



Waverly Community Schools

Regular Meeting

Monday, May 14, 2012 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 May 14, 2012, beginning at 7:30 PM in the Waverly Middle School Little Theatre, 620 Snow Road.

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 Britt Slocum
- II. Special Presentations
 - A. Recognition of Winter Athletes
 - B. Above & Beyond
- III. Correspondence
- 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. Facility & Policy
 - 1. For Discussion - Policy (First Reading) 18
 - B. Finance & Personnel
 - 1. ***Recommendation to approve Report #11-69, Financial Recommendation 26
 - 2. For Discussion - 2012-2013 Budget 29
 - 3. *** For Information - Breakfast, Lunch and Milk Prices for 2012-2013 30
 - 4. Recommendation to approve Report #11-70, Personnel Recommendations 31
 - 5. Recommendation to approve Report #11-71, Waverly Educational Support Personnel Association Contract Ratification 32
 - C. Other
 - 1. For Discussion - Ingham Intermediate School District General Education Fund 2-12-2-13 Proposed Budget 33
 - 2. For Discussion - Publicly Funded Health Insurance Contribution 45

3. ***For Information - Extended Field Trip

51

4. For Discussion - Superintendent Search

X. Public Comment

XI. Superintendent's Report

XII. Other Board Business

XIII. Adjournment

XIV. ***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
April 16, 2012**

Opening of Meeting

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

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary
Mrs. Melissa Sherry, Treasurer
Mrs. Kimberly Smith, Vice Secretary/Treasurer
Mr. Calvin Jones, Trustee
Mr. David Percival, Trustee

Staff Present:

Mrs. Dorothy Blackwell, Interim Superintendent
Mrs. Christine Holman, Director of Student Services
Mr. Evan Nuffer, Business Manager
Michelle Frederick
Tim Lyman
Bill Davis
Tammy Davis
Shawn Talifarro
Becky McQuillan
Gretchen Mikula
Leslie Johnson
Rhonda Sosnowski
Laura Smith
Teresa Herbruck
Matt Oppenheim
Jack Vogel
Karen Berry
Al Momrik
Eric Anderson
Todd Stiles
Kelly Blake
Peggy Baldwin
Vince Perkins
Christina Lounds
Patty Little
Kate Tonnos
Ingrid Schwab
Bruce McConnell
Ian Walker
Rebecca Pease

Others Present:

Amanda Herley, Student Representative
Dallas Herbruck
Sara Herbruck
Gary Schnepf
Jerry Smith
Michael Smith

Others Present (cont.)

Chris Smith
Lukas Anderson
Rob Spagnuolo
Pam Martin
Jordan Martin
R.J. Brown
Marlo Allen
Mary Jo White
Teresa Bingman
Tammy Fields
Kristen Patterson
Kelly Patterson
Mimi Patterson
Robert Patterson

Pledge

Leslie Johnson led the pledge of allegiance.

Special Presentations

The first special presentation featured recognition of Kristen Patterson, Waverly High School senior, a recipient of the 2012 Good Citizen Award from the Lansing Chapter of the Daughters of the American Revolution. This award honors high school seniors based on leadership, academic achievement and community service.

Kristen is one of Waverly's top ten students and is a member of the National Honor Society. She is in the high school band and plays varsity soccer. Kristen has won the Girl Scout Gold Award, the organization's highest achievement award. She is active in her church and church youth group. Kristen's future plans include attending a university to study accounting, leading to a Certified Public Accountant certification.

The second special presentation, the Staff Spotlight, featured recognition of Karen Berry. Karen was hired in August of 2004 as a 4th grade teacher at Winans and is currently teaching 2nd grade at Winans. Karen has been a Resource for Science chairperson, a 2nd grade chair, a March is Reading Month co-chair, an On-Track Committee co-chair, a Green Team Committee chair, and a Lower Grade Level chair. Karen does an excellent job modeling behavioral expectations for her students. She clearly establishes academic goals for her students and has clearly defined objectives for how to reach them. Karen models the importance of accepting others and has an expectation in her classroom that everyone is treated fairly. She monitors the progress of each student to ensure that their individual needs are met so they are always eager to learn more. Karen's classroom is inviting and comfortable. She is a consummate professional, and her relationship with her colleagues is one of support and cooperation. A video was shown highlighting Karen's career at Waverly, with testimonials from staff. Mrs. Blackwell presented a certificate and plaque to Karen. Her name will also appear on a plaque displayed in the Administrative lobby which has names of other Staff Spotlight employees.

District administrators were asked by parents and students to recognize former teacher Jerry Smith for going above and beyond. Mr. Smith retired from Waverly Community Schools in June of 2010 and continues to work with students at Waverly High School who are in need of extra help so they can graduate. In addition to tutoring students, he also still volunteers at extra-curricular events at the High School. Pam Martin, Jordan Martin, R.J. Brown and Marlo Allen were in attendance and spoke highly of Mr. Smith's continued commitment to students at the high school. Jordan stated Mr. Smith has always been there for him whenever he needed him. As a result, Jordan will be attending Sienna Heights University as a student and a football player. R.J. Brown stated Mr. Smith has been at the high school since his first day, and hopes he is there to his last. Mr. Smith helps him get through problems. Ms. Allen, a parent of a senior, said all students have a teacher that gives them a focus.

Special Presentations (cont.)

Her teacher was Leslie Johnson. Mr. Smith goes above and beyond. She stated she wanted everyone to know how special he is.

The next special presentation featured Lukas Anderson an eighth grade student at Waverly Middle School, who won the 2012 National Championship for Long Track Ice Skating, and won all five distances during competition in Roseville, Minnesota on the weekend of February 24-25. He competed against over 100 of the top skaters in the country. In the process Lukas broke the national record for the 300 meter sprint. Lukas competed in the National Short Track meet in Green Bay Wisconsin on March 16-18 and received a bronze medal.

The final special presentation featured recognition of Kelly Blake, Bill Cecil, Laura Smith, and Kate Tonnos. Dr. Anthony Muhammad, the guest speaker on February 17, 2012 during the Waverly Staff Professional Development day, challenged our school district to 30 days of positive statements – no complaints. We accepted this challenge and have been sending out positive messages via daily e-mails to all staff members in the school district. This campaign of positive e-mail statements has helped to focus on the positive efforts of our students and staff throughout the District. East Intermediate teachers Laura Smith, Bill Cecil, Kelly Blake, Kate Tonnos, along with assistance from three Waverly graduates, initiated a button campaign that states, "I'm Taking the Challenge!" The teachers and graduates spent an afternoon beyond their work day to make the buttons in the Waverly District Media Center for all the Waverly staff members.

Correspondence

Member Martin reported the Board has received many emails on various topics, including the 30 days of positive comments.

Public Comment

Addressing the Board during Public Comment were Gary Schnepf and Rob Spagnuolo.

Student Representative Report

Student Representative Amanda Herley reported conferences were held March 27 and 28 at the high school. The band enjoyed an extended field trip to New York over Spring Break. National Honor Society is conducting a clothing drive. There was a choir concert last week. Spring sports are in full swing. The DI state tournament is Saturday, April 21. Jazz Night is Wednesday, April 25 at 6:30 p.m. and Orchestra's String Fling is Friday, April 27.

Superintendent's Report

Cabinet members will be attending the high school 3rd quarter Department Awards tomorrow.

Evan Nuffer, Chris Holman and Dorothy Blackwell will be going to the Thrun Law Firm annual spring seminar in Mt. Pleasant tomorrow. Topics to be discussed include negotiations; update on labor and employment; current topics in Special Education; finance and elections, and an update on student issues.

Interim Superintendent Blackwell will host another Coffee with the Superintendent on Thursday at 7:30 a.m. in the Board Room. Evan Nuffer and Dorothy Blackwell will begin State of the District presentations on Thursday, April 19 at the Service Building. Ms. Blackwell will discuss the great things happening in the District, evaluations, and culture. Mr. Nuffer will make a brief presentation on the budget. They will end by answering questions.

There will be another district-wide budget meeting on Thursday at 2:45 p.m. in the Board Room.

Superintendent's Report (cont.)

There will be a special meeting of the Board on Monday, April 23 beginning at 7:00 a.m. for the purpose of discussing the budget. Board members will be joined by Cabinet members and the Leadership Team.

There will be special meetings on Tuesday and Wednesday, April 24 and 25 beginning at 6:00 p.m. The purpose is Superintendent Candidate interviews.

Mr. Nuffer, Mrs. Holman, and Mrs. Blackwell will be treating the Administration building secretaries to lunch on Friday, April 27.

Board Member Comment

Member Sherry congratulated all the honorees, especially Kristen Patterson. She stated Jerry Smith is the kind of adult we want around our kids. Member Sherry thanked Mr. Gorbe, the volunteers, and parents who supported the band's Spring Break trip to New York.

Member Jones congratulated those who were recognized tonight. He reported Waverly parent Michael Flowers has been appointed to the Ingham ISD Board. He indicated he would like to ask Mr. Flowers to attend a future Board meeting to speak to the Board. Member Jones reported Marcus Kirkpatrick has been named the new Parks Director for Delta Township. Mr. Kirkpatrick most recently served as Executive Director of the YMCA of Metropolitan Lansing and has been as strong supporter of the schools and township. Member Jones congratulated Deputy Principal Tracy Thomas who participated in Dancing with the Stars. Proceeds of \$10,425 went to the Capitol Area Community Services.

Member Martin stated she was excited about tonight's honorees. She said it was fabulous that the high school band had the opportunity to go to New York, noting she accompanied band members on numerous trips when she was involved in the Band Boosters.

Member Smith gave a shout out to Coach "O". The baseball team got new uniforms this year, which make them feel good. The team is on its path to a successful year.

Member Percival stated he wished our legislators could see what happened tonight in special recognitions. He said they are so distantly removed from what happens in the local schools and they continue slicing and dicing.

President Slocum stated he echoes Member Percival's sentiments. President Slocum remarked Jerry Smith is a great teacher and a great guy, but he is not the only one in Waverly Schools. He congratulated Kristen Patterson, a recipient of the Girl Scouts' Gold Award, which is equivalent to the Boy Scouts' Eagle Scout Award. President Slocum reported his wife was a chaperone on the band's trip to New York. She indicated the students acted like ladies and gentlemen, were respectful, kind, quiet and great citizens. He also reported five teams from Waverly will be attending the DI State finals this weekend.

Adoption of Agenda

A motion was presented by Member Jones and supported by Member Martin. MOTION: The Board accepts the meeting agenda as presented.

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

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

The minutes of the regular meeting of March 12, 2012; two special meetings of March 21, 2012 and the special meeting of March 26, 2012 were approved as presented.

*****Financial Recommendation – Report #11-63 – For Action**

The treasurer’s report was approved as presented.

Waverly Educational Support Personnel Association Dues Deduction – Report #11-64 – For Action

A motion was presented by Member Martin and supported by Member Smith. MOTION: The Board of Education ratifies and affirms notice given to Waverly Educational Support Personnel regarding the intent not to deduct dues, effective immediately.

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

Personnel Recommendations – Report #11-65 – For Action

A motion was presented by Member Martin and supported by Member Jones. MOTION: The Board of Education approves the retirement of Gina Lago (High School Teacher) and Peter Kaiser (Middle School Custodian); the resignation of Carlette McConnell (Middle School Lunch Department Head); the employment of Nikole Huggins (Colt Lunch Assistant) and Melissa LaBean (Colt Lunch Assistant); the transfer of Jon Morse (from East Custodian to Middle School Custodian); the recall from layoff of Ricardo Martinez (High School Third Shift Custodian); and coaching assignments (David Pike – High School Boys’ Head Track Coach; Don Dimick – High School Boys’ Assistant Track Coach; and Mike Wallace – High School Boys’ Assistant Track Coach).

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

Member Martin recognized the retirees and thanked them for their diligence and dedication to the Waverly Community Schools.

2012-2013 Schools of Choice Recommendation – Report #11-66 – For Action

A motion was presented by Member Martin and supported by Member Percival. MOTION: The Board of Education approves participation in the limited Schools of Choice programs {Sections 105 and 105 (c) for the 2012-2013 school year as follows:

Kindergarten	35
First Grade	1
Second Grade	1
Third Grade	1
Fourth Grade	9
Fifth Grade	14
Sixth Grade	14
Seventh Grade	10
Eighth Grade	10
Ninth Grade	1
Tenth Grade	1
Eleventh Grade	1
Twelfth Grade	1

Member Martin stated she is concerned about accepting students at the Middle School and High School levels. There has been a precedence we have followed in the past. Member Jones stated he welcomes the opportunity for Schools of Choice at those levels.

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

Software Consortium Agreement – Report #11-67 – For Action

A motion was presented by Member Martin and supported by Member Smith. MOTION: The Board of Education approves and executes the Special Education and Student Data Software Consortium Agreement, whereby approving the purchase of a common Special Education and Student Data Software.

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

Approval of Application for MASB-LTF Legal Trust Fund Assistance

A motion was presented by Member Jones and supported by Member Witwer. MOTION: The Board of Education approves the enclosed resolution to seek assistance from the Michigan Association of School Boards Legal Trust Fund.

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

******Extended Field Trip – For Information***

Jenny Spurbeck, Waverly Middle School orchestra teacher, has received permission for the Middle School band, choir, and orchestra to travel to Cedar Point on Saturday, May 26, 2012. The trip is a reward for students in these programs. Approximately 160 students, 25 chaperones, Mrs. Spurbeck, Mrs. Nauss, and Mr. Gorbe will travel by motor coach buses to Cedar Point. The estimated total cost per student is \$80, which will either be paid through the students' fund raising accounts or personally by each student. Booster groups will cover the additional costs, if any.

Member Martin stated she is pleased the Middle School music staff is continuing this tradition.

The meeting recessed at 8:20 p.m. and resumed at 8:50 p.m.

President Slocum discussed a piece of correspondence.

Teresa Bingman described the process the Board would use to narrow the field of 18 candidates for the position of Superintendent. Each candidate will be referred to by a number. Confidentiality of applicants will be respected up until the time the candidates are selected and confirmed for interviews. Board members will be given information on the applicant's education, areas of expertise, positions held in education, and the match to the profile developed by the Board with community input. Following the presentation of information on each candidate, the Board will take a roll call vote, with each Board member indicating whether they would like to move this candidate forward or not. After reviewing all 18 candidates' information and Board vote, the top four to six candidates will be invited to interview for the position of Superintendent.

The Board followed the process and six candidates were chosen for interviews. The Board recessed the meeting at 9:55 p.m. so Ms. Bingman could call the candidates to see if they would accept an interview.

The meeting resumed at 10:20 p.m. Ms. Bingman announced the names of the candidates who accepted the opportunity to interview for the position of Waverly Superintendent. They are Dorothy Blackwell; Sean McNatt; Terry Urquhart; Craig McCane; and Jeffrey Beal. The sixth candidate could not be reached and will be identified once the interview is accepted.

Public Comment

Addressing the Board during Public Comment was Jack Vogel.

Other Board Business

President Slocum thanked Board members for doing due diligence in preparing for tonight's meeting, noting he is proud to work with all of them.

Adjournment

The meeting adjourned at 10:24 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

***Consent Agenda

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
April 23, 2012**

Opening of Meeting

The regular meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 7:06 a.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary (arrived at 7:07)
Mrs. Melissa Sherry, Treasurer (left at 11:05)
Mrs. Kimberly Smith, Vice Secretary-Treasurer (arrived at 8:40)
Mr. Calvin Jones, Trustee (left at 9:25)
Mr. David Percival, Trustee

Staff Present:

Mrs. Dorothy Blackwell, Interim Superintendent
Mrs. Christine Holman, Director of Student Services (arrived at 7:55)
Mr. Evan Nuffer, Business Manager
Mr. Dave Ames, Director of Maintenance & Operations
Mr. Eldon McGraw, Director of Communications
Mr. Al Momrik, Director of Technology
Mrs. Rhonda Sosnowski, Directory of Transportation
Ms. Rebecca Pease, Admin. Assistant to the Superintendent & Board
Mrs. Linda Anderson, Personnel Associate
Mrs. Shawn Talifarro, Colt Principal
Mr. Tim Lyman, Elmwood Principal
Dr. Peggy Baldwin, Winans Principal
Mrs. Vickie Tisdale, East Intermediate Principal
Mr. Mike Moreno, Waverly Middle School Principal
Mr. Vincent Perkins, Waverly High School Principal
Mr. Tracy Thomas, Waverly High School Deputy Principal

Purpose

The purpose of the meeting was budget discussion.

Adjournment

The meeting adjourned at 11:40 a.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
April 24, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:03 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary
Mrs. Melissa Sherry, Treasurer
Mrs. Kimberly Smith, Vice Secretary/Treasurer
Mr. Calvin Jones, Trustee
Mr. David Percival, Trustee

Staff Present:

Al Momrik
Eldon McGraw
Rhonda Sosnowski
Becky McQuillan
Vickie Tisdale
Peggy Baldwin
Yolanda Harris
Ingrid Schwab
Tony Terranova
Judy Harwood
Chris Barrerra
Jack Vogel
Ruth Lamb
Renee Gutierrez
Shawn Talifarro
Michelle Oppenheim
Kathy Bauer
Gretchen Mikula
Ginny Doyle
Brenda Hinds
Rebecca Pease

Others Present:

Joyce Preston
Mary Jo White
Teresa Bingman
Cynthia Wetzel

Purpose

The purpose of the meeting was to conduct first interviews for the position of Superintendent. Dorothy Blackwell, Interim Superintendent of Waverly Community Schools; Sean McNatt, Superintendent of Breckenridge Community Schools; and Dr. Jay Kulbertis, Superintendent of Gladstone Area Schools were interviewed.

Adjournment

The meeting adjourned at 10:23 p.m.

Respectfully submitted

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
April 25, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 6:05 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary
Mrs. Melissa Sherry, Treasurer
Mrs. Kimberly Smith, Vice Secretary/Treasurer
Mr. Calvin Jones, Trustee
Mr. David Percival, Trustee

Staff Present:

Al Momrik
Rhonda Sosnowski
Becky McQuillan
Tony Terranova
Judy Harwood
Chris Barrerra
Jack Vogel
Ruth Lamb
Shawn Talifarro
Matt Oppenheim
Gretchen Mikula
Ginny Doyle
Tim Lyman
Shawn Gleason
Eldon McGraw
Robert Lurie
Rebecca Pease

Others Present:

Joyce Preston
Mary Jo White
Teresa Bingman
Arnold Weinfeld
Kathy Urquhart

Purpose

The purpose of the meeting was to conduct first interviews for the position of Superintendent. Terry Urquhart, Principal of Central High School in Forest Hills Public Schools in Grand Rapids; Craig McCane, Principal of Linden Grove Middle School in Kalamazoo; and Jeffrey Beal, Superintendent of Vestaburg Community School.

Feedback

Following the interviews, President Slocum read comments from Ruth Lamb and Ginny Doyle, and Judy Harwood and Chris Barrera. Mr. Slocum stated the Board has now heard from all six candidates and said it was time to narrow the field to the top two or three. He asked Board members to pick their top three candidates.

After the Board named their top candidates, discussion was held about how many candidates to interview in the second round.

A motion was presented by Member Jones and supported by Member Sherry. MOTION: Through consensus of the Board, candidates Terry Urquhart and Jeffrey Beal are granted second interviews for the position of Waverly Community Schools' superintendent.

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

The date for final interviews was moved to Wednesday, May 2nd.

Adjournment

The meeting adjourned at 10:54 p.m.

Respectfully submitted,

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 2, 2012**

Opening of Meeting

The special meeting of the Waverly Community Schools Board of Education was called to order by President Britt Slocum at 7:03 p.m. in the Board Room of the Administrative Center, 515 Snow Road, Lansing, Michigan.

Members Present:

Mr. Britt Slocum, President
Mrs. Angela Witwer, Vice President
Mrs. Mary Ann Martin, Secretary
Mrs. Melissa Sherry, Treasurer
Mrs. Kimberly Smith, Vice Secretary/Treasurer
Mr. Calvin Jones, Trustee
Mr. David Percival, Trustee

Staff Present:

Al Momrik
Rhonda Sosnowski
Becky McQuillan
Vickie Tisdale
Evan Nuffer
Judy Harwood
Chris Barrerra
Jack Vogel
Ruth Lamb
Tim Lyman
Michelle Frederick
Shawn Talifarro
Matt Oppenheim
Gretchen Mikula
Ginny Doyle
Dave Ames
Eldon McGraw
Nancy Breen
Shawn Gleason
Alicia Byrd
Kristen Kochheiser
Leslie Johnson
Patty Rienstra
Michelle DeBrabander
Keri Biladeau
Rebecca Pease

Others Present:

Joyce Preston
Mary Jo White
Teresa Bingman
Marty Coates
Kathy Urquhart
Edith Suttles
Tammy Fields

Purpose

The purpose of the meeting was to conduct second interviews for Superintendent candidates Terry Urquhart and Jeffrey Beal.

Following the interviews, the Board deliberated and decided to conduct site visits at both candidates' districts. Discussion followed as to the make-up of the site visitation team.

There was other discussion about scheduling a meeting for student discipline hearings.

Public Comment

Addressing the Board during Public Comment were Tammy Fields, Shawn Gleason, Matt Oppenheim, and Edith Suttles.

President Slocum addressed a comment he had made earlier in the meeting about "legacy costs".

Adjournment

The meeting adjourned at 10:39 p.m.

Respectfully submitted

Mary Ann Martin, Secretary

rlp

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
March 12, 2012**

FOR DISCUSSION

Subject: Policy – First Reading

Recommendation:

The Superintendent recommends the Board of Education reviews the policy updates listed below at first reading:

Policy 5610.01	Permanent Expulsion	Revision
Policy 7540.02	District Web Page	Revision
Currently no number	Teacher Discipline	New
Currently no number	Teacher Placement	New

Statement of Purpose/Issue:

The revision to Policy 5610.01 is in response to recent hearings for students residing in the District but attending a school other than Waverly. The revision to Policy 7540.02 allows flexibility for advertising on the website. The two policies regarding teachers are a result of new Michigan law.

Budget Impact:

None

Historical Perspective/Background:

Policy 5610.01 and Policy 7540.02 have been reviewed and revised by Waverly Community Schools administration. The two policies regarding teachers were prepared by Kevin Harty of Thrun Law Firm following WEA negotiations.

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:

The policy revisions are recommended by Central administration and the two new policies are recommended by legal counsel.

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.

policy

**BOARD OF EDUCATION
WAVERLY COMMUNITY SCHOOLS**

STUDENTS
5610.01/page 5 of 5

In the event a student who has been permanently expelled from another school district requests admission to this District, the Board shall, in making its decision, rely upon the recommendation of the Superintendent.

The Superintendent shall ensure that Board policies and District guidelines regarding a student's rights to due process are adhered to when dealing with a possible expulsion under this policy.

M.C.L.A. 380.1308, 380.1310, 380.1310a, 380.1311, 380.1311a

New Language

Policy 5610.01/page 5 of 5

In the event a student who has been permanently expelled or expelled from another school district requests admission to this District, the Board shall continue the action of the previous school.

If a resident student of the district is permanently expelled or expelled from a charter, private, or parochial school within the district, the Board shall continue the action of the previous school. The residential student will have the right to enroll once the requirements of the previous disciplinary action have been met.

Waverly Community Schools Bylaws & Policies

7540.02 - DISTRICT WEB PAGE

The Board of Education authorizes the creation of web sites by employees and students of the School District to be published on the World Wide Web. The creation of web sites by students must be done under the supervision of a professional staff member. These web sites must reflect the professional image of the District, its employees, and students. The content of all pages must be consistent with the Board's Mission Statement and is subject to prior approval of the Superintendent or designee.

The purpose of such web sites is to educate, inform, and communicate. The following criteria should be used to guide the development of such web sites:

A. **Educate**

Content provided in the web site should be suitable for and usable by students and teachers to support the curriculum and the Board's Objectives as listed in the Board's Strategic Plan.

B. **Inform**

Content may inform the community about the school, teachers, students, or departments, including information about curriculum, events, class projects, student activities, and departmental policies.

C. **Communicate**

Content may provide an avenue to communicate with the community.

The information contained on the web site should reflect and support the Board's Mission Statement, Educational Philosophy, and the School Improvement Process.

When the content includes a photograph or information relating to a student, the Board will abide by the provisions of Policy 8330 - Student Records.

All links included on the pages must also meet the above criteria and comply with State and Federal law (e.g. copyright laws, Children's Internet Protection Act).

Under no circumstances is a web site to be used for ^{unapproved} commercial purposes, advertising, political lobbying, or to provide financial gains for any individual.

Pages should reflect an understanding that both internal and external audiences will be viewing the information.

School web sites must be located on Board-affiliated servers.

The Superintendent shall prepare administrative guidelines defining the standards permissible for web-site use.

The Board retains all proprietary rights related to the design of web sites and/or pages that are hosted on the Board's servers, absent written agreement to the contrary.

Students who want their class work to be displayed on the Board's web site must have written parent permission and expressly license its display without cost to the Board.

Prior written parental permission is necessary for a student to be identified by name on the Board's website.

DISTRICT POLICY
TEACHER DISCIPLINE

The Board of Education believes that maintaining appropriate procedures and standards for addressing teacher misconduct and other inappropriate behavior is a critical ingredient in furthering an effective educational environment and in providing quality educational services necessary for the attainment of successful educational outcomes for students. This policy is intended to provide standards and procedures by which administrative personnel shall make determinations as to whether teacher discipline is warranted and, if so, in arriving at an appropriate disciplinary response.

Although discipline is corrective, other significant purposes of discipline are to promote accountability of teachers to maintain proper conduct, to provide notice to teachers of behavioral expectations, and to inform teachers of the consequences of any future disciplinary infractions, offenses or other misconduct.

For purposes of this policy, the term "teacher" shall refer to those employees of the school district whose employment is regulated by the Teachers' Tenure Act, MCL 38.71 *et seq.*

Discharge, demotion, or other discipline of teachers under this policy shall be made only for a reason(s) that is not arbitrary or capricious. This standard signifies that a disciplinary decision must be supported by results of a disciplinary investigation and that any resulting disciplinary action must have a rational relationship to the teacher's conduct which forms the basis for a disciplinary decision.

Before imposing any disciplinary measure under this policy, the administrator shall investigate whether a teacher has engaged in an offense, infraction, or other misconduct which could result in a disciplinary consequence. An administrator shall investigate the alleged violation before imposing a disciplinary measure upon the teacher. The investigation should include discussions with any witnesses to the event(s) upon which possible teacher discipline is premised, including witnesses or other sources suggested by the teacher being investigated. The teacher who is the subject of the disciplinary allegation shall be provided with an opportunity to respond to those allegations as part of the investigation process.

The following procedures shall be used for disciplinary actions taken against teachers, up to and including a recommendation for discharge:

1. Oral or written notice will be given by the administration to the teacher of the incident, complaint, or charge that forms the basis for the investigation and potential disciplinary action.
2. If the complaint alleges child abuse or neglect, the matter shall be reported to Child Protective Services consistent with Policy No. 3213.
3. The teacher will be given written notice of the time, date, and location of a meeting to provide the teacher with an opportunity to respond to the disciplinary incident, complaint, or charge. This opportunity to respond shall include the right of the teacher to dispute the factual basis of the incident, complaint, or charge, as

well as the nature of any contemplated disciplinary action in the event that the disciplinary incident, complaint, or charge is factually substantiated.

4. A teacher represented by an exclusive bargaining agent under the Public Employment Relations Act shall, upon request, be entitled to union representation at any investigative meeting which the teacher reasonably believes could ultimately result in disciplinary action. Alternatively, a teacher shall, upon his/her request, be entitled to have another member of their bargaining unit accompany him/her to any investigative meeting which the teacher under investigation is required to attend when that teacher reasonably believes that the investigation may ultimately result in his/her discipline. The obtaining of a representative shall not unreasonably delay an investigative meeting.
5. The Superintendent (or designee) is authorized to place a teacher on administrative leave, with pay, pending the completion of a disciplinary investigation of the alleged or suspected offense, infraction, or misconduct. This authority can be exercised in those circumstances when, in the judgment of the Superintendent (or designee), the nature of the charges, the behavior or record of the teacher, or other circumstances make it inadvisable for the teacher to remain at work while the investigation is ongoing. Placement on administrative leave under this provision is not regarded as, in itself, a disciplinary measure or penalty.
6. If criminal charges are filed against a teacher before or during the pendency of a disciplinary investigation, a probationary teacher may be placed on unpaid leave during the pendency of the investigation after notice and an opportunity to be heard. Under these circumstances, a tenured teacher's salary shall not be discontinued other than through observance of the pertinent standards and procedures specified in the Teachers' Tenure Act. The District need not delay the institution of tenure charges or other disciplinary action against a teacher during the pendency of any criminal charges against the teacher.
7. If an investigation of teacher conduct supports a determination that the teacher has engaged in an offense, infraction, misconduct, or other behavior warranting disciplinary action, the administrative decision as to the level of discipline shall be guided by the following standards:
 - a. The seriousness of the offense, infraction, or misconduct;
 - b. The teacher's prior disciplinary and employment record;
 - c. How teachers engaging in similar or like offenses, infractions, or misconduct have been disciplined in past comparable circumstances involving similarly situated teachers; and
 - d. The existence of aggravating or mitigating factors.

8. Disciplinary measures include but are not limited to: oral warning (memorialized in writing), written warning, written reprimand, paid or unpaid suspension, and discharge. Nothing in this policy or the identification of these levels of discipline requires that the above disciplinary measures be applied progressively or sequentially. The Board reserves the right to apply the disciplinary sanction it determines to be appropriate to a specific set of circumstances.
9. When disciplinary action is taken against a teacher it shall be confirmed in writing. The document confirming the discipline will be provided to the teacher and placed in the teacher's personnel file.
10. The Superintendent (or designee) is delegated the authority under this policy to impose all teacher discipline with the exception of:
 - a. The discharge of either a probationary or tenured teacher;
 - b. The non-renewal of a probationary teacher; and
 - c. The demotion of a tenured teacher, as defined in the Teachers' Tenure Act.
 - d. The discharge or demotion of an administrator
 - e. The non-renewal of an administrator.

Each of the above disciplinary actions may only be imposed by this Board of Education upon written recommendation of the Superintendent and upon adherence to any applicable procedures set forth in the Teachers' Tenure Act.

Legal Reference: MCL 380.11a (K-12), MCL 380.601a (ISD), MCL 423.215, MCL 38.71, *et seq.*

w:\wdsystem\wddocs\noncli\clb\00728592.docx

DISTRICT POLICY TEACHER PLACEMENT

The Board of Education considers the appropriate placement of effective teachers as an essential ingredient in promoting student academic growth, in attaining successful educational outcomes for students and in providing quality educational services.

For purposes of this policy, the term "teacher" shall refer to those employees of the District whose employment is regulated by the Teachers' Tenure Act, MCL 38.71 *et seq.* The term "placement" shall include decisions involving the assignment and transfer of teachers as well as decisions involving the filling of vacant teaching positions with on-staff teachers. Those placement decisions are delegated to the Superintendent.

Placement does not include staffing decisions made in the context of recall of a teacher from layoff, which decision is governed by District Policy 3131. Placement also excludes decisions to initially hire or to dismiss or non-renew a teacher, which determinations are reserved to the Board of Education and are not delegated under this Policy.

Teacher placement decisions shall be guided by the following standards:

1. These decisions will be premised on staffing the established curriculum with the most effective teachers who are certified and qualified to instruct the courses within the established curriculum, grades and departments.
2. All teachers must be properly certified (or otherwise approved or authorized) for all aspects of their assignment. The certification (or authorization/approval status, as applicable) of a teacher shall be determined by provisions of the Revised School Code, the Teacher Certification Code, the Michigan Department of Education's Rules for Special Education Programs and Services, and other applicable statutes and regulatory authority.
3. Teacher placement decisions shall also be made on the basis of a teacher's qualifications, which shall be determined by the following standards:
 - a. Compliance with applicable state or federal regulatory standards, including, but not limited to, those standards established as a condition to receipt of foundation, grant, or categorical funding.
 - b. Compliance with applicable accreditation requirements.

- c. Assessment of the extent of a teacher's professional training and academic preparation are relevant to an instructional assignment and are predictive of the teacher's effectiveness in that assignment.
 - d. Assessment of the extent to which a teacher's prior teaching experience is relevant to an instructional assignment and is predictive of the teacher's effectiveness in that assignment.
4. In addition to certification and qualifications, teacher placement decisions shall be made on the basis of teacher effectiveness, as determined through the teacher effectiveness criteria established in Section 1248 of the Revised School Code and as articulated in District Policy 313 / ~~Reduction and Recall of Teachers~~ *Staff Reduction*.

Legal Reference: MCL 380.11a (K-12), MCL 380.601a (ISD), MCL 380.1233, MCL 423.215, MCL 388.1763, MCL 38.71 *et seq.*

w:\wssystem\wddocs\noncli\clb\00728590.docx

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 14, 2012**

Report #11-69

FOR ACTION***

Subject: Financial Recommendation

Recommendation:

It is recommended the following be approved:

Approval of Treasurer's Report:

The General Fund Financial Report dated April 30, 2012 has been reviewed and it is recommended that the Report be approved. The cash balance as of March 31, 2012 was \$4,319,171.06. Receipts during April, consisting of current taxes and other revenues in the amount of \$2,811,074.42, minus disbursements during April of \$2,349,512.07, left the district with a General Fund cash balance as of April 30, 2012 of \$4,780,733.41.

Waverly Community Schools
 Budget Status Report as of 04/30/2012
 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	8,797,778	8,324,285	473,493	5.38%
Major Class 119 Totals	Delinquent Taxes	23,550	6,589	16,961	72.02%
Major Class 131 Totals	Tuition	7,900	7,130	770	9.75%
Major Class 151 Totals	Interest On Investments	4,000	1,135	2,865	71.62%
Major Class 171 Totals	Athletic Revenue	69,420	61,283	8,137	11.72%
Major Class 191 Totals	Rental on Buildings	30,000	38,218	(8,218)	-27.39%
Major Class 199 Totals	Miscellaneous	1,000	13,763	(12,763)	-1276.25%
Major Class 311 Totals	State Revenue	16,064,201	10,227,907	5,836,294	36.33%
Major Class 317 Totals	State Revenue - Flowthru ISD	37,000	24,816	12,184	32.93%
Major Class 412 Totals	Unrestricted Federal Grants	0	0	0	0.00%
Major Class 414 Totals	Federal Grants	2,174,411	1,305,411	869,000	39.96%
Major Class 417 Totals	Grants Through Intermediates	396,454	324,021	72,433	18.27%
Major Class 418 Totals	Unrestricted Flow Thru Grants	11,209	8,632	2,577	22.99%
Major Class 519 Totals	IISD Reimbursements	1,839,749	1,439,424	400,325	21.76%
	Total Revenues	29,456,672	21,782,613	7,674,059	26.05%

Waverly Community Schools
Budget Status Report as of 04/30/2012
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	6,683,523	4,755,174	1,928,349	28.85%
Function 112 Totals	Middle School	3,067,714	2,107,074	960,640	31.31%
Function 113 Totals	High School	4,756,692	3,287,492	1,469,200	30.89%
Function 118 Totals	Pre-Kindergarten	33,200	15,539	17,661	53.20%
Function 119 Totals	Summer School	2,000	-	2,000	100.00%
Function 122 Totals	Special Education	2,962,014	2,101,793	860,221	29.04%
Function 125 Totals	Compensatory Education	534,097	367,310	166,787	31.23%
Function 199 Totals	Holding Account for Employee Benefits	10,000	293,882	(283,882)	-2838.82%
Function 212 Totals	Guidance Services	462,289	346,603	115,686	25.02%
Function 215 Totals	Speech Pathology & Audiology	535,684	382,813	152,871	28.54%
Function 216 Totals	Social Work Services	605,847	426,663	179,184	29.58%
Function 218 Totals	Teacher Consultant	273,036	193,115	79,921	29.27%
Function 219 Totals	Other Pupil Services	51,695	73,497	(21,802)	-42.17%
Function 221 Totals	Improvement of Instruction	559,723	360,275	199,448	35.63%
Function 222 Totals	Educational Media Services	625,166	531,386	93,780	15.00%
Function 225 Totals	Instruction Related Technology	340,482	328,979	11,503	3.38%
Function 226 Totals	Supervision & Direction	409,013	329,785	79,228	19.37%
Function 231 Totals	Board of Education	89,927	107,956	(18,029)	-20.05%
Function 232 Totals	Executive Administration	420,302	351,122	69,180	16.46%
Function 241 Totals	Office of the Principal	1,725,140	1,393,862	331,278	19.20%
Function 249 Totals	Other School Administration	81,838	11,518	70,320	85.93%
Function 252 Totals	Fiscal Services	300,922	239,372	61,550	20.45%
Function 257 Totals	Internal Services	64,243	57,664	6,579	10.24%
Function 259 Totals	Other Business Services	167,249	169,450	(2,201)	-1.32%
Function 261 Totals	Operating Building Services	3,270,112	2,452,814	817,298	24.99%
Function 266 Totals	Security Services	65,712	39,967	25,745	39.18%
Function 271 Totals	Pupil Transportation Services	1,017,630	832,062	185,568	18.24%
Function 283 Totals	Staff/Personnel Services	174,603	151,226	23,377	13.39%
Function 284 Totals	Information Management Services	197,088	152,141	44,947	22.81%
Function 285 Totals	Other Central Services	1,100	968	132	11.96%
Function 293 Totals	Athletic Activities	367,145	283,322	83,823	22.83%
Function 299 Totals	Other Support Services	242,000	6,387	235,613	97.36%
Function 331 Totals	Community Activities	39,707	34,485	5,222	13.15%
Function 371 Totals	Non-Public Schools Pupils	3,217	2,225	992	30.84%
Function 623 Totals	Transfer to: Child Care Support	119,180	-	119,180	100.00%
Total For Expenses		30,259,290	22,187,920	8,071,370	26.67%

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 14, 2012**

FOR DISCUSSION

Subject:

2012-2013 General Fund Budget

Recommendation:

The Superintendent recommends the Board of Education review the 2012-2013 General Fund budget as presented. Currently, the 2012-13 General Fund budget shows revenues of \$28,466,080 and expenditures of \$30,358,220

Statement of Purpose:

Presenting the 2012-13 budget for review will allow for the continued preparation of the budget and adoption by June 11, 2012

Budget Impact:

The projected fund balance as of June 30, 2013 will be \$1,254,323, or 4.1% of total expenditures. Board policy 6220 – Budget Preparation states, “The Board shall ensure that adequate funds are reserved for the General Fund to maintain a secure financial position whereby the fund equity shall not fall below ten percent (10%) of the preceding year’s expenditures

Historical Perspective:

The Board is required to adopt a budget on or before June 30 for the subsequent fiscal year.

Discussion of Options:

The Board may accept all recommendations, reject all recommendations, or suggest alternate recommendations for the 2012-13 budget. The budget will be presented for discussion again on May 29, 2012

Rationale for Recommendation:

In accordance with the Uniform Budgeting and Accounting Act, the Superintendent is to make a recommendation to adopt a budget, prior to June 30, 2012, whereas the total estimated expenditures shall not exceed the total estimated revenues, including an available unappropriated surplus

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
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 14, 2012**

FOR INFORMATION***

Subject:

Breakfast, Lunch and Milk Prices for 2012-13

The Board of Education establishes the rates for food service for the 2012-13 school year as follows:

*Elementary Breakfast (K-6)	\$1.25
Secondary Breakfast (7-12)	\$1.50
Elementary Lunch (K-6)	\$2.00
Secondary Lunch (7-12)	\$2.25
Adult Lunch	\$3.50
Milk	\$0.50
*Universal Breakfast K-6	

The above prices reflect no change in the prices from 2011-12 and will keep the General Fund allocation to the Food Service Fund at \$0. The USDA – Child Nutrition Reauthorization of 2010 requires school districts to increase their meal prices every year until the paid meal price is the price of the free meal reimbursement of \$2.51, capping the required increase at \$0.10 per year. Due to the increase in prices from 2010-11 to 2011-12, Waverly Community Schools is not required to increase prices in 2012-13.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 14, 2012**

Report #11-70

Subject: Personnel Summary

FOR ACTION

A. Employment - Administrative

<u>Name</u>	<u>Position</u>	<u>Class/Salary</u>	<u>Effective</u>
Gloria Gonzalez	Student Services Administrator	\$97,117	7/1/12

B. Transfer - Administrative

<u>Name</u>	<u>Position</u>	<u>Salary</u>	<u>Effective</u>
Vincent Perkins	From: HS Principal To: Director of Human Resources	\$105,042	7/1/12
Helene McNeilly	From: Elementary Teacher To: East Intermediate Assistant Principal	\$75,123	7/1/12

C. Resignation – Non Certified

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Ron Barnes	Bus Driver	Personal	6/30/12

D. Tenure Recommendation

<u>Name</u>	<u>School</u>	<u>Effective</u>
Bevin Francis	High School	2012-2013
Rachel Goodman	High School	2012-2013
Nichole Rhynard	High School	2012-2013
Jeremy Tuller	High School	2012-2013
Amanda Batten	Middle School	2012-2013
Lili Risser	Middle School	2012-2013
Ashley Beech	East Intermediate	2012-2013
Ramona Mendez	Colt	2012-2013
Carmon Mobley	Winans	2012-2013

E. Probation Recommendation

<u>Name</u>	<u>School</u>	<u>Probation From/To</u>	<u>Effective</u>
Nick Helble	High School	1 st year – 2 nd year	2012-2013
Adam Hussain	Middle School	2 nd year – 3 rd year	2012-2013
Nikki Harrison	Middle School	1 st year – 2 nd year	2012-2013
Marissa Thaler	Elmwood	1 st year – 2 nd year	2012-2013
Kandy Hannula	St. Gerard	1 st year – 2 nd year	2012-2013

F Coaching – High School/Middle School

<u>Name</u>	<u>Assignment</u>	<u>Step</u>	<u>Stipend</u>	<u>Effective</u>
Todd Simon	HS Girls' Asst. Track Coach	3	\$3,587	Spring Season
Matt Oppenheim	HS Varsity Baseball Coach	3	\$4,744	Spring Season

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 14, 2012**

Report #11-71

FOR ACTION

Subject: Waverly Educational Support Personnel Association – Master Agreement Ratification

Recommendation:

The Interim Superintendent recommends the Board approve the tentative agreement as negotiated between the Waverly Educational Support Personnel Association and the Board of Education as presented.

Statement of Purpose/Issue:

To approve the agreement reached.

Background Information:

The Board of Education and WESPA representatives reached a tentative agreement for a two year contract on May 11, 2012. The agreement includes language changes reflected throughout the contract. This includes adjustments in management rights, working conditions, seniority lay-off and recall, school closing, position classification, compensation, benefits, dues agency shop and payroll deductions, miscellaneous provisions and duration of agreement.

The economic proposal of the tentative agreement in 2011-12 includes a \$200 off schedule payment for all full-time support personnel, and \$100 for all part-time support personnel. For 2012-13 a \$200 off schedule payment will be made for all full-time support personnel, and \$100 for all part-time support personnel. This tentative agreement includes an insurance change effective June 1, 2012 for 2011-12 and an insurance change effective July 1, 2012 for 2012-13.

Budget Impact:

The cost of the contract in the first year will be approximately \$17,434. The cost of the contract in the second year will be approximately \$29,558.

Options/Alternatives:

1. Ratify the tentative agreement
2. Not ratify the contract and start renegotiating.

Rationale for Recommendation:

The agreement was tentatively reached with representatives for the Board of Education and the Waverly Educational Support Personnel. WESPA will hold a ratification vote before June 1, 2012.

**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR MEETING
May 14, 2012**

FOR DISCUSSION

Subject:

Ingham Intermediate School District General Education Fund 2012-13 Proposed Budget

Recommendation:

The Superintendent recommends the Board of Education support the ISD Budget Resolution as presented in the support material.

Statement of Issue/Purpose:

Section 624 of the Revised School Code, as amended, requires the intermediate school district to submit its budget to the local school boards on or before May 1st of each year. The local school districts must do the following on or before June 1st: 1) review the proposed intermediate school district budget; 2) adopt a resolution expressing the board's support for or disapproval of the proposed budget; and 3) if the Board disapproves of the budget, submit to the intermediate school board any specific objections and proposed changes the constituent board has to the budget.

Budget Impact:

None.

Background Information/Historical Perspective:

Due to amendments to the school code regarding the general election funds of state Intermediate School Districts, it is necessary for the constituent districts of each ISD to either support or disapprove that ISD's budget. Board members received a packet of information from the Ingham Intermediate School District prior to the May 1st deadline pertaining to the ISD's budget.

Discussion of Options/Alternatives:

The Board is required by Section 624 of the Revised School Code to take action either supporting or disapproving the proposed budget. The Board may choose to disapprove the proposed budget and submit to the intermediate school board any specific objection and proposed changes it has to the budget.

Rationale for Recommendation:

Administration feels it is important to support the proposed budget which the ISD has developed for its constituent districts.

ISD BUDGET RESOLUTION

_____, Michigan (the "District")

A _____ meeting of the board of education of the District was held in the _____ in the District, on the _____ day of _____, 2012, 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:

- 1. Section 624 of the Revised School Code, as amended, requires the intermediate school board to submit its proposed budget not later than May 1 of each year to the board of each constituent district for review; and
- 2. Not later than June 1 of each year, the board of each constituent district shall review the proposed intermediate school district budget, shall adopt a board resolution expressing its support or disapproval of the proposed intermediate school district budget, and shall submit to the intermediate school board any specific objections and proposed changes the constituent district board has to the budget.

NOW, THEREFORE BE IT RESOLVED THAT:

- 1. The board of education has received and reviewed the proposed intermediate school district budget in accordance with Section 624 of the Revised School Code, as amended, and by the adoption of this resolution, expresses its support for the proposed intermediate school district budget.
- 2. The secretary of the board of education or his/her designee shall forward a copy of this resolution to the intermediate school board or its superintendent no later than June 1, 2012.

3. All resolutions insofar as they conflict with 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 _____, Michigan, hereby certifies that the foregoing is a true and complete copy of a resolution adopted by the Board of Education at a _____ meeting held on _____, 2012, the original of which resolution is a part of the Board's minutes, and further certifies that notice of the meeting was given to the public under the Open Meetings Act, 1976 PA 267, as amended.

Secretary, Board of Education



Community. Collaboration. Commitment.
 Click [here](#) to view all the programs and services shared within the Ingham ISD service area that illustrate collaboration and commitment to our community.

Ingham Intermediate School District

Serving the Needs of Local Districts

2012-13 Proposed General Fund Budget

Ingham Intermediate School District’s board, administrators and staff strive to create and enhance educational opportunities for all learners. These budgets support our ardent efforts toward this mission by our focus on 1) enhancing the achievement and success of all learners, 2) maximizing school and community resources and 3) increasing community support for public education.

Our General Fund Budget encompasses a wide variety of programs and services, as outlined in this document and the related links to additional information. Today more than ever, school leaders are looking for ways to meet rising academic expectations while balancing fiscal realities. Ingham Intermediate School District (ISD) is working closely with districts to assist in their focus on student achievement and creating and supporting collaborative programs and services.

Ingham ISD operates three funds: General Education, Special Education and Career Services and Technical Education. The focus of [P.A. 234 of 2004](#) mandates that local district boards of education adopt a resolution either in support or disapproval of Ingham ISD’s General Fund Budget. The information in this report is designed to assist you as a board member in this process.

For more information, follow the [highlighted links](#) where indicated throughout this report.





Table of Contents

General Fund Budget Overview	3
General Fund Budget	4-6
Proposed Budget	4
Total Revenue	5
Total Expenses	6
Programs and Services Supported by General Fund	7-8
Next Steps and Responsibility	9

For more information, follow the [highlighted links](#) where indicated throughout this report.





Ingham ISD's General Fund Budget Focus

Instructional Improvement Collaboration

The General Fund Budget has been strongly shaped to support local district instructional improvement efforts. Our collaboration utilizes a framework for instructional support for all students, preK-12. It encompasses a multi-tiered system of support (MTSS), which is also known as Response to Intervention (RtI). MTSS/RtI is the practice of providing high quality instruction matched to students' needs and levels of performance to make instructional decisions. This framework is data-driven and over 20 years of research provides evidence that implementation of an MTSS/RtI framework increases the achievement and outcomes for all students.

Ingham ISD has revised its organizational capacity and structure to support effective implementation of MTSS/RtI aligned to the Michigan School Improvement Framework. As a result of this ongoing work within the areas of curriculum, instruction and assessment, Ingham ISD is strategically leveraging our General Fund resources and redeploying staff to continue this collaborative work with our constituent districts.

This system of data-driven instructional support for all students will continue to evolve as districts fully implement the essential components of MTSS/RtI and align these practices with their School Improvement efforts to increase student achievement. Based on districts' needs identified, Ingham ISD will continue to sustain and/or adjust programs and services within the areas of curriculum, instruction and assessment, as well as provide support for instructional data/technology. (page 8)

Ingham ISD is working collaboratively with districts to plan and provide focused professional development, training and services to support individual district needs within an ISD-wide implementation of an MTSS/RtI system of School Improvement. MTSS/RtI support areas include:

- Collection and use of student assessment data, within a problem solving model.
- Planning, alignment and implementation of College and Career Readiness Standards.
- Content area support in literacy and mathematics regarding core curriculum, research-based instruction and intervention practices in a tiered system of support.
- Planning and implementation of Positive Behavior Intervention Supports (PBIS) at the school and classroom level.
- Providing a cascading system of implementation support for school building and district level teams within MTSS/RtI framework.
- Support with instructional data and technology.

Although this collaborative and systemic instructional improvement initiative is not yet fully implemented, significant gains in student achievement growth have been attained and continued increases are necessary and possible.



General Fund 2012-13 Proposed Budget

	2011-12 Revised (2 nd)	2012-13 Proposed	Increase/ (Decrease) \$
Revenue	21,486,220	21,203,833	(282,387)
Expense	22,071,555	21,798,370	273,185
Excess Revenue (Expense)	(585,335)	(594,537)	(9,202)
Beg Fund Balance	2,888,311	2,302,976	585,335
End Fund Balance	2,302,976	1,708,439	(594,537)
Committed Fund Balance	150,000	111,050	(38,950)
Unassigned Fund Balance	2,152,976	1,597,389	(555,587)
Total Fund Balance	2,302,976	1,708,439	(594,537)

Budget Highlights

The General Fund Budget represents a diverse collection of instructional programs, support services and outgoing transfers which are described on the following pages and related links. These diverse programs and services are supported by a set of equally diverse funding sources.

Some General Fund programs and services have a dedicated revenue source or fees, and this revenue category has increased in recent years along with related and offsetting expenditures. Other programs and services are funded by undesignated funding sources which are primarily property taxes and state aid section 81 both of which have experienced decreases in recent years. Ingham ISD's Board and administration, with input from constituent districts, have engaged in several cycles of comprehensive budget planning, prioritization and realignment of resources. A number of difficult staffing and budget reductions have been made over the past several years to align expenditures with available undesignated revenues and also to allow for new expenditures in targeted areas to support local district needs.

Budgeted 2012-13 revenues are \$21.2 million and budgeted expenditures are \$21.8 million which results in a \$594,537 use of fund balance. The budgeted ending fund balance of \$1,708,439 represents 8% of total expenditures. A significant factor in the planned use of Ingham ISD's fund balance is to support districts' instructional improvement efforts around the MTSS framework, also known as RtI.

For 2013-14 and beyond, Ingham ISD will continue to realign available resources and further budget reductions may be required depending on when property taxes and section 81 revenues stabilize.



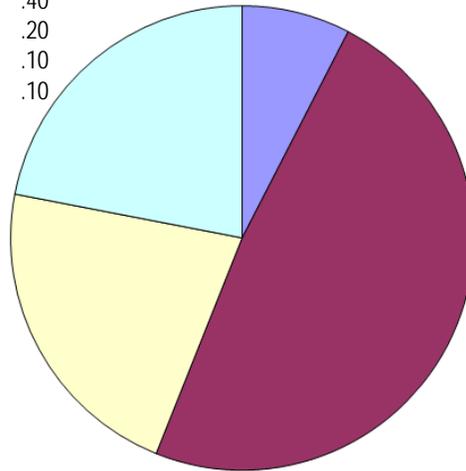
General Fund Total Revenue - \$21.2 million

Local - \$2.7 million

Property Taxes	\$1.50
Ingham Academy	.40
Local District Business Services	.40
Local District Technology Services	.20
Student Instructional Svcs Workshops	.10
Other	.10

State - \$1.8 million

State Aid Sec. 81 ISD Operations	\$1.30
Other	.50



Grants - \$6.9 million

Early Childhood – Great Start Readiness	\$4.60
REMC Statewide Purchasing Cooperative	.90
Early Childhood - Other	.70
Federal Assist High Priority Schools	.20
Mid-Michigan Beverage Consortium	.20
MiBLSi Response to Intervention (MTSS)	.20
Talent Development	.10

Incoming & Other - \$9.8 million

Central Michigan Substitute System	\$5.40
Alternative Education - Ombudsman Program	1.10
The Early College at LCC, HS Diploma	1.40
Completion Initiative	
General Education Transportation	.70
Ingham Academy	.60
Regional Educational Media Center (REMC)	.30
STARNET	.10
Student Management Software	.10
Student Assessment Software	.10

Revenue Highlights

Budgeted revenue for 2012-13 is \$21.2 million, down from the 2011-12 revised budget revenue of \$21.5 million. General Fund revenue sources include property taxes, state aid, fees for grants, programs/services and incoming transfers. A significant portion of revenue is restricted for specific programs or grants and is not available for general appropriations.

The 2012-13 proposed budget includes a decrease in *unrestricted* sources of revenue primarily as a result of declines in property tax revenue. A net decrease in *restricted* revenues was also recorded due to the ending of several grants.

The primary unrestricted revenue sources are property taxes and state aid section 81 and comprise 15% of total revenue of this fund. Property taxes contribute \$1.5 million revenue and are based on a levy of 0.19 mills. Property taxes decreased 5.1% last year, declined 4.2% in the current year and are expected to decrease 6.5% next year. Section 81 revenue totals \$1.3 million and is budgeted at the same level as the current year. Section 81 revenue has decreased 30% over the past ten years. As noted on the budget highlights page, these prior revenue reductions precipitated significant budget reductions for items funded by general appropriations in the two prior years as well as for 2012-13.

Eighty-five percent of the revenues of this fund are restricted and relate directly to a specific expenditure. Examples include the instructional programming at Ingham Academy, The Early College, Ombudsman alternative education program, early childhood services, general education transportation consortium, Central Michigan Substitute System, local district technology and business services, Regional Educational Media Center (REMC) 13, REMC statewide cooperative purchasing and a number of grants. As the revenue for these restricted items increase or decrease, there is an increase or decrease in the related expenditure.

40



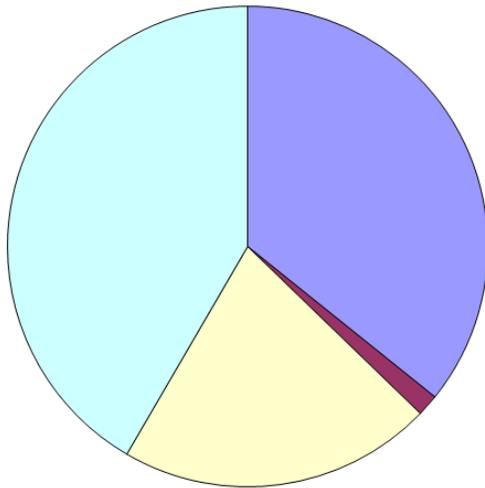
General Fund Total Expense - \$21.8 million

Instructional Programs - \$8.7 million

Central Michigan Substitute System	\$5.40
The Early College at LCC & High	1.40
School Diploma Completion Initiative	
Ombudsman Program	1.10
Ingham Academy	.80

Support Services - \$6.0 million

Administrative Services & Support	\$1.10
Instructional Data, Software & Evaluation	.80
General Education Transportation	.70
Student Instructional Services, MTSS/RtI	.50
Local District Business Services	.50
Regional Educational Media Center (REMC)	.40
STARNET Wide Area Network	.40
Other Instructional Support	.30
Early Childhood	.20
Literacy	.20
Mathematics	.20
Positive Behavior Intervention Support (PBIS)	.20
Pupil Accounting and Truancy	.20
Local District Technology Services	.20
Ingham Academy	.10



Grants - \$6.9 million

Early Childhood – Great Start Readiness	\$4.60
REMC Statewide Purchasing Cooperative	.90
Early Childhood – Other	.70
Federal Assist High Priority Schools	.20
Mid-Michigan Beverage Consortium	.20
MiBLSi Response to Intervention (MTSS)	.20
Talent Development	.10

Outgoing & Other - \$0.2 million

Central Michigan Substitute System	\$.20
Capital Projects Transfers	.10
Other	(.10)

Expense Highlights

General Fund expenditures include a wide variety of programs and services, as noted on this graph. Expenses for 2012-13 are budgeted at \$21.8 million which is down from the 2011-12 revised budget revenue of \$22.1 million.

As noted on page 3, the General Fund budget has been strongly shaped to support student achievement through a framework of MTSS/RtI. We have realigned our organizational structure and have reassigned staff. For 2012-13, the budget provides for a 1.0 FTE increase in staffing to support this important work. The new staff position will be fully funded by a state grant. Budget increases in this area are also included for expanded math training and support, and for increased Ingham ISD fiscal support for universal screeners used by districts. A new initiative for 2012-13 is a collaboration with ten districts for a student assessment and RtI software system. For 2012-13, there are also planned decreases in MTSS budgets which result from an infusion of one-time operating funds in the current year due to the critical transition from American Reinvestment and Recovery Act funding which ended this year.

Salary and benefit budgets include the new position noted above and a new early childhood grant-funded position. In our effort to realign staffing and services to current needs as well as to available resources, two General Fund positions are being eliminated for 2012-13 and a number of on-going position assignments are being adjusted. An expense increase is included for the Michigan Public School Employees Retirement System (MPSERS) retirement rate increase. A decrease of 3% is included for health insurance. All other on-going salaries and benefits are budgeted at 0% change.

As noted on the [revenue highlight](#) pages, the majority of expenditures for this fund have specific, designated revenues. As these designated program revenues increase or decrease, there is an offsetting change in the related expenditure.

41



Programs and Services Supported by Ingham ISD's General Fund

Instructional Programs

[High School Diploma Completion Initiative](#)

Lansing Community College, Ingham ISD and other partners have teamed up to offer students who have dropped out an opportunity to complete their high school diploma and earn college credit concurrently.

[Ingham Academy](#)

Ingham ISD is partnering with the Ingham County Board of Commissioners and the Circuit Court to provide an alternative educational and behavior support day school offering to adjudicated youth.

[Ombudsman Program](#)

Ombudsman is an alternative rigorous, personalized high school program. This program has low student teacher ratios, online learning and individualized work stations.

[The Early College at Lansing Community College](#)

The Early College at LCC is a three-year program that provides high school students an opportunity to enter a higher education environment early. Students can earn up to 60 college credits through LCC in a Science, Technology, Engineering and Mathematics (STEM) related field.

[Central Michigan Substitute System](#)

Clinton County RESA, Eaton and Ingham ISDs developed a streamlined system for substitute teachers known as Central Michigan Substitute System (CMSS). Ingham ISD coordinates the contracts and billing for schools.

Support Services

[Multi-Tiered System of Support \(MTSS or RtI\)](#)

Ingham ISD, in collaboration with our constituent districts, are committed to implementing the essential, research-based components of an MTSS/RtI system to increase achievement for all students. Various professional development structures facilitated by Ingham ISD are supporting this multi-year systems change initiative to reach full implementation of MTSS/RtI at the district, school and classroom level.

[Curriculum, Instruction & Assessment](#)

Ingham ISD's staff provide consultation and plan programs and services in curricular areas such as literacy, math, social studies and science.

[Professional Development](#)

Ingham ISD offers many high quality professional development options to a wide range of constituents.

[Planning and Evaluation](#)

The Planning and Evaluation team helps educators collect and use data to improve their programs and services.

[Early Childhood](#)

The Great Parents, Great Start program is a parent involvement and education program for all families with children, birth to kindergarten, in Ingham County. Ingham ISD operates the Great Start Readiness Program consortium in coordination with local districts, PSA's and competitive grantees who provide eligible at-risk 4 year-olds with preschool programming.

[Talent Development](#)

Talent Development staff work with local school districts, Michigan State University and Lansing Community College to develop a continuum of services.

[Pupil Accounting and Auditing Services](#)

Ingham ISD assists local districts by conducting Michigan Department of Education required audits to verify the accuracy of pupil membership counts, which in turn, determines the amount of state school aid a district receives.

[General Education Transportation](#)

A general education transportation consortium was formed last year with eight districts. The consortium members chose Dean Transportation as the vendor, and districts committed to use the consortium vendor if a decision was made by the district during the agreement term to contract for general education transportation. Two districts implemented in 2011-12 and other districts are considering a future implementation.

42



Programs and Services Supported by Ingham ISD's General Fund

Local District Business Services

Ingham ISD provides comprehensive business services including finance, accounting, payroll and benefits, budgeting and reporting services to three local districts and a public school academy.

Collaborative Purchasing

Ingham ISD is working with districts on many collaborative purchases in order to increase the efficiencies of the acquisition process and to reduce the cost of goods and services. In the instructional area collaborative purchases have been done for Reading Street core reading curriculum, [Read 180](#) reading intervention and [EDUCATION 2020](#), an on-line instruction option for core and elective courses. Non-instructional collaborative purchases have been conducted in numerous areas including technology equipment, systems and services, custodial services and maintenance services.

STARNET

The STARNET (Sharing Technology and Academic Resources Network) is a fiber network to link all local public school districts in the Ingham ISD service area together. Through this network schools can leverage local and Ingham ISD resources to enhance educational opportunities and share resources in a cost effective manner.

Distance Learning

Distance Learning provides virtual opportunities to students at their school that may not be available due to demand or cost. This option allows students to visit foreign countries, learn a new language, communicate with NASA and much more.

Regional Educational Media Center (REMC)

REMC 13 is a service of Clinton County RESA, Eaton and Ingham ISDs. REMC provides services and instructional resources to schools within these service areas. In addition to participation fees, Ingham ISD's General Fund budget supports the services of REMC 13.

Local District Technology Services

Ingham ISD currently provides on-site and remote technology support to local districts such as: 1) network engineering services, 2) supporting a consortium of six local districts using PowerSchool in the form of ongoing training, report development for local/state needs and help desk, 3) complete technology services to two districts, 4) hosting shared servers and 5) other ad hoc requests.

Student Management System Consortium

Eight districts (plus Ingham ISD) are using PowerSchool as their student management system. Five districts and Ingham ISD were part of the original purchase that reduced the overall cost for the software, startup and training.

Student Assessment and Special Ed Software

A new special education and student assessment software consortium will be implemented in the 2012-13 school year. Ten districts are committed to being part of the consortium. The student assessment portion is included in the General Fund.

Administrative Services

General Fund (Partially Funded)

Ingham ISD's General Fund Budget partially funds programs designed to assist local districts including:

- Acquisition of grant funds
- Communication and public information planning
- Facilitation and support for board members, curriculum directors, human resources directors, business directors, and technology directors
- Property tax reporting assistance
- Teacher certification
- Schools of Choice data collection and advertising

General Fund (Fully Funded)

Ingham ISD provides programs and services to improve the effectiveness and efficiency of school operations that are supported by the General Fund. The following programs are made possible through the use of Ingham ISD's General Fund dollars.

- Attendance and Truancy referrals
- Employee retirement investment plan - 403(b) Consortium
- Facilitation of the Superintendents' Round Table
- Finance software support (MUNIS)
- Human Resources employee applications
- Mid-Michigan Beverage Consortium coordination
- Purchasing collaboratives

43



Next Steps and Responsibility

Next Steps	Responsibility
Submit 2012-13 General Fund Budget to local districts by May 1.	Ingham ISD
By June 1, adopt a resolution either in support or in disapproval of the General Fund Budget. If disapproved, submit specific objections and proposed changes. Send resolution to Ingham ISD, c/o Superintendent's Office.	Local Districts
Adopt General Fund Budget by July 1.	Ingham ISD

If we can provide additional information please call 517.244.1212 or email moneil@inghamisd.org.



**WAVERLY COMMUNITY SCHOOLS
BOARD OF EDUCATION
REGULAR BOARD MEETING
May 14, 2012**

FOR DISCUSSION

Subject:

80/20 Insurance Hard Cap Resolution

Recommendation:

The Superintendent recommends the Board of Education approve the resolution to comply with the Publicly Funded Health Insurance Contribution Act (PA 152 of 2011) by limiting its expenditures for medical benefit plans to not more than eighty percent (80%) of the total annual costs of all medical benefit plans it offers or contributes to for its eligible employees (and their eligible dependents).

Statement of Purpose:

Approval of the resolution is necessary to comply with Sec. 4. (1) of PA 152 of 2011 which states, “By a majority vote of its governing body, a public employer, excluding this state, may elect to comply with this section for a medical benefit plan coverage year instead of the requirements in section 3.”

Budget Impact:

The projected savings as a result of PA 152 of 2011 are \$29,804 for the 2012-2013 school year.

Historical Perspective:

The Publicly Funded Health Insurance Contribution Act, Public Act 152 of 2011, was filed with the Secretary of State on September 27, 2011 and became immediately effective on that date. Waverly Community Schools has previously used “hard caps” in negotiating contract settlements without the provision of the 80/20 premium share.

Discussion of Options:

The Board of Education needs to approve the resolution to comply with Section 4 (1) of PA 152 of 2011. The resolution shall automatically expire on Jun 30, 2013. The resolution's expiration date shall not be interpreted to restrict or otherwise limit any subsequent action of the Board to elect or implement the specific monetary limitations described in Section 3 of the Act.

Rationale for Recommendation:

Approving the resolution is the next sequential step after having ratified a collective bargaining agreement with the Waverly Education Association, which includes language in compliance with Section 4 (2) of PA 152 of 2011

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.

Act No. 152
Public Acts of 2011
Approved by the Governor
September 24, 2011
Filed with the Secretary of State
September 27, 2011
EFFECTIVE DATE: September 27, 2011

**STATE OF MICHIGAN
96TH LEGISLATURE
REGULAR SESSION OF 2011**

Introduced by Senator Jansen

ENROLLED SENATE BILL No. 7

AN ACT to limit a public employer's expenditures for employee medical benefit plans; to provide the power and duties of certain state agencies and officials; to provide for exceptions; and to provide for sanctions.

The People of the State of Michigan enact:

Sec. 1. This act shall be known and may be cited as the "publicly funded health insurance contribution act".

Sec. 2. As used in this act:

(a) "Designated state official" means:

(i) For an election affecting employees and officers in the judicial branch of state government, the state court administrator.

(ii) For an election affecting senate employees and officers, the secretary of the senate.

(iii) For an election affecting house of representatives employees and officers, the clerk of the house.

(iv) For an election affecting legislative council employees, the legislative council.

(v) For an election affecting employees in the state classified service, the civil service commission.

(vi) For an election affecting executive branch employees who are not in the state classified service, the state employer.

(b) "Flexible spending account" means a medical expense flexible spending account in conjunction with a cafeteria plan as permitted under the federal internal revenue code of 1986.

(c) "Health savings account" means an account as permitted under section 223 of the internal revenue code of 1986, 26 USC 223.

(d) "Local unit of government" means a city, village, township, or county, a municipal electric utility system as defined in section 4 of the Michigan energy employment act of 1976, 1976 PA 448, MCL 460.804, an authority created under chapter VIA of the aeronautics code of the state of Michigan, 1945 PA 327, MCL 259.108 to 259.125c, or an authority created under 1939 PA 147, MCL 119.51 to 119.62.

(e) "Medical benefit plan" means a plan established and maintained by a carrier, a voluntary employees' beneficiary association described in section 501(c)(9) of the internal revenue code of 1986, 26 USC 501, or by 1 or more public employers, that provides for the payment of medical benefits, including, but not limited to, hospital and physician services, prescription drugs, and related benefits, for public employees or elected public officials. Medical benefit plan does not include benefits provided to individuals retired from a public employer.

(50)

(f) "Public employer" means this state; a local unit of government or other political subdivision of this state; any intergovernmental, metropolitan, or local department, agency, or authority, or other local political subdivision; a school district, a public school academy, or an intermediate school district, as those terms are defined in sections 4 to 6 of the revised school code, 1976 PA 451, MCL 380.4 to 380.6; a community college or junior college described in section 7 of article VIII of the state constitution of 1963; or an institution of higher education described in section 4 of article VIII of the state constitution of 1963.

Sec. 3. Except as otherwise provided in this act, a public employer that offers or contributes to a medical benefit plan for its employees or elected public officials shall pay no more of the annual costs or illustrative rate and any payments for reimbursement of co-pays, deductibles, or payments into health savings accounts, flexible spending accounts, or similar accounts used for health care costs, than a total amount equal to \$5,500.00 times the number of employees with single person coverage, \$11,000.00 times the number of employees with individual and spouse coverage, plus \$15,000.00 times the number of employees with family coverage, for a medical benefit plan coverage year beginning on or after January 1, 2012. A public employer may allocate its payments for medical benefit plan costs among its employees and elected public officials as it sees fit. By October 1 of each year after 2011, the state treasurer shall adjust the maximum payment permitted under this section for each coverage category for medical benefit plan coverage years beginning the succeeding calendar year, based on the change in the medical care component of the United States consumer price index for the most recent 12-month period for which data are available from the United States department of labor, bureau of labor statistics.

Sec. 4. (1) By a majority vote of its governing body, a public employer, excluding this state, may elect to comply with this section for a medical benefit plan coverage year instead of the requirements in section 3. The designated state official may elect to comply with this section instead of section 3 as to medical benefit plans for state employees and state officers.

(2) For medical benefit plan coverage years beginning on or after January 1, 2012, a public employer shall pay not more than 80% of the total annual costs of all of the medical benefit plans it offers or contributes to for its employees and elected public officials. For purposes of this subsection, total annual costs includes the premium or illustrative rate of the medical benefit plan and all employer payments for reimbursement of co-pays, deductibles, and payments into health savings accounts, flexible spending accounts, or similar accounts used for health care but does not include beneficiary-paid copayments, coinsurance, deductibles, other out-of-pocket expenses, other service-related fees that are assessed to the coverage beneficiary, or beneficiary payments into health savings accounts, flexible spending accounts, or similar accounts used for health care. Each elected public official who participates in a medical benefit plan offered by a public employer shall be required to pay 20% or more of the total annual costs of that plan. The public employer may allocate the employees' share of total annual costs of the medical benefit plans among the employees of the public employer as it sees fit.

Sec. 5. (1) If a collective bargaining agreement or other contract that is inconsistent with sections 3 and 4 is in effect for a group of employees of a public employer on the effective date of this act, the requirements of section 3 or 4 do not apply to that group of employees until the contract expires. A public employer's expenditures for medical benefit plans under a collective bargaining agreement or other contract described in this subsection shall be excluded from calculation of the public employer's maximum payment under section 4. The requirements of sections 3 and 4 apply to any extension or renewal of the contract.

(2) A collective bargaining agreement or other contract that is executed on or after September 15, 2011 shall not include terms that are inconsistent with the requirements of sections 3 and 4.

Sec. 6. A public employer may deduct the covered employee's or elected public official's portion of the cost of a medical benefit plan from compensation due to the covered employee or elected public official. The employer may condition eligibility for the medical benefit plan on the employee's or elected public official's authorizing the public employer to make the deduction.

Sec. 7. (1) The requirements of this act apply to medical benefit plans of all public employees and elected public officials to the greatest extent consistent with constitutionally allocated powers, whether or not a public employee is a member of a collective bargaining unit.

(2) If a court finds the requirements of section 3 to be invalid, the expenditure limit in section 4 shall apply to a public employer that does not exempt itself under section 8, except that the requirement for a majority vote of the governing body of the public employer in section 4 shall not apply. If a court finds section 4 to be invalid, the expenditure limit in section 3 shall apply to each public employer that does not exempt itself under section 8.

Sec. 8. (1) By a 2/3 vote of its governing body each year, a local unit of government may exempt itself from the requirements of this act for the next succeeding year.

(2) A 2/3 vote of the governing body of the local unit of government is required to extend an exemption under this section to a new year.

(3) An exemption under this section is not effective for a city with a mayor who is both the chief executive and chief administrator, unless the mayor also approves the exemption.

(4) An exemption under this section is not effective for a county with a county executive who is both the chief executive and chief administrator, unless the county executive also approves the exemption.

Sec. 9. If a public employer fails to comply with this act, the public employer shall permit the state treasurer to reduce by 10% each economic vitality incentive program payment received under 2011 PA 63 and the department of education shall assess the public employer a penalty equal to 10% of each payment of any funds for which the public employer qualifies under the state school aid act of 1979, 1979 PA 94, MCL 388.1601 to 388.1772, during the period that the public employer fails to comply with this act. Any reduction setoff or penalty amounts recovered shall be returned to the fund from which the reduction is assessed or upon which the penalty is determined. The department of education may also refer the penalty collection to the department of treasury for collection consistent with section 13 of 1941 PA 122, MCL 205.13.

This act is ordered to take immediate effect.

Carol Morey Viventi

Secretary of the Senate

Jay E. Randall

Clerk of the House of Representatives

Approved

.....
Governor

Waverly Community Schools, Ingham, Eaton and Clinton Counties, Michigan (the "District").

A _____ meeting of the Board of Education of the District was held in the _____ in the District on the _____ day of _____, 2012, at _____ o'clock ____m.

The meeting was called to order at _____ o'clock, ____m. by President _____.

Present: Members

Absent: Members

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

WHEREAS, the Publicly Funded Health Insurance Contribution Act, Act 152 of 2011 (the "Act"), was filed with the Secretary of State on September 27, 2011 and became immediately effective on that date; and

WHEREAS, Section 4(1) of the Act allows this Board of Education to comply with requirements of Sections 3 and 4 of Act by limiting the District's total annual costs of the medical benefit plans it offers or contributes to for its eligible employees (and their eligible dependents) to not more than eighty percent (80%) of the total annual costs of all such medical benefit plans, as defined in Section 2(e) of the Act. "Total annual costs" includes premium or illustrative rates of the medical benefit plans, and all District payments for reimbursement of co-pays, deductibles, and payments into health savings accounts, flexible spending accounts, or similar accounts used for health care; and

WHEREAS, the District makes premium contributions for one or more medical benefit plans on behalf of its eligible employees (and their eligible dependents); and

WHEREAS, this Board of Education has determined to comply with the Act for the medical benefit plan coverage year beginning on July 1, 2012 by paying not more than eighty percent (80%) of the total annual costs of all medical benefit plans offered by this District or for which this District makes contributions for its eligible employees (and their eligible dependents) as an alternative to compliance with the requirements of Section 3 of the Act.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The District declares that beginning with the medical benefit plan coverage year commencing on July 1, 2012 and through June 30, 2013, it shall comply with the Publicly Funded Health Insurance Contribution Act by limiting its expenditures for medical benefit plans

to not more than eighty percent (80%) of the total annual costs of all medical benefit plans it offers or contributes to for its eligible employees (and their eligible dependents).

2. This resolution shall automatically expire on June 30, 2013.

3. The resolution's expiration date shall not be interpreted to restrict or otherwise limit any subsequent action of the Board to elect or implement the specific monetary limitations described in Section 3 of the Act, or to take any other lawful action related to the medical benefit plans it offers or contributes to for its employees and their eligible dependents.

4. The President and Secretary of this Board of Education are hereby authorized and directed to execute any and all documents which are necessary for the District to comply with the requirements of the Act and to implement this resolution of the Board of Education.

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 (the "District"), 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 _____, 2012, 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 Meeting
May 14, 2012**

FOR INFORMATION***

Subject: Extended Field Trip

Jenny Spurbeck, orchestra teacher, has received permission for the High School orchestra to travel to Memphis, Tennessee, departing on Friday, April 19, 2013 and returning on Monday, April 22, 2013. Students will collaborate in a clinic/performance with a Memphis High School orchestra and will explore the rich musical culture in Memphis. They will have a cultural exchange with another orchestra and will learn about a genre of music they don't regularly explore in orchestra class. Approximately 60 students, Mrs. Spurbeck, Mr. Knapp, and at least 10 chaperones will travel by fully equipped motor coach buses. The estimated cost per student is \$550.00 which will be paid by the student. Fundraising opportunities will be made available, which will hopefully drive the cost per student down to \$200.00. Students will be away from the traditional educational setting two days.