develop administrative guidelines for the granting of permission to use District facilities including a schedule of fees. Such guidelines are to include the following:

- A. Each user may be required to present evidence of the purchase of organizational liability insurance to the limit prescribed by District administrative guidelines.
- B. Use of school equipment in conjunction with the use of school facilities must be requested specifically in writing, and may be granted by the procedure by which permission to use facilities is granted. The users of school equipment must accept liability for any damage or loss to such equipment that occurs while it is in their use. Where rules so specify, no item of equipment may be used except by a qualified operator.
- C. Users shall be liable financially for damage to the facilities and for proper chaperonage.

No liability shall attach to this District, any employee, officer, or member of this District specifically as a consequence of permitting access to these facilities.

Any organization or group that does not comply with District guidelines shall either be charged a fee as determined by the Superintendent or be prohibited from using the School District facilities.

Revised 6/27/05

Any organization or group requesting to use the District grounds and/or facilities must be current with fee assessments

Waverly Community Schools
Bylaws & Policies

8660 - TRANSPORTATION BY PRIVATE VEHICLE

The Board of Education authorizes the transportation by private vehicle of students of the District.

Any such transportation must be approved in advance and in writing by the ~~Superintendent~~
principal.

The parent of the participating student will be given, on request, the name of the driver and the description of the vehicle.

No person shall be approved for the transportation of students in a private vehicle who is not

- A. an employee of this Board;
- B. an approved volunteer;
- C. the parent of a student enrolled in this District and the holder of a currently-valid license to operate a motor vehicle in the State of Michigan.

No person shall be permitted to transport students who is not the holder of automobile liability and personal injury insurance in the amount required by District administrative guidelines. The ~~Superintendent~~
principal may withdraw the authorization of any private vehicle driver whose insurance is not adequate.

Any private vehicle used for the transportation of students must be owned by the approved driver or the spouse of the approved driver and must conform to registration requirements of the State.

The responsibility of professional staff members for the discipline and control of students will extend to their transportation of students in a private vehicle. Drivers who are not professional staff members are requested to report student misconduct to the principal.

A.C. Rule 340.282

Waverly Community Schools
Bylaws & Policies

9270 - EQUIVALENT EDUCATION OUTSIDE THE SCHOOLS (HOME SCHOOLING)

The Board of Education encourages the enrollment of all school-age children resident in this District in public schools or in State-approved, nonpublic schools so that they may enjoy the benefits of a well-planned, educational program and the socialization possible in a group environment. The Board acknowledges, however, the right of parents to home school within the District, as established by State law.

The Board shall not allow a student who is being educated at home or at a nondistrict school that has not met the reporting requirements of the State to participate in any of the District's ^{Spelling} curricular, co-curricular, or extra-curricular activities. However, if the school has met the reporting requirements and the student is enrolled in the District on a part-time basis in noncore classes, s/he may also participate in noncore co-curricular or extra-curricular activities that are directly related to those noncore classes. It is not the purpose of this policy, however, to provide services to nondistrict students beyond the requirements of the law.

The Superintendent shall develop administrative guidelines for implementing this policy.

M.C.L.A. 388.553, 380.1561

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
September 26, 2011**

Report #11-25

FOR ACTION

Subject: Best Practices Incentive Resolution

Recommendation:

The Superintendent recommends the Board of Education approve the Best Practices Incentive Resolution as attached.

Statement of Purpose/Issue:

To provide the Michigan Department of Education with a Resolution stating the district is working on or continuing Best Practices as defined by Section 22f of the State School Aid Act.

Budget Impact:

The Best Practices Incentive provides \$100 per student incentive pay or approximately \$288,300 for the school year.

Discussions of Options:

The Board may adopt the resolution as presented or reject the resolution.

Rational for Proposal:

The recommendation is made based on the current and planned practices of the school district.

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.

Best Practices Incentive School Board Resolution

WHEREAS, Section 22f of the State School Aid Act provides \$100 per pupil one-time grants to districts that satisfy at least 4 of 5 best practices criteria not later than June 1, 2012 [MCL 388.1622f].

WHEREAS, the board of education of Waverly Community Schools desires to receive the \$100 per pupil incentive payment.

WHEREAS, the Waverly Community Schools has satisfied 5 of 5 best practices criteria.

WHEREAS, eligibility for the incentive payment is contingent upon adopting a resolution that states the district has complied with 5 of 5 of the best practice criteria.

Now, therefore, be it resolved as follows:

1. The board of education of Waverly Community Schools certifies that the district has complied with the following requirements:
 - The district employees contribute at least 10% of health care costs pursuant to Section 22f(1)(a) and 22f(3).
 - The district is the designated policy holder for medical benefit plan(s) pursuant to Section 22f(1)(b).
 - The district will develop and/or continue to implement a Service Consolidation Plan pursuant to Section 22f(1)(c). A copy of the school board signed resolution agreeing to develop a service consolidation plan was sent to MDE on September 26, 2011. We agree to send MDE a status report on the development/implementation of the plan by February 1st each year.
 - The district has obtained a competitive bid on non-instructional services pursuant to Section 22f(1)(d).
 - The district will provide a link on the district's home page to the url for the MI School Data Portal which will contain the required dashboard indicators pursuant to Section 22f(1)(e). If certain data elements for our district are unavailable from State data collections, we agree to provide those data in the form and manner determined by MDE.
2. The board of education of Waverly Community Schools authorizes and directs its secretary to file this resolution with the State Aid and School Finance Office of the Michigan Department of Education.
3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are hereby rescinded.

Resolved this 26th day of September, 2011.

Roll Call Vote: Passed: _____ Failed: _____

John W. Broughton

Calvin Jones

Kim Smith

Britt Slocum

Edith J. Suttles

Mary Ann Martin

Angela Witwer

Please send resolution and supporting documentation to Glenda Rader at raderg@michigan.gov or it may be mailed to: Glenda Rader, Michigan Department of Education, Office of State Aid and School Finance, PO Box 30008, Lansing, Michigan 48833.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
September 26, 2011**

FOR DISCUSSION

Subject: Budget Amendment 2011-2012

Recommendation:

The Superintendent recommends the Board of Education approve the amended 2011-2012 budget showing revenues to be \$29,309,422 with expenditures of \$29,771,402.

Statement of Purpose/Issue:

To amend the 2011-12 budget to include the School Improvement Grant for the Middle School in the general fund.

Budget Impact:

The expected June 30, 2012 fund balance is \$3,487,101.

Historical Perspective:

Board Policy 6231 states any transfer of monies between functions can be done only by formal Board approval.

Discussions of Options:

The Board may adopt the resolution as presented or reject the resolution.

Rational for Proposal:

The recommendations must be done for accounting purposes in order for the budget-by-function to reflect the actual changes.

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.

Waverly Community Schools
 2011/2012 Budget General Fund
 September 26, 2011

<u>Major Class</u>	<u>Description</u>	<u>Approved 2011/2012 Budget</u>	<u>Proposed 2011/2012 Budget</u>	<u>Difference</u>
111	Property Tax Levy	8,772,188	8,772,188	0
119	Delinquent Taxes	22,050	22,050	0
131	Tuition	8,500	8,500	0
151	Interest On Investments	4,000	4,000	0
171	Athletic Revenue	63,710	63,710	0
191	Rental on Buildings	27,000	27,000	0
199	Miscellaneous	1,000	1,000	0
311	State Revenue	16,157,317	16,157,317	0
414	Federal Grants	536,806	1,977,273	1,440,467
417	Flow Thru Grants	464,384	464,384	0
418	Unrestricted Flow Thru Grants	13,000	13,000	0
519	IISD Reimbursements	1,799,000	1,799,000	0
Total Revenues		27,868,955	29,309,422	1,440,467

Waverly Community Schools
2011/2012 Budget General Fund
September 26, 2011

<u>Function</u>	<u>Description</u>	<u>Approved 2011/2012 Budget</u>	<u>Proposed 2011/2012 Budget</u>	<u>Difference</u>
111	Elementary	6,729,779	6,729,779	0
112	Middle School	2,398,071	3,161,800	763,729
113	High School	4,799,083	4,799,083	0
119	Summer School	2,000	2,000	0
122	Special Education	2,850,171	2,850,171	0
125	Compensatory Education	571,275	571,275	0
199	Holding Account for Employee Benefits	10,000	10,000	0
212	Guidance Services	457,003	457,003	0
215	Speech Pathology & Audiology	555,377	555,377	0
216	Social Work Services	487,745	589,950	102,205
218	Teacher Consultant	240,758	240,758	0
219	Other Pupil Services	51,695	51,695	0
221	Improvement of Instruction	258,870	503,139	244,269
222	Educational Media Services/Library	632,937	632,937	0
225	Instruction Related Technology	0	295,437	295,437
226	Supervision & Direction	431,671	449,171	17,500
231	Board of Education	89,927	89,927	0
232	Executive Administration	290,889	290,889	0
241	Office of the Principal/School Administration	1,657,309	1,666,636	9,327
249	Other School Administration/Department Heads	31,685	81,838	50,153
252	Fiscal Services	271,831	271,831	0
257	Internal Services	63,210	63,210	0
259	Other Business Services	91,249	91,249	0
261	Operating Building Services	3,209,919	3,209,919	0
266	Security Services	65,712	65,712	0
271	Pupil Transportation Services	921,555	921,555	0
283	Staff/Personnel Services	198,747	198,747	0
284	Information Management Services	197,788	197,788	0
285	Other Central Services	1,100	1,100	0
293	Athletic Activities	379,373	379,373	0
299	Other Support Services	242,000	242,000	0
331	Communication	26,206	34,206	8,000
511	Equipment Loan Principal & Interest	0	0	0
621	KAP Support	116,000	116,000	0
	Total Expenditures	28,330,935	29,821,555	1,490,620
	Excess Revenue/(Expenditures)	(461,980)	(512,133)	
	Beginning Fund Balance	4,081,155	3,949,081	
	Projected Fund Balance	3,619,175	3,436,948	
	Percentage of Budget - Fund Balance	12.77%	11.53%	

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
September 26, 2011**

Report #11-26

Subject: Personnel Summary

FOR ACTION

A. 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

B. Employment - Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Amy Krause	Back Up Bus Driver	\$11.73	9/7/11

C. Coaching – High School/Middle School

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Don Dimick	Varsity Assistant Football Coach	3	\$4,004	Fall Season
Todd Simon	JV Football Coach	3	\$4,004	Fall Season
Anthony Walker	Freshman Football Coach	3	\$4,004	Fall Season
David Pike	JV Football Assistant Coach	3	\$4,004	Fall Season
Chris Huff	Varsity Head Football Coach	½ of 3	\$2,869.50	Fall Season

D. Recall from Layoff Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Rebecca Eagle	Preschool Teacher	\$13.15/Hour	9/20/11
Brooke Arman	Associate Preschool Teacher	\$10.00/Hour	9/21/11