



Waverly Community Schools

Regular Meeting

Monday, November 14, 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 November 14, 2011, beginning at 7:30 PM in the Colt Early Childhood Education Center 4344 W. Michigan Avenue.

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. Above & Beyond Awards
- 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. Instructional Report - KAP Program
 - B. Facility & Policy
 - 1. For Discussion - Policy (First Reading) 19
 - 2. Recommendation to approve Report #11-30, Extended Field Trip 21
 - C. Finance & Personnel
 - 1. ***Recommendation to approve Report #11-31, Financial Recommendation 22
 - 2. ***Recommendation to approve Report #11-32, Summer Tax Collection Resolution 25
 - 3. Recommendation to approve Report #11-33, Acceptance of 2010-2011 Audit Report 28
 - 4. Recommendation to approve Report #11-34, Policyholder Resolution 29
 - 5. For Discussion - Budget Amendment 2011-2012 32
 - 6. Recommendation to approve Report #11-35, Personnel Recommendations 35

- X. Superintendent's Report
- XI. Public Comment
- XII. Other Board Business
- XIII. Adjournment
- XIV. ***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
October 10, 2011**

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by Vice President Calvin Jones at 7:32 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

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

Member Absent:

Mr. John Broughton, President

Staff Present:

Dr. Debra L. Jones, Superintendent
Mrs. Jacklin Blodgett, Assistant Superintendent
Mrs. Christine Holman, Director of Student Services
Pat Klein
Colleen Weinfeld
Kelly Blake
Marybeth Chasse
Mark Nester
Vickie Tisdale
Gretchen Mikula
Becky McQuillan
Eldon McGraw
Rhonda Sosnowski
Mashaun Trossel
Michelle Frederick
Laura Smith
Kathy Delgado
Kim Bates
Dawn Figgins
Rebecca Pease

Others Present:

Rachel Weinfeld
Mimi Patterson
Kristen Patterson
Robert Patterson
Melissa Sherry
Mary Jo White
Margie Aimery
Russ Lee
Patti Peyton
Bonnie Sadlak
Caroline Nagy
Carrie Wheeler
Tammy Fields
Amy VanDeVusse
Amanda Herley

Others Present (cont.)

Mary Shafer
Jamie Essenmacher

Pledge

Student Representative Amanda Herley led the pledge of allegiance.

Presentation of 2010-2011 Audit – Plante & Moran

Mary Schafer and Jamie Essenmacher of Plante & Moran, PLLC, presented information to the Board on the district's audit for the 2010-2011 school year. The audit included a management letter and a summary displayed in charts and graphs. All reports were clean reports with no exceptions.

Special Presentations

The first special presentation, the Staff Spotlight, featured recognition of East Intermediate special education teacher Marybeth Chasse. Ms. Chasse was hired in September of 1990 as a Special Education teacher at the Middle School where she was a Special Education Department Co-Chair. In the fall of 2001, Marybeth was transferred to East Intermediate where she continued her Special Education Chair position along with being an East Site Council Member and an East Links Goal Co-Chair. Most recently, she was one of 1,000 teachers to be awarded over \$1,000 in school supplies by OfficeMax as part of their national "A Day Made Better" campaign. Marybeth's leadership in the area of special education is a benefit to not only East Intermediate but the entire District. She collaborates with staff so well that her skills and strategies become their skills and strategies. Marybeth is especially sensitive to student differences and works hard to help all students respect these individual differences. She has a positive rapport with all students and staff. She models respect and understanding and maintains excellent communications and relationships with students.

A video was shown highlighting Marybeth's career at Waverly, with testimonials from staff. Dr. Debra Jones presented Marybeth a certificate. She will also receive a plaque and her name will appear on a plaque displayed in the Administrative Center lobby which has names of other Staff Spotlight employees.

Logan Raterink and Kristen Patterson have been named Commended Students in the 2012 National Merit Scholarship Program. They rank in the top 5% of more than 1.5 million students who entered the 2012 competition by taking the 2010 Preliminary SAT/National Merit Scholarship Qualifying Test. Logan and Kristen are both 4.0 students at Waverly High School. Logan is the son of Dennis & Terri Raterink. Kristen's parents are Robert & Mimi Patterson. Kristen was presented a certificate. Her parents accompanied her to the meeting. Logan was unable to attend the meeting.

Mashaun Trossel was recognized for going above and beyond in her duties as a bus driver. Due to her quick action and incredible skill, Ms. Trossel helped prevent an accident with a private vehicle from becoming more serious.

Rachel Weinfeld, Waverly High School Senior, was recognized as the Delta-Waverly Rotary Club Student of the Month in September. Rachel and her parents, Arnold and Colleen, attended a luncheon on September 27, where she received the award. Rachel participates in the National Honor Society, the Spanish Honor Society, Interact, and Reflections. She has also participated in four plays and musicals at Waverly High School. Rachel plans on attending college next year and majoring in musical theatre. Dr. Jones presented a certificate to Rachel. She was accompanied to the meeting by her mother Colleen.

Presentation of District Annual Report

Dr. Debra Jones presented the 2010-2011 Waverly Community Schools Annual Report to the Board of Education, as required by law. The annual report will be available in hard copy by request and will be posted on the district's website.

Correspondence

Secretary Slocum reported a letter had been received from the MEA Uniserve Director. He also indicated Board members had received several email messages.

Public Comment

Addressing the Board during Public Comment were Amy VanDeVusse and Carrie Wheeler.

Student Representative Report

Amanda Herley reported Homecoming was a success. The Destination Imagination (DI) kick-off was last Tuesday. The Cross Country team is participating in a meet in Eaton Rapids on October 11 and at the Greater Lansing Invitational on October 15. The students in the Interact Club painted 110 pumpkins and made 60 fall-themed cards for Meal on Wheels which will be delivered to clients in Ingham County. Spanish Honor Society is also involved in several outreach projects.

Member Suttles stated in the past the Board and Student Senate have had the opportunity to get together for lunch. She asked if that would be happening this year. Dr. Jones indicated she had talked today to Tony Terranova, Senate advisor, about scheduling such a meeting.

Board Member Comment

Member Witwer announced the boys' soccer team plays Mason in a tournament game on Tuesday. She reminded everyone to order their apple pies from the band. Member Witwer reported she has been going around the district meeting the principals and touring the buildings, and thanked the principals for their time.

Member Slocum reported he attended the Academic Breakfast on October 4 at which 75 students were recognized for maintaining a 3.67 GPA over two semesters. He stated the event was well done and commented that half of the students there had their school books open. Member Slocum reported he attended the Grand Ledge Marching Band Invitational, stating the Warriors looked great in their performance. He commented on the DI registration, noting 63 students signed up for the Creative Problem Solving program. Member Slocum reported the band apple pies will be made on October 29, and said he is taking orders.

Member Martin congratulated the football team on their victories. She stated she was unable to attend the Academic Breakfast.

Member Jones congratulated the people recognized tonight by the Board.

Adoption of Agenda

Dr. Jones announced Board members were given a revised Report #11-28 to reflect accurate numbers and the expenditures support material for Report #11-27.

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

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

*****Approval of Minutes**

The minutes of the regular meeting of September 26, 2011 were approved as presented.

Instructional Report – East Intermediate School

The instructional report was presented by Kelly Blake, East reading teacher, and Vickie Tisdale, principal. A video was shown which featured a sampling of what you might see if you walked into East during reading classes. The teachers use the PALS Program, Six-minute Solution, Rewards Reading Program, and Literature Circle. Early in the year (prior to MEAP testing), initial assessments are made to figure out where students are in their reading. Following MEAP and before holiday break, there is solid core curriculum with students working on their reading. The core program consists of guided reading groups, vocabulary instruction, literature circles, novel studies, content area reading strategies, and comprehension strategy lessons. After the holiday break, there are four teachers in a professional learning community who break the students up into four groups (Group #1 – Accurate & Fluent Reader; Group #2 – Accurate and slower paced readers; Group #3 – Inaccurate reading with fluency; and Group #4 – Inaccurate reading and slower paced reader).

*****Financial Recommendation – Report #11-27 – For Action**

The treasurer's report was approved as presented.

Budget Amendment 2011-2012 – Report #11-28 (Revised) – For Action

A motion was presented by Member Slocum and supported by Member Suttles. MOTION: The Board of Education approved the amended 2011-2012 budget showing revenues to be \$29,309,422 with expenditures of \$29,821,555.

Dr. Jones announced Schedule B stipends have been reinstated with this budget amendment.

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

Personnel Recommendations – Report #11-26 – For Action

A motion was presented by Member Martin and supported by Member Slocum. MOTION: The Board of Education approve the resignation of Bonnie Rowe (Colt Lunch Assistant); the employment of Debra Faust (Colt Lunch Assistant) and Theresa Mitchell (Colt Lunch Assistant); and the coaching stipends for Michael Wallace (Varsity Football Assistant Coach ½ of 3) and (Interim Varsity Football Head Coach ½ of 3).

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

Enrollment Report – For Information

Dr. Jones presented information to the Board on enrollment figures for the 2011-2012 school year as of October 5, 2011. The information was presented by school to include grade level, current enrollment, number of sections, and number of students allowed in a section by contract. The district budgeted for 2892 for the current school year. Enrollment on October 5 was 2835 indicating a shortage of 57 students for budget. A second chart showed enrollment by grade over a ten year period.

Public Comment

Addressing the Board during Public Comment were Tammy Fields, Caroline Nagy, Russ Lee, Melissa Sherry, and Carrie Wheeler.

Superintendent's Report

Dr. Jones announced the second Superintendent's Breakfast is Friday, October 14th at Spud's. This time she will be meeting with members of WESPA.

Dr. Jones announced she will be reading to students at Elmwood on October 14th as part of her Superintendent's Storytime.

Superintendent's Report (cont.)

Dr. Jones reminded the Board that the Board/Superintendent Retreat is scheduled on Wednesday, October 19 at 9:00 a.m.

Dr. Jones announced she will be having breakfast with the bus drivers on Thursday, October 20 as part of bus safety week and Waverly's bus driver appreciation week. She will also be riding a bus the morning of October 19.

Dr. Jones announced the October Superintendent's coffee will be held on Friday, October 21st in the Board Room starting at 7:30 a.m. Member Witwer will be joining her to dialogue with constituents.

Dr. Jones reminded the Board will have a work/study session on Monday, October 24 at the East Conference Center.

Dr. Jones reported the Delta Township Community Awards Reception will be held on Thursday, October 27 at the Lexington Lansing Hotel. Tickets are \$10.00 in advance or \$15 at the door. Mrs. Blodgett has tickets if anyone would like to purchase them from her. Comcast has invited Dr. Jones and her husband to join their table.

Dr. Jones announced the Waverly Education Foundation is holding a Pancake Breakfast on Saturday, October 29 at Applebee's on W. Saginaw from 8:00 to 10:00 a.m.

Dr. Jones reminded Board members who want to participate on a Strategy Action Team to contact her or Mrs. Blackwell.

Dr. Jones reported Mr. Gorbe has requested an extended field trip over Spring Break for the band to travel to and perform in New York. She stated she will be bringing this forward at the November 14 board meeting, and has given him permission to start communicating with students and families and begin a payment schedule since the trip is over Spring Break and not at the end of the school year.

Other Board Business

Member Martin congratulated the honorees at tonight's meeting, noting she appreciates all their hard work.

Member Suttles thanked Mrs. Blodgett for her hard work on the audit.

Adjournment

The meeting adjourned at 9:20 p.m.

Respectfully submitted,



Britt Slocum, Secretary
rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
October 11, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 12:20 p.m. in Conference Room A of the Michigan Association of School Boards, 1001 Centennial Way, Suite 400, 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

Others Present:

Olga Holden, Michigan Association of School Boards

Purpose

The purpose of the meeting was a Board retreat.

Adjournment

The meeting adjourned at 3:01 p.m.

Respectfully submitted,



Britt Slocum, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
October 18, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 6:04 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 (arrived at 6:05 p.m.)
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
Christine Holman, Director of Student Services/Hearing Officer
Tim Lyman, Elmwood Elementary Principal

Others Present:

Student A
Parents

Purpose:

The purpose of the meeting was a disciplinary hearing.

Closed Meeting:

A closed meeting was requested. A motion was presented by Member Martin and supported by Member Slocum. MOTION: The Board of Education enter into closed session to discuss the incident that led to this disciplinary hearing.

Roll call vote was taken with all members present voting aye.

VOTE: AYES – 6 (Members Broughton, Slocum, Smith, Suttles, Martin, and Witwer). NAYS – 0 (Member Jones absent).

Discussion

The Board, administration, student and parents discussed the disciplinary incident involving the student.

Return to Open Session

The Board returned to open session at 6:35 p.m.

Motion to Expel

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education moves to expel Student A, whose identity is known to the Board, for violating the Student Code of Conduct for the duration of the 2011-2012 school year.

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

Adjournment

The meeting adjourned at 6:40 p.m.

Respectfully submitted,

Britt Slocum, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
October 18, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 6:46 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. Edith Suttles, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Angela Witwer, Trustee

Staff Present:

Dr. Debra L. Jones, Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Vincent Perkins, Waverly High School Principal

Others Present:

Student B
Parents

Purpose:

The purpose of the meeting was a disciplinary hearing.

Closed Meeting:

A closed meeting was requested. A motion was presented by Member Slocum and supported by Member Smith. MOTION: The Board of Education enter into closed session to discuss the incident that led to this disciplinary hearing.

Roll call vote was taken with all members present voting aye.

VOTE: AYES – 7 (Members Broughton, Jones, Slocum, Smith, Suttles, Martin, and Witwer). NAYS – 0.

Discussion

The Board, administration, student and parents discussed the disciplinary incident involving the student.

Return to Open Session

The Board returned to open session at 7:37 p.m.

Motion to Expel

A motion was presented by Member Martin and supported by Member Suttles. MOTION: The Board of Education moves to permanently expel Student B, whose identity is known to the Board, for violating the Student Code of Conduct for the duration of the 2011-2012 school year.

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

Adjournment

The meeting adjourned at 7:37 p.m.

Respectfully submitted,

Britt Slocum, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
October 18, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 7:47 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. Edith Suttles, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Angela Witwer, Trustee

Staff Present:

Dr. Debra L. Jones, Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Vincent Perkins, Waverly High School Principal
Tony Terranova, Waverly High School Dean of Students
Karen Potter, Director, Ombudsman
Jennifer Kivela, Teacher, Ombudsman

Purpose:

The purpose of the meeting was a disciplinary hearing.

Discussion

The Board, administration, and Ombudsman representatives discussed the disciplinary incident involving the student

Motion to Expel

A motion was presented by Member Martin and supported by Member Suttles. MOTION: The Board of Education moves to permanently expel Student C, whose identity is known to the Board, for violating the Student Code of Conduct.

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

Adjournment

The meeting adjourned at 7:59 p.m.

Respectfully submitted,

Britt Slocum, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
October 18, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 8:01 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. Edith Suttles, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Angela Witwer, Trustee

Staff Present:

Dr. Debra L. Jones, Superintendent
Christine Holman, Director of Student Services/Hearing Officer
Vincent Perkins, Waverly High School Principal
Tony Terranova, Waverly High School Dean of Students

Purpose:

The purpose of the meeting was a disciplinary hearing.

Discussion

The Board and administration discussed the disciplinary incident involving the student

Motion to Expel

A motion was presented by Member Martin and supported by Member Witwer. MOTION: The Board of Education moves to permanently expel Student D, whose identity is known to the Board, for violating the Student Code of Conduct.

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

Adjournment

The meeting adjourned at 8:07 p.m.

Respectfully submitted,

Britt Slocum, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
October 24, 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
Mrs. Mary Ann Martin, Trustee
Mrs. Angela Witwer, Trustee

Staff Present:

Dr. Debra L. Jones, Superintendent
Jacklin Blodgett, Assistant Superintendent
Dorothy Blackwell, Chief Academic Officer
Eldon McGraw, Director of Communications
Vince Perkins, Waverly High School Principal
Tony Terranova, Waverly High School Dean
Chris Huff, Waverly High School Athletic Director
Rebecca Pease, Assistant to Superintendent

Others Present:

Rachael Strother, Student Senate
Meghan Green, Student Senate
Taylor Young, Student Senate
Crystal Tran, Student Senate
Amanda Herley, Student Senate
Jordyn McClaster, Student Senate
Deb Underhill (UNITE)

Purpose:

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

During the morning session, the Board reviewed Superintendent Evaluation documents and viewed a UNITE presentation by Deb Underhill.

At 11:01 a.m., a motion was presented by Member Jones and supported by Member Martin. MOTION: The Board of Education go into closed session for the purpose of discussing negotiations. Roll call vote was taken, with all present voting aye. (Members Broughton, Jones, Slocum, Smith, Suttles, and Martin present; Member Witwer absent).

The Board returned to open session at 11:47 a.m.

Mr. Perkins, Mr. Terranova, and six members of the Student Senate joined the Board for lunch and discussion.

The afternoon session included discussion of a budget amendment, upcoming election for millage renewal, and possible sinking fund. Chris Huff ended the day with a PowerPoint presentation related to fall sports.

Adjournment

The meeting adjourned at 3:03 p.m.

Respectfully submitted,

Britt Slocum, Secretary
rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
SPECIAL MEETING
November 8, 2011**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President John Broughton at 6:00 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
Mrs. Kim Smith, Treasurer
Mrs. Edith Suttles, Vice Secretary-Treasurer
Mrs. Mary Ann Martin, Trustee
Mrs. Angela Witwer, Trustee

Member Absent:

Mr. Britt Slocum, Secretary

Staff Present:

Dr. Debra L. Jones, Superintendent

Others Present:

Thad Jones
Tammy Fields
Melissa Sherry
Ray Davis, Thrun Law Firm

Purpose:

The purpose of the meeting was discussion of personnel issues.

Public Comment

Addressing the Board during Public Comment was Tammy Fields.

Closed Session

A motion was presented by Member Martin and supported by Member Witwer. MOTION: The Board of Education enters into closed session for the purpose of Attorney/Client discussion pursuant to Section 8H of the Michigan Open Meetings Act. Roll call vote was taken, with all present voting aye. (Members Broughton, Jones, Smith, Suttles, Martin and Witwer present; Member Slocum absent).

Return to Open Session/Adjournment

The Board returned to open session at 6:54 p.m. and adjourned at 6:55 p.m.

Respectfully submitted,

Edith J. Suttles, Vice Secretary-Treasurer
rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
November 14, 2011**

FOR DISCUSSION

Subject: Policy - First Reading

Recommendation:

The Superintendent recommends the Board of Education review the policy updates listed below at first reading.

1422.02	Nondiscrimination Based on Genetic Information of the Employee	New
3122.02	Nondiscrimination Based on Genetic Information of the Employee	Revised
4122.02	Nondiscrimination Based on Genetic Information of the Employee	Revised
1443	Non-Renewal of Administrative Contracts (Replaces Policy 3143)	New
3143	Non-Renewal of Administrative Contracts (Changed to Policy 1443)	Delete
1460	Physical Examination	New
3160	Physical Examination	Revised
4160	Physical Examination	Revised
1461	Unrequested Leaves of Absence/Fitness for Duty	New
3161	Unrequested Leaves of Absence/Fitness for Duty	Revised
4161	Unrequested Leaves of Absence/Fitness for Duty	Revised
1623	Section 504/ADA Prohibition Against Disability Discrimination in Employment	New
3123	Section 504/ADA Prohibition Against Disability Discrimination in Employment	New
4123	Section 504/ADA Prohibition Against Disability Discrimination in Employment	New
2260.01	Section 504/ADA Prohibition Against Discrimination Based on Disability	Revised
5771	Search and Seizure	Revised
9160	Public Attendance at School Events	Revised

Statement of Purpose/Issue:

These policies revisions are the result of the NEOLA update and a review by the administration and the Board Policy Advisory Committee.

Budget Impact:

None

Historical Perspective/Background:

NEOLA provides updates to keep our policies current with applicable laws and regulations. The administration also reviews policies periodically and brings changes to the Board Policy Advisory Committee for review and consideration.

Discussion of Options:

The Board can refer policies to the Advisory Committee for further review or allow them to come back to the Board for second reading.

Rationale for Recommendation:

These policies were recommended to the District by NEOLA and were reviewed and approved by the Policy Advisory Committee.

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
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 14, 2011**

Report #11-30

FOR ACTION

Subject: **Extended Field Trip – Marching Band**

Recommendation:

The Superintendent recommends the Board of Education approve the Waverly Marching Band's request for an extended field trip to New York.

Statement of Purpose:

This request for an extended field trip has been submitted through the procedures outlined in Policy 2340, Field and Other District-Sponsored Trips.

Budget Impact:

The estimated cost per person is \$629, which could vary based on the number of participants. Each participating student is responsible for the entire cost of his/her trip. Fundraising opportunities have been made available, with students having activity accounts from previous and current fundraising activities. The Band Booster organization offers limited scholarships and will make up shortfalls from its general fund.

Historical Perspective:

Mr. David Gorbe, high school band director, and the Waverly Band Boosters have planned an extended field trip to New York City for the Waverly Marching Band. The trip will take place over the District's Spring Break, with a departure date of April 2, 2012 and a return date of April 6, 2012. It is likely that 70-75 band members will participate in the trip, along with 10-12 chaperones and Mr. Gorbe. Activities planned are tours of the NBC Studio, St. Patrick Cathedral, Central Park, Lincoln Center, Times Square, the Empire State Building, and Carnegie Hall. The trip also includes attendance at a Broadway show and a performance opportunity on the U.S.S. Intrepid. The group will be housed in the Wyndham Newark in Newark, New Jersey. The group will travel on two 55-passenger motor coaches. No school days will be missed by students due to the trip being planned over Spring Break.

Discussion of Options:

The Board may adopt this request as presented, reject the request, refer it for further study, or table the request.

Rationale for Recommendation:

The request submitted conforms to requirements in Policy 2340 and its associated guidelines.

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
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 14, 2011**

Report #11-31

FOR ACTION***

Subject: Financial Recommendation

Recommendation:

It is recommended the following be approved:

Approval of Treasurer's Report:

The General Fund Financial Report dated October 31, 2011 has been reviewed and it is recommended that the Report be approved. The cash balance as of September 30, 2011 was \$2,953,937.90. Receipts during October 2011 consist of current taxes and other revenues in the amount of \$2,230,911.00 less disbursements during October of \$1,859,628.57 left the district with a General Fund cash balance as of October 31, 2011 of \$3,325,220.33.

Waverly Community Schools
 Budget Status Report as of 10/31/2011
 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	3,618,554.42	5,153,633.58	58.75
MAJOR CLASS 119 TOTALS	Delinquent Taxes	22,050.00	8,614.02	13,435.98	60.93
MAJOR CLASS 131 TOTALS	Tuition	8,500.00	6,611.00	1,889.00	22.22
MAJOR CLASS 151 TOTALS	Interest On Investments	4,000.00	0.00	4,000.00	100.00
MAJOR CLASS 171 TOTALS	Athletic Revenue	63,710.00	37,002.00	26,708.00	41.92
MAJOR CLASS 191 TOTALS	Rental on Buildings	27,000.00	30,032.50	(3,032.50)	(11.23)
MAJOR CLASS 199 TOTALS	Miscellaneous	1,000.00	42.74	957.26	95.73
MAJOR CLASS 311 TOTALS	State Revenue	16,157,317.00	1,552,011.67	14,605,305.33	90.39
MAJOR CLASS 412 TOTALS	Unrestricted Federal Grants	0.00	0.00	0.00	0.00
MAJOR CLASS 414 TOTALS	Federal Grants	1,977,273.00	276,422.00	1,700,851.00	86.02
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	89,259.51	1,709,740.49	95.04
	Total For Revenues	29,309,422.00	5,618,549.86	23,690,872.14	80.83

Waverly Community Schools
 Budget Status Report as of 10/31/11
 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	1,346,309.53	5,383,469.47	79.99
FUNCTION 112 TOTALS	Middle School	3,161,800.00	638,444.81	2,523,355.19	79.81
FUNCTION 113 TOTALS	High School	4,799,083.00	763,416.71	4,035,666.29	84.09
FUNCTION 119 TOTALS	Summer School	2,000.00	605.39	1,394.61	69.73
FUNCTION 122 TOTALS	Special Education	2,850,171.00	604,966.40	2,245,204.60	78.77
FUNCTION 125 TOTALS	Compensatory Education	571,275.00	116,866.69	454,408.31	79.54
FUNCTION 199 TOTALS	Holding Account for Employee Benefits	10,000.00	10,000.00	0.00	0.00
FUNCTION 212 TOTALS	Guidance Services	457,003.00	109,954.75	347,048.25	75.94
FUNCTION 215 TOTALS	Speech Pathology & Audiology	555,377.00	111,241.42	444,135.58	79.97
FUNCTION 216 TOTALS	Social Work Services	589,950.00	125,981.06	463,968.94	78.65
FUNCTION 218 TOTALS	Teacher Consultant	240,758.00	57,907.27	182,850.73	75.95
FUNCTION 219 TOTALS	Other Pupil Services	51,695.00	16,327.92	35,367.08	68.41
FUNCTION 221 TOTALS	Improvement of Instruction	503,139.00	109,354.85	393,784.15	78.27
FUNCTION 222 TOTALS	Educational Media Services	632,937.00	214,666.39	418,270.61	66.08
FUNCTION 225 TOTALS	Instruction Related Technology SIG	295,437.00	231,799.09	63,637.91	21.54
FUNCTION 226 TOTALS	Supervision & Direction	449,171.00	142,042.22	307,128.78	68.38
FUNCTION 231 TOTALS	Board of Education	89,927.00	29,595.27	60,331.73	67.09
FUNCTION 232 TOTALS	Executive Administration	290,889.00	99,181.27	191,707.73	65.90
FUNCTION 241 TOTALS	Office of the Principal	1,666,636.00	561,410.52	1,105,225.48	66.31
FUNCTION 249 TOTALS	Other School Administration	81,838.00	1,319.22	80,518.78	98.39
FUNCTION 252 TOTALS	Fiscal Services	271,831.00	84,122.31	187,708.69	69.05
FUNCTION 257 TOTALS	Internal Services	63,210.00	21,127.83	42,082.17	66.58
FUNCTION 259 TOTALS	Other Business Services	91,249.00	25,918.73	65,330.27	71.60
FUNCTION 261 TOTALS	Operating Building Services	3,209,919.00	960,477.28	2,249,441.72	70.08
FUNCTION 266 TOTALS	Security Services	65,712.00	9,802.30	55,909.70	85.08
FUNCTION 271 TOTALS	Pupil Transportation Services	921,555.00	218,369.17	703,185.83	76.30
FUNCTION 283 TOTALS	Staff/Personnel Services	198,747.00	69,162.95	129,584.05	65.20
FUNCTION 284 TOTALS	Information Management Services	197,788.00	90,583.48	107,204.52	54.20
FUNCTION 285 TOTALS	Other Central Services	1,100.00	1,048.46	51.54	4.69
FUNCTION 293 TOTALS	Athletic Activities	379,373.00	70,137.38	309,235.62	81.51
FUNCTION 299 TOTALS	Other Support Services	242,000.00	4,344.00	237,656.00	98.20
FUNCTION 331 TOTALS	Communication	34,206.00	5,075.74	29,130.26	85.16
FUNCTION 621 TOTALS	Child Care Support	116,000.00	0.00	116,000.00	100.00
Total for Expenses		29,821,555.00	6,851,560.41	22,969,994.59	77.02

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 14, 2011**

Report #11-32

FOR ACTION ***

Subject: **Summer Tax Collection Resolution**

Recommendation:

The Superintendent recommends the Board of Education adopt the Annual Summer Tax Resolution, invoking for 2012 its previously adopted, ongoing resolution imposing a summer tax levy of one-half (1/2) of school property taxes upon property located within the School District. A copy will be affixed to the official minutes of this meeting.

Statement of Purpose:

Adoption of the summer tax collection resolution will allow local units of government to collect summer property taxes for the District.

Budget Impact:

If the resolution is not adopted, the district will be unable to collect summer taxes. This would create cash flow problems and require borrowing to meet the district's financial obligations as well as added expense in interest and legal fees.

Historical Perspective:

By December 31st of each year, the school district is required to notify the various taxing authorities of the intention to request collection of summer taxes.

Through correspondence from the school district's legal counsel, it has been suggested that the district adopt a resolution to meet legal requirements of School Code Section 1613, more particularly, 1982 P.A. 333 (Summer Tax Collection Statute).

A Michigan Court of Appeals decision has been issued "...Where a school board has adopted an ongoing resolution establishing summer tax collection, the board is required each year, before January 1, to take official action invoking the previously adopted resolution to collect the summer tax levy by requesting each township and city to collect. The ongoing resolution eliminates the yearly need to publish notice of a public meeting to institute a summer tax levy...".

Discussion of Options:

The Board may adopt the resolution as presented or reject the resolution. If the resolution is rejected the District will only levy property taxes for the winter tax levy.

Rationale for Proposal:

It is necessary to adopt this resolution to allow for the collection of summer property taxes, which will aid the District in cash flow.

Strategic Plan Reference:

Strategy #2 – Communication: We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.

WAVERLY COMMUNITY SCHOOLS
ANNUAL SUMMER TAX RESOLUTION

Ingham, Eaton, and Clinton Counties, Michigan

A regular meeting of the Board of Education of said District was held at the Educational Services and Administrative Center, 515 Snow Road, Lansing, Michigan, in said District, on the 14th day of November 2011, at 7:30 o'clock p.m.

The meeting was called to order by President, John Broughton.

PRESENT: Members

ABSENT: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____.

WHEREAS, this Board of Education by resolution of January 26, 1983, determined to impose a summer property tax levy to collect one-half (1/2) of school property taxes, including debt services, upon property located within the School District, beginning with 1983 and continuing from year to year until specifically revoked by the Board of Education.

NOW THEREFORE, BE IT RESOLVED THAT:

1. This Board of Education, pursuant to 1976 PA 451, as amended, hereby invokes for 2012 its previously adopted ongoing resolution imposing a summer tax levy of one-half (1/2) of school property taxes, including debt service, beginning with 1983, and continuing from year to year until specifically revoked by this Board of Education, and requests each city and/or township in which this District is located to collect those summer taxes.

2. The Superintendent or her designee is authorized and directed to forward to the governing body of each city and/or township in which this district is located, a copy of this Board's resolution imposing a summer property tax levy on an ongoing basis and a copy of this resolution requesting that each such city and/or township agree to collect the summer tax levy for 2012 in the amount specified in this resolution. Such forwarding of the resolutions and the request to collect the summer tax levy shall be sent so that the appropriate governing bodies receive them before January 1, 2012.

3. The Superintendent or her designee is authorized and directed to negotiate on behalf of this District, with the governing body of each city and/or township in which the District is located for the reasonable expenses for collection of the District's summer tax levy that the city and/or township may bill under MCLA 380.1611 or MCLA 380.1612. Any such property agreement shall be brought before this Board for its approval or disapproval.

4. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are and the same are hereby rescinded.

Ayes: Members

Nays: Members

Absent: Members

RESOLUTION DECLARED ADOPTED.

**Britt Slocum, Secretary
Waverly Community Schools
Board of Education**

The undersigned, duly qualified Secretary of the Board of Education of Waverly Community Schools of Lansing, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a regular meeting held on November 14, 2011, the original of which is part of the Board's official minutes. The undersigned further certifies that notice of the meeting was given to the public pursuant to the provisions of the "Open Meetings Act" (Act 267, PA 1976, as amended).

**Britt, Slocum, Secretary
Waverly Community Schools
Board of Education**

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 14, 2011**

Report #11-33

FOR ACTION

Subject: Acceptance of 2010-2011 Audit Report

Recommendation:

The Superintendent recommends the Board of Education approve and accept the annual audit report from Plante & Moran, PLLC for the 2010-2011 fiscal year in order to comply with State and Federal regulations.

Statement of Purpose/Issue:

The District is required to have an annual audit conducted by external auditors. The audit must be accepted by the District and then distributed to various State and Federal agencies.

Budget Impact:

The District pays \$20,000 in fees for the audit to be completed.

Historical Perspective:

The audit is required to be conducted annually.

Discussion of Options:

The annual audit is required to be conducted by external auditors and approved by the Board of Education.

Strategic Plan Reference:

The annual audit supports Strategy 2, providing financial communication for the district.

Strategy #2 – Communication: We will enhance communications within the district and with the community to improve relationships among all key constituent groups to better achieve our mission.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
November 14, 2011**

Report #11-34

FOR ACTION

Subject: Policyholder Resolution

Recommendation:

The Superintendent recommends the Board of Education approve the resolution designating the District as the policyholder for any and all existing and future health care services benefits for which the Board of Education pays premiums for its employees and their eligible dependents.

Statement of Purpose/Issue:

Approval of the resolution is necessary for the district to qualify for the “best practices” incentive payment, Section 22f of the State School Aid Act, as amended by Public Act 62 of 2011.

Budget Impact:

Obtaining “best practices” funding will bring \$280,000 in additional one-time revenue to the District for the 2011-2012 school year.

Historical Perspective:

Enrolled House Bill 4325 was signed by the Governor on June 21, 2011, becoming Public Act 62 of 2011, and thereby amending the State School Aid Act. Section 22f of the State School Aid Act, as amended by Public Act 62 of 2011, provides an incentive payment to school districts that meet specified financial “best practices”, including the school district being designated as the policyholder for each of its insurance policies for medical, pharmacy, dental, vision, disability, long-term care, and other health care services benefits provided to the employees of the school district and their eligible dependents.

Discussion of Options:

The Board of Education may adopt the recommendation as presented, reject the recommendation, refer the recommendation for further study or table the recommendation.

Rationale for Recommendation:

It is in Waverly’s best interest that the School District declare and designate itself as the policyholder for all insured health care service benefits, as those terms are identified in Section 22f(1)(a) of the State School Aid Act, as amended.

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 to 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, Ingham, Eaton and Clinton Counties, Michigan

A regular meeting of the Board of Education of the District was held in the _____ in the District on the _____ day of _____, 201____, at _____ o'clock in the _____.

The meeting was called to order by _____, President.

Present: Members

Absent: Members

The following preamble and resolution were offered by Member _____ and supported by Member _____:

WHEREAS, Enrolled House Bill 4325 was signed by the Governor on June 21, 2011, becoming Public Act 62 of 2011, and thereby amending the State School Aid Act; and

WHEREAS, Section 22f of the State School Aid Act, as amended by Public Act 62 of 2011, provides an incentive payment to school districts that meet specified financial "best practices", including the school district being designated as the policyholder for each of its insurance policies for medical, pharmacy, dental, vision, disability, long-term care, and other health care services benefits provided to employees of the school district and their eligible dependents; and

WHEREAS, this school district provides one or more such health care services benefits to its employees and their eligible dependents through insured products; and

WHEREAS, under Sections 15(3)(a) and 15(4) of the Public Employment Relations Act, this Board of Education is given the sole and exclusive authority to determine the identity of the policyholder for group insurance benefits for those employees of this District exclusively represented by labor organizations;

WHEREAS, pursuant to the authority set forth in Sections 11a, 1255 and 1255a of the Revised School Code, as well as under the provisions of the Public Employees Health Benefit Act, MCL 124.71, *et seq.*, this Board of Education, in its capacity as a public employer, is authorized to provide insured health care services benefits to all of its employees, which necessarily includes the authority to determine and designate the policyholder for the underlying insurance products associated with those health care services benefits; and

WHEREAS, this Board of Education determines that it is in the best interest of the School District that the School District declare and designate itself as the policyholder for all insured health care services benefits, as those terms are identified in section 22f(1)(a) of the State School Aid Act, as amended.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This District declares and designates itself as the policyholder for any and all existing and future health care services benefits for which the Board of Education pays premiums on behalf of its employees and their eligible dependents under the authority set forth in Sections 11a, 1255 and 1255a of

the Revised School Code, under the Public Employees Health Benefit Act, and under applicable provisions set forth in Section 15(3) and (4) of the Public Employment Relations Act.

2. The Superintendent of this School District is hereby authorized and directed to execute any and all documents which are necessary for this District to effectuate the content of this resolution of the Board of Education.

3. The Superintendent of this School District is also directed to notify each insurance carrier, third party administrator and all vendors through which employees of this School District and their eligible dependents are provided with insured health care services benefits for which premiums are remitted by this District, that the District has declared itself and is designated as the policyholder for the respective health care services benefits.

4. The Superintendent is further directed to provide a copy of this Resolution to the Michigan Department of Education for purposes of establishing this School District's eligibility to receive funding under Section 22f of the State School Aid Act, or its successor provision.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same are hereby rescinded.

Ayes: Members

Nays: Members

Resolution declared adopted.

Secretary, Board of Education

The undersigned, duly qualified and acting Secretary of the Board of Education of the Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan, hereby certifies that the foregoing constitutes a true and complete copy of a resolution adopted by said Board of Education at a _____ meeting held on _____, 201__, the original of which is part of the Board's minutes. The undersigned certifies that notice of the meeting was given to the public pursuant to the provisions of the Michigan Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
November 14, 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 \$29,168,761 with expenditures of \$29,857,736.

Statement of Purpose/Issue:

To amend the 2011-12 budget to include the projected enrollment with the October count and the transfer of expenditures for staffing among function codes.

Budget Impact:

The expected June 30, 2012 fund balance is \$3,260,106.

Historical Perspective:

The budget is amended as needed throughout the year.

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 lifelong learner, and contribute as a citizen of our global society.

Waverly Community Schools
2011/2012 Budget General Fund
November 14, 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	8,797,778	25,590
119	Delinquent Taxes	22,050	23,550	1,500
131	Tuition	8,500	7,900	(600)
151	Interest On Investments	4,000	4,000	0
171	Athletic Revenue	63,710	69,420	5,710
191	Rental on Buildings	27,000	30,000	3,000
199	Miscellaneous	1,000	1,000	0
311	State Revenue	16,157,317	16,010,428	(146,889)
414	Federal Grants	1,977,273	1,977,273	0
417	Flow Thru Grants	464,384	396,454	(67,930)
418	Unrestricted Flow Thru Grants	13,000	11,209	(1,791)
519	IISD Reimbursements	1,799,000	1,839,749	40,749
Total Revenues		29,309,422	29,168,761	(140,661)

Waverly Community Schools
2011/2012 Budget General Fund
November 14, 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	6,548,523	(181,256)
112	Middle School	3,161,800	3,111,094	(50,706)
113	High School	4,799,083	4,756,692	(42,391)
119	Summer School	2,000	2,000	0
122	Special Education	2,850,171	2,962,014	111,843
125	Compensatory Education	571,275	571,275	0
199	Holding Account for Employee Benefits	10,000	10,000	0
212	Guidance Services	457,003	462,289	5,286
215	Speech Pathology & Audiology	555,377	535,684	(19,693)
216	Social Work Services	589,950	585,847	(4,103)
218	Teacher Consultant	240,758	273,036	32,278
219	Other Pupil Services	51,695	51,695	0
221	Improvement of Instruction	503,139	503,139	0
222	Educational Media Services/Library	632,937	625,166	(7,771)
225	Instruction Related Technology	295,437	295,437	0
226	Supervision & Direction	449,171	444,404	(4,767)
231	Board of Education	89,927	89,927	0
232	Executive Administration	290,889	289,723	(1,166)
241	Office of the Principal/School Administration	1,666,636	1,722,640	56,004
249	Other School Administration/Department Heads	81,838	81,838	0
252	Fiscal Services	271,831	271,831	0
257	Internal Services	63,210	64,243	1,033
259	Other Business Services	91,249	91,249	0
261	Operating Building Services	3,209,919	3,270,112	60,193
266	Security Services	65,712	65,712	0
271	Pupil Transportation Services	921,555	1,016,630	95,075
283	Staff/Personnel Services	198,747	194,817	(3,930)
284	Information Management Services	197,788	197,088	(700)
285	Other Central Services	1,100	1,100	0
293	Athletic Activities	379,373	367,145	(12,228)
299	Other Support Services	242,000	242,000	0
331	Communication	34,206	34,206	0
621	KAP Support	116,000	119,180	3,180
	Total Expenditures	29,821,555	29,857,736	36,181
	Excess Revenue/(Expenditures)	(512,133)	(688,975)	
	Beginning Fund Balance	3,949,081	3,949,081	
	Projected Fund Balance	3,436,948	3,260,106	
	Percentage of Budget - Fund Balance	11.53%	10.92%	

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
November 14, 2011**

Report #11-35

Subject: Personnel Report

FOR ACTION

A. Employment - Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Kris Holloway	East Lunch Assistant	Glass G/\$9.57	10/13/11
Nikolaos Pehlivanoglu	Colt Lunch Assistant	Class G/\$9.57	10/17/11
Ann Marie Mutty	Colt Lunch Assistant	Class G/\$9.57	11/1/11

B. Transfer - Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Vanessa Clark	From: Colt Lunch Assistant To: Colt Food Service Leader	Class D/\$11.17	11/1/11

C. Retirement – Non Certified

<u>Name</u>	<u>Position</u>	<u>Years</u>	<u>Effective</u>
Rosemary DeRose	MS Lunch Assistant	10 Years	10/31/11
LuAnn Gibbs	Winans Secretary	18 Years	10/31/11
Sally Hall	Colt Parapro	13 Years	11/11/11

D. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Keri Benjamin	KAP Instructor	Personal	10/28/11

E. Recall from Layoff - Non Certified

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Deb Hoxie	Winans Secretary	Class A/\$17.61	11/1/11

F. Middle School SIG Grant

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>	<u>Effective</u>
Sam Sicilia	Leadership Coach	\$2,205	2011-12 Sch. Yr.
Deb Quinn	Leadership Coach	\$2,205	2011-12 Sch. Yr.
Jennifer VanMeter Vance	Student Services Coach	\$2,205	2011-12 Sch. Yr.
Nick Niederquell	Student Services Coach	\$2,205	2011-12 Sch. Yr.
LuAnn Stuble	Family and Community Coordinator	\$2,205	2011-12 Sch. Yr.
Yolanda Harris	Family and Community Coordinator	\$2,205	2011-12 Sch. Yr.

G. Extra-Curricular Schedule B Stipends

<u>Name</u>	<u>Assignment</u>		<u>Stipend</u>	<u>Effective</u>
Kirstina Boomer	HS National Honor Society Co-Advisor	½ of 3	\$1,482	2011-12 Sch. Yr.
Beth Sullivan	HS National Honor Society Co-Advisor	½ of 3	\$1,482	2011-12 Sch. Yr.
Maureen Nauss	HS Vocal Music Director	3	\$4,744	2011-12 Sch. Yr.
Anthony Terranova	HS Student Senate Advisor	3	\$2,964	2011-12 Sch. Yr.
David Gorbe	HS Band Director	3	\$4,982	2011-12 Sch. Yr.
Jennifer Spurbeck	HS Orchestra Director	3	\$3,163	2011-12 Sch. Yr.
Michelle Oppenheim	HS Yearbook Advisor	3	\$3,319	2011-12 Sch. Yr.
Anthony Terranova	HS Junior Class Advisor	3	\$2,831	2011-12 Sch. Yr.
Amy Ranke	HS Senior Class Advisor	2	\$1,648	2011-12 Sch. Yr.
Dan Carr	HS Spanish National Honor Society Advisor	3	\$1,867	2011-12 Sch. Yr.
Chris Barrera	HS School Improvement Co-Chair	½ of 3	\$771.50	2011-12 Sch. Yr.
Chris Huff	HS School Improvement Co-Chair	½ of 2	\$716.50	2011-12 Sch. Yr.

David Gorbe	MS Band Director	3	\$2,578	2011-12 Sch. Yr.
Maureen Nauss	MS Choir Director	3	\$1,539	2011-12 Sch. Yr.
Jenny Spurbeck	MS Orchestra Director	3	\$1,539	2011-12 Sch. Yr.
Yolanda Harris	MS Junior Honor Society Advisor	3	\$1,723	2011-12 Sch. Yr.
Kerry Biladeau	MS School Improvement Co-Chair	3	\$308.60	2011-12 Sch. Yr.
Eliz. Tembras-Gardner	MS School Improvement Co-Chair	1	\$264.60	2011-12 Sch. Yr.
Sam Sicilia	MS School Improvement Co-Chair	2	\$286.60	2011-12 Sch. Yr.
Jennifer Vance	MS School Improvement Co-Chair	1	\$264.60	2011-12 Sch. Yr.
Deb Quinn	MS School Improvement Co-Chair	2	\$286.60	2011-12 Sch. Yr.
Kathie McDaniel	MS Student Council Advisor	3	\$1,723	2011-12 Sch. Yr.
Michelle DeBrabander	MS Yearbook Advisor	3	\$1,660	2011-12 Sch. Yr.
Nancy Breen	East Yearbook Advisor	3	\$1,660	2011-12 Sch. Yr.
Duff Schad	East Student Council Advisor	3	\$1,723	2011-12 Sch. Yr.
Susan Stahly	East School Improvement Co-Chair	½ of 3	\$771.50	2011-12 Sch. Yr.
Kate Tonnos	East School Improvement Co-Chair	½ of 3	\$771.50	2011-12 Sch. Yr.
Jamie Holland	Colt School Improvement Chair	3	\$1,543	2011-12 Sch. Yr.
Jennifer Baird	Colt Resource for Social Studies Chair	1	\$551	2011-12 Sch. Yr.
Michelle Gillespie	Colt Resource for Math Chair	3	\$771	2011-12 Sch. Yr.
Michelle Rowe	Colt Resource for Language Arts Chair	3	\$771	2011-12 Sch. Yr.
Margot Bensinger	Colt Resource for Science Co-Chair	½ of 1	\$275.50	2011-12 Sch. Yr.
Dani Gimm	Colt Resource for Science Co-Chair	½ of 1	\$275.50	2011-12 Sch. Yr.
Arden LaMere	Elmwood School Improvement Co-Chair	¼ of 2	\$358.25	2011-12 Sch. Yr.
Leo Blundell	Elmwood School Improvement Co-Chair	¼ of 3	\$385.75	2011-12 Sch. Yr.
Barb Knighton	Elmwood School Improvement Co-Chair	¼ of 3	\$385.75	2011-12 Sch. Yr.
Pat Klein	Elmwood School Improvement Co-Chair	¼ of 1	\$330.75	2011-12 Sch. Yr.
Barb Knighton	Elmwood Resource for Math Chair	2	\$661	2011-12 Sch. Yr.
Arden LaMere	Elmwood Resource for Language Arts Chair	3	\$771	2011-12 Sch. Yr.
Cindy Sartor	Elmwood Resource for Science Chair	3	\$771	2011-12 Sch. Yr.
Lynn Moule	Elmwood Resource for Social Studies Chair	3	\$771	2011-12 Sch. Yr.
Tamara Pepper	Elmwood Student Council Advisor	3	\$1,723	2011-12 Sch. Yr.
Becky Greisinger	Winans Student Council Advisor	½ of 3	\$861.50	2011-12 Sch. Yr.
Rhonda Berns	Winans Student Council Co-Advisor	½ of 3	\$861.50	2011-12 Sch. Yr.
Mandi Nemeth	Winans Resource for Math Chair	3	\$771	2011-12 Sch. Yr.
Allison Orwat	Winans Resource for Language Arts Chair	3	\$771	2011-12 Sch. Yr.
Rhonda Berns	Winans Resource for Science Chair	1	\$551	2011-12 Sch. Yr.
Kristin Kochheiser	Winans Resource for Social Studies Chair	1	\$551	2011-12 Sch. Yr.
Allison Orwat	Winans School Improvement Chair	3	\$1,543	2011-12 Sch. Yr.

H. Extra-Curricular 8.8 Stipends

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>	<u>Effective</u>
Lisa Lam-Wilson	HS Art Department Chair	\$200	2011-12 Sch. Yr.
Nicole Ohl-Shaw	HS CTE Chair	\$440	2011-12 Sch. Yr.
Amy Ranke	HS English Department Co-Chair	\$620	2011-12 Sch. Yr.
Michelle Oppenheim	HS English Department Co-Chair	\$620	2011-12 Sch. Yr.
Renee Gutierrez	HS World Language Department Co-Chair	\$360	2011-12 Sch. Yr.
Dan Carr	HS World Language Department Co-Chair	\$360	2011-12 Sch. Yr.
Kathy Bauer	HS Life Skills Department Chair	\$200	2011-12 Sch. Yr.
Kirstina Boomer	HS Math Department Co-Chair	\$600	2011-12 Sch. Yr.
Patty Rienstra	HS Math Department Co-Chair	\$600	2011-12 Sch. Yr.
Jenny Spurbeck	HS Music Department Chair	\$240	2011-12 Sch. Yr.
Chris Barrera	HS Science Department Chair	\$1,400	2011-12 Sch. Yr.
Natalie Queen	HS Special Services Department Chair	\$1,740	2011-12 Sch. Yr.
Robert Lurie	HS Social Studies Department Chair	\$1,160	2011-12 Sch. Yr.
Leslie Johnson	HS Counseling Department Chair	\$500	2011-12 Sch. Yr.
Craig Fields	HS PE Department Co-Chair	\$285	2011-12 Sch. Yr.

Anthony Walker	HS PE Department Co-Chair	\$285	2011-12 Sch. Yr.
Michelle Oppenheim	HS Professional Development Co-Chair	\$200	2011-12 Sch. Yr.
Kirstina Boomer	HS Professional Development Co-Chair	\$200	2011-12 Sch. Yr.
Jack Vogel	HS Professional Development Co-Chair	\$200	2011-12 Sch. Yr.
Mary Faber	HS Professional Development Co-Chair	\$200	2011-12 Sch. Yr.
Kathie McDaniel	MS Art Chair	\$200	2011-12 Sch. Yr.
Brenda Gibson	MS Counseling Chair	\$200	2011-12 Sch. Yr.
Elizabeth Gardner	MS Language Arts Co-Chair	\$540	2011-12 Sch. Yr.
Lauren Trombly	MS Language Arts Co-Chair	\$540	2011-12 Sch. Yr.
Nick Niederquell	MS Mathematics Co-Chair	\$400	2011-12 Sch. Yr.
Jennifer VanMeter Vance	MS Mathematics Co-Chair	\$400	2011-12 Sch. Yr.
David Gorbe	MS Music Chair	\$240	2011-12 Sch. Yr.
Michelle DeBrabander	MS PE/Health Co-Chair	\$240	2011-12 Sch. Yr.
Gary Wilson	MS PE/Health Co-Chair	\$240	2011-12 Sch. Yr.
Debbie Quinn	MS Science Co-Chair	\$400	2011-12 Sch. Yr.
LuAnn Stuitable	MS Science Co-Chair	\$400	2011-12 Sch. Yr.
Yolanda Harris	MS Social Studies Co-Chair	\$400	2011-12 Sch. Yr.
Sam Sicilia	MS Social Studies Co-Chair	\$400	2011-12 Sch. Yr.
Kathy Jenkins	MS Special Education Co-Chair	\$450	2011-12 Sch. Yr.
Anne Mazner	MS Special Education Co-Chair	\$450	2011-12 Sch. Yr.
Kathy Jenkins	MS Parapro Advisor Chair	\$100	2011-12 Sch. Yr.
Gary Wilson	MS Industrial Tech. Chair	\$80	2011-12 Sch. Yr.
Jennifer VanMeter Vance	MS 7 th Grade Team Leader	\$100	2011-12 Sch. Yr.
Anthony Pecoraro	MS 7 th Grade Team Leader	\$100	2011-12 Sch. Yr.
Sam Sicilia	MS 8 th Grade Team Leader	\$100	2011-12 Sch. Yr.
Nick Niederquell	MS 8 th Grade Team Leader	\$100	2011-12 Sch. Yr.
LuAnn Stuitable	MS MSU Intern Coordinator	\$300	2011-12 Sch. Yr.
Jeremiah Baynes	MS Student/Parent Outreach Co-Chair	\$300	2011-12 Sch. Yr.
Kristen Hood	MS Student/Parent Outreach Co-Chair	\$300	2011-12 Sch. Yr.
Pat Rowden	East PTO Representative	\$300	2011-12 Sch. Yr.
Bill Cecil	East 5 th Grade Chair	\$400	2011-12 Sch. Yr.
Nancy Breen	East 6 th Grade Chair	\$500	2011-12 Sch. Yr.
Marybeth Chasse	East Special Education Chair	\$600	2011-12 Sch. Yr.
Laura Smith	East 5 th Grade Mathematics Chair	\$275	2011-12 Sch. Yr.
Denise Kehren	East 6 th Grade Mathematics Chair	\$275	2011-12 Sch. Yr.
Kelly Blake	East 5 th Grade Language Arts Chair	\$275	2011-12 Sch. Yr.
Brad McNeil	East 6 th Grade Language Arts Chair	\$275	2011-12 Sch. Yr.
Duff Schad	East 5 th Grade Social Studies Chair	\$275	2011-12 Sch. Yr.
Susan Ellsworth	East 6 th Grade Social Studies Chair	\$275	2011-12 Sch. Yr.
Bernard Schroeter	East 5 th Grade Science Chair	\$275	2011-12 Sch. Yr.
Shelly McGee	East 6 th Grade Science Chair	\$275	2011-12 Sch. Yr.
Kelly Blake	East School Improvement Reading Chair	\$480	2011-12 Sch. Yr.
Kelly Blake	East School Improvement Writing Chair	\$480	2011-12 Sch. Yr.
Laura Smith	East School Improvement Math Co-Chair	\$240	2011-12 Sch. Yr.
Denise Kehren	East School Improvement Math Co-Chair	\$240	2011-12 Sch. Yr.
Brenda Hinds	Colt PTO Teacher Representative	\$166.25	2011-12 Sch. Yr.
Steve Wood	Colt PTO Teacher Representative	\$166.25	2011-12 Sch. Yr.
Dani Gimm	Colt Fitness Club Committee Chair	\$600	2011-12 Sch. Yr.
Kysha Crenshaw	Colt Technology Committee Chair	\$600	2011-12 Sch. Yr.
Jamie Holland	Colt Literacy Committee Chair	\$450	2011-12 Sch. Yr.
Rhonda Goodrich	Colt Bookroom Committee Co-Chair	\$325	2011-12 Sch. Yr.
Jamie Holland	Colt Bookroom Committee Co-Chair	\$325	2011-12 Sch. Yr.
Johanna Germain	Colt Kindergarten Chair	\$150	2011-12 Sch. Yr.
Michelle Rowe	Colt First Grade Chair	\$150	2011-12 Sch. Yr.
Kristin Lammers	Colt Special Education Co-Chair	\$75	2011-12 Sch. Yr.

Kim Molnar	Colt Special Education Co-Chair	\$75	2011-12 Sch. Yr.
Cathy Mosher	Elmwood Green Team Chair	\$150	2011-12 Sch. Yr.
Leo Blundell	Elmwood Technology Chair	\$200	2011-12 Sch. Yr.
Cindy Sartor	Elmwood PTO Representative	\$100	2011-12 Sch. Yr.
Cathy Mosher	Elmwood PTO Representative	\$100	2011-12 Sch. Yr.
Arden LaMere	Elmwood MiBLSi Representative	\$200	2011-12 Sch. Yr.
Helene McNeilly	Elmwood MiBLSi Representative	\$200	2011-12 Sch. Yr.
Pat Klein	Elmwood MiBLSi Representative	\$200	2011-12 Sch. Yr.
Lynn Moule	Elmwood 2 nd Grade Chair	\$200	2011-12 Sch. Yr.
Helene McNeilly	Elmwood 3 rd Grade Chair	\$200	2011-12 Sch. Yr.
Cindy Sartor	Elmwood 4 th Grade Chair	\$200	2011-12 Sch. Yr.
Jeff Hager	Elmwood Special Education Chair	\$200	2011-12 Sch. Yr.
Michelle Frederick	Elmwood Specials Chair	\$200	2011-12 Sch. Yr.
Gini Larson	Winans Technology Representative	\$541.40	2011-12 Sch. Yr.
Rhonda Berns	Winans PTO Representative	\$541.40	2011-12 Sch. Yr.
Christina Lounds	Winans Teacher Evaluation Committee Co-Chair	\$541.40	2011-12 Sch. Yr.
Mandi Nemeth	Winans Exceptional Learning Chair	\$541.40	2011-12 Sch. Yr.
Kristin Kochheiser	Winans Newspaper Club Chair	\$541.40	2011-12 Sch. Yr.